

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Monday 13th December 2021

Present: Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mrs J Billingsley (Bride).

In attendance: The following Clerks and Officers attended the meeting:

Mrs M. Callow (Andreas – Clerk), Mrs A Done (Ballaugh - Clerk), Mrs L Sims (Bride - Clerk), Mrs M Rimmer (Lezayre - Clerk), Mr T Cowin (Ramsey – Town Clerk), Ms B Wallace (Ramsey - Technical Officer), Mr NQ Cannell (Ramsey - Finance).

Apologies for absence:

Mrs L Nicholson (Ballaugh), Mr S Ryzak (Garff), Mr D Hope (Jurby), Mr R Cowell (Ramsey), Mr M Royle (Garff - Clerk), Mr B Kennedy (Jurby – Clerk).

Quorum required:

Under Sch. 1.4 of the Joint Committee Agreement:

"All decisions of the Joint Committee shall require the support of a Quorum (4 Authorities) of the votes in accordance with Sch. 2 of the 1985 Government Act."

And under Schs. 4.6 & 4.7 of the Joint Committee Agreement:

"4.6 No business shall be conducted at any meeting of the Joint Committee unless the Chairman or Vice-Chairman for the time being is present and that at least four Members (either one of whom may be the Chairman or Vice-Chairman or a duly authorised deputy in accordance with the provisions of paragraphs 1.2 or 1.5 above).

4.7 In the event that a meeting of the Joint Committee shall be inquorate the Secretary shall reconvene the meeting giving due notice which process shall be repeated as often as necessary until a quorum is achieved."

With an attendance of 3 Elected Members it was agreed the Committee was inquorate. However, given the importance of setting a 2022-23 Site budget to assist Clerks & Finance Officers in the 2022-23 rate setting process it was agreed to:

- Continue with the meeting to discuss the elements of the budget.
- In the days after the meeting seek opinions on the budget figures (as set out).
- Seek agreement via e-mail from all elected members for a 2022-23 site running cost budget.

Adoption of previous meeting minutes:

It was noted that the minutes from the previous meeting of 24th August 2021 had yet to be prepared and circulated.

Matters arising:

The Chairman invited Committee Members and Clerks to indicate if there were any matters arising but not included in the Agenda which they wished to bring to the Committee's attention. There were no such matters.

2022-23 Budget report:

The operating budget for the 2022-23 financial year was discussed at some length.

Mr Cannell explained the process by which the proposed budgeted figures had been calculated (actual figures to Nov. 2021 projected forward to March 2022 and those projected figures as a base for the 2022-23 financial year budget). The following areas were the main points raised:

- Staffing: the Committee were advised that the management of the site had become more time consuming and therefore some of the tasks had been delegated to the Works RTC Supervisor and Ms. Wallace's assistant (e.g. work rota, time sheets, organising plant & site repairs etc.). It was proposed to provide for any additional cost as part of the budgeted cost. It was agreed that the budget included a cost for the 6-month short-term employee agreed at the previous meeting.
- Waste: the budget was calculated as projected tonnage + 5% at the estimated cost per tonne. Burnable waste at EFW plant 2% increase = £97.57 per tonne; wood retained at £35 per tonne.

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Meeting 13th December 2021 - continued

Green waste £2 increase to £25 per tonne as from 1st Jan. 2022.

TVs, fridges etc. – present cost until June but expect both cost & income to increase in July 2022.

Oil waste similarly increased by 2%.

No identified or expected increase for Rubble or Light bulbs.

Plasterboard will increase by 2% in line with burnable.

- Skip haulage: based on projected number of movements + 10%; 2021-22 cost + £5.
Similar costs for Burnable & Green waste were noted & reduced cost for Rubble – less being deposited on site (possibly due to charging regime).
- Site costs: it was noted that site rent would remain £20,320; 2022-23 being yr. 6 of the 21-year term. It was noted that the rent would be reviewed at end of yr. 7. Other site costs were reasonably static.
- Finance costs: RTC charge for site management. Becoming more time consuming; the Admin. Fee has been increased from £750 per Parish to £1,000 per Parish. The increase was agreed.
- Plant costs: it was noted that the 2022-23 budget included a provision to set aside the sum of £20,000 for plant renewal as was the case in 2021-22. A provision of £10,000 for new 40m³ skips was included in order to ensure the quantity & quality of the skips. Increased fuel prices were noted.
- Income: it was noted that the monetary rates applied for calculating the potential income streams in 2022-23 were the same as 2020-21 with the exception of ferrous scrap (increased from £30 to £50 per tonne). The increase was conservative given the present rate of £95 per tonne but reasonable given the uncertainty in the scrap market.

Subject to any amendments the calculated 2022-23 budget indicated that the net running costs for the site was approx. £403,000 to £405,000. Mr Cannell stated that the projected figures for 2021-22 indicated a reasonable surplus and therefore there were a few options available to the Committee, these being:

- Distribute any 2021-22 surplus back to the 7 Parishes.
- Repay each Parish the additional contributions made in quarter 4 of the previous year.
- Set a reduced 2022-23 budget and use some of the expected 2021-22 surplus to 'subsidise' the 2022-23 budgeted.
- Budget for the full £405,000.

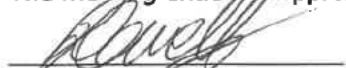
It was stated that in accordance with S7.1 of the Joint Committee Agreement any agreed budget would be allocated between the 7 parishes on the same basis as previous years, i.e. the Rateable Value as issued by the Government early December.

It was suggested Mr Cannell should contact all Committee members electronically requesting opinions on the existing figures and/or any other proposals, collate the replies and circulate the outcome together with the Parish contributions for the 2022-23 financial year based on the December 2021 Rateable Values (obtained from the Rates Office).

Any Other Business:

1. Date of next meeting was to be agreed via e-mail after contacting all elected Members.

The meeting ended at approx. 8:05pm.



Chairman

24/12/21 2022

Update: all Elected Members confirmed via e-mail a 2022-23 running cost budget of £405,000. Therefore, Mr Cannell circulated an allocation of costs to each Parish Clerk.