

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Monday 16th December 2019

Present : Mr J Allison (Andreas), Mr J Quayle (Garff), Mr J Clarke (Jurby), Mr I Colquitt (Bride), Mr K Brew, Chairman (Lezayre) – attended part way through the meeting.

In attendance : The following Clerks and Officers attended the meeting :
Mr JJ Quayle (Andreas, & Jurby - Clerk), Mrs A Done (Ballaugh - Clerk), Mrs M Rimmer (Lezayre - Clerk), Ms B Wallace (Ramsey - Technical Officer), Mr NQ Cannell (Ramsey - Finance).

Apologies for absence :

Mr J Fenton (Ballaugh), Mr A Oldham (Ramsey), Mr M Royle (Garff - Clerk), Mrs L Sims (Bride - Clerk), Mr P Whiteway (Ramsey – Town Clerk).

Adoption of previous meeting minutes :

It was resolved that the minutes from the previous meeting of 29th October 2019 (as circulated in advance of the meeting) be confirmed and signed by the Deputy Chairman in the absence of the Chairman).

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.

Finance report :

The Income & Expenditure account for the period to 30th November 2019 and Balance Sheet as at 30th November 2019 which had been circulated in advance of the meeting were discussed as follows:

- The Income & Expenditure account disclosed the 2019-20 year-to-date figures, the 2019-20 budgeted figures and actual 2018-19 figures for comparison purposes.
A deficit of expenditure over income of £18,096 was noted for the period.
- The Balance sheet disclosed the assets and liabilities as at 30th November 2019 – being a net liabilities position of £(10,274).
- The reasons for the deficit were discussed and these included:
 - lower scrap metal prices.
 - the need to utilise contract labour after retirement & resignations.
 - increased site rental.
 - unforeseen but necessary plant repairs.
 - increased waste, and
 - the new skip haulage contract.

It was noted that similar problems were discussed at the previous meeting and that it had been suggested and agreed at that meeting that each Parish member raise the subject at their next monthly meeting with the proposal to raise additional Parish contributions for quarter 4 of the financial year; figures of £20,000 to £25,000 total additional contributions were discussed with the total being split on the existing Parish shares.

It was noted that the Joint Agreement indicated that such additional charges (or refunds where applicable) should be made after the financial year end. However it was agreed that it would be best to tackle the deficit problem earlier rather than later and the members were in agreement to increase the quarter 4 contributions by a total of £25,000 being split on the existing Parish shares.

Mr Cannell agreed to circulate a schedule of the revised quarter 4 contributions.

Northern Districts Civic Amenity Site Joint Committee - Meeting 16th December 2019 - continued

- Mr Cannell circulated a spreadsheet comparing the quantities of waste received and recycled at 30th November 2019 and for the same period in the previous year. These indicated increased tonnage for both recycled and waste categories.

The potential for limiting the amount of builders' rubble and plasterboard was discussed. It was agreed to restrict deposits to 6 bags per site visit and 1 visit per week with the intention to limit access by vans to certain days of the week. The intention would be undertake such restrictions for a 6 month trial period from 1st February 2020.

The need for sufficient notification to customers was noted.

2020-21 Budget

The operating budget for the 2020-21 financial year was discussed at some length. Mr Cannell explained the process by which the proposed budgeted figures had been calculated and provided explanations in areas where there were proposed budgeted increases and decreases – both for income and expenditure.

The calculated proposed budget indicated that the net running costs for the site was £380,000. Mr Cannell stated that the proposed 2020-21 budget would be allocated between the 7 parishes on the same basis as previous year, i.e. the rateable value as issued by the Government early December.

It was noted that for the 2020-21 financial year there were some significant changes to the rateable value and these were clearly disclosed in the circulated schedule for the 2020-21 allocation.

It was proposed and agreed that the 2020-21 budget of £380,000 for the net running costs be approved. It was further proposed that the Joint Committee start to prepare in advance for the replacement of the plant used on site and therefore it was agreed that the 2020-21 budget be increased by £20,000 to allow for the setting up of a Plant Replacement Fund. This was agreed and Mr Cannell was asked to amend the Parish allocation schedule and circulate it to all Clerks for incorporation into their individual Parish budgets.

Any Other Business :

1. Date of next meeting was agreed as Monday 13th April 2020, 7.00pm at Ramsey Town Hall.
2. The only other point was an emphasis on the need to widely advertise the agreed restrictions re access by vans and the limitations on rubble and plasterboard.

The meeting ended at approx. 8:10pm.


Chairman

14/10 2020

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Tuesday 29th October 2019

Present : Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mr J Quayle (Garff), Mr J Clarke (Jurby), Mr I Colquitt (Bride).

In attendance : The following Clerks and Officers attended the meeting :
Mr JJ Quayle (Andreas, & Jurby - Clerk), Mrs M Rimmer (Lezayre - Clerk), Ms B Wallace (Ramsey - Technical Officer), Mr NQ Cannell (Ramsey - Finance).

Apologies for absence :

Mr J Fenton (Ballaugh), Mr A Oldham (Ramsey), Mrs A Done (Ballaugh - Clerk), Mr M Royle (Garff - Clerk), Mrs L Sims (Bride - Clerk), Mr P Whiteway (Ramsey – Town Clerk).

Adoption of previous meeting minutes :

It was resolved that the minutes from the previous meeting of 26th June 2019 (as circulated in advance of the meeting) be confirmed and signed by the Chairman.

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.

Such matters included the following :

- Preparation and circulation of an Amenity Site 'flier' re correct disposal & recycling of waste, the existing charging rates and the proposed charging rates for rubble, plasterboard etc.; Mr Cannell explained that he simply hadn't had the time to progress the item.
- The potential for imposing a set charge for the domestic disposal of rubble & plasterboard; again this had not been progressed so the expected implementation date of 1st July 2019 would have to be postponed.

Finance report :

The Income & Expenditure account for the period to 30th September 2019 and Balance Sheet as at 30th September 2019 which had been circulated in advance of the meeting were discussed as follows:

- The Income & Expenditure account disclosed the 2019-20 year-to-date figures, the 2019-20 budgeted figures and actual 2018-19 figures for comparison purposes.
A deficit of expenditure over income of £14,467 was noted for the period.
- The Balance sheet disclosed the assets and liabilities as at 30th September 2019 – being a net liabilities position.
- The reasons for the deficit were discussed these included increased waste, the new skip haulage contract, the need to utilise contract labour after retirement & resignations, unforeseen plant repairs and lower scrap metal prices.
- Potential remedies were discussed and it was agreed that each Parish member raise the subject at their next monthly meeting with the proposal to raise additional Parish contributions for quarter 4 of the financial year; figures of £20,000 to £25,000 total additional contributions were discussed with the total being split on the existing Parish shares. Parish members were asked to provide feedback on the proposal at the December budget meeting.

Mr Cannell agreed to circulate a schedule of the revised quarter 4 contributions at a later date via e-mail as an indication should the increase be agreed at the December budget meeting.

- Mr Cannell circulated a spreadsheet comparing the quantities of waste received and recycled at 30th September 2019 and for the same period in the previous year. These indicated increased tonnage for both recycled and waste categories. A particularly large increase was noted for Green waste due to the wet summer compared to the dry 2018 summer.

Northern Districts Civic Amenity Site Joint Committee - Meeting 29th October 2019 - continued

Site update

Mrs Barbara Wallace discussed her site report which had been circulated in advance of the meeting. This covered the following areas:

- Staffing : the changes in staffing due to retirement and resignations with the proposal to employ 1 full-time staff and 3 part-time staff who would be able to increase their working hours by providing holiday and sick cover. This was noted and agreed.
- Opening hours : the addition of new staff had led to a review of working procedures. It was proposed to close the site for 1 hour during Saturday & Sunday lunch-times. This would allow the staff to have a 30 minute break and a 30 minute spell to prepare the site for the afternoon 'rush'. This was discussed and agreed. It was noted that a significant period of notice would have to be given to the public before implementation.

The potential for amending / extend the opening hours was discussed and deferred for consideration at a later date.

- Plant : it was noted that there had been necessary repairs to plant with the costs having already exceeded the annual budget and that further repairs were required before the financial year end. The report set out the quotes received for the work involved. These were discussed and it was agreed to progress to ensure the plant is in good and safe operational order.
- Site maintenance : the need to undertake some general site perimeter repairs were discussed and agreed.
The need to repair / refresh the gantries was discussed and from a Health & Safety perspective these were agreed. Further improvements could be made by placing some horse matting or non-slip rubber matting and it was agreed to budget for such coverings for the 2020-21 financial year.

Any Other Business :

1. A member raised a query re the disposal of electrical equipment. It was confirmed that wire cables could be sold as scrap, that any metal part could be sold as scrap and any hard plastic components would be classed as burnable at the Energy From Waste plant. However it was stressed that if such disposal was from a company or business venture then the disposal would be seen as being commercial which we do not accept.

Furthermore, it was stated that ideally all small electrical goods should be scrapped and not put in the re-use section of the site. This is simply from a safety perspective as there was no guarantee such items are safe to use.

2. Date of next meeting, being the annual budget meeting, was agreed as Monday 16th December 2019, 7.00pm at Ramsey Town Hall.

The meeting ended at approx. 8:05pm.

John Z. Quigley
vice **Chairman**

16 Dec. 2019

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Wednesday 26th June 2019

Present : Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mr J Quayle (Garff), Mr J Clarke (Jurby), Mr I Colquitt (Bride).

In attendance : The following Clerks and Officers attended the meeting :
Mr JJ Quayle (Andreas, & Jurby - Clerk), Mrs A Done (Ballaugh - Clerk), Mrs M Rimmer (Lezayre - Clerk), Ms B Wallace (Ramsey - Technical Officer), Mr NQ Cannell (Ramsey - Finance).

Apologies for absence :

Mr J Fenton (Ballaugh), Mr A Oldham (Ramsey), Mr M Royle (Garff - Clerk), Mrs L Sims (Bride - Clerk), Mr P Whiteway (Ramsey – Town Clerk).

Adoption of previous meeting minutes :

It was resolved that the minutes from the Annual General Meeting of 21st May 2019 (as circulated in advance of the meeting) be confirmed and signed by the Chairman.

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.

Such matters included the following :

- Preparation and circulation of an Amenity Site 'flier' re correct disposal & recycling of waste, the existing charging rates and the proposed charging rates for rubble, plasterboard etc.; Mr Cannell explained that he simply hadn't had the time to progress the item.
- The potential for imposing a set charge for the domestic disposal of rubble & plasterboard; again this had not been progressed so the expected implementation date of 1st July 2019 would have to be postponed.

Finance report :

- A simple summary of income received and expenditure incurred was presented by Mr Cannell. This summary financial information was discussed briefly. Mr Cannell explained that he had not had the time to prepare the normal Income & Expenditure account and Balance Sheet.
- Mr Cannell circulated a spreadsheet comparing the quantities of waste received and recycled at 31st May 2019 and for the same period in the previous year. These indicated increased tonnage for both recycled waste (approx. 11 tonnes = 2.3%) and disposable waste (approx. 15.6 tonnes = 5.4%).

The variances were discussed. There was still a desire to attempt to control the tonnage of builders rubble, plasterboard and wood.

Mrs Rimmer requested that the usual financial information for the first quarter to 30th June 2019 be prepared and circulated amongst the Committee. Mr Cannell confirmed that he would do so.

Skip Haulage tender

It was noted that the second Tender process resulted in one quote being returned, this being from Island Drainage & Groundworks. A copy of the tendered figures was circulated. For comparison purposes this had been annotated with figures which were presently being charged and those which would have been tendered (had they submitted a tender first time round).

It was explained to the Committee that the company who had tendered initially advised that they would not be tendering and nor did they wish to have their original tender reconsidered as part of this re-tendering procedure.

Therefore there was only one tender on the table to consider.

**Northern Districts Civic Amenity Site Joint Committee - Meeting
26th June 2019 - continued**

After considering the tender and alternatives (purchasing own hook lifter, etc.), it was agreed to accept the tender for a 2 year period. Ms. Wallace and Mr Cannell were instructed to proceed with the contract process.

Any Other Business :

1. The Chairman raised a suggestion that the potential (benefits vs. costs) for the purchase of a roller of sorts. The thinking was that such machinery could be used for flattening plastics which would allow easier storage before collection. Potentially such machinery could be applied to other waste materials, e.g. cardboard.
2. Date of next meeting was to be agreed – a Monday at the end of Sept. / early Oct. 2019 at Ramsey Town Hall.

The meeting ended at approx. 7:25pm.



Chairman

29/10 2019

Northern Districts Civic Amenity Site Joint Committee

Annual General Meeting held at Ramsey Town Hall at 7:00pm on Tuesday 21st May 2019

Present : Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mr J Clarke (Jurby), Mr J Fenton (Ballaugh), Mr A Oldham (Ramsey), Mr J Smith (Garff – substitute for Mr J Quayle).

In attendance : The following Clerks and Officers attended the meeting :
Mr JJ Quayle (Andreas, & Jurby), Mrs M Rimmer (Lezayre), Ms B Wallace – Technical Officer (Ramsey), Mr NQ Cannell (Ramsey).

Apologies for absence :

Mr I Colquitt (Bride), Mr J Quayle (Garff), Mr M Royle (Garff - Clerk), Mrs A Done (Ballaugh - Clerk), Mrs L Sims (Bride - Clerk), Mr P Whiteway (Ramsey – Town Clerk).

Elections :

The previous Chairman, Mr K Brew, and Deputy Chairman, Mr J. Quayle, stood down and 'passed the Chair' to Mr Cannell whilst elections were held.

Mr Cannell asked the Committee if there were any nominations for both posts. Mr Allison proposed and Mr Clarke seconded that if the previous post holders were willing to stand again the 'status quo' should be retained.

Mr Brew confirmed his willingness to stand and Mr Cannell confirmed that Mr Quayle (Garff) had (via e-mail correspondence) indicated his willingness to stand again (a point confirmed by his substitute Mr Smith).

With the agreement of the Committee and in the absence of any other proposals Mr Brew was duly elected as Chairman and Mr Quayle was duly elected as Deputy Chairman.

Mr Cannell 'passed the Chair' to Mr Brew.

Adoption of previous meeting minutes :

It was resolved that the minutes from the previous meeting of 9th April 2019 (as circulated in advance of the meeting) be confirmed and signed by the Chairman.

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.

The following items were discussed :

1. Cardboard recycling & the offer of a baler on a trial period – it was noted that this had not been progressed significantly. However, the service provider had confirmed that there would be a minimum price set re 'sale' of cardboard and that increases would be applied appropriately. It was noted that any such cardboard recycling would be beneficial as there would be less tonnage sent to the Incinerator with less disposal costs being incurred. It was agreed to carry forward for future meetings.
2. Site audit – this was discussed as being a review of the site to identify opportunities & areas which could be changed for better use of the site and more successful recycling at a cost of £2,500. Although potential benefits may arise it was doubtful if it was a sufficiently valuable activity at this time.
The potential for asking all Parishes to contribute an additional £350 - £400 to cover the cost was briefly discussed but thought not appropriate.
The potential of seeking monetary support from the Government was briefly discussed as this was seen as the Government encouraging recycling. To be investigated further.
3. Contact with other Amenity site re waste levels : this had not been progressed due to the fact that a Waste Working Group meeting had been re-arranged to mid-June; it was proposed to have face-to-face discussions with managers of other sites at that meeting.

Northern Districts Civic Amenity Site Joint Committee – Annual General Meeting 21st May 2019 - continued

Finance report :

The Income & Expenditure account for the year to 31st March 2019 and Balance Sheet as at 31st March 2019 which had been circulated in advance of the meeting were discussed as follows :

- The Income & Expenditure account disclosed the 2018-19 year-to-date figures and the 2018-19 budgeted figures for comparison purposes.
A £21,287 deficit of expenditure over income for the year was noted (2018 a surplus of £29,109).
- The Balance sheet disclosed Net Assets of £7,822 at 31st March 2019 (2018 Net Assets £29,109).
- Mr Cannell circulated a spreadsheet comparing the quantities of waste received and recycled in the year to 31st March 2019 and for the year to 31st March 2018. These indicated increased recycled tonnage (approx. 87 tonnes = 4.2%) and significantly increased waste tonnage (approx. 218 tonnes = 15.1%).

Explanations on the variances are :

- Although the recycling income had increased (by 16.8%) certain expense categories had increased significantly, namely :
 - Equipment repairs being necessary repairs to both skips and machinery,
 - Skip haulage reflecting the agreed haulage price increase, and
 - Some of the waste disposal costs reflecting the extra waste collected.
- The major recycled / waste disposal variances related to increased tonnage for rubble, plasterboard and waste for the incinerator (household burnable & wood).

Discussions on ways to address the position included :

- The purchase of a further 2 new skips (as suggested at the previous meeting). Clearly identify / number all skips so any repairs can be allocated to each skip to allow monitoring and identification of skips for renewal under a rolling replacement programme.
- Better control over the deposits of rubble and plasterboard. Topics discussed included limiting the weight deposited, limiting the number of deposits per individual in a given time period, charging a fee for deposits, accepting commercial waste and charge an appropriate fee, changing the Site Licence to remove the collection of rubble & plasterboard.
- Consider more local recipients for rubble – Birchalls / P Carey.
- The potential to issue site permits to the public living in the Northern Parishes.
- Educating the public by way of notices on site & advertising better use of the site in local press.

It was agreed :

- To purchase a 40 m³ and a 20m³ skip.
- Commence a policy of having a fixed £10 fee for deposit and a limit to the weight deposited for both rubble and plasterboard. This policy to be advertised over the next few weeks and to commence on 1st July 2019.
- Not to accept commercial waste.
- Prepare a site flier to advertise the new policy and to assist the public in the better use of the site.
- Approach other local businesses that recycle mixed rubble.

Skip haulage contract

It was noted that the Tender process resulted in one quote being returned. Mr Cannell circulated a schedule listing the tendered skip movement quotes, quotes from another business who forgot to submit a tender, a summary of the number of skip movements in 2018-19 and possible costings for 2019-20 calculated from that information. It was also noted that the existing haulage contract did include an option to extend for a further 2 years and that the existing haulier had agreed to extend the contract to 30th June 2019.

Northern Districts Civic Amenity Site Joint Committee – Annual General Meeting 21st May 2019 - continued

Given that there were significant differences in the quotes which would result in an annual price variance of approx. £10,000 the Committee discussed the following options :

- Extending existing contract.
- Re-tendering possibly on an annual fixed price contract based on a set number of skip movements.
- Purchasing our own hook lifter.

It was agreed that :

- Simply extending the existing contract, although financially beneficial, was not equitable to the business who did tender for the contract.
- The quotes from the business who did tender for the contract were thought expensive and were above our 2019-20 budgeted costings.
- The maintenance and running costs of a new hook loader, the fact that it would not be used 100% of the time, the need for additional staff cover and that we would need cover when the vehicle was being serviced or repaired indicated it to be an overly expensive option.
- A re-tendering process is undertaken based on seeking a fixed annual contract price for a defined number of skip movements to the various waste deposit sites. The tender would also have to clearly identify the costs of any extra skip movements over and above the defined number.

Any Other Business :

1. The potential for fellow Commissioners to attend Committee meetings simply as observers in order to give them a background into the topics being discussed and the overall management of the site was raised and discussed.
Although it was considered a reasonable suggestion it was agreed that a more suitable solution was to circulate Committee meeting minutes freely amongst fellow Commissioners.
2. The need to set up a defined machinery maintenance contract was suggested. This had been proposed previously but no suitable contractor could be found. A few had been approached but they either didn't respond or were now out of business. To be further investigated.
3. The correct disposal of CCTV cables & equipment was raised. It was stated that cables could be accepted at the Amenity Site and sold on; any TVs could be accepted and paid for at the Site; cameras etc. could potentially be scrapped. However, if the equipment arises from a business then the disposal would be commercial.
4. Date of next meeting was to be agreed – 7pm Wednesday 26th June 2019 at Ramsey Town Hall.

The meeting ended at approx. 8:25pm.



Chairman

 26/6 2019

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Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Tuesday 9th April 2019

Present : Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mr J Quayle (Garff), Mr J Clarke (Jurby), Mr J Fenton (Ballaugh), Mr A Oldham (Ramsey), Mr I Colquitt (Bride).

In attendance : The following Clerks and Officers attended the meeting :
Mr JJ Quayle (Andreas, & Jurby), Mrs M Rimmer (Lezayre), Ms B Wallace – Technical Officer (Ramsey).

Apologies for absence :

Mr NQ Cannell (Ramsey), Mr M Royle (Garff - Clerk), Mrs A Done (Ballaugh - Clerk), Mrs L Sims (Bride - Clerk), Mr P Whiteway (Ramsey – Town Clerk).

Adoption of previous meeting minutes :

It was resolved that the minutes from the previous meeting of 20th December 2018 (as circulated in advance of the meeting) be confirmed and signed by the Chairman.

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 arising.

Finance report :

The Income & Expenditure account for the period to 28th February 2019 and Balance Sheet as at 28th February 2019 which had been circulated in advance of the meeting were discussed as follows :

- The Income & Expenditure account disclosed the 2018-19 year-to-date figures, the 2018-19 budgeted figures and actual 2017-18 figures for comparison purposes.
A surplus of income over expenditure for the period of £15,444 was noted.
- The Balance sheet disclosed the assets and liabilities as at 28th February 2019 with the Net Assets being £44,553.
- Mr Cannell circulated a spreadsheet comparing the quantities of waste received and recycled at 28th February 2019 and for the same period in the previous year. These indicated increased recycled tonnage (approx. 65 tonnes = 3.3%) and significantly increased waste tonnage (approx. 175 tonnes = 13.3%).

The recycled variances were explained by the fact that although many recyclable waste categories had increased slightly the tonnage for Green Waste was lower due to the hot dry summer & autumn.

Increased tonnages were noted for all categories of non-recyclable waste particularly wood.

Combined figures indicate a total increase in waste collection of approx. 240 tonnes = 7.32% and a 2.24% decrease in percentage waste recycled in the period.

Site Development

Skip haulage contract

It was noted that the Tender process resulted in one quote being returned. RTC are looking at a number of options i.e. purchasing own hook lifter, re-tendering or extending existing contract. RTC to keep Committee informed.

Purchase of new skips

2 No skips purchased £6,740, transport costs £2,055 total £8,795.

**Northern Districts Civic Amenity Site Joint Committee - Meeting
9th April 2019 - continued**

Equipment and Skip Repairs

Significant repairs to the Case 360 and the JCB Telehandler and several of the skips have been carried out recently. Due to the fact that the equipment is aging and open to the elements it was agreed that there is a need to look at replacement programme.

Several of the skips are in poor condition and repairs are costing up to 50-120% of the cost of new skip. It was agreed to carry out a condition survey of skips and take money out of reserves to purchase an additional 2 skips (the cost of which is indicated above) and sell of worst skips.

Potential for cardboard recycling

NCAS were offered a trial of a bailer for the recycling of cardboard. More information was required before progressing including :

- The prices will fluctuate so what are the prices potential?
- Is an additional member of staff required?
- Will anyone collect?

Potential for site audit/ re-organisation

To be held over till next meeting

Any Other Business :

1. 
2. Date of next meeting was to be agreed – May 2019 at Ramsey Town Hall.

The meeting ended at approx. 7:50pm.



Chairman

21/5 2019

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Thursday 20th December 2018

Present : Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mr J Quayle (Garff), Mr J Clarke (Jurby), Mr J Fenton (Ballaugh), Mr A Oldham (Ramsey).

In attendance : The following Clerks and Officers attended the meeting :
Mr JJ Quayle (Andreas, & Jurby), Mr M Royle (Garff - Clerk), Mrs M Rimmer (Lezayre), Ms B Wallace – Technical Officer (Ramsey), Mr NQ Cannell (Ramsey), Mr S Harrison (Ramsey – Technical Officer).

Apologies for absence :

Mrs A Done (Ballaugh - Clerk), Mrs L Sims (Bride - Clerk), Mr P Whiteway (Ramsey – Town Clerk). It was also noted that due to resignations from Bride Commissioners there was no elected member in attendance.

Adoption of previous meeting minutes :

It was resolved that the minutes from the previous meeting of 4th September 2018 (as circulated in advance of the meeting) be confirmed and signed by the Chairman.

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 arising.

Finance report :

The Income & Expenditure account for the period to 30th November 2018 and Balance Sheet as at 30th November 2018 which had been circulated in advance of the meeting were discussed as follows :

- The Income & Expenditure account disclosed the 2018-19 year-to-date figures, the 2018-19 budgeted figures and actual 2017-18 figures for comparison purposes.

A surplus of income over expenditure for the period of £36,154 was noted.

- The Balance sheet disclosed the assets and liabilities as at 30th November 2018 with the Net Assets being £65,263.
- Mr Cannell circulated a spreadsheet comparing the quantities of waste received and recycled at 30th November 2018 and for the same period in the previous year. These indicated slightly increased recycled tonnage (approx. 10 tonnes = 0.6%) and but significantly increased waste tonnage (approx. 125 tonnes = 12.6%).

The recycled variances were explained by the fact that although many recyclable waste categories had increased slightly the tonnage for Green Waste was lower due to the hot dry summer & autumn.

Increased tonnages were noted for all categories of non-recyclable waste particularly wood.

The figures indicated a 5.1% increase in waste received and a 2.7% decrease in waste recycled in the period.

Site update

Mr Cannell advised the Joint Committee that storage facilities on site were being investigated with a view to expanding the staff locker area and re-arranging the re-use area.

Topics arising in previous meetings (the potential for extending the site, recycling cardboard, the potential for another parish joining the Joint Committee) had not been progressed to date.

Northern Districts Civic Amenity Site Joint Committee - Meeting 20th December 2018 - continued

2019-20 Budget

Mr Cannell commenced discussions on the drafted figures which had been circulated in advance of the meeting. The following areas were explained more fully :

- Staff costs – the 2019-20 budgeted figures included the 2.5% pay award, the 3.7% increase in Employer's NI contributions and the 1%.
- Waste disposal costs – the budgeted figures included the advised 5.7% increase for disposing of burnable waste at the EFW unit and plasterboard at WPN and a 4% increase for waste oil disposal; no other increases had been noted at the time of preparing the budget.
- Skip haulage – IDG had indicated that a 6% increase in haulage prices was likely.
- Rent - the figures included the next increase in gradually building up to the full lease rent.
- Other site and equipment expenses were briefly discussed.
- Income from scrap metal was briefly discussed.
- New equipment – the potential for the purchase of an additional skip was discussed. It had not been budgeted for but it was thought beneficial to start a gradual renewal programme. The Committee agreed to budget £7,000 for the purchase of new skips.

After further discussion and by including the additional £7,000 for new equipment it was proposed and agreed to set the annual running costs for the site at £330,000 with these costs to be split amongst the 7 partnership parishes on the same terms as in previous year, i.e. on rateable value, with the first tranche of the revised contributions to be invoiced out by Ramsey Town Commissioners during the first week of April 2019.

Skip haulage contract

It was noted that the existing contract with Island Drainage & Groundworks (IDG) was due to finish at the end of March 2019. It was noted that the existing contract could be extended for another similar period by agreement between both parties.

It was agreed that we should advertise a request for expressions of interest and commence a tendering process thereafter. It was agreed that we should give the existing haulier (IDG) and a known interested party (Birchalls) that we would be commencing the process.

In the meantime we could continue to explore any other potential avenues.

Any Other Business :

1. The potential for holding meetings with representatives of all 4 Civic Amenity sites was again raised. This had not been progressed and is something we should research into to see if other sites would see such meetings as beneficial. It was noted that representatives do meet but at Waste Working Group meetings organised by Government.
2. It had been noticed that the Dept. of Infrastructure had issued a notice on Facebook that all Civic Amenity Sites had agreed to target certain waste categories including cardboard and as a result several members of the public had been expecting the Northern site to be recycling cardboard. This was not the case as there was insufficient space and a lack of facilities to do so.
3. Date of next meeting was to be agreed – toward the end of March 2019 at Ramsey Town Hall.

The meeting ended at approx. 8:25pm.



Chairman

 / 2019