

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Thursday 24th February 2022

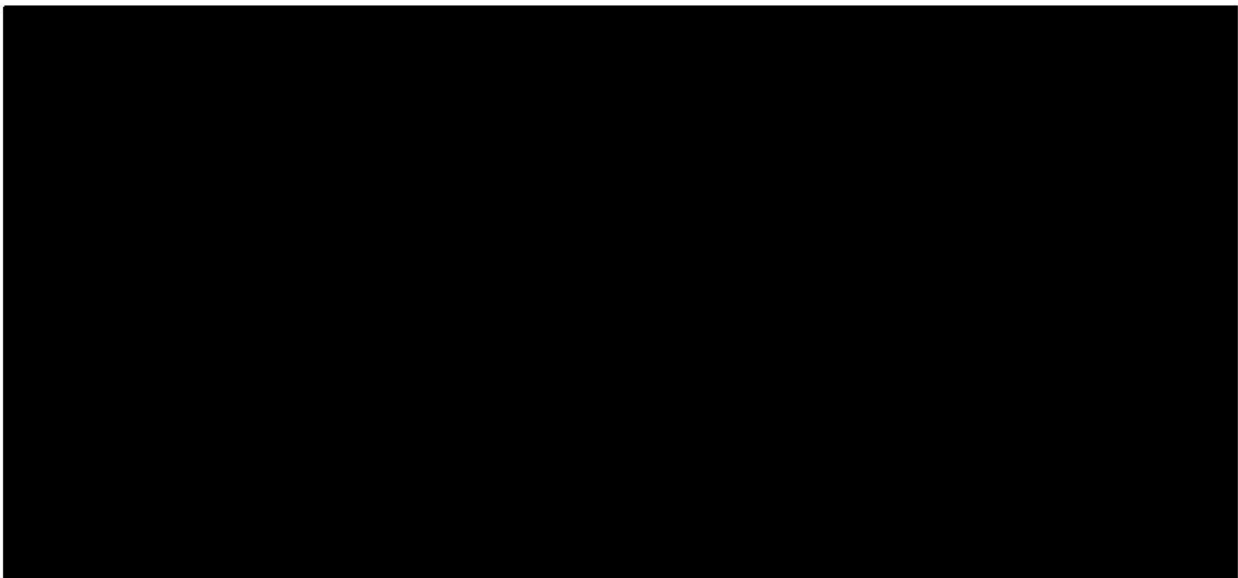
Present: Mr J Allison (Andreas), Mrs L Nicholson (Ballaugh), Mrs J Billingsley (Bride), Mr S Ryzak (Garff), Mr D Hope (Jurby), Mr R Cowell (Ramsey).

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

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

Apologies for absence:

Mr K Brew, Chairman (Lezayre), Mrs L Sims (Bride - Clerk), Mr M Royle (Garff - Clerk), Mr B Kennedy (Jurby – Clerk).



The Deputy Chairman, Mr Cowell, joined the meeting at approx. 7.10pm part way through these discussions.

After advising the Committee of the situation Mr Cowin left the meeting at approx. 7.15pm.

Mr Cowell took over the role of Chair of the meeting.

Adoption of previous meeting minutes:

It was resolved that the minutes from the previous meetings of 24th August 2021, 4th November 2021 and 13th December 2021 (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.

Finance report:

The Income & Expenditure account for the period to 31st January 2022 and the associated Balance Sheet (as circulated in advance of the meeting) were discussed as follows:

- The Income & Expenditure account at 31st July 2021 disclosed a surplus of income over expenditure of £88,109 compared to a budgeted break-even position; this was after part of the previously agreed & budgeted £20,000 provision for new plant & equipment had been released back into the Inc taken into the Inc. & Exp. account. The Balance Sheet disclosed net assets of £179,605.

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- Certain items were highlighted, and the following was noted:
 - Parish contributions didn't show the full amount paid as 2 months (Feb. & March) had been classed as 'Income received in Advance' and properly disclosed as such in the balance sheet as a creditor.
 - Scrap metal prices had increased significantly in comparison to previous years so the recorded income was already above the set budget; present rate for ferrous scrap was £100 per tonne.
 - Due to significant price increase in July 2021 re fridges, TV's etc there has been increased income (and associated disposal costs) compared to budget.
 - Labour costs were higher than expected as cover had to be provided for long-term sick leave by way of present staff, other RTC staff and more recently by external agency contract staff (the cost of which was disclosed in TSM's general site report).
 - Rent was shown net of a prepaid element re Feb. & March; by 31st March 2022 the expected £20,320 would be the expense with 1 more year before a rent review at March 2023.
 - Site maintenance included dealing with the drainage problems and replacing the re-use area flooring.
 - The majority of Waste disposal costs appeared to be progressing to be within the expected budgeted costs with the exception of fridges, TV's etc. (this being due to increased disposal costs imposed in July 2021).
 - The skip haulage costs were also expected to be within the budgeted costs.
- The balance sheet disclosed the following:
 - The cost of the new machinery included within Fixed assets.
 - Current assets included significant cash at bank and various debtors & prepayments; it was noted that the disclosed outstanding parish contribution had recently been paid.
 - Current liabilities included various accruals, the balance of the Plant renewal provision and Income received in advance.
- The spreadsheets comparing the quantities of waste received and recycled at 31st January 2022 were discussed. It was noted that for the same period in the previous year the access to the site had been restricted due to the pandemic. Also with uncertainty as to the access to Wrights Pit North at Cranstal plasterboard had not been accepted in the previous year.
- The need to renew the Joint Committee was discussed. It was agreed that each member take this back to their Board of elected members for it to be discussed and comments, opinions, suggestions or changes fed back to Mr Cannell with the intention for it to be renewed commencing 1st April 2022.

It was suggested that S.5.2.3 re redundancy costs (presently solely RTC's liability) be amended to reflect allocation between the 7 partners based on the same allocation of the running costs (i.e. by rateable value).

Mrs Billingsley from Bride raised the situation of the fact that Bride remained concerned that the present allocation of costs by rateable value was inequitable.
- An alternative to renewing the Joint Committee Agreement could be to disband the Joint Committee and form a separate Northern Civic Amenity Site Board which would be independent from the 7 partners.

Site management report:

RTC TSM referred to a general report circulated electronically prior to the meeting and in hard copy at the meeting.

The report addressed the following:

1. Re-use area – new flooring is in place but water is getting into the area due to a problem with the doors. It was agreed to accept the repair quote.

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2.

The Committee were advised that dealing with such problems was becoming more & more time consuming and that the costs to RTC far and away outstripped the Administration fee charged by RTC.

The problems highlighted the need to consider employing a full-time Site Supervisor whose role would be to deal with staff problems, take on the preparation of the work rota, prepare monthly waste tonnage returns for Government and generally oversee the running of the site.

The need was agreed by the Members but it was noted that days of work, holiday & sick cover would need to be carefully considered.

It was noted that such a cost had not been budgeted for but the sale of old machinery and savings on the skip haulage contract would contribute to the cost. TSM was asked to circulate approx. costs.

3. Skip haulage – present contract ceases March 2022; the new contractor was to be Mann Waste Recycling Ltd. at rates less than the existing contract.
4. Septic tank – is being emptied monthly to ensure no water back-up into the newly floored re-use area. We have had no further information from the Landlords and as agreed the additional charges will be re-claimed from the Landlords.
5. New machinery – purchased late Jan. 2022 and arrived on site 3.2.22. Has been Loler tested and is considered fit for purpose. There have been some teething problems and any additional costs are under warranty. Staff have received training but some still favour the old machinery.
6. Waste tonnages – TSM had circulated graphical representation of waste tonnages over the years which, given the impact of the pandemic, didn't support the site staff opinions that tonnages had significantly increased.

Any Other Business:

1. TSM confirmed that the DOI Waste Management Unit are looking to get the Officers and Political Working Groups running again.
2. Bank holidays – it was noted that the Spring bank holiday and Queen's Platinum Jubilee holidays run consecutively on 2nd & 3rd June – agreed to close the site both days. Also agreed to close around Christmas 2022 in similar fashion to that of 2021.
3. Date of next meeting was agreed as Thursday 12th May 2022 with that to be the AGM.

The meeting ended at approx. 8:30pm.

Chairman

AJR

12/51 2022

