

# Severnside Sirens Trust Ltd

## Trustees Meeting held on Tuesday 14<sup>th</sup> December 2021 at 10am

### Via video-conference

TRUSTEES PRESENT: Mrs Reyna Knight (RK) (Chairman); Ian Cameron, Cllr Robert Griffin & Ian Roberts

Also Present: Nigel Parsons (NP) (Bristol City Council) and Victoria Bywater, Administrator (VB).

Item Number	Details	Action
1 Apologies for absence	The Chairman confirmed that apologies had been received prior to the meeting from Cllr Don Alexander, Cllr Tim Snaden & Simon Hailwood (SH) (South Glos Council).	
2 Minutes 14.09.21	The Chairman confirmed that the minutes of the Trustees meeting held on the 14 <sup>th</sup> September 2021 had been circulated by email prior to the meeting and the meeting approved the minutes as a true record.	
3 Update on Administration/ Maintenance/ Repairs/ Performance	VB confirmed that paper reference 3 had been circulated by email prior to the meeting and should be taken as read (see appendix A).	
4 Update on relocation of Siren 8	<p><u>Siren 8, former Astra Zeneca Pharmaceuticals Ltd</u></p> <p>VB thanked Severnside Distribution Park (Bristol) Management Ltd for their kind offer to provide a new location for Siren 8 which is now being followed up with a legal licence agreement.</p> <p>VB thanked NP for his help and support with the finding the best location for the siren. VB further thanked Kate Royston of SevernNet for her help in finding a new location via the SevernNet forum.</p> <p>VB updated the meeting that the new landowner at the former Astra Zeneca site had kindly offered to arrange for the removal of the concrete plinth without charge to the Trust. VB further updated the meeting that some dialogue had been held with the agent on behalf of the new landowner regarding the possibility of providing a site within their boundary however, VB suggested that moving the siren from any location to another</p> <p>Discussion was held on the issue of any possible delay regarding the full planning permission required for the new site due to delays with S.Glos planning department. RG advised that if necessary the status of the application could change to retrospective should any delay occur.</p> <p><u>Computer at Police HQ</u></p> <p>VB advised the meeting that a call had been received from the maintenance company that the computer at the Police HQ had developed a fault. VB advised that the instruction had been given by return to attend the site to make the necessary fix along with a computer consultant. VB advised the meeting that the fault was found to be a screen issue and is rectified.</p>	

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5 Update on Insurance	<p>VB updated the meeting that following the recent emails to Trustees regarding the increase in insurance premium, the new premium does not have Efficacy Cover. VB explained that Efficacy Cover is insurance against the legal liability for injury to third parties or damage to third party property arising from a product or service failing to perform its intended function. Sometimes it's referred to as 'inefficacy cover' or 'failure to perform cover'.</p> <p>VB confirmed that following advice from the Insurance broker, to cover liability of the administration, Professional Indemnity cover is required at a cost of £1111.14 which needs to be taken out as soon as possible should a claim come from failure of the siren to perform and cause injury.</p> <p>The meeting agreed that this additional cover is necessary and agreed the cost to be reimbursed to VB.</p>	VB
6 Finance	<p>The Chairman confirmed that paper reference 6 had been circulated by email prior to the meeting with the meeting papers and should be taken as read (see appendix B).</p> <p>VB updated the meeting that the additional costs seen in administration are a combination of website update, insurance premium increase and accountancy fee for 2020 included as this had not been invoiced previously.</p> <p>There were no questions raised on the paper.</p>	
7 Website	<p>The Chairman confirmed that paper reference 7 had been circulated by email prior to the meeting with the meeting papers and should be taken as read (see appendix C).</p> <p>VB noted the clear increase in website hits on test days.</p>	
8 AOB	<p>The Chairman thanked everyone for their attendance and wished everyone a happy Christmas.</p> <p>No further business was raised and the meeting closed at 10.36am.</p>	

#### Appendix A

##### ADMINISTRATION

All payments for invoices are now paid for the year.

##### MAINTENANCE/ REPAIRS

##### Siren 8, Astra Zeneca site, Avonmouth

A piece of land has been kindly offered by Severnside Distribution Park (Bristol) Management Limited in a suitable location to enable the siren system to work effectively in the area and in particular the area of Severn Beach.

Meetings have taken place with a representative of Severnside Distribution Park (Bristol) Management Limited and Enerveo (formerly SSE Contracting) to agree the main principals of the siren move.

Stuart Rackham of Rackham Planning, Thornbury has been instructed to undertake the necessary planning application for the new site.

Bennetts Solicitors have been instructed to undertake the necessary legal work with regard to the new site.

Federal Signals have been contacted with regard to the reinstallation work once the siren is relocated.

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The aim is to remove Siren 8 immediately following the test day on 3<sup>rd</sup> April 2022 and relocate and reinstall at the new site no later than 3<sup>rd</sup> May 2022.

### PERFORMANCE

Sirens 1 - 12 sounded correctly at the December 2021 test.

### Appendix B

#### Severnside Sirens Trust Ltd - 2021/ 2022

Item	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	Budget
Donations	60,130.00	61,570.00	61,570.00	56,010.00	49,147.50	55,655.52	55,000.00
Bank interest	14.00	11.00	39.00	51.00	10.46	1.72	15.00
Other Income		-	372.00	-	2,216.27	-	-
<b>Available</b>	<b>60,144</b>	<b>61,581</b>	<b>61,981</b>	<b>56,061</b>	<b>51,374.23</b>	<b>55,657.24</b>	<b>55,015.00</b>
Direct Costs	30769.00	80170.00	53495.00	52082.00	27374.00	10280.14	40000.00
Administrative Expenses	18763.00	25937.00	25986.00	24799.00	24374.00	26575.89	15000.00
<b>Total Expenditure</b>	<b>37169.14</b>	<b>106107.00</b>	<b>79481.00</b>	<b>76881.00</b>	<b>48748.00</b>	<b>36856.03</b>	<b>55000.00</b>
<b>Net (Deficit) / Surplus for year</b>	<b>10,612.00 -</b>	<b>44,526.00 -</b>	<b>17,500.00 -</b>	<b>20,820</b>	2,626.23	18,801.21	15.00

#### 01.12.21

Current Account	59,527.27
Reserve Account	25,669.71
	85,196.98

### Appendix C

#### Google Analytics Home

