

Severnside Sirens Trust Ltd

Trustees Meeting held on Wednesday 7th June 2023 at 10am at The Farm Office, Pilning, Bristol BS35 4JW and online via Zoom

TRUSTEES PRESENT: Reyna Knight (RK); Don Alexander (DA)

Also Present: Cllr Nicola Holland (NH), (North Somerset Council); Nigel Parsons (NP), (Bristol City Council); PC Nik Weeks (NW), (Port Police) and Victoria Bywater, Administrator (VB).

Item Number	Details	Action
1 Apologies for absence	VB confirmed that no apologies had been received prior to the meeting from Trustees.	
2 Minutes 14.03.23	The Chairman confirmed that the minutes of the Trustees meeting held on the 14 th March 2023 had been circulated by email prior to the meeting and the meeting approved the minutes as a true record.	
3 Matters arising from 14.03.23	The Chairman confirmed that there were no matters arising not covered by the agenda.	
4 Update on Administration/ Maintenance/ Repairs/ Performance	<p>VB confirmed that paper reference 4 had been circulated by email prior to the meeting and should be taken as read (see appendix A).</p> <p><u>Siren 8 relocation</u></p> <p>VB updated the meeting that Siren 8 was physically moved on the 14th May 2023 and a date of the 21st & 22nd June 2023 has been given by Western Power Distribution for the installation of the electricity to the siren.</p> <p>VB advised that once connected, the siren would then need to be commissioned by Federal Signals and an electricity metre supplier appointed.</p> <p><u>Flogas</u></p> <p>NP advised that the necessary paperwork had been received from Flogas and that he would introduce the site contact to VB via email.</p>	NP/ VB
5 Contract with Enverveo	<p>The Chairman confirmed that a copy of the proposed contract and terms & conditions for the maintenance contract with Enverveo had been circulated prior to the meeting.</p> <p>The meeting unanimously approved the signing of the new contract with Enverveo.</p>	
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 confirmed that the ongoing work to determine the approximate costs to decommission the sirens was included in paper reference 4 (see appendix A) noting that no costs had yet been received from Enverveo for this work.</p> <p>NH questioned whether any grant funding to support the Trust is available and offered to look at options available via contacts at North Somerset Council.</p>	
6 Dates of next meetings	The dates of the next meetings are as follows: 6 th September 2023 - Trustee meeting - hybrid 13 th December 2023 - Trustee meeting - hybrid	

Severnside Sirens Trust Ltd
Trustees Meeting held on Wednesday 7th June 2023 at 10am
at The Farm Office, Pilning, Bristol BS35 4JW and online via Zoom

8 AOB	No further business was raised and the meeting closed at 10.24am.	
-------	---	--

Appendix A

ADMINISTRATION

Invoices for the annual contributions to support the Trust were circulated in late March 2023 and at time of writing the following invoices remain outstanding:

- Augean - £4228.40
- Bristol City Council - £11843.52
- Esso Petroleum Co. Ltd - £5637.84
- South Gloucestershire Council - £5901.48
- CLH-PH Ltd - £15,504.06

Reminders have been issued.

MAINTENANCE/ REPAIRS

Siren 8, Astra Zeneca site, Avonmouth

The physical move of Siren 8 went all went very well on Sunday 14th May 2023 and the Siren has been erected and is now awaiting the supply to be connected by National Grid which include trenching works for the supply cable from the National Grid Feeder pillar to the Siren Connection point.

Lewis Griffin, our contact person with Enerveo is leaving Enerveo on the 31st May 2023. Our contacts going forward will be Nicholas Pitt and Alex Burrell with Jon Williams being the senior lead.

PERFORMANCE

All Sirens have sounded correctly at test dates.

DECOMMISSIONING

Whilst there is no current decision to look at decommissioning the sirens, an action from a previous meeting was to look into potential costs for decommissioning so that reserves are built up to allow for this in the future if necessary.

Costs associated with legal and administration have been quoted but the costs involved with the physical removal by Enerveo is still awaited.

Severnside Sirens Trust Ltd

Trustees Meeting held on Wednesday 7th June 2023 at 10am at The Farm Office, Pilning, Bristol BS35 4JW and online via Zoom

The work so far is detailed below as follows:

Siren	Location	Legal	Energieo	Admin	Total
0	Police HQ	425.00		2,145.00	2,570.00
1	Bristol Water	425.00		2,145.00	2,570.00
2	Ridingleaze Clinic	425.00		2,145.00	2,570.00
3	Portishead Fire Station	425.00		2,145.00	2,570.00
4	BPC - Police Station	425.00		2,145.00	2,570.00
5	BPC - West Town Gate	425.00		2,145.00	2,570.00
6	BPC - X Berth	425.00		2,145.00	2,570.00
7	Sevalco Ltd	425.00		2,145.00	2,570.00
8	Severnside Distribution (AZ)	425.00		2,145.00	2,570.00
9	BT Exchange, Pilning	425.00		2,145.00	2,570.00
10	Hallen	425.00		2,145.00	2,570.00
11	Redcliffe Bay, Portishead	425.00		2,145.00	2,570.00
12	Redcliffe Bay, PSD	425.00		2,145.00	2,570.00

Overall approximate cost for decommissioning

£ 33,410.00

Sevenside Sirens Trust Ltd

Trustees Meeting held on Wednesday 7th June 2023 at 10am at The Farm Office, Pilning, Bristol BS35 4JW and online via Zoom

Appendix B

Sevenside Sirens Trust Ltd - 2023/ 2024

Item	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	Budget
Donations	60,130.00	61,570.00	61,570.00	56,010.00	49,147.50	62,614.10	60,292.46	17,177.16	55,000.00
Bank interest	14.00	11.00	39.00	51.00	10.46	2.36	120.51	28.11	15.00
Other Income		-	372.00	-	2,216.27	-	1,886.80		-
Available	60,144	61,581	61,981	56,061	51,374.23	62,616.46	62,299.77	17,205.27	55,015.00
Direct Costs	30,769.00	80,170.00	53,495.00	52,082.00	27,374.00	35,698.62	50,860.06	3,382.44	40,000.00
Admin Expenses	18,763.00	25,937.00	25,986.00	24,799.00	24,374.00	33,558.74	34,014.33	1,246.00	15,000.00
Total Expenditure	37,169.14	106,107.00	79,481.00	76,881.00	48,748.00	69,257.36	84,874.39	4,628.44	55,000.00
Net Deficit / Surplus	10,612.00 -	44,526.00 -	17,500.00 -	20,820	2,626.23 -	6,640.90 -	22,574.62	12,576.83	15.00

19.05.23	£
Current Account	18,499.95
Reserve Account	25,821.06
	<hr/>
	44,321.01
	<hr/>