

Severnside Sirens Trust Ltd

Trustees Meeting held on Tuesday 14th March 2023 at 10am online via Zoom

TRUSTEES PRESENT: Reyna Knight (RK); Cllr Robert Griffin (RG) & Ian Roberts (IR).

Also Present: Lewis Griffin (LG), (Enerveo); Donna Liggins (DL), (Bristol City Council); Nigel Parsons (NP), (Bristol City Council); Alex Stafford (AS), (North Somerset Council) and Victoria Bywater, Administrator (VB).

Item Number	Details	Action
1 Apologies for absence	VB confirmed that apologies had been received prior to the meeting from Cllr Don Alexander (DA).	
2 Minutes 13.12.23	The Chairman confirmed that the minutes of the Trustees meeting held on the 13 th December 2022 had been circulated by email prior to the meeting and the meeting approved the minutes as a true record.	
3 Matters arising from 13.12.23	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>LG updated the meeting that the date to move Siren 8 had been agreed (14.05.23) and all necessary information would be given to the current site owners prior to commencement of the move.</p> <p>LG advised that the date of the 14th May would be the latest date and he was trying to bring this forward if possible, the restrictions being that the move date needs to be a Sunday.</p> <p>LG suggested that Federal Signals should now be contacted to book a date connect the siren to the system.</p> <p>The Chairman thanked LG for his attendance and the update on the move of Siren 8.</p>	VB
5 Finance	<p>The Chairman confirmed that paper reference 5 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 5 (see appendix A) noting that no costs had yet been received from Enerveo for this work.</p>	
6 Website statistics	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 C).	
6 Dates of next meetings	The dates of the next meetings are as follows: 7 th June 2023 - Trustee meeting - hybrid 7 th June 2023 - Annual General Meeting - hybrid 6 th September 2023 - Trustee meeting - hybrid 13 th December 2023 - Trustee meeting - via Zoom	

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7 AOB	No further business was raised and the meeting closed at 10.25am.	
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Appendix A

ADMINISTRATION

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The final invoice for Quarter 4 Augean (£1057.10) is expected shortly but as discussed at the last meeting, we will invoice Augean for the whole year from 1st April to prevent this staggering of payments going forward.

MAINTENANCE/ REPAIRS

Siren 8, Astra Zeneca site, Avonmouth

Communication with Everveo has been difficult despite multiple chases. King Lifting had been booked to move the Siren but Everveo are exploring other options due to lack of availability by King Lifting.

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 Everveo have not been received despite many, many chases for this information.

Siren	Location	Legal	Everveo	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

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Appendix B

Severnside Sirens Trust Ltd - 2022/ 2023

Item	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	Budget
Donations	60,130.00	61,570.00	61,570.00	56,010.00	49,147.50	62,614.10	59,235.36	55,000.00
Bank interest	14.00	11.00	39.00	51.00	10.46	2.36	93.12	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	61,215.28	55,015.00
Direct Costs	30,769.00	80,170.00	53,495.00	52,082.00	27,374.00	35,698.62	49,742.02	40,000.00
Administrative Expenses	18,763.00	25,937.00	25,986.00	24,799.00	24,374.00	33,558.74	30,757.19	15,000.00
Total Expenditure	37,169.14	106,107.00	79,481.00	76,881.00	48,748.00	69,257.36	80,499.21	55,000.00
Net (Deficit) / Surplus for year	10,612.00 -	44,526.00 -	17,500.00 -	20,820	2,626.23 -	6,640.90 -	19,283.93	15.00

01.03.23

£

Current Account

9,269.31

Reserve Account

25,765.56

35,034.87

Appendix C

