

Severnside Sirens Trust Ltd

Trustees Meeting held on Tuesday 8th June 2021 at 10am

Via video-conference

TRUSTEES PRESENT: Cllr Don Alexander (DA)(Chaired meeting); Mrs Reyna Knight (RK); Cllr Robert Griffin (RG) & Mr Simon Halliday (SH).

Also Present: Robert Simmons, Avon & Somerset Police, and Victoria Bywater, Administrator (VB).

Item Number	Details	Action
1 Apologies for absence	DA confirmed that apologies had been received prior to the meeting from Ian Cameron and Nigel Parsons, Bristol City Council.	
2 Minutes 02.03.21	DA confirmed that the minutes of the Trustees meeting held on the 2 nd March 2021 had been circulated by email prior to the meeting and the meeting approved the minutes as a true record proposed by RG, seconded by SH, all agreed.	
3 Update on Administration/ Maintenance/ Repairs/ Performance	<p>VB confirmed that paper reference 3 had been circulated by email prior to the meeting and should be taken as read (see appendix A).</p> <p><u>Siren 12, Redcliffe Bay, Portishead</u></p> <p>VB updated the meeting that the siren sounded on test day on 3rd June 2021 at 3pm but did not sound the 'All Clear' tone because the engineer decided to cut the power just in case the siren did not automatically stop sounding. The engineer reported that this in fact was not necessary because the siren did automatically stop sounding and he felt that sounding the 'All Clear' after a significant delay would cause more confusion to members of the public.</p> <p>VB further updated the meeting that a visit from Federal Signals is expected before the end of June 2021 to troubleshoot why the siren has not automatically been turning off and the outcome of this would be conveyed to Trustees once known.</p> <p>VB confirmed that an engineer would continue to be on site at the test day until two test days had been completed without issue.</p> <p>DA questioned whether the location of the siren electrical box being above ground was the cause of the issue with siren 12. VB suggested to wait for the outcome of the further technical inspections by Federal Signals.</p> <p><u>Siren 8, former AstraZeneca site</u></p> <p>VB updated the meeting that following the recent communication from the solicitors acting for the new owners of the site where Siren 8 is located, an immediate response had been sent from the Trust solicitor not accepting the notice to remove the siren on the basis of safety. The Trust solicitor also requested a discussion with the new site owner to find an amicable way forward.</p> <p>VB further updated the meeting that at test day on 3rd June 2021, the siren at Siren 8 did not sound. A meeting was held on site to determine the cause attended by VB and engineers from the Trust maintenance company (SSE). The engineers discovered that not only had the siren been disconnected but the cabling serving the siren had been stolen.</p> <p>VB discovered from the Civils Manager on site that the whole site had been disconnected from mains electricity.</p> <p>VB advised the meeting that an immediate solution was decided upon whereby the batteries were removed for recharging, replacements ordered as spares and the</p>	VB

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	<p>relevant authorities informed of the siren being out of action. VB further advised that the siren would be out of action for 24 to 48 hours while the batteries are recharged and the batteries would be rotated every two months until another solution is found.</p> <p>VB suggested the installation of wind and or solar to the siren to negate the need for mains electricity.</p> <p>The meeting discussed the immediate issue of Siren 8 and agreed that the course of action taken by VB was supported. The meeting requested urgent costings for a wind and or solar alternative.</p> <p>VB confirmed that the theft of the cabling had been reported to the police and had been issued a crime reference number.</p> <p>RS advised that the theft of the cabling from critical infrastructure would be followed up but without CCTV or witnesses the success of prosecution would be limited. RS requested that VB forward the crime reference number to RS for action.</p> <p>The meeting agreed VB should instruct the Trust solicitor to contact the new site owner via their solicitor regarding the breach of contract particularly as this was without notice and caused a potential safety issue with critical infrastructure.</p> <p>DA suggested careful timing of any installation of wind and or solar to Siren 8 so as not to impede on the work of the solicitor regarding the breach of contract with the new site owners.</p> <p>The meeting further agreed that VB should advise the insurance company of the theft only at this stage.</p> <p>RK suggested the Trust via VB should attempt to discuss and negotiate the position with siren 8 as much as possible to attempt to avoid costly legal fees, all agreed.</p>	<p>VB/ SSE</p> <p>VB/ RS</p> <p>VB</p> <p>VB</p>
4 Finance	<p>DA confirmed that paper reference 4 had been circulated by email prior to the meeting with the meeting papers and should be taken as read (see appendix B). VB updated the meeting that the outstanding monies from South Gloucestershire Council had been escalated and payment was expected shortly. VB advised that this payment had been accounted for in the annual accounts to be approved by the Annual General Meeting.</p>	
5 Website	<p>DA confirmed that paper reference 4 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 day.</p> <p>VB updated the meeting that the website now included any relevant updates to the workings of the sirens for members of the public.</p> <p>The meeting discussed the use of the update page of the website and agreed the page should not be used for technical updates and instead only used for updates relevant to public safety.</p>	

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5 AOB	No further business was raised and the meeting closed at 10.50am. DA thanked everyone for their attendance and thanked VB for the additional work regarding Siren 12 and Siren 8.	
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Appendix A

ADMINISTRATION

At time of writing, payments had only been received from Bristol City Council and Augean plc. All other invoices have been chased up for payment via email.

The new traffic light 'updates' section to the website is now live and will record previous and live issues as well as the opportunity to automatically 'report and incident'. This was used extensively on the 3rd May 2021 test by members of the public.

<https://www.severnsidesirens.co.uk/updates/>

MAINTENANCE

After an issue with Siren 12 at Redcliffe Bay, Portishead at the May 2021 test day, SSE and Federal Signals have been working on a fix to the issue which appears to be related to the radio relay signals. The siren activated correctly but did not automatically turn off at the end of the sequence.

REPAIRS & INSTALLATION/ COMMISSIONING OF EQUIPMENT

SSE have confirmed that they will have two engineers on site for the June 2021 test at Siren 12, Redcliffe Bay, Portishead to ensure the siren turns off within an acceptable timescale.

SSE will report to the Trust on the options for Siren 12 following the June 2021 test day.

PERFORMANCE

No reported issues with Sirens 1 - 11 at the May 2021 test.

A large number of reports were received from members of the public regarding the fault at Siren 12, Redcliffe Bay, Portishead on the 3rd May 2021.

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Appendix B

Severnside Sirens Trust Ltd - 2020/ 2021

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	12,900.62	55,000.00
Bank interest	14.00	11.00	39.00	51.00	10.46	0.21	15.00
Other Income		-	372.00	-	2,216.27	-	-
Available	60,144	61,581	61,981	56,061	51,374.23		55,015.00
Direct Costs	30769.00	80170.00	53495.00	52082.00	27374.00	1118.04	40000.00
Administrative Expenses	18763.00	25937.00	25986.00	24799.00	24374.00	2621.00	15000.00
Total Expenditure	37169.14	106107.00	79481.00	76881.00	48748.00	3739.04	55000.00
Net (Deficit) / Surplus for year	10,612.00 -	44,526.00 -	17,500.00 -	20,820	2,626.23 -	3,739.04	15.00

24.05.21

Current Account	51,007.40
Reserve Account	25,668.20
	76,675.60

Appendix C

