

Severnside Sirens Trust Ltd

Trustees Meeting held on Tuesday 6th September 2022 at 10am at The Farm Office, Redend Farm, Station Road, Pilning, Bristol BS35 4JW

TRUSTEES PRESENT: Don Alexander (DA) & Ian Roberts (IR).

Also Present: Lewis Griffin (LG) (Enerveo - Maintenance Contract representative), Nigel Parsons (NP) (Bristol City Council), Nik Weeks (Port Police) and Victoria Bywater, Administrator (VB).

Item Number	Details	Action
1 Apologies for absence	<p>VB confirmed that apologies had been received prior to the meeting from Reyna Knight (Trustee) & Cllr Robert Griffin (Trustee).</p> <p>DA confirmed he would chair the meeting.</p>	
2 Minutes 07.06.22	DA confirmed that the minutes of the Trustees meeting held on the 8 th March 2022 had been circulated by email prior to the meeting and the meeting approved the minutes as a true record.	
3 Matters arising from 07.06.22	The Chairman confirmed that there were no matters arising not covered by the agenda.	
4 Update on Administration/ Maintenance/ Repairs/ Performance 5 Update on relocation of Siren 8	<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>VB updated the meeting that the non-payment of invoices listed withing Appendix A were largely due to difficulties in the Trust being approved by complex accounts systems in businesses.</p> <p><u>Siren 8 relocation</u></p> <p>LG updated the meeting that a date in mid-October would shortly be circulated for the relocation of Siren 8 with the delay being due to the cables discovered at the relocation site in May.</p>	
6 Finance	<p>DA 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>DA highlighted the Trust financial pressure due to the relocation of Siren 8.</p> <p>Discussion was held on the need for the Trust to understand the costs associated with the decommissioning of the sirens should this be the decision of the Emergency Planning Departments of the District Councils in the future.</p> <p>The meeting agreed that VB and LG would prepare a detailed paper for consideration at the next Trustee meeting.</p>	VB/ LG
6 Dates of next meetings	The dates of the next meetings are as follows: 13 th December 2022 - Trustee meeting - via video link 14 th March 2023 - Trustee meeting 7 th June 2023 - Trustee meeting 7 th June 2023 - Annual General Meeting 6 th September 2023 - Trustee meeting 13 th December 2023 - Trustee meeting	

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6 AOB	<p>Discussion was held on the attendance of Trustees at meetings and the recruitment of future Trustees.</p> <p>The meeting agreed that VB should send electronic meeting dates to current Trustees giving advanced notice of the next meeting dates.</p> <p>The meeting further agreed that VB should contact SevernNet to discuss any opportunities available via the SevernNet network to attract suitable new Trustees.</p> <p>No further business was raised and the meeting closed at 10.48am.</p>	<p>VB</p> <p>VB</p>
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Appendix A

ADMINISTRATION

As at 23.08.22, payments are still outstanding from the following:

Quarter 2 – Augean - £1057.10

South Glos. Council - £5901.48

CLH-PS Ltd - £15,504.06

MAINTENANCE/ REPAIRS

Siren 8, Astra Zeneca site, Avonmouth

Enerveo will attend the meeting to give an update on the relocation of Siren 8.

PERFORMANCE

Sirens 1 – 12 sounded correctly at test dates.

A problem at Siren 3 was reported at the August test date which was identified and rectified on the 5th August 2022.

Enerveo believe the issue was due to the recent installation of EV chargers at the site.

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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	35,715.62	55,000.00
Bank interest	14.00	11.00	39.00	51.00	10.46	2.36	4.14	15.00
Other Income		-	372.00	-	2,216.27	-		-
Available	60,144	61,581	61,981	56,061	51,374.23	62,616.46	35,719.76	55,015.00
Direct Costs	30,769.00	80,170.00	53,495.00	52,082.00	27,374.00	35,698.62	12,436.97	40,000.00
Administrative Expences	18,763.00	25,937.00	25,986.00	24,799.00	24,374.00	33,558.74	6,853.86	15,000.00
Total Expenditure	37,169.14	106,107.00	79,481.00	76,881.00	48,748.00	69,257.36	19,290.83	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	16,428.93	15.00
23.08.2022	£							
Current Account	46,971.74							
Reserve Account	25,676.58							
	72,648.32							