

Severnside Sirens Trust Ltd

Trustees Meeting held on Tuesday 2nd March 2021 at 10am

Via video-conference

TRUSTEES PRESENT: Cllr Don Alexander (DA)(Chaired meeting); Mr Ian Cameron (IC); Mr Ian Roberts (IR); Cllr Jo Sergeant & Mr Simon Halliday (SH).

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

| Item Number | Details |
|-----------------------------------|---|
| 1 Apologies for absence | DA confirmed that apologies had been received prior to the meeting from Reyna Knight & Robert Griffin |
| 2 Use/ Remit for Sirens | <p>VB gave some background to recent events that had caused alarm to the public but were not COMAH related events so correctly the sirens had not sounded. VB reminded the meeting that the sirens cannot be sounded individually and that the sirens have a particular remit within the COMAH regulations to warn the public.</p> <p>DA suggested there continues to be a gap in the understanding of the public in the purpose of the sirens.</p> <p>SHW warned of mixed messages should the sirens be used for any other purpose other than COMAH incidents.</p> <p>After general discussion it was agreed that the remit of the sirens remained to warn the public of COMAH related incidents.</p> <p>The meeting discussed the potential changes of technology such as cell broadcasts from mobile phones as a credible future replacement to the sirens.</p> <p>IC confirmed that cell broadcasting had been being discussed by Government for many years and as yet no plans are in place to move this forward.</p> <p>DA suggested that to decommission the sirens, the Trust would need approximately 3 years to complete every element.</p> <p>ACTIONS</p> <ol style="list-style-type: none"> 1) Emergency Planning Officers to prepare a report on how they see the future of the sirens within Emergency Planning terms 2) The Trust to prepare a budget cost for the decommissioning of the sirens/ Trust 3) The Trust website to include a log of incidents in chronological order <p>IC questioned the liability of the Trustees. VB confirmed the Trust does hold insurance (Management Liability underwritten by Royal Sun Alliance £500,000 liability).</p> |
| 3 Contributions 2021/ 2022 | VB updated the meeting that following a request for a forecast on contribution payments from Bristol City Council, the cost of contributions from Local Authorities and COMAH sites should be reviewed. VB noted there had been no increase in contributions for many years |

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|--|---|
| | <p>and the loss of income from a former COMAH site had been recorded.</p> <p>VB reminded the meeting that whilst the Local Authorities and the higher tier COMAH sites were required to contribute the lower tier COMAH sites gave voluntary contributions.</p> <p>After discussion, the meeting agreed a % increase for 2021/ 2022 in line with inflation.</p> <p>ACTION Invoices for 2021/ 2022 contributions to increase by % in line with latest (RPI) inflation rate (1.4% January 2021).</p> |
| 4 & 5 Contributions 2022/ 2023 & 2023/ 24 | <p>The meeting agreed to defer a decision on the contribution payments for 2022/ 2023 and 2023/ 2024 until the reports at agenda item 2 had been completed.</p> <p>ACTION Defer to a later meeting</p> |
| 6 Update on Administration/ Maintenance/ Repairs/ Performance | <p>DA confirmed that paper reference 6 had been circulated by email prior to the meeting and should be taken as read (see appendix A).</p> |
| 7 Finance | <p>DA confirmed that paper ref 7 had been circulated by email prior to the meeting with the meeting papers and should be taken as read (see appendix B).</p> |
| 8 AOB | <p>No further business was raised and the meeting closed at 11am. DA thanked everyone for their attendance and wished Reyna Knight a speedy recovery.</p> |

Appendix A

ADMINISTRATION

The final two invoices for the year 2020/ 2021 (S.Glos Council and Augean) have been chased for payment which will result in an income from contributions of £56,010.00 which is equivalent to last year.

A refund from Federal Signals has been received of £ 2,216.27 against the installation of Siren 12, Redcliffe Bay, Portishead.

MAINTENANCE

SSE attended the site at Portishead siren after the siren failed to sound on January test day. After investigation, the siren had lost the signal to the radio. This issue was quickly rectified and the siren tested correctly on February test day.

The new 'one-button' system to sound the sirens is working well.

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REPAIRS & INSTALLATION/ COMMISSIONING OF EQUIPMENT

Siren 8, Central Avenue

There has been no further contact since our last meeting from the new landowner at Siren 8. The position at time of writing is as follows;

After an initial meeting on the 5th November 2020 to understand their plans for the future, the new owners would like to replace the current electricity supply to Siren 8 with solar. SSE attended the meeting on the 5th November 2020 and have confirmed this is possible and they have provided a quote to undertake this work as soon as possible.

The new owners would also like to explore updating the legal agreement between the Trust and the new landowner to allow for a move of the physical siren to a more suitable location on their site at their expense. As we are already aware, the existing agreement allows for a 12 month notice period to be served on the Trust to remove the siren, so cooperation as best we can within the parameters of the sound plan is suggested.

PERFORMANCE

No reported issues with Sirens 1 - 12 at the February test.

A report was received from a resident of Portishead that the siren at the Portishead site (Siren 3) did not sound at the January test day. SSE investigated immediately and fault was found with the radio connection. Subsequently, the siren sounded correctly at the February test.

Appendix B

| Severnside Sirens Trust Ltd - 2018/ 2019 *CASH FLOW (not P&L) / Budget | | | | | | |
|--|------------------|--------------------|--------------------|-----------------|------------------|------------------|
| Item | 2016/ 2017 | 2017/ 2018 | 2018/ 2019 | 2019/ 2020 | 2020/ 2021 | Budget |
| Donations | 60,130.00 | 61,570.00 | 61,570.00 | 56,010.00 | 49,147.50 | 55,000.00 |
| Bank interest | 14.00 | 11.00 | 39.00 | 51.00 | 10.04 | 15.00 |
| Other Income | | - | 372.00 | - | 2,216.27 | - |
| Available | 60,144 | 61,581 | 61,981 | 56,061 | 51,373.81 | 55,015.00 |
| Direct Costs | 30,769 | 80,170 | 53,495 | 52,082 | 22,138 | 40,000.00 |
| Administrative Expenses | 18,763 | 25,937 | 25,986 | 24,799 | 22,138 | 15,000.00 |
| Total Expenditure | 37,169 | 106,107 | 79,481 | 76,881 | 44,276 | 55,000.00 |
| Net (Deficit) / Surplus for year | 10,612.00 | - 44,526.00 | - 17,500.00 | - 20,820 | 7,098.31 | 15.00 |
| 01.02.21 | | | | | | |
| Current Account | 46,596.44 | | | | | |
| Reserve Account | 25,667.57 | | | | | |
| | 72,264.01 | | | | | |