

Severnside Sirens Trust Ltd

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

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

Also Present: Nigel Parsons (NP) (Bristol City 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 and Alex Stafford (North Somerset Council).	
2 Minutes 08.03.22	The Chairman 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 08.03.22	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><u>Siren 8 relocation</u></p> <p>VB confirmed that the relocation of Siren 8 had been delayed on commencement of works on the 23rd May 2022 due to an unknown Western Power Distribution cable which was present when the groundworks commenced.</p> <p>VB confirmed that Western Power would move the cable sufficiently to allow the groundworks and relocation to continue shortly.</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 income was slow this year due to both the Councils and the member companies were being exceptionally slow in making payments this year and to date no payments had been received. VB advised that post-Covid many of the companies have changed their processes and it is very difficult to get invoiced passed for payment.</p> <p><u>Enerveo Contract</u></p> <p>VB advised that a new contract had been received for the contract of the maintenance of the sirens from Enerveo (formerly SSE Contracting). Subject to the update of the correspondence address, the meeting agreed to sign the new contract.</p>	VB
6 Dates of next meetings	The dates of the next meetings are as advertised: 6 th September 2022 - Trustee meeting 13 th December 2022 - Trustee meeting	
6 AOB	<p>VB confirmed the circulation of the latest emergency safety advice to Severn Beach library following a request from Pilning & Severn Beach Parish Council.</p> <p>RK requested some copies of the latest emergency safety advice to be sent to Portishead library.</p> <p>Discussion was held on the need to encourage new Trustees to join the board. The</p>	

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	meeting agreed to post an advert on the website.	VB
	No further business was raised and the meeting closed at 10.56am.	

Appendix A

ADMINISTRATION

Annual invoices were distributed to the following:

Augean Treatments
Bristol City Council
Esso Petroleum Co. Ltd
North Somerset Council
South Gloucestershire Council
CLH-PS Ltd
Valero Energy Ltd
Yara UK Ltd

To date, no payments have been received.

MAINTENANCE/ REPAIRS

Siren 8, Astra Zeneca site, Avonmouth

The 23rd May has been identified as the date for the commencement of the civil work in support of the relocation of Siren 8 with the physical relocation expected soon after. In the meantime, Siren 8 remains in position at the former Astra Zeneca site, Avonmouth.

PERFORMANCE

Sirens 1 - 12 sounded correctly at test dates.

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	-	55,000.00
Bank interest	14.00	11.00	39.00	51.00	10.46	2.36	1.05	15.00
Other Income		-	372.00	-	2,216.27	-		-
Available	60,144	61,581	61,981	56,061	51,374.23	62,616.46	1.05	55,015.00
Direct Costs	30,769.00	80,170.00	53,495.00	52,082.00	27,374.00	35,698.62	1,212.15	40,000.00
Administrative Expenses	18,763.00	25,937.00	25,986.00	24,799.00	24,374.00	33,558.74	1,211.00	15,000.00
Total Expenditure	37,169.14	106,107.00	79,481.00	76,881.00	48,748.00	69,257.36	2,423.15	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 -	2,422.10	15.00
06.05.22	£							
Current Account	31,237.00							
Reserve Account	25,672.43							
	56,909.43							