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**W A S T E W A T E R S E R V I C E S**

<b>MINUTES OF MEETING:</b>		<b>LOCATION:</b>	The Vestry Rooms, St Erth
Hayle Odour Liaison Group		<b>DATE:</b>	Monday 3 <sup>rd</sup> June 2019 10:30 – 12:00
<p><b>ATTENDANCE:</b> Pete Kelland (PK)(SWW), Rob Waddle (RW)(SWW), Caroline Nicholls (CN) (SWW)  Peter Rylett (PR) (Clerk St Erth Parish Council),  John Williams (JW)(Constituency Communications Manager, Office of Derek Thomas MP)  Sue Peacock (SP)(Resident)  Ted Taylor (TT)( Vice Ch Ricky Williams St Erth Parish Council),  David Cocks (DC) (Cornwall Councillor Hayle Town Council)</p> <p><b>APOLOGIES:</b> Mark Pilcher (MP) (EA), Hester Jackson (HJ) (EA)  Mike Matthews (MM)(Resident), Kerry Davis (KD)(Resident)  Harry Blakeroy (Hayle Town Council)  Mr Kevin Buzza (Chair – St Erth Parish Council  Ricky Williams (RW) (EA -EHO)</p> <p><b>COPIED TO:</b> Paul Stevens (PS) (SWW – Waste Water Treatment and Recovery Manager)</p>			
ITEM	DETAILS		ACTION
1.	<p><b>WELCOME &amp; APOLOGIES</b></p> <p>PK Introduced and Chaired the meeting. Apologies made and recorded as above. Mick Hanley will no longer be attending the meetings and Ted Taylor is now the Vice Chairman to Ricky Williams, St Erth Parish Council.</p>		
2.	<p><b>UPDATE ON CUSTOMER COMPLAINTS / TEXT SYSTEM</b></p> <p>The group agreed that there has been a vast improvement on the odour issues over the Easter period. PK explained the recent issue/reason for smell complaints in the last week of May. SWW had contractors working onsite and they had left the odour control system switched off. Paul Stevens has spoken with the contractors and they visited site to get the unit up and running. Paul was not happy that they had turned this off and left it off for a period of time and they had not notified anyone on site. Contractors returned and got the units running and have been told they need to inform site management if this is too be switched off again so that everyone effected can be notified. PK will get more feedback on this for the next meeting.</p>		RW / PK

	<table border="1" data-bbox="295 235 981 414"> <thead> <tr> <th>Month</th> <th>Total contacts received</th> </tr> </thead> <tbody> <tr> <td>February</td> <td>2</td> </tr> <tr> <td>March</td> <td>0</td> </tr> <tr> <td>April</td> <td>4</td> </tr> <tr> <td>May</td> <td>12</td> </tr> </tbody> </table> <p data-bbox="295 459 1332 593">TT mentioned further noise issues he believed to be coming from the site. One was 08/01/19 that was traced to temporary pumping. The other was 21/04/19 around midnight. He had a walk around site and felt that the noise could only be heard by the front gate.</p> <p data-bbox="295 638 1220 705">PK told TT to ring in next time the noise is heard, in hope that an operator can investigate and find out where the noise is coming from.</p>	Month	Total contacts received	February	2	March	0	April	4	May	12	
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<p data-bbox="183 772 215 817"><b>3.</b></p>	<p data-bbox="295 772 598 817"><b>SITE ACTIONS PROGRESS</b></p> <p data-bbox="295 851 1157 884">PR requested an updated site action plan. PK to send out once updated.</p> <p data-bbox="295 918 1332 1041">Item 1 -Start Pad – Odour from tankers – works still suspended – The plan will be to start using the old inlet works building. The roof repairs on the inlet are now complete and ready for the next step.</p> <p data-bbox="295 1086 1316 1198">Item 2 - Start Pad, Tankered waste – As per item 1 PK advised that the unit to collect tankered waste was not successful and that his aim was now to utilize the old inlet building, taking this practice away from the Start Pad.</p> <p data-bbox="295 1232 1316 1355">Item 3 – Sludge Storage Area. Installation of an odour control system. PK advised that funding has been approved and SWW are still waiting for a start date from the odour control manufacturer.</p> <p data-bbox="295 1400 1204 1478">Item 4 – Old Inlet works and building. PK advised that the new inlet works is commissioned and fully operational.</p> <p data-bbox="295 1523 774 1556">Item 5 - Whole Site – customer contacts.</p> <p data-bbox="295 1601 1252 1635">Item 6 - Odour Management Plan (OMP). PK advised that the plan is now active.</p> <p data-bbox="295 1680 1332 1803">Item 7 – Whole site, View of Cledma Bank – The camouflage netting has been put in situ. However MM said there are gaps in the camouflage. It’s an improvement. PK to chase the netting company to see if it will be possible to add a 2<sup>nd</sup> layer of camouflage.</p> <p data-bbox="295 1848 1316 2004">Item 8 - Start Pad, Flooding risks due to high water table. PK confirmed that the area has now been divided off with a low wall to prevent flood water mixing with any residue sewer related debris. Hopefully this is working ok. We’ve not had any other reports of it flooding.</p>	<p data-bbox="1484 918 1524 952"><b>PK</b></p> <p data-bbox="1484 1702 1524 1736"><b>PK</b></p>										

	<p>Item 9 – Sludge Import Area. Odour Control Unit (OCU) – Maintenance Contract has been renewed and is being monitored.</p> <p>Item 10 – Sludge Plant. This is in relation to servicing of the odour monitoring equipment. This is serviced every 3 months.</p> <p>Item 11 - New Activated Sludge Plant (ASP). PK confirmed that this is now on line and operating well. – <b>ITEM Completed</b></p> <p>Item 12 – Final Effluent (FE) surge vessel blow off. This noise has been detected by residents. PK advised that a baffle could not be installed due to the high pressure that is released. However he is looking into an alternative solution to cut down on the noise.</p> <p>Item 13 – Old Inlet works &amp; building, decommissioning of old screening plant – <b>ITEM Completed</b></p> <p>Item 14 – Old Inlet works &amp; building, Assessment of the building roof – new roof has been installed and scaffolding removed from site – <b>ITEM Completed</b></p> <p>Item 15 – Incoming sewer to Start Pump Station. This is in connection with reports of a manhole overflowing during heavy rainfall. No further issues have been reported. PK stated that he did get the start levels lowered which may have made a difference and hopefully stopped the issue. PK asked if everyone could keep an eye on it in wet weather and feed back any issues.</p> <p>Item 16 – Start Area. Start perimeter fence damaged. The fence is deemed to be in reasonable condition and it’s unlikely that funding will be granted to replace it. A bid has been put through; it definitely wouldn’t get replaced with a buried fence. The feeling was that animals will dig under the fence if they want to get in. The site is rat baited on a regular basis.</p> <p>Item 17 – NEW ASP plant. Screening of bridge from Cledma Bank. PK to review and get photos. Also see if additional netting can be erected.</p> <p>Item 18 – Recent increase in contacts – Changes have been made and site monitored.</p> <p>Item 19 - ASP area. Potential noise issues. SP noted that no noises have been coming from the works but from the railway station.</p> <p>Completed Actions – This documents all the items/actions that SWW have invested in to improve the site.</p> <p>Following the last meeting where RW said that the following are now the most important actions moving forward. These have been acted on :-  *Odour control sludge storage – PK to get a date for the new unit as discussed earlier in the meeting</p>	<p>PK</p>
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4	<p><b>AOB</b></p> <p>The odour suppressant is switched on and in use. PK wants to be ready for the summer and make sure everything is in place.</p> <p>TT has said that the HUB works are now open and to report any access road issues if any arise. PK will send a refresher email to Clearflow to inform them not to use the village as a short cut, that they must use the hub.</p> <p>PK mentioned commercial waste goes to the top end of the site near Sita.</p> <p>New ASP (Activated Sludge Plant)- This has taken into account the new builds in the area – supply and demand - this will take a third of the flows that come into the site. Flow has been split between ASP and filter bed system, so there is more room if needed in the future. DC asked how much more could be taken. PK said that it's taken into account a 10 – 15 year horizon. DC requested the percentage but this could not be confirmed. PK stated that approximately 30% is going through the new ASP and there is a high standard of final effluent and is way below the permit level. DC said that there are approx 1300 homes going into Hayle soon and he was worried about the demand on the system. This came to light as DC is having major issues with water pressure and was concerned about the pull on the infrastructure for waste water. RW is going to investigate this for DC to see what tests and reports have been carried out and feedback to him, separately from the odour meeting.</p> <p>PK said that Sam Ibbotson is no longer in the Waste Water Treatment and Recovery Manager role. Paul Stevens is currently covering Hayle in this capacity as a temporary measure. PK will update the group once the position has been filled.</p>	
5	<p><b>DATE OF NEXT MEETING</b></p> <p>Rob Waddle to arrange and email – suggested for October to monitor the changes in the seasons after the summer period. PK said if anyone had any concerns in the meantime to contact him.</p>	RW