

**PORT ST MARY COMMISSIONERS**  
**ORDINARY BOARD MEETING**  
**20<sup>TH</sup> DECEMBER 2017 at 7.30 pm**  
**AGENDA – OPEN PUBLIC SESSION**

1. 1.1 Welcome, Apologies and Declarations
2. Minutes for Adoption:
  - 2.1 Consideration of the Minute of the Ordinary Board Meeting held on 22<sup>nd</sup> November 2017
3. Matters Arising:
  - 3.1 Copy of reply from Department of Infrastructure to Ratepayer re road surface – for noting
  - 3.2 Reply from Local Government Unit re Southern Civic Amenity Site Board
  - 3.3 Correspondence from Department of Planning re Skatepark
4. Motions:
  - 4.1 Standing Order 1.2 requires a "Resolution of the Authority" to vary the date of a meeting. The Chairman has proposed that  
*"the meeting of the Board scheduled for 19 30 on 13th December 2017 is re-scheduled for 19 30 on 20th December 2017."* Ratification required.
  - 4.2 Motion proposed by Mr A Merchant at the previous Meeting that  
*"The ordinary meetings of the Authority shall be held in the Town Hall, Port St Mary on the fourth Wednesday of each month with the exception of December when the Authority will meet on the third Wednesday of the month."* RH seconded.  
  
Under current Standing Orders the matter was held over from the last meeting.
5. Finance:
  - 5.1 Approval of invoices for payment December 2017 - enclosed:

5.2 Invoices paid late November 2017 for noting

6. Special Projects:

6.1 Manxonia House – transferred to private due to commercial sensitivity

7. Public Correspondence:

7.1 Correspondence from Royal British Legion

7.2 Correspondence from Ratepayer re parking at Gansey

7.3 Correspondence from Cabinet Office re 2018 Year of Our Island

7.4 Correspondence from Douglas Borough Council re FRS17 Exercise

7.5 Correspondence from Ratepayer re lighting

8. Consultations:

8.1 Southern Civic Amenity Site Board budget

9. Planning Matters:

9.1 Planning Applications:

PA17/01209/B Mr G Flowers. Rockville, Cronk Road, Port St Mary.

Installation of replacement roof and roof lights.

PA17/01277/B Mr and Mrs A Hamilton. 12 High Street, Port St Mary

Replacement of existing windows and door to front elevation.

9.2 Planning Approvals:

PA17/01153/B Port St Mary Commissioners. Manxonia House, Bay View Road, Port St Mary Replacement of existing softwood windows with hardwood double glazed units approved.

PA17/01105/B Mr and Mrs Green. High Peak, Perwick Rise, Port St Mary.

Window alterations to front elevation.

9.3 Planning Appeals:

PA17/00976/B Red Pen Ltd. Bay View Hotel, Primrose Terrace, Port St Mary. Appeal against the refusal of the demolition of existing building and construction of three apartments with on-site parking / garages

9.4 Planning Amendments:

PA17/01014/B Mr and Mrs Headon. 1 Perwick Road, Port St Mary.

Amended plans showing the removal of the internal utility room at the rear of the proposed garage thus bringing the garage in line with the front of the building.

10. Policy and Resources:

11. Invitations:

11.1 Request from the Acting Clerk in Onchan to arrange a meeting between Commissioners to discuss matters of relevance to our 2 authorities who are not part of an Area Shared List.

I have just had a request from the Acting Clerk in Onchan to arrange a meeting between Commissioners to discuss matters of relevance to our 2 authorities who are not part of an Area Shared List.

12. Any other business of an urgent nature (by permission of the Chairman)



**Isle of Man  
Government**  
*Reilittys Eilan Vannin*

**Chair of the Southern Civic Amenity Site Board**

3.3



**infrastructure**

strategy, policy & performance

bun-troggais - strateysh, polasee as cooilleoney

**Director of Strategy, Policy & Performance**

Contact: [redacted]  
Telephone: [redacted] Local Government Unit  
Email: [redacted] (01624) 686246  
Our Ref: [redacted]  
Date: LA/Southern Civic Amenity Site  
6 December 2017

Dear Mr [redacted]

**Re: Southern Civic Amenity Site Board**

I write to acknowledge the receipt of your letter dated 15 October 2017. It is appreciated that a thorough response was given to our letter of the 11<sup>th</sup> August 2017. Many of the issues raised by two of the constituent local authorities, Port Erin Commissioners and Malew Commissioners were addressed and there has been recognition of errors made and a determination to redress these.

The Department are encouraged by your assurances on behalf of the Board that they will adhere to legal and financial rules and regulations and also the code of conduct and the Board's own standing orders. It is important that Boards and Committees do follow both internal and external rules and regulations. This gives reassurance to the public whom it should not have to be reminded are who the Board ultimately represent. They should demand and expect a high standard of conduct and behaviours as well as an adherence to your own standing orders.

As referred to in your letter the Board have not answered on behalf of the former Members of the Board including the former Chairman, [redacted]. At this time we do not feel the need to pursue anything in particular with any of the former Members of the Board.

We hope that this matter is now resolved.

Yours sincerely

[redacted signature]

**Local Government Unit Manager**

Copy to (by email): **Mr Hamilton, Clerk to Southern Civic Amenity Site Board  
Constituent Authority Clerks**

**Department of Infrastructure**  
Sea Terminal Building, Douglas, Isle of Man, IM1 2RF

Alastair Hamilton Esq  
Clerk  
Port St Mary Commissioners  
Town Hall  
Port St Mary

20 November 2017

Dear Mr Hamilton ,

**Proposed Children's Skate Park  
Outline Planning Consent Application Ref 17/01165/A**

We refer to your letter of 2 November 2017 , regarding the Commissioners proposal to construct a new children's skate park immediately adjacent to our property .

Having considered your proposal we would like to inform you that we object to the proposal as it will significantly and adversely affect our amenity and quality of life of our home . In addition, we consider that there are a number of material planning considerations , safety and environmental issues that would mean that the proposal is unacceptable .

Our concerns are as follows :-

**Residential and visual amenity**

The proposed location for the skatepark is very close to the boundary of our home and also in even closer proximity to an existing play area , erroneously referred to in the plan attached to your letter as ' Basketball Court ' , which is pretty well used exclusively as a kick around space for " footie " by children and youths of all ages . The addition of a further facility to those that are existing , will significantly and adversely effect the amenity of our property .

The proposed increase in the area of hard standing will mean the loss of open space which currently has a verdant character and is much used , particularly in the Summer months , by families for picnics and also by small children who are able to use the area to play with footballs in relative safety from footballs well struck by older children playing in the " Basketball Court " . The exposed nature of the area , the site conditions , the proximity of a main gas pipe and the narrow space between the edge of the proposed facility and our property , means that it could not be properly mitigated – tree and shrub planting would not grow to a sufficient height and in any event are inappropriate , due to the open character of the golf course .

At present Clifton Road North is relatively quiet – yes , people do use the area for play , however, given the nature of skating and the significant numbers no doubt anticipated by the Commissioners who are likely to want to use the new park the impact on the residential neighbourhood would be at times considerable . Adverse impacts on residential amenity are considered within The Island Development Plan – Isle of Man Strategic Plan 2016 . Having reviewed the relevant policy ' Recreation 2b ' we consider that the proposal is contrary to the policy and is therefore unacceptable .

### Noise Impact

The proposed skate park is to be constructed in concrete, which will result in a significant increase in noise levels, the effects of which will be experienced by us and other close neighbours. The nature of skating will mean that this will be constant and compounded with the various activities that skaters take part in – wheels in contact with concrete, the scraping sounds of boards grinding against rails and boards crashing as users fall off.

The noise is also likely to be continuous, as there will always be noise whilst the skate board is in contact with the concrete. The noise levels will increase by the additional shouts, cries and the inevitable screams which emanate from young children at play. It is considered that noise levels will increase to an unacceptable level.

Given that the skate park would increase noise levels significantly, has an independent noise assessment been carried out, and if so, are the noise levels within the acceptable thresholds for nearby residential properties?

In terms of material planning consideration, we believe that the proposal would be contrary to Environment Policy 22 and in particular point iii.

### Highways impacts

Clifton Road North is a residential cul-de-sac with a small area for turning and parking which has been reduced in usable space by the siting of recycle bins. As you can see from casual observation, the available "on road" parking space on both sides of the road is already used almost to capacity. Again from casual observation, the year on year increase in "on road" parking on the local residential roads has led to saturation point on most, if not all, of those roads. Clifton Road North is no exception and is also used by residents, of nearby residential roads, who have nowhere else to park their vehicles.

The existing playground does give rise, at times, to a notable increase in vehicles travelling down Clifton Road North and there is no doubt that the proposed new skate park would increase that flow of vehicles. Furthermore the fact that the road is a cul-de-sac means there would be significant problems with cars not being able to turn around to exit the site.

Delivery vehicles and other Service vehicles already have difficulty when using the road in the normal course of their work and particularly in turning around.

The difficulty in turning is already experienced by existing users which leads many vehicles to use our driveway and in the past this has led to the occasional collision with our gateposts and again occasionally this has caused more damage to the gatepost than to the vehicle.

Has a Traffic Impact Assessment been carried out for this project? If not, then given the nature of the issues described above, then one should be done.

Having reviewed the local plan it is considered that this issue is a material planning consideration and the effects on the highway and parking, make it unacceptable.

In addition , this proposed Skate Park could have a consequential problem for the Commissioners in the future with residents and users raising concerns about traffic issues .

### **Safety**

The proposed location for the park is immediately adjacent to the “ Basketball Court “ more frequently used for a kick around area by children of varying ages with footballs. The older users are capable of kicking a football very hard which can fly off the metal uprights which represent a goal mouth .

One side of this ball area is a parking /turning area the two being separated by a pebbledashed wall of about 4 feet in height . Some years after the creation of the ball area it was found necessary to construct a high metal mesh fence above the existing wall in order to prevent flying footballs from damaging the gardens in front of the homes and parked cars opposite .

The plans available at present make no reference to any form of barrier between the part of ball area which runs along side of the proposed park . The absence of a barrier would inevitably expose young children to possible injury from flying footballs . Nor does there appear to be sufficient run-off room between the two facilities to stop skaters from landing in the ball area

On the other hand if it is intended to construct an effective barrier between the two areas then other concerns arise .

Firstly a barrier would make the ball area almost totally confined which in turn would increase the cause of aggravation between different age groups trying to use the area at the same time . At the present time there is no doubt that a degree of bullying arises when older children object to the presence of younger children . Secondly an effective barrier would without doubt give rise to a significant increase in noise when the ball area users kick balls into the new barrier. It would also seem essential for young children using a skate park to wear appropriate safety equipment such as helmets and knee pads , are the Commissioners planning to monitor this ?


Has a RoSPA Risk Assessment of Play Areas been carried out to establish the safety risks of the proposal ? Given the information provided so far , it would appear that there are potentially significant safety concerns that are outstanding .

Elderly residents living on the access routes to the playground area will also be subject to the possible danger of and increased disturbance by young children riding skate boards on pavements en route to the area .

### **General**

Because it is not relevant to the planning application we have not touched on our concern over the apparent intention of the Commissioners to apply so much of the community's resources on this particular project .

The above sets out our main reasons for wishing to be registered as objectors to the Outline Planning Application submitted by you and which has the reference 17/01165/A.

Yours truly     

Port St Mary  
20/11/2017

Dear Mr Hamilton

£40,000!!! Because of 30 letters.

1. Are you sure all thirty children will use it?
2. Have you asked the parents if they are willing to buy skateboards, helmets, arm and knee pads?
3. Do the parents realise it will be unsupervised?
4. Who will be liable when a child turns up without a helmet and is injured?

Other concerns

1. The area is already used by parents, particularly with dogs as they cannot use the benches inside the play park to sit and chat while children are playing. Younger children use the area to play football. I wonder if they realise a skate park there will stop them playing football.
2. Why can't it be sited in a reasonable place that is not used? I gather the original proposed site was by the tennis courts, but there were objections from residents, not surprised. Why can't you join up with Port Erin and put it on Rushen school fields instead of squashing it in on the park, to many people's inconvenience? I have heard it's too far to walk to Rushen School for the children. It can't be any further for children who live at the top of the village than walking to the park.
3. How many children at once would the skate park sustain? Children will come from Port Erin and the south as well as PSM children. Again it won't be supervised and could lead to bullying and fights.
4. Quiet concrete! Don't skate boards themselves make a noise? I am aware that plans were not given to Links Avenue which faces the golf course. Is it assumed they are old and deaf and will not hear children skate boarding past them on the way to the skate park?
5. In the day it may seem there is a lot of parking space in Clifton Rd North. By evening when people are home from nearby overcrowded roads, it is full with many cars.

I feel this plan has not been thought out properly. No skate park should be near residential buildings, and when it is for younger children unsupervised.

Yours sincerely



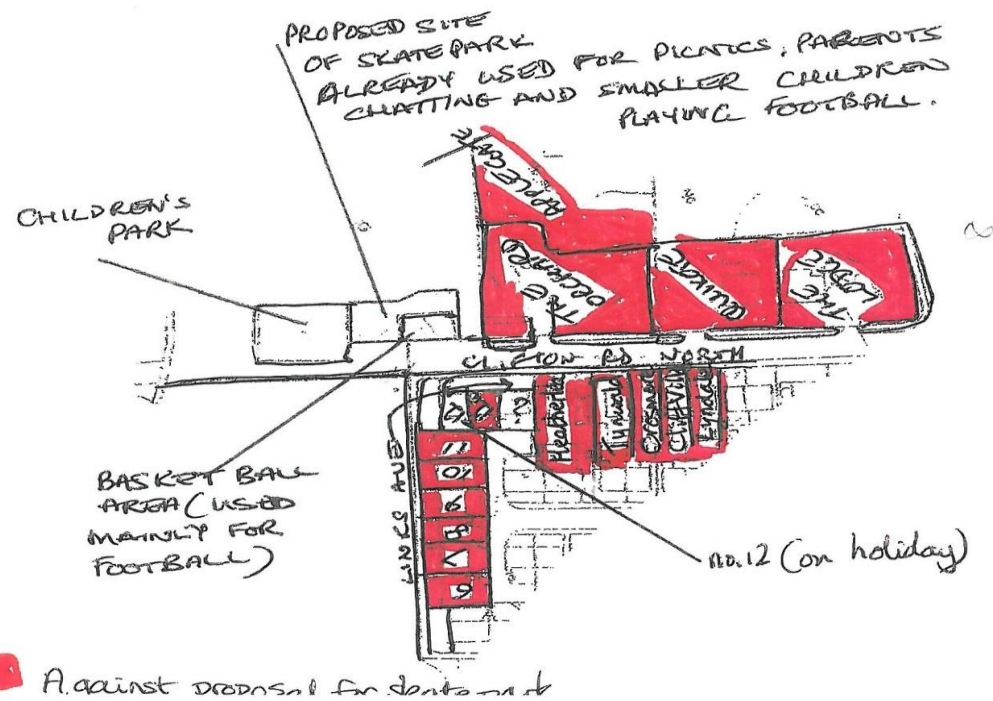
Copy for Mr. H. Hamilton  
Copy to Planning

Anecdote from someone visiting a skateboard park for younger children this weekend. Bicycles and scooters were on it and the two children with skateboard and helmets etc. were laughed at!

Residents observations, mainly from O.A.P.s living in Links Avenue.

- Although there is a 'no cycling' sign, children and adults ignore it.
  - Push scooters (latest craze)
- This happens in front of Links Ave lounges and bedrooms. Skateboards will make it even worse.
- On the 'basketball' court teenagers can be kicking footballs against mesh fence up to 9.30 p.m. sometimes.
  - Older children sometimes congregate on 'basket ball' court to drink alcohol and then hide behind the wall when police come.

The residents feel we have enough noise already.



Item 5.1

PORT ST MARY COMMISSIONERS

INVOICES TO BE PAID DECEMBER 2017

Housing Expenses										
Inv #	Date	Inv Number	Supplier	Description	House	Category	NL Code	Total Net	VAT	Total Cost
574	16/11/2017	43895	Cleervu Aerial Specialists Ltd	Repair signal connection	5FR	Repairs	6100	£49.00	£9.80	£58.80
575	10/12/2017	10657	Heattech Limited	Replace boiler	10BB	Repairs	6100	£1,311.09	£262.22	£1,573.31
576	10/12/2017	10656	Heattech Limited	Replace boiler	8LA	Repairs	6100	£1,581.00	£316.20	£1,897.20
577	10/12/2017	10658	Heattech Limited	Bathroom repairs	13SA	Repairs	6100	£79.50	£15.90	£95.40
578	10/12/2017	10659	Heattech Limited	Boiler repairs	1PR	Repairs	6100	£51.00	£10.20	£61.20
579	06/11/2017	1904784	J Qualtroughs	Aluminium Lever Latch		Repairs	6100	£20.01	£4.00	£24.01
580	23/11/2017	1908691	J Qualtroughs	Paint & general supplies		Repairs	6100	£28.08	£5.62	£33.70
581	29/11/2017	1910156	J Qualtroughs	Whitewood		Repairs	6100	£7.73	£1.55	£9.28
582	09/11/2017	1905703	J Qualtroughs	Aluminium lock handles		Repairs	6100	£13.42	£2.68	£16.10
583	16/11/2017	1907178	J Qualtroughs	Supplies		Repairs	6100	£128.20	£25.64	£153.84
584	20/11/2017	1907888	J Qualtroughs	Concrete, hinges, fencing		Repairs	6100	£43.77	£8.75	£52.52
585	27/11/2017	U1074050	Manx Utilities	Electricity - void	13SA	Repairs	6100	£9.07	£0.45	£9.52
586	14/11/2017	660/18339	MC Locksmith Services Ltd	Repair window	2FR	Repairs	6100	£62.50	£12.50	£75.00
587	14/11/2017	660/18335	MC Locksmith Services Ltd	Repair window	1PR	Repairs	6100	£91.50	£18.30	£109.80
588	13/11/2017	660/18321	MC Locksmith Services Ltd	Replace handles	12SMA	Repairs	6100	£71.53	£14.31	£85.84
589	13/11/2017	660/18322	MC Locksmith Services Ltd	Replace hinges	5TP	Repairs	6100	£57.86	£11.57	£69.43
590	13/11/2017	660/18323	MC Locksmith Services Ltd	Repair door	5BB	Repairs	6100	£50.00	£10.00	£60.00
591	27/11/2017	660/18503	MC Locksmith Services Ltd	Replace hinges	13SA	Repairs	6100	£57.50	£11.50	£69.00
592	11/12/2017	3167	Raven Electrical Services Ltd	Supply & install cooker socket	5BSMA	Repairs	6100	£48.16	£9.63	£57.79
593	27/11/2017	3156	Raven Electrical Services Ltd	Carry out EICR Check	13SA	Repairs	6100	£183.94	£36.79	£220.73
594	05/12/2017	7741	Reliance Security Ltd	Call out re fire alarm	CB	Repairs	6100	£90.00	£18.00	£108.00
595	27/11/2017	-	T&E Painters & Decorators	Void decorating	13SA	Repairs	6100	£595.00	£0.00	£595.00
<b>Sub Totals - Housing</b>								<b>£4,629.86</b>	<b>£805.61</b>	<b>£5,435.47</b>

**PORT ST MARY COMMISSIONERS**

**INVOICES TO BE PAID DECEMBER 2017**

<b>Rate Born Expenses</b>										
<b>Inv #</b>	<b>Date</b>	<b>Inv Number</b>	<b>Supplier</b>	<b>Description</b>		<b>Category</b>	<b>NL Code</b>	<b>Total Net</b>	<b>VAT</b>	<b>Total Cost</b>
596	29/11/2017	496656	Agrimark	Cel. of Xmas refreshments		Civic Events	5082	£70.99	£6.20	£77.19
597	24/11/2017	495383	Agrimark	Cel. of Xmas Selection Boxes		Civic Events	5082	£14.08	£2.82	£16.90
598	22/11/2017	506473	Argon Office Systems Ltd	Copier charges 17/10 - 21/11		Photocopier	5060	£168.67	£33.73	£202.40
599	30/11/2017	74	Ballagawne Nurseries	Winter plants		Gardens	5260	£291.67	£58.33	£350.00
600	30/11/2017	122962	Bridson & Horrox	Stationary supplies		Stationary	5050	£90.01	£18.00	£108.01
601	24/11/2017	-	Calvert Newsagents Limited	Stamps & papers		Office Expenses	5170	£98.88	£0.00	£98.88
602	30/11/2017	2675	Car & Light Centre Ltd	Citroen Relay HMN342L Repairs		Vehicles	5056	£368.74	£63.55	£432.29
603	04/12/2017	344	Chris Bradshaw Tree Surgery	Tree felling (Prom & Amenity Site)		Gardens	5260	£380.00	£0.00	£380.00
604	-	-	Cooil Bros Ltd	Milk supply - Office Oct 17		Office Expenses	5170	£7.20	£0.00	£7.20
605	-	-	Cooil Bros Ltd	Milk supply - Workshop Oct 17		Stores	6020	£9.60	£0.00	£9.60
606	-	-	Cooil Bros Ltd	Milk supply - Office Nov 17		Office Expenses	5170	£7.20	£0.00	£7.20
607	30/11/2017	3013686	Craemer UK Ltd	100 Recycle bins		Refuse Expenses	5210	£2,350.00	£470.00	£2,820.00
608	01/12/2017	2	David Shaw	Lights & Sounds to Cel. Of Xmas		Civic Events	5082	£75.00	£0.00	£75.00
609	28/11/2017	348246	DEFA	Xmas trees		Xmas Trees	5830	£710.78	£142.16	£852.94
610	14/11/2017	347477	Department of Infrastructure	Tipping charges EFW Oct 17		Refuse Expenses	5210	£5,070.11	£1,014.02	£6,084.13
611	28/11/2017	17087	Island IT Services LTD	Monthly checks & website issues		Computers	5140	£220.00	£44.00	£264.00
612	06/12/2017	17136	Island IT Services LTD	E-mail hosting 25/11 - 24/12		Computers	5140	£80.50	£16.10	£96.60
613	24/11/2017	4104947	IOM Newspapers	Cel of Xmas Notice - Examiner		Civic Events	5082	£105.56	£21.11	£126.67
614	17/11/2017	4104665	IOM Newspapers	Cel of Xmas Notice - Courier		Civic Events	5082	£135.72	£27.14	£162.86
615	09/11/2017	1905703	J Qualtrough Ltd	Silicone		Stores	6020	£8.28	£1.66	£9.94
616	09/11/2017	1905703	J Qualtrough Ltd	Cable ties		Xmas Trees	5830	£4.20	£0.84	£5.04
617	20/11/2017	1907888	J Qualtrough Ltd	Tools supplies (replacement discs)		Stores	6020	£32.04	£6.41	£38.45
618	15/11/2017	960610554	Manx Gas	Town Hall supply 13/9 - 14/11		Town Hall Expenses	5150	£621.57	£31.08	£652.65
619	01/12/2017	10514705	Manx Telecom	Rental Charges Dec 17		Office - Telephone	5160	£111.76	£22.35	£134.11
620	05/12/2017	SPI4399564	Manx Utilities	Public Lighting Maintenance Oct - Dec		Public Lighting	5900	£1,853.80	£370.76	£2,224.56
621	04/12/2017	U1076560	Manx Utilities	The Quay toilets water 31/3-30/9		Public Conveniences	5400	£319.50	£0.00	£319.50
622	04/12/2017	U1076561	Manx Utilities	Gell. Ave toilets water 31/3-30/9		Public Conveniences	5400	£40.47	£0.00	£40.47
623	30/11/2017	660/18544	MC Locksmith Services Ltd	Repairs to workshop door		Stores	6020	£83.90	£16.78	£100.68
624	24/11/2017	660/18470	MC Locksmith Services Ltd	Padlocks		Stores	6020	£103.30	£20.66	£123.96
625	24/11/2017	5790	Metalco Engineering Ltd	Tree rope pegs		Xmas Trees	5830	£23.96	£4.79	£28.75



**PORT ST MARY COMMISSIONERS**

626	01/12/2017	7699	ORB Ltd	Payroll Nov 17		Office Expenses	5170	£20.00	£4.00	£24.00
627	01/12/2017	7674	ORB Ltd	Payroll Nov 17		Office Expenses	5170	£60.50	£12.10	£72.60
628	07/12/2017	223554	Outdoor Power & Plant Ltd	SCARAB Repairs		Vehicles	6056	£180.00	£36.00	£216.00
629	24/11/2017	50425	Quine & Cubbon	Cel of Xmas Tickets		Civic Events	5082	£22.00	£4.40	£26.40
630	27/11/2017	50464	Quine & Cubbon	Cel of Xmas posters		Civic Events	5082	£68.30	£13.66	£81.96
631	10/11/2017	50454	Quine & Cubbon	Wheelie Bin stickers		Refuse Expenses	5210	£604.00	£120.80	£724.80
632	10/11/2017	50453	Quine & Cubbon	Recycle Box stickers		Refuse Expenses	5210	£1,006.30	£201.26	£1,207.56
633	11/12/2017	3170	Raven Electrical Services Ltd	Supply & install new PIR outside light		Town Hall Expenses	5150	£120.20	£24.04	£144.24
634	11/12/2017	3169	Raven Electrical Services Ltd	PSM Xmas Tree Lights repair		Xmas Trees	5830	£155.35	£31.07	£186.42
635	11/12/2017	6171	Raven Electrical Services Ltd	Supply & install outside lights		Town Hall Expenses	5150	£632.78	£126.56	£759.34
636	22/11/2017	3124	Raven Electrical Services Ltd	Install new fire alarm system to Golf Pavilion		Golf Pavilion	5690	£2,969.03	£593.81	£3,562.84
637	05/12/2017	7741	Reliance Security Ltd	Repair workshop fire alarm		Stores	6020	£294.00	£58.80	£352.80
638	21/11/2017	420321	Robinsons Limited	Christmas tree (Town Hall)		Xmas Trees	5830	£79.08	£13.32	£92.40
639	21/11/2017	420320	Robinsons Limited	Christmas tree (Recharge MCHC)		Recharge MCHC	6107	£212.24	£39.95	£252.19
640	15/11/2017	237965	Sadler Agricultural Ltd	Door bolt & bolt		Stores	6020	£17.00	£3.40	£20.40
641	07/11/2017	237194	Sadler Agricultural Ltd	Stihl Blower		Gardens	5260	£24.57	£4.92	£29.49
642	21/11/2017	6184	Safety Management Services	Supervisor services for Manxonia		Manxonia House	3330	£1,202.50	£240.50	£1,443.00
643	10/11/2017	1009331523	Sage (UK) Limited	Accounts package annual fee		Office Expenses	5160	£1,887.00	£377.40	£2,264.40
644	02/12/2017	738	Sean Beattie	Hoist hire for Christmas trees		Xmas Trees	5830	£320.00	£64.00	£384.00
645	17/11/2017	31637	Search & Select Offshore Ltd	Temp Fin Officer W/e 10/11		Accy & Prof Fees	5030	£1,085.00	£217.00	£1,302.00
646	30/11/2017	105763	SCASB	Refuse Nov 17		Refuse Expenses	5210	£123.76	£24.75	£148.51
647	30/11/2017	976	Station Garage	Fuel Costs Nov 17		Fuel Costs	6060	£372.93	£69.38	£442.31
648	21/11/2017	840173350	Trade Point (B&Q)	Bench repair supplies		Outdoor Seating	5810	£24.17	£4.83	£29.00
649	21/11/2017	840173350	Trade Point (B&Q)	Xmas Tree Timer		Xmas Trees	5830	£4.17	£0.83	£5.00
650	21/11/2017	840173350	Trade Point (B&Q)	Workshop supplies		Stores	6020	£15.62	£3.12	£18.74
651	15/11/2017	-	Temple Plasterers	Workshop repairs		Stores	6020	£3,950.00	£0.00	£3,950.00
652	28/11/2017	267464	WDS Ltd	Refuse sacks		Refuse Expenses	5210	£164.36	£32.87	£197.23
653	28/11/2017	267464	WDS Ltd	Public Convenience supplies		Public Conveniences	5400	£204.18	£40.84	£245.02
654	16/11/2017	266800	WDS Ltd	Mop heads		Town Hall Expenses	5150	£35.00	£7.00	£42.00
655	20/11/2017	312527	WiManx	Telephone System		Office - Telephone	5160	£254.20	£50.83	£305.03
<b>Sub Totals - Rate Born</b>								<b>£29,565.73</b>	<b>£4,813.93</b>	<b>£34,379.66</b>
<b>TOTALS</b>								<b>£34,195.59</b>	<b>£5,619.54</b>	<b>£39,815.13</b>

**PORT ST MARY COMMISSIONERS**

<b>Summary Breakdown of Expenditure (excluding VAT)</b>	
Stores	£4,513.74
Town Hall Expenses	£1,409.55
Accountancy & Professional Fees	£1,085.00
Public Conveniences & Lighting	£2,417.95
Gardens, Memorials & Benches	£720.41
Vehicles General & Fuel costs	£921.67
Golf Pavillion	£2,969.03
Office & MCHC Recharge	£3,218.16
Refuse	£9,318.53
Civic Events	£491.65
Repairs	£4,629.86
Xmas Tree	£1,297.54
Manxonia House	£1,202.50
<b>Total</b>	<b>£34,195.59</b>

<b>Housing Expenditure</b>		<b>Expenditure to date</b>	<b>Allowance Remaining to 31 March 2018</b>
<b>Repairs/ Maintenance/Service</b>			
£87,328 Housing Maintenance Account Reserve B/F 1 April 2017			
£137,145 Repairs NL 6100		£110,175	
£0 Ann maint NL6101		£6,310	
£0 Wages NL 6102		£27,302	
£0 Legal exps NL 6114		£94	
£0 Insurance NL 6115		£12,729	
Less target reserve C/F 7.5% rent			
-£41,475 at 31 March 2018			
£182,998 Total spend available 2017/2018		£156,610	£26,388

<b>Paid in November 2017</b>	<b>Salaries Gross</b>	<b>Employers' NI Contribution</b>	<b>Government Pension Scheme Contributions</b>	<b>Members' Attendance Allowance</b>
Office	£10,502.70	£809.48	2730.71	
Less: Housing	-£2,016.84	-£136.13	-524.38	
DLO	£12,904.09	£900.80	2770.69	
Members November meeting and November expenses				£420.00
<b>Total</b>	<b>£21,389.95</b>	<b>£1,574.15</b>	<b>£4,977.02</b>	<b>£420.00</b>

Item 5.2

PORT ST MARY COMMISSIONERS

INVOICES PAID ON 27TH NOVEMBER 2017

Housing Expenses										
Inv #	Date	Inv Number	Supplier	Description	House	Category	NL Code	Total Net	VAT	Total Cost
522	08/11/2017	43859	Cleervu Aerials	Satellite dish repairs	Paddocks	Repairs	6100	£93.15	£18.63	£111.78
523	07/11/2017	-	E.H. Crebbin & Sons	Emergency call out - plumber	11 SA	Repairs	6100	£80.00	£0.00	£80.00
524	13/11/2017	10627	Heattech	Replace bathroom	10 BB	Repairs	6100	£2,651.98	£530.40	£3,182.38
525	15/11/2017	10638	Heattech	Repair boiler	17 SA	Repairs	6100	£31.94	£6.39	£38.33
526	15/11/2017	10637	Heattech	Topped up pressure on boiler	8 LA	Repairs	6100	£23.50	£4.70	£28.20
527	15/11/2017	10636	Heattech	Repair boiler	5 SA	Repairs	6100	£46.91	£9.38	£56.29
528	15/11/2017	10635	Heattech	Boiler call out & repair	6 PR	Repairs	6100	£97.56	£19.51	£117.07
529	15/11/2017	10629	Heattech	Repair boiler	1 SA	Repairs	6100	£31.80	£6.36	£38.16
530	15/11/2017	10628	Heattech	Repair boiler	6 SA	Repairs	6100	£23.50	£4.70	£28.20
531	07/11/2017	29303	Manx Glass & Glazing	Supply & install 3 d/glazed units	10 LA	Repairs	6100	£393.42	£78.68	£472.10
532	06/11/2017	U1064948	Manx Utilities	Void - Electric	4 PAD	Repairs	6100	£16.15	£0.80	£16.95
533	02/11/2017	660/18191	MC Locksmith Services Ltd	Window handles	15 LA	Repairs	6100	£63.14	£12.63	£75.77
534	02/11/2017	660/18190	MC Locksmith Services Ltd	Repair door handles	9 PR	Repairs	6100	£35.00	£7.00	£42.00
535	31/10/2017	3091	Raven Electrical Services	Repair kitchen socket fault	15 LA	Repairs	6100	£45.00	£9.00	£54.00
536	31/10/2017	3098	Raven Electrical Services	Replace utility socket	20 SA	Repairs	6100	£59.76	£11.95	£71.71
537	07/11/2017	7700	Reliance Security	Call out to door access system	CB	Repairs	6100	£90.00	£18.00	£108.00
538	31/10/2017	105655	Southern Recycling Centre	EFW	4 PAD	Repairs	6100	£99.00	£19.80	£118.80
539	31/10/2017	105655	Southern Recycling Centre	Rubble	19 SA	Repairs	6100	£47.03	£9.41	£56.44
Sub Totals - Housing								£3,928.84	£767.34	£4,696.18

**PORT ST MARY COMMISSIONERS**

**INVOICES PAID ON 27TH NOVEMBER 2017**

<b>Rate Born Expenses</b>										
<b>Inv #</b>	<b>Date</b>	<b>Inv Number</b>	<b>Supplier</b>	<b>Description</b>	<b>Category</b>	<b>NL Code</b>	<b>Total Net</b>	<b>VAT</b>	<b>Total Cost</b>	
540	31/10/2017	116095	Bridson & Horrox	Office Supplies	Stationary	5050	£220.96	£44.19	£265.15	
541	28/10/2017	-	Calvert Newsagents	October Invoice - papers	Office Expenses	5170	£7.08	£1.16	£8.24	
542	06/11/2017	346854	Department of Infrastructure	Coastal Footpath - Nov 2017	Accy & Prof	5030	£0.12	£0.02	£0.14	
543	15/11/2017	10632	Heattech	Replace toilet seat	Town Hall Expense	5150	£69.91	£13.98	£83.89	
544	08/11/2017	16989	Island IT Services Ltd	Email hosting - Oct 2017	Computer Exp	5140	£77.00	£15.40	£92.40	
545	09/11/2017	17029	Island IT Services Ltd	Call out for various tidy up issues	Computer Exp	5140	£151.25	£30.25	£181.50	
546	05/10/2017	150200	Isle of Man Farmers Ltd	Rotorake	Gardens	5260	£500.00	£100.00	£600.00	
547	01/11/2017	10396850	Manx Telecom Limited	Office phone	Telephone	5160	£110.04	£22.01	£132.05	
548	31/10/2017	660/18145	MC Locksmith Services Ltd	Gellings Ave Toilets call out	Public convenience	5400	£35.00	£7.00	£42.00	
549	23/10/2017	5745	Metalco Engineering Limited	Use of forklift to move sand	Stores	6020	£20.00	£4.00	£24.00	
550	31/10/2017	701491	MotaWorld (Autotrade Centre)	Battery HMN 107L	Vehicles gen	6056	£83.55	£16.71	£100.26	
551	01/11/2017	702039	MotaWorld (Autotrade Centre)	Booster Cable	Stores	6020	£14.15	£2.83	£16.98	
552	06/11/2017	2657	Ocean Ford (Bentley IOM)	Van hire MMN672X	Vehicles gen	6056	£332.68	£66.54	£399.22	
553	01/11/2017	7492	ORB Limited	SRC Payroll - Oct 2017	Accy & Prof	5030	£20.00	£4.00	£24.00	
554	01/11/2017	7593	ORB Limited	Payroll - Oct 2017	Accy & Prof	5030	£60.50	£12.10	£72.60	
555	19/10/2017	1900787	Qualtroughs	Maintenance supplies	Memorial Benches	5810	£29.88	£5.98	£35.86	
556	19/10/2017	1900878	Qualtroughs	Supplies - Remembrance garden	Memorials	5805	£297.37	£59.47	£356.84	
557	19/10/2017	1900878	Qualtroughs	General supplies	Stores	6020	£60.64	£12.13	£72.77	
558	26/10/2017	1902385	Qualtroughs	Cement & pliers	Tennis Courts	5605	£44.05	£8.81	£52.86	
559	30/10/2017	1903197	Qualtroughs	Whitewood	Signs	5880	£6.19	£1.24	£7.43	
560	30/10/2017	1903197	Qualtroughs	Coping - Remembrance Garden	Memorials	5805	£56.36	£11.27	£67.63	
561	31/10/2017	3092	Raven Electrical Services Ltd	Replace Socket	Stores	6020	£52.09	£10.42	£62.51	
562	31/10/2017	3099	Raven Electrical Services Ltd	Instal commando socket	Golf pavillion	5690	£307.03	£61.41	£368.44	
563	10/11/2017	31568	Search & Select	Temp Fin Officer wk to 03/11/17	Accy & Prof	5030	£1,085.00	£217.00	£1,302.00	
564	03/11/2017	31497	Search & Select	Temp Fin Officer wk to 27/10/17	Accy & Prof	5030	£1,085.00	£217.00	£1,302.00	
565	31/10/2017	105655	Southern Recycling Centre	Oct-17	Refuse	5210	£726.86	£145.37	£872.23	
566	04/11/2017	91	Spar Garage	Fuel - Oct 2017	Vehicles gen	6056	£506.89	£101.34	£608.23	
567	31/10/2017	201700000888	Station Garage	Fuel - Bin Lorry	Refuse	5210	£373.13	£74.62	£447.75	
568	05/11/2017	1206	Steven Maddrell	Tidy area by the Allotments	Amenities - Ballage	5815	£150.00	£30.00	£180.00	
569	02/11/2017	80070	Unique Fire Protection Ltd	Rifle Club extinguisher service	Stores	6020	£32.65	£6.53	£39.18	
570	02/11/2017	80069	Unique Fire Protection Ltd	Snooker Club extinguisher service	Stores	6020	£17.00	£3.40	£20.40	
571	02/11/2017	80068	Unique Fire Protection Ltd	Workshop extinguisher service	Stores	6020	£48.00	£9.60	£57.60	
572	08/11/2017	266307	WDS Ltd	Mop heads	Town Hall Expense	5150	£7.00	£1.40	£8.40	
573	07/11/2017	736899	Wicksteed Leisure Ltd	Playground maintenance supplies	Playground	5820	£85.82	£17.16	£102.98	
<b>Sub Totals - Rate Born</b>							<b>£6,673.20</b>	<b>£1,334.34</b>	<b>£8,007.54</b>	
<b>TOTALS</b>							<b>£10,602.04</b>	<b>£2,101.68</b>	<b>£12,703.72</b>	



**PORT ST MARY COMMISSIONERS**

<b>Summary Breakdown of Expenditure (excluding VAT)</b>	
Stores	£244.53
Town Hall Expenses	£76.91
Accountancy & Professional Fees	£2,250.62
Public Conveniences, Bins & Signs	£41.19
Gardens, Memorials & Benches	£883.61
Vehicles General	£923.12
Golf Pavillion & Tennis Courts	£351.08
Office	£566.33
Refuse	£1,099.99
Amenities & Playground	£235.82
Repairs	£3,928.84
<b>Total</b>	<b>£10,602.04</b>

<b>Housing Expenditure</b>	<b>Expenditure to date</b>	<b>Allowance Remaining to 31 March 2018</b>
<b>Repairs / Maintenance / Service</b>		
£87,328 Housing Maintenance Account Reserve B/F 1 April 2017		
£137,145 Repairs NL 6100	£105,277	
£0 Ann maint NL6101	£6,310	
£0 Wages NL 6102	£27,302	
£0 Legal exps NL 6114	£94	
£0 Insurance NL 6115	£12,729	
Less target reserve C/F 7.5% rent at 31 March 2018		
-£41,475		
<b>£182,998 Total spend available 2017/2018</b>	<b>£151,712</b>	<b>£31,286</b>

<b>Paid in October 2017</b>	<b>Salaries Gross</b>	<b>Employers' NI Contribution</b>	<b>Government Pension Scheme Contributions</b>	<b>Members' Attendance Allowance</b>
Office	£7,906.97	£620.67	2039.17	
Less: Housing	-£2,016.84	-£136.13	-524.38	
DLO	£12,080.84	£810.09	2687.47	
Members October meeting and October expenses				£258.75
<b>Total</b>	<b>£17,970.97</b>	<b>£1,294.63</b>	<b>£4,202.26</b>	<b>£258.75</b>



Item 7.1



Patron Her Majesty the Queen

THE ROYAL BRITISH LEGION  
PORT ERIN BRANCH No. BR 1684  
Isle of Man Reg. Charity No. 624

PRESIDENT: Mr A E Turvey CHAIRMAN: Mrs S Pilling  
VICE-CHAIRMAN: Mr J Watterson BA(Hons) ACA SHK  
TREASURER: B Corkish  
POPPY APPEAL ORGANISER : S Pilling

For Correspondence : Mrs S Pilling  
61 Garth Avenue, Surby, Rushen, Isle of Man, IM9 6QZ  
Telephone: 07624 457891

23 NOV 2017

22 November 2017

Dear *Alastair*

I would be obliged if you could forward our thanks to the Commissioners for their continued support of the Royal British Legion.

Although at present Port St Mary does not have an active branch, for the Poppy Appeal all the donations made in the area are kept separate and attributed to Port St Mary. We do have a small band of dedicated collectors among you whom we thank.

We would look forward to the future and see the resurrection of the Port St Mary Branch of the Royal British Legion I know that Bernadette with a little help would be keen.

You will be pleased to learn that the current total for the 2017 Poppy Appeal raised by the Collectors, Shopkeepers and Residents of Port St Mary is £1105.86.

Yours sincerely

Sheila Pilling  
Chairman



## POPPY APPEAL

Thank you very much for helping  
with our Appeal.

£ *1105.86*  
was collected by you.

Without your help, we would be unable to  
continue our vital welfare and benevolent work.

Yours sincerely

Local Honorary Organiser

District Total (if available) £ *1105.86*  
Registered Charity No. 219279

Item 7.2

From:

Date: 29/11/2017 11:38 (GMT+00:00)

To: Alastair Hamilton <a.hamilton@portstmary.gov.im>

Cc: s

Subject: Beach Road Parking restriction

Dear Alistair

Many thanks for popping round the other day to review the parking situation outside Gansey Pottery, The Mill Building, Mellray and The Studio. We have checked the title deeds and the old searches confirm that all roads abutting the property are maintained but the highways with the exception of the right of way (between Mellray, Gansey Mill and the apartments).

As a result of this and the various issues we have had with individual's long term parking their vehicles in the area we would be delighted if you would be able to take steps towards having a parking restriction in place for example as discussed only 16 in every 24 hours.

If you need any further information from me or any of the other residents please do not hesitate to let me know.

## Item 7.3



# Cabinet Office

*Oik Coonceil ny Shirveishee*

Minister for Policy and Reform  
Cabinet Office  
Government Office  
DOUGLAS  
Isle of Man  
IM1 3PN

Tel: (01624) 685705  
Fax: (01624) 685710  
Email: [REDACTED]

[www.ourisland.im](http://www.ourisland.im)

1 December 2017

### 2018 Year of Our Island

Dear Colleague

I am delighted to write to you to let you know about our plans for a year of celebrations for our Island.

The Cabinet Office is leading a year long programme to engage and involve the Island's communities in celebrating our Island and our connection to it.

We know that the Isle of Man is a special place for people and nature. In 2016 we were proud to have been awarded UNESCO status as a world biosphere region. Our biosphere status celebrates our land and seascape, and the people who live and work here, enjoying and supporting that environment.

Our aim is to bring together existing and new events and activities into a programme of celebrations to encourage people to;



- value all that is special about living on the Isle of Man
- explore more and discover more on our Island
- see more and do more during the year
- get involved and help to develop our natural and built environment
- celebrate in their own way our culture our heritage and our environment
- help more people understand what makes our island so special.

The 'Year of our Island' brings together existing and new events and activities to help more people understand what makes our Island so special and encourage people to explore more, do more, get involved more, and share more.

We would welcome the opportunity to share more information with you about the year and how you can get involved.

We're open to ideas and further discussions, but as a starter, some examples of how you can get involved and celebrate our island are:

- organising and promoting events and activities
- linking with or expanding existing events
- working with community and volunteering groups

We're particularly interested in developing projects which can have a lasting legacy.

This is a year to make the most of our beautiful Island; celebrating the many things we have to see, do, explore and take part in. I hope that you would like to be involved too.

The team working on the special year would be keen to come and talk with you further, if you would be interested in this please contact [info@ourisland.im](mailto:info@ourisland.im).

More information on the year and proposed events can be found on our website [www.ourisland.im](http://www.ourisland.im).

Yours sincerely



Chris Thomas MHK  
Minister for Policy and Reform



**2018 YEAR OF  
OUR ISLAND**  
*a special place to live & work*

**Subject: MARCH 2018 - FRS17 EXERCISE**

Dear Isle of Man Local Government Superannuation Scheme Employer,

The Isle of Man Government has issued a consultation document to local authorities, committees, boards and burial authorities in relation to proposed changes to local government financial reporting. This seeks to modernise existing reporting requirements. It includes moving the basis of reporting on pension costs and liabilities away from Financial Reporting Standard (FRS) 17 to FRS102. The fund actuary, Hymans Robertson, has confirmed that they can provide a report to scheme employers in either FRS17 or FRS102 format provided I confirm which is required by the end of March. I do however need to know from you this month if you wish to cease receiving these reports. This is because preparatory data-gathering work is done in advance of the year end. The Auditors, Grant Thornton, have previously confirmed that it is necessary to have accounts compliant with the relevant pensions costs and liabilities FRS to avoid qualification of local authority accounts. For this reason I intend to request a report for your organisation unless I hear to the contrary from you by the end of this month. The costs incurred by Douglas Borough Council on your behalf will be invoiced to you. The cost is expected to be close to last time.

If you do not wish to have a report prepared by the actuary to assist with the preparation of your accounts this year then please let me know by the end of this month at the latest.

Thank you.



Mr A Grace, Chairman,  
Port St Mary Commissioners,  
The Town Hall,  
The Promenade  
Port St Mary

7<sup>th</sup> December 2017

Dear Mr Grace,

This Board are seeking to conduct a trial of the use of refuse collection wagons already present in the South to transport burnable municipal waste to the Energy from Waste Plant.

Our intention is to demonstrate whether it is possible to reduce the cost of skip transportation by using existing assets more effectively.

This trial is for a one month period, the date of which has not yet been fixed.

As the owner of a significant share in the wagon based in Port Erin, we seek your approval to using it as part of this trial.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Alastair Hamilton', with a stylized flourish at the end.

**Alastair Hamilton**  
**Clerk**

Clerk: Alastair Hamilton  
Southern Recycling Centre  
Castletown Road  
Port St. Mary  
IM9 5LT

### **Southern Recycling Centre**

#### **Budget 2018-19**

As Clerk to the Board of the Southern Civic Amenity Site Board I have a duty under the Southern Amenity Site Order to consult stakeholder authorities on the proposed budget for the Southern CA Site for the coming year. S5 of the Order states that:

*"After consultation with each of its constituent authorities and with the approval of the Department the Board shall, before 31<sup>st</sup> December in each year prepare an estimate of the Board performing its functions ....and shall send a copy of the estimate, so approved, to the Department.*

*Each constituent authority shall in each year raise the appropriate proportion of the expenses ....by a rate levied on the District of the authority."*

The schedule of expenses for 2018- 19 is appended in its draft form.

Operating costs are expected to be £334 972, slightly up on the £323 937 achieved in the year to 31<sup>st</sup> March 2017. Within that number however are several efficiency gains which are offset by:

- a 4.92% increase in the tonnage rate for tipping:
- an expectation of a 2% inflation related rise in salary costs:
- an expectation of the current high levels of site usage with no drop off in the current record tonnages expected:
- no allowance for capital expenditure.

Commercially generated income is scheduled to rise by £3267 as we impose a 5% increase on our commercial charges.

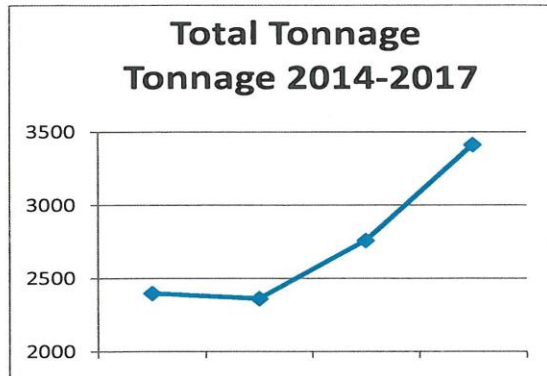
As can be seen, at current parish contribution levels, the organisation is virtually at break even with a small surplus of £5467 or 1.5% of income predicted assuming no increase in volumes is encountered.

#### **Value for Money**

During the current year submissions have been received from constituent authorities regarding the cost and value for money offered by the CA Site. Representative members on the Board have made comment about the requirement to benchmark against the Western CA Site- the only other one on the island with a similar business model and held out as an example to which we should aspire.



Based on the 2016 Population Census, Final Accounts to 31st March 2017 and



tonnage returns submitted to the Department of Infrastructure for 31<sup>st</sup> March 2017 the following benchmarking conclusions can be derived:

The cost per tonne of waste processed is £96.63 in the South and £96.20 in the west- a differential of less than 0.5%. The figure in the South is on a reducing profile having come down from a peak of £135.50 in 2014/15. It is expected to fall below the rate achieved in the Western site in the coming year.

The level of parish contribution in the West is £26.03 per resident after allowing for an idiosyncratic rebate scheme that they operate. In the South the figure is £22.20 or 17% lower. If the Southern site was funded to the same levels of parish contributions as the West we would receive a further £45 000 in parish contributions.

#### Site Usage

Use of the site has moved relentlessly upward since 2014- see above graph. This trend is continuing with quarterly figures for 2017-18 surpassing expectations by more than 10%.

The site now processes 13% of the Region's waste as opposed to 9% in 2014.

Reasons for this are difficult to fathom, but better customer service will feature among them.

#### Conclusions:

1. The current level of parish contributions is barely adequate to fund the organisation's expenses in the coming year.
2. Large uncertainty exists over the volume of material likely to be received in 2018- 19. If it continues to increase then no capacity to absorb this unplanned cost exists.
3. After four years of continual efficiency gains there are few left to be found.



## Appendix 1

### Southern Civic Amenity Site Board 2018/2019 Budget

	31.03.16 per Accounts	31.03.17 per Accounts	17/18 Budget	2017/18 Est Full Year	2018/19 Budget
<b>Income</b>					
Parish contributions	237,172	264,309	269,595	269,596	269,595
Commercial users	25,429	28,098	26,000	31,885	33,479
Domestic users	3,988	3,549	4,000	4,032	4,032
Soil conditioner	7,379	12,449	10,000	14,775	14,775
Battery income	1,555	1,101	1,500	-	-
Miscellaneous	11,276	14,767	11,500	14,435	14,435
Metal disposal income	12,469	14,232	14,500	19,775	19,775
<b>Total Predicted Income</b>	<b>299,268</b>	<b>338,505</b>	<b>337,095</b>	<b>354,498</b>	<b>356,091</b>

	31.03.16 per Accounts	31.03.17 per Accounts	17/18 Budget	2017/18 Est Full Year	2018/19 Budget
<b><i>less Expenses</i></b>					
<b>Staffing Costs</b>					
Wages and salaries	68,944	75,532	67,105	83,208	84,872
Contractors Charge	35,054	21,301	20,000	16,547	16,878
ITIP and National Insurance	16,622	17,609	15,820	17,500	17,500
Management Charge - Port St Mary	19,200	18,000	18,000	18,000	18,000
Pension Contributions	8,869	6,583	6,700	6,035	6,156
Staff training	1,244	(295)	1,500	995	995
<b>Total Staffing Costs</b>	<b>149,933</b>	<b>138,730</b>	<b>129,125</b>	<b>142,285</b>	<b>144,401</b>

	<b>31.03.16 per Accounts</b>	<b>31.03.17 per Accounts</b>	<b>17/18 Budget</b>	<b>2017/18 Est Full Year</b>	<b>2018/19 Budget</b>
<b>Operational Costs</b>					
Vehicle expenses	9,422	9,342	7,000	7,613	7,613
Skip hire	34,933	32,075	30,000	31,393	31,393
Weighbridge lease and maintenance	1,249		2,500	1,018	1,018
Repairs and site maintenance	2,740	5,680	4,000	3,992	4,000
Refuse Collection Charge	81,560	84,629	85,000	97,365	101,755
Compost pad costs	12,316	4,279	17,251	2,735	2,735
Capital items	-	5,000	-	-	-
<b>Total Operational Costs</b>	<b>142,220</b>	<b>141,005</b>	<b>145,751</b>	<b>144,116</b>	<b>148,514</b>
<b>Property Costs</b>					
Rent	17,651	17,639	17,651	17,652	17,652
Insurance	6,517	6,045	6,300	6,500	6,500
Rates	341	369	700	409	409
Telephone and electricity	1,508	5,537	1,750	3,680	3,680
<b>Total Property Costs</b>	<b>26,017</b>	<b>29,590</b>	<b>26,401</b>	<b>28,241</b>	<b>28,241</b>

	31.03.16 per Accounts	31.03.17 per Accounts	17/18 Budget	2017/18 Est Full Year	2018/19 Budget
<b>Administration Costs</b>					
Accountancy fees	4,050	4,384	2,500	2,730	4,400
Audit fees	1,300	1,950	3,700	1,940	1,940
Administration expenses	3,488	1,186	2,000	2,542	2,542
Inter al Audit	2,000	1,250	1,500	1,000	1,000
Members Expenses	1,020	1,420	1,440	2,004	2,004
Miscellaneous expenses	4,652	1,895	1,000	1,930	1,930
Bad Debts	174	2,527		-	-
<b>Total Administration Costs</b>	<b>16,684</b>	<b>14,612</b>	<b>12,140</b>	<b>12,146</b>	<b>13,816</b>
<b>Net cost of services</b>	<b>334,854</b>	<b>323,937</b>	<b>313,417</b>	<b>326,788</b>	<b>334,972</b>

	31.03.16 per Accounts	31.03.17 per Accounts	17/18 Budget	2017/18 Est Full Year	2018/19 Budget
<b>Operating surplus</b>	<b>(35,586)</b>	<b>14,568</b>	<b>23,678</b>	<b>27,710</b>	<b>21,119</b>
<b>Other income</b>					
Profit on disposal of plant & machinery	-	-	-	-	-
Interest receivable	4	5	17	-	-
Interest element of finance lease rentals	(534)	(1,476)	(4,653)	(1,476)	(1,476)
Finance Lease repayments	(5,795)	(14,176)	-	(14,176)	(14,176)
<b>Surplus for the year</b>	<b>(41,911)</b>	<b>(1,079)</b>	<b>19,042</b>	<b>12,058</b>	<b>5,467</b>

Depreciation

(8,860)

(8,860)

**Notes:**

Commercial users income 17/18 est increased by 5%

Salaries & Contractors charges 17/18 est + 2%

ITIP increased to £17,500 as per 16/17 FS

Depreciation line added - see e-mail from Ian Begley

Accountancy fee raised to £4,400 as per 16/17 Accounts

Refuse Collection Charge zero based on current year profile

**PORT ST MARY COMMISSIONERS**

**ORDINARY BOARD MEETING**

**20<sup>th</sup> DECEMBER 2017**

**AGENDA – PRIVATE SESSION**

1. Minutes for adoption:
  - 1.1 Consideration of the minute of the Private Meeting of 22nd November 2017
2. Matters Arising:
3. Health, Safety and Environmental Performance:
4. Housing:
5. Finance:
6. Special Projects:
7. Policy and Resources:
8. Staffing:
9. Representative Confidential Reports:
  - 9.1 Southern Swimming Pool Board
  - 9.2 Southern Civic Amenity Site Board
  - 9.3 Marashen Crescent Housing Committee
10. Private Correspondence:
11. Any other business of an urgent nature (by permission of the Chairman):