

PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
23rd MAY 2018
AGENDA – OPEN PUBLIC SESSION

1. 1.1 Welcome, Apologies and Declarations
2. Minutes for Adoption:
 - 2.1 The Minutes of the Annual General Meeting held on the 9th May 2018
 - 2.2 The Minutes of the Ordinary Meeting held on the 9th May 2018
3. Matters Arising:
 - 3.1 Matters arising from previous meeting
 - 3.2 Gellings Avenue toilets
 - 3.3. Refuse tender process
 - 3.4 Skate park feedback report
4. Motions: None
5. Finance:
 - 5.1 Approval of invoices for payment late May 2018 - enclosed
 - 5.2 Invoices paid early May 2018 for noting
6. Special Projects: None
7. Public Correspondence:
 - 7.1 Public correspondence from previous meeting
 - 7.2 Correspondence from ratepayer re rates increase
 - 7.3 Email correspondence from ratepayer re proposed decrease in number of Board members
 - 7.4 Email correspondence to introduce Manx Radio's 'Local Democracy Reporter'

7.5 Deferred correspondence from the Business Association – date to be set

7.6 Email correspondence to request street traders licence

8. Consultations: None

9. Planning Matters:

9.1 Planning Applications:

PA18/00444 Land and Garage adjacent Maycroft, Park Road, Port St Mary. Central Pacific Services Ltd. Demolition of existing garage and outbuilding and erection of two dwellings with onsite parking.

9.2 Planning Approvals

PA18/00272/B Craig Veg, Fistard Road, Port St Mary. Alterations and creation of doorway and windows to rear elevation approved.

PA18/00265/B Marina House, Bay View Road, Port St Mary. Mr S Cowley and Dr Haywood. Installation of replacement shop windows and doors approved.

9.3 Planning Refusals:

PA18/00132/B Beach House, Bay View Road, Port St Mary. Mrs J Thornley. Removal of a chimney. The refusal is for the following reason: The chimney is considered to be an attractive, characterful feature the loss of which would cause substantial harm to the historic character and appearance of the dwelling. The proposed works would not preserve the appearance of the dwelling and potential Conservation Area, and it therefore conflicts with General Policy 2 and Environment Policy 35 of the Isle of Man Strategic Plan 2016.

9.4 Planning Amendments: None

10. Policy and Resources:

10.1 Chair to sign the Public Lighting Maintenance Contract

10.2 Chair to sign the DOI Bring Banks Licence for the Town Hall Park

10.3 PSM Strategy Document

11. Invitations:

11.1 Port Erin Royal British Legion invitation to dedication & opening of Garden of Remembrance 23rd June 2018 at 3pm

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

Item 3.1

PORT ST MARY COMMISSIONERS

MATTERS ARISING FROM PREVIOUS MEETING

This report covers matter arising from the previous meeting which are not on the current agenda;

Traffic Calming Consultation – Data is still being collected and will be brought to the Board when complete.

Bring Banks – Peel have advised that they have relocated the bring banks discussed.

Kerbside Tender Document – Issued.

Chapel Beach Amenities – Discussions ongoing with the trader previously declined a trading licence with regards to issuing a temporary licence.

Events Committee – No formal letter was issued due Mrs Williams providing the Committee with an update at their last meeting and the receipt of an e-mail from the Chair thanking them for their hard work.

Manxonia House – Estate Agents have been contacted, ongoing.

Reduction in Board Members – This matter is under investigation to ensure procedure has been followed in full; the Board will be notified of the outcome.

Beach Buddies – Request to empty the bin was welcomed by the charity.

Tennis Courts Refurbishment – Ongoing.

Item 3.2

PORT ST MARY COMMISSIONERS
GELLINGS AVENUE TOILETS

The Public Amenities budget for the current year is £2,600.

Manx Utilities have advised that the electrical connection supplying the public toilets on Gellings Avenue has been historically disconnected. A reason or date for this is unknown.

The following information has been gathered to reconnect the supply;

1. Manx Utilities have provided an estimate of £720 + VAT to reconnect the supply (excluding ground works)
2. A contractor has provided an estimate of £2,350 + VAT to carry out the ground work required
3. A contractor has provided an estimate of £481 + VAT to install a hot water heater & associated pipe work
4. A contractor has provided an estimate of £1,821 + VAT to replace existing toilets, pipe work and sinks
5. An estimate of £5,600 has been provided for a solar electric & water heating system

A further solar panel provider has been contacted but no estimate has been received back. Upon discussions with both providers, they have advised that the electric will still need to be connected. The solar panels are not guaranteed to be able to heat the water to a suitable temperature, especially in the winter months and the electricity supply will be required to act as a backup for this.

Item 3.3

PORT ST MARY COMMISSIONERS

REFUSE TENDER PROCESS

Due to the receipt of the year end data in relation to the refuse weights at the Energy From Waste plant, it has become evident that the data provided during the tender process was under estimated. Revised weights have been issued to those who expressed an interest and the deadline for receipt of the tenders has been extended to the 1st June.

Port Erin Commissioners have advised that if the successful bidder cannot start before the existing contract expires, they will provide an extension.

PORT ST MARY COMMISSIONERS

SKATE PARK PUBLIC CONSULTATION RESULTS

This report shows the results of the public consultation recently held. Public support has been proven for the provision of a skate park, however concern in relation to parking, increased traffic and the close proximity to residential properties was also prominent for the current location. Alternative locations are currently being explored in conjunction with the planning department.

Suggestions received in relation to alternative locations;

- 🚧 Other side of the children's park x 3
- 🚧 Kallow Point x 4
- 🚧 Tennis courts x 2
- 🚧 Grass next to the Town Hall x 2
- 🚧 Gansey x 3
- 🚧 Happy Valley
- 🚧 Chapel Gate Lane car park

Feedback

The following tables show the positive and negative feedback received with 65% of the comments being positive.

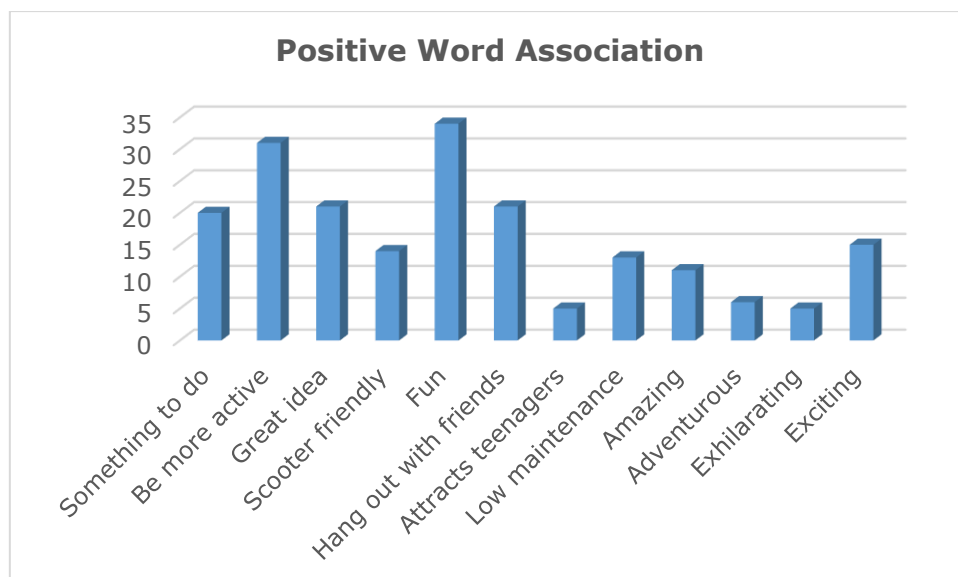
Positive		
Demonstrates the community cares	Why has it taken so long to get this facility	We love skating, thank you
A great place for kids to hang out and skate	Gives older children something to do	Close to my home x 2
Exciting	Great place to hang out	Healthy activity
Somewhere to hang out	PSM could have the next Olympic champion	Takes children away from electronics and gives them interaction with other children
A good skate park in PSM would be very popular and convenient	Very important to show our kids they have a part in our community and we are addressing their interests	Wholeheartedly support! Long, long overdue facility that allows our young people to be creative & active

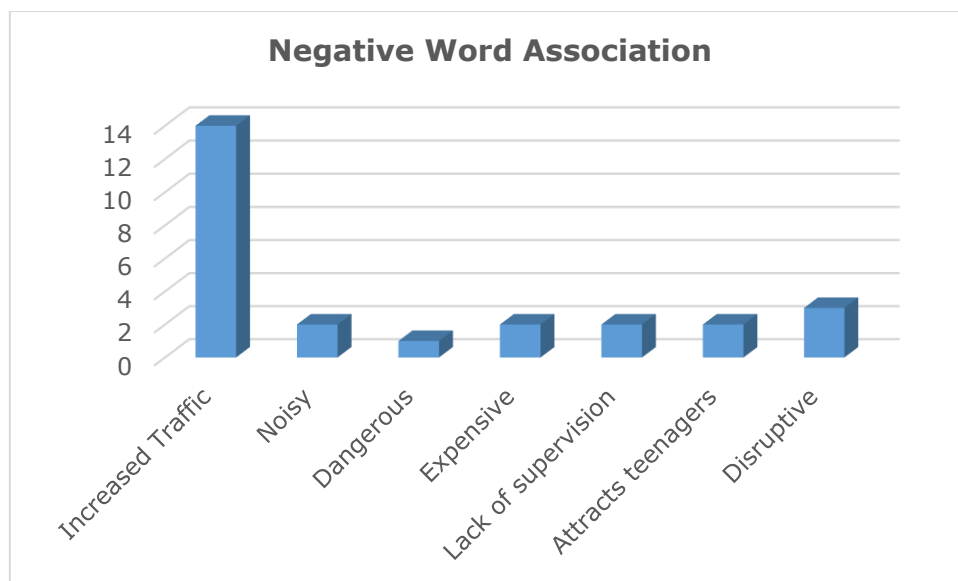
Something for our young people	Gets kids off computers	Brings the younger community together
Fun x 4	Make PSM tourist friendly	Something to do
A place for young people to keep fit, get fresh air and be off their screens	Good for children's fitness	More active kids

Negatives		
Injuries x2	Too close to the golf course	Too close to elderly people
Too much money to raise x3	Why don't we give the money to the people in need	Increased traffic x 2
Not enough parking x 2	Wrong location x 2	Poor existing condition of the road

Word Association

Participants were requested to vote on a word association wall to enable us to produce data and see where the majority of support/concerns lay. The outcome was 88% positive, the results of which are shown below;





Item 5.1

PORT ST MARY COMMISSIONERS
INVOICES TO BE PAID IN MAY 2018 (2ND MEETING)

Rate Born Expenses										
Inv #	Date	Inv Number	Supplier	Description	Category	NL Code	Total Net	VAT	Total Cost	
157	17/05/2018	508361	Argon	Photocopying	Photocopying	5060	£233.45	£46.69	£280.14	
158	28/04/2018	508015	Calverts	Post/Newspapers	Office Expenses	5170	£129.68	£0.00	£129.68	
159	30/04/2018	G18C1451	Colas	Salt bin recharged to MCHC	MCHC	6106	£160.00	£32.00	£192.00	
160	04/05/2018	G18C1496	Colas	Salt bin recharged to MCHC	MCHC	6106	-£160.00	-£32.00	-£192.00	
161	12/04/2018	G18C1211	Colas	Salt bin recharged to MCHC	MCHC	6106	£80.00	£0.00	£80.00	
162	30/04/2018	G18C1494	Colas	Salt bin recharged to MCHC	MCHC	6106	-£80.00	£0.00	-£80.00	
163	28/04/2018	280418TH	Cool Bros Ltd	Milk April Town Hall	Office Expenses	5170	£7.20	£0.00	£7.20	
164	28/04/2018	280418W	Cool Bros Ltd	Milk April Workshop	Stores	6020	£9.60	£0.00	£9.60	
165	30/04/2018	30843	Corlett Bolton & Co	Professional Services 23.03 to 30.04.18	Legal/Professional Fees	5040	£6,109.50	£1,221.90	£7,331.40	
166	30/04/2018	30844	Corlett Bolton & Co	Professional Services 23.03 to 30.04.18	Legal/Professional Fees	5040	£444.00	£88.80	£532.80	
167	11/05/2018	3016050	Craemer UK Ltd	Bin wheels	Refuse	5270	£300.00	£60.00	£360.00	
168	04/05/2018	359852	DOI	Tipping EFW April 18	Refuse	5270	£4,380.65	£876.13	£5,256.78	
169	10/05/2018	360330	DOI Ports Division	Ground for sea wall & promenade PSM	Chapel Beach	5850	£1.00	£0.20	£1.20	
170	15/05/2018	600098550	Douglas Borough Council	FRS102 report for financial statements	Legal/Professional Fees	5040	£726.45	£145.29	£871.74	
171	30/04/2018	29645	Garage Door Automation Comp	Workshop roller door	Stores maintenance	6025	£1,500.00	£300.00	£1,800.00	
172	11/05/2018	4109445	IOM Newspapers	Kerbside EOI	Refuse	5270	£301.60	£60.32	£361.92	
173	08/05/2018	17947	Island IT	Email Hosting 25.04 to 24.05.18	Computer Expenses	5140	£77.00	£15.40	£92.40	
174	01/05/2018	11146024	Manx Telecom	Telephone -May rental	Telephone Expenses	5160	£124.71	£24.94	£149.65	
175	10/05/2018	6024	Metalco Engineering	Repairs to road sweeper	Vehicles General	6056	£40.00	£8.00	£48.00	
176	11/05/2018	6696	Motors & Mowers	Mower repairs	Gardening Machinery	5267	£115.00	£23.00	£138.00	
177	01/05/2018	8366	Orb	PSMC payroll admin April 18	Office Expenses	5170	£60.50	£12.10	£72.60	
178	01/05/2018	8390	Orb	SCASB payroll admin April 18	Office Expenses	5170	£20.00	£4.00	£24.00	
179	01/05/2018	8291	Orb	Annual agent fee SCASB	Office Expenses	5170	£350.00	£70.00	£420.00	
180	03/05/2018	8291	Orb	Annual agent fee PSMC	Office Expenses	5170	£350.00	£70.00	£420.00	
181	01/05/2018	249842	Sadler	Strimmer Line	Gardening Machinery	5267	£47.00	£9.40	£56.40	
182	04/05/2018	33037	Search & Select	Temporary finance officer w/e 27.04.18	Accy & Prof Fees	5030	£1,147.00	£229.40	£1,376.40	
183	11/05/2018	33090	Search & Select	Temporary finance officer w/e 04.05.18	Accy & Prof Fees	5030	£1,147.00	£229.40	£1,376.40	
184	18/05/2018	33131	Search & Select	Temporary finance officer w/e 11.05.18	Accy & Prof Fees	5030	£914.50	£182.90	£1,097.40	
185	04/05/2018	1800077258	St John Ambulance	Fire Blankets to carry in vehicles	Stores	6020	£39.00	£7.80	£46.80	
Sub Totals - Rate Born							£18,574.84	£3,685.67	£22,260.51	
TOTALS							£21,096.49	£4,190.01	£25,286.50	

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PORT ST MARY COMMISSIONERS
INVOICES TO BE PAID IN MAY 2018 (2ND MEETING)

Summary Breakdown of Expenditure (excluding VAT)	
Stores, Playgrounds, Gdns, WC's, Paths, Refuse	£5,233.85
Workshop maintenance	£1,500.00
Office, Professional and Consultancy Expenses	£11,840.99
Housing repairs / assets from revenue	£2,521.65
Total	£21,096.49

Paid in May 2018	Salaries Gross	Employers' NI Contribution	Government Pension Scheme Contributions	Members' Attendance Allowance
Office	£7,691.08	£581.76	£1,758.78	
Less: Housing	-£2,120.63	-£146.06	-£524.38	
DLO	£12,992.22	£911.27	£2,792.44	
Members expenses re 25th April and 28th February 2018 meetings				£480.00
Total	£18,562.67	£1,346.97	£4,026.84	£480.00

Item 5.2

PORT ST MARY COMMISSIONERS

INVOICES PAID 14TH MAY 2018

Housing Expenses											
Inv #	Date	Inv Number	Supplier	Description	House	Category	NL Code	Total Net	VAT	Total Cost	
82	02/05/2018	10789	Heattech	Boiler repair	3PR	Repairs	6100	£112.00	£22.40	£134.40	
83	02/05/2018	10790	Heattech	Boiler repair	12SA	Repairs	6100	£304.00	£60.80	£364.80	
84	02/05/2018	10792	Heattech	WC repair	6TP	Repairs	6100	£38.50	£7.70	£46.20	
85	02/05/2018	10794	Heattech	New shower room	8LA	Repairs	6100	£3,391.00	£678.20	£4,069.20	
86	02/05/2018	10796	Heattech	Boiler repair	13SA	Repairs	6100	£58.00	£11.60	£69.60	
87	02/05/2018	10798	Heattech	Boiler repair	1TP	Repairs	6100	£143.00	£28.60	£171.60	
88	02/05/2018	10800	Heattech	WC repair	6SMA	Repairs	6100	£32.00	£6.40	£38.40	
89	02/05/2018	10801	Heattech	Tap repair 23.03.18	16BB	Repairs	6100	£41.00	£8.20	£49.20	
90	02/05/2018	10803	Heattech	Boiler repair 12.03.18	4SMA	Repairs	6100	£131.00	£26.20	£157.20	
91	02/05/2018	10804	Heattech	WC repair 12.03.18	12SMA	Repairs	6100	£37.50	£7.50	£45.00	
92	02/05/2018	10805	Heattech	Waste, Radiator, Boiler repairs 06.03	18SA	Repairs	6100	£51.00	£10.20	£61.20	
93	02/05/2018	10809	Heattech	Gas boiler ann. servicing* 40 Mar 18		Repairs	6100	£1,360.00	£272.00	£1,632.00	
94	12/04/2018	1934898	J. Qualtrough	Housing repair materials		Repairs	6100	£40.19	£8.04	£48.23	
95	16/04/2018	1935636	J. Qualtrough	Housing repair materials		Repairs	6100	£4.36	£0.87	£5.23	
96	19/04/2018	1936444	J. Qualtrough	Housing repair materials		Repairs	6100	£26.84	£5.37	£32.21	
97	23/04/2018	1937243	J. Qualtrough	Housing repair materials		Repairs	6100	£26.34	£5.27	£31.61	
98	26/04/2018	1938029	J. Qualtrough	Housing repair materials		Repairs	6100	£3.34	£0.66	£4.00	
99	30/03/2018	362	Ken Quine	Housing repair materials		Repairs	6100	£26.65	£5.34	£31.99	
100	23/04/2018	3386	Raven	EICR and electrical works	15SMA	Repairs	6100	£135.00	£27.00	£162.00	
101	30/04/2018	106271	SCASB	Housing repair refuse		Repairs	6100	£130.37	£26.07	£156.44	
102	27/04/2018	14149	Southern Plumbing & Heating	part	12SA	Repairs	6100	£4.18	£0.84	£5.02	
103	22/04/2018	220418	T & E Painters & Decorators	ting	5SMA	Repairs	6100	£850.00	£0.00	£850.00	
Sub Totals - Housing								£6,946.27	£1,219.26	£8,165.53	

Item 5.2

PORT ST MARY COMMISSIONERS

INVOICES PAID 14TH MAY 2018

Rate Born Expenses										
Inv #	Date	Inv Number	Supplier	Description	Category	NL Code	Total Net	VAT	Total Cost	
104	20/04/2018	508015	Argon	Photocopying 19.03-17.04.18	Photocopying	5060	£270.34	£54.07	£324.41	
105	30/04/2018	154153	Bridson & Horrox	Office stationery	Office Expenses	5170	£149.62	£29.92	£179.54	
106	18/04/2018	129096	Brierley Packaging 2007 Ltd	Pallet wrap	Stores	6020	£11.96	£2.39	£14.35	
107	31/03/2018	310318 W	Cooll	Workshop milk March	Stores	6020	£12.00	£0.00	£12.00	
108	31/03/2018	310318 O	Cooll	Office milk March	Office Expenses	5170	£9.00	£0.00	£9.00	
109	18/04/2018	358423	DOI	PSM Foreshore Invoice from Ports Division	Beach	5850	£10.00	£2.00	£12.00	
110	02/05/2018	10795	Heattech	WC repairs Gellings Ave	Public Conveniences	5400	£38.50	£7.70	£46.20	
111	02/05/2018	10802	Heattech	Heating repair Town hall 14.03.18	Town Hall expenses	5150	£41.00	£8.20	£49.20	
112	02/05/2018	10806	Heattech	WC repairs Town Hall 08.03.18	Town Hall expenses	5150	£109.00	£21.80	£130.80	
113	02/05/2018	10807	Heattech	Heating repair Town Hall March	Town Hall expenses	5150	£361.00	£72.20	£433.20	
114	25/04/2018	17899	Island IT	ESET user renewal of licence to 22.04.20	Computer Expenses	5140	£195.57	£39.11	£234.68	
115	27/04/2018	155836	IOM Farmers	Weed killer	Footpath maintenance	5520	£38.90	£7.78	£46.68	
116	27/04/2018	4109179	IOM Newspapers	MCHC advert	MCHC	6106	£150.80	£30.16	£180.96	
117	02/05/2018	1335252	IOM Newspapers	MCHC advert	MCHC	6106	-£150.80	-£30.16	-£180.96	
118	23/04/2018	24875	JC Fargher	Town Hall lift repair	Town Hall expenses	5150	£250.00	£50.00	£300.00	
119	12/04/2018	1934898	J. Qualtrough	WC repairs	Public Conveniences	5400	£3.56	£0.71	£4.27	
120	16/04/2018	1935636	J. Qualtrough	Lawn mower parts	Garden Machinery	5267	£22.68	£4.54	£27.22	
121	23/04/2018	1937243	J. Qualtrough	Stores parts	Stores	6020	£5.80	£1.16	£6.96	
122	26/04/2018	1938029	J. Qualtrough	Town Hall hanging rail	Town Hall expenses	5150	£20.88	£4.18	£25.06	
123	30/03/2018	362	Ken Quine	Workshop parts	Stores	6020	£72.01	£14.43	£86.44	
124	30/03/2018	362	Ken Quine	Plants	Gardens & Flowerbeds	5260	£9.62	£1.92	£11.54	
125	30/03/2018	362	Ken Quine	Bench repair parts	Outdoor Seating	5810	£11.37	£2.27	£13.64	
126	30/03/2018	362	Ken Quine	TH repair parts	Town Hall expenses	5150	£48.41	£9.70	£58.11	
127	26/04/2018	39096	Macro Metal Services	Town Hall Stage parts	Town Hall expenses	5150	£23.00	£4.60	£27.60	
128	19/04/2018	29813	Manx Glass & Glazing	Should be MCHC	MCHC	6106	£134.53	£6.73	£141.26	
129	27/04/2018	29875	Manx Glass & Glazing	Should be MCHC	MCHC	6106	-£134.53	-£6.73	-£141.26	
130	18/04/2018	U1157044	Manx Utilities	Town Hall electricity 16.01 to 13.04.18	Town Hall expenses	5150	£691.21	£138.24	£829.45	
131	23/04/2018	U1159114	Manx Utilities	Manxonia House Electricity 17.01 to 16.04.18	Manxonia House expens	3330	£311.92	£15.59	£327.51	
132	23/04/2018	U1159111	Manx Utilities	Manxonia House Electricity 17.01 to 16.04.18	Manxonia House expens	3330	£17.36	£0.86	£18.22	
133	23/04/2018	U1159110	Manx Utilities	Manxonia House Electricity 17.01 to 16.04.18	Manxonia House expens	3330	£17.36	£0.86	£18.22	
134	23/04/2018	U1159109	Manx Utilities	Manxonia House Electricity 17.01 to 16.04.18	Manxonia House expens	3330	£17.52	£0.87	£18.39	
135	23/03/2018	U1159108	Manx Utilities	Manxonia House Electricity 17.01 to 16.04.18	Manxonia House expens	3330	£17.68	£0.88	£18.56	

PORT ST MARY COMMISSIONERS

INVOICES PAID 14TH MAY 2018

Rate Born Expenses (continued)										
Inv #	Date	Inv Number	Supplier	Description		Category	NL Code	Total Net	VAT	Total Cost
136	01/05/2018	5998	Metalco	Playground repair		Playground Expenses	5820	£500.00	£100.00	£600.00
137	01/05/2018	6001	Metalco	Playground repair		Playground Expenses	5820	£101.00	£20.20	£121.20
138	30/04/2018	16056	Positive Solutions HR Ltd	HR services 21.03 to 04.04.18		Accy & Prof Fees	5030	£812.50	£162.50	£975.00
139	17/04/2018	3385	Raven	Clerks office light repair		Town Hall expenses	5150	£221.00	£44.20	£265.20
140	24/04/2018	3389	Raven	Install Town Hall defibrillator unit		Town Hall expenses	5150	£125.74	£25.15	£150.89
141	27/04/2018	32979	Search & Select	Temporary finance officer w/e 20.04.18		Accy & Prof Fees	5030	£1,147.00	£229.40	£1,376.40
142	30/04/2018	2018 348	Station Garage	Refuse vehicle diesel		Refuse	5210	£335.22	£67.05	£402.27
143	12/04/2018	873737113	Trade Point -B&Q	Stores parts		Stores	6020	£10.30	£2.06	£12.36
144	12/04/2018	873737113	Trade Point -B&Q	Lawn thickener		Gardens & Flowerbeds	5260	£15.54	£3.11	£18.65
145	27/04/2018	275360	WDS Limited	Public Conveniences supplies		Public Conveniences	5400	£122.81	£24.56	£147.37
146	19/04/2018	800889	Wickstead	Playground inspection		Playground Expenses	5820	£175.00	£35.00	£210.00
147	20/04/2018	324359	WI-Manx	Phone hosting May 18		Telephone Expenses	5160	£241.67	£48.33	£290.00
Sub Totals - Rate Born								£6,595.05	£1,257.54	£7,852.59
TOTALS								£13,541.32	£2,476.80	£16,018.12

Item 7.1

PORT ST MARY COMMISSIONERS

PUBLIC CORRESPONDENCE FROM PREVIOUS MEETING

E-mail from ratepayer regarding concern in relation to amalgamation with Port Erin Commissioners – Response issued to advise that no proposal to merge with another authority would go ahead without public consultation with the residents and ratepayers of the village.

Request from Rushen Parochial Church Council re Christmas tree at St Mary's – Discussion had to advise that PSMC will place a tree at St Mary's this year and the Foreman will investigate the current electricity supply on site. Offer was welcomed with thanks.

RECEIVED
- 8 MAY 2018

02.05.2018.

Deputy Clerk,
Port St Mary Commissioners,
Town Hall,
Port St Mary.

Dear Sir,

Being a ratepayer in Port St Mary I am concerned by the large increase in the rates, far higher than the rate of inflation. There does not seem to have been any explanation for this large rise. Could you please give me a breakdown of how this increase was arrived at by the Commissioners.

Yours faithfully

Item 7.3

From: [REDACTED]
Sent: 14 May 2018 16:31
To: Port St Mary Commissioners
Subject: FAO Chair of Commissioners

Dear Ms Haywood,
I have read in the local newspaper a report about a decision by PSM Commissioners to reduce their number from 9 to 5. Would you please explain the rationale behind this move.

[REDACTED]
Port St Mary Resident

Item 7.4

From: Ewan Gawne <[REDACTED]>
Sent: 08 May 2018 13:47
To: Port St Mary Commissioners
Subject: Manx Radio Local Democracy Reporter Introduction
Dear Port St Mary Commissioners

I'm writing to introduce myself as Manx Radio's '**Local Democracy Reporter**' (LDR) and to explain the remit of my new role, which I start this month and will continue for the next two years.

The core purpose of the position is to provide impartial coverage of the regular business and workings of democratic institutions on the Island, including local authorities. My brief is to report on the decision-making process: what decisions are made in the public's name, how they're arrived at and what evidence is used. The role has been created and funded by the BBC as part of a wider UK network of local democracy reporters, who are employed by regional news organisations..

The content that I produce will be uploaded on to a database and made available to any media organisations signed up to be part of this 'Local News Partnership' scheme. It's important to stress though that I report to the editor at Manx Radio, not to the BBC.

The vast majority of my work will include reporting on local authority meetings and sittings of Tynwald, the House of Keys and the Legislative Council. For this reason I think it's important I make you aware of this role and open a dialogue with all the individuals and organisations I hope to work closely with over the next few years.

My coverage will primarily include written articles, radio interviews, photos, and in depth reports, although occasionally I may be asked to produce video content.

I'd be delighted if we could organise a meeting to further discuss the LDR role, where I can hopefully answer any questions and provide further information, but also so I can introduce myself in person and start to build what will be important relationships.

If this isn't convenient I'm more than happy for a quick chat on the phone or via email. My mobile phone number is [REDACTED], and office number is [REDACTED]

May I request to be included in any mailings lists for public information including press releases, minutes, notices of meetings etc? It would also be useful if I could be made aware of who would be the first point of contact to request further information and permissions etc. This is an exciting opportunity to provide better coverage of the issues of local democracy on the Island, and to bring local authority politics to the fore.

I look forward to hearing from you.

Yours sincerely Ewan Gawne **Local Democracy Reporter**

Item 7.5



RECEIVED
29 MAR 2018



27 March 2018

FAO The Chair of Port St Mary Commissioners

Dear Mr Vaughan-Williams

Following a recent meeting of the Port St Mary Business Association, I have been asked to write to you to request that you consider holding a public meeting to discuss your plans for Manxonia House and the future of Town Hall. Our members, many of whom are small businesses working on tight margins, are concerned at the recent rates rise and we would like to understand whether these development plans will have a future impact on business rates in Port St Mary.

Yours sincerely



Secretary Port St Mary Business Association

Item 7.6

From: [REDACTED]
Sent: 17 May 2018 12:08
To: Port St Mary Commissioners
Subject: Glampervan

Hello there,

I am so sorry I wasn't able to send over any information for you yesterday, I forgot I was at Isexpo all day and didn't have a moment.

Please find attached details of Glampervan and some before and after images of the transformation.

I would love to apply for a license to trade and believe 1 day/evening a week would be a wonderful feature for residents of Port St Mary and surrounding areas.

Kindest Regards



Item 10.3

May 2018 review and update

Vision:

To support ~~the our whole~~ community and ensure Port St Mary is an excellent place to work, live and enjoy.

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Communications

Strategy: To be open, clear and honest in our communications, using all available methods to ensure that our community is included and informed.

Goals:

- Update minutes on website within 48 hours of ratification
- Biannual newsletter
- Respond to emails within 1 working day
- Clearly publicise deadlines for letters to be received prior to meeting
- Develop a clear communications flowchart for events, meetings and other activities.
- To invite the public to contribute to discussions with the Board at regular meetings.

Assets

Strategy: We recognise that our assets are owned and managed by the Commissioners on behalf of the community we represent. We aim to manage our assets in a financially responsible way, using clear and accurate business plans to derive maximum benefits (financial or otherwise) for our community.

Goals:

- Manage our assets to obtain maximum revenue, or community benefit
- Create and maintain an asset list – status reported ~~once a month~~ quarterly
- To develop community assets to improve opportunity within Port St Mary
 - To construct a skate park
 - To develop a performance area in Happy Valley
 - To renovate PSM Shooting club premises
- To renovate and maintain the Mariner's Shelter

Housing

Strategy: To provide appropriately designed, affordable housing on a means-tested basis for our community.

Goals:

- To maintain an excellent standard of LA owned housing
- To respond to tenants urgent requests within 24 hours

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May 2018

1

- To manage our waiting list according to DoI regulations
- To look for opportunities to expand our housing offer
- To inspect all our properties on an annual basis
- To manage a system of programmed maintenance.

Environment

Strategy: We aim to manage our activities in Port St Mary so that we minimise any negative impacts on our environment.

Goals

- To commission a DED energy efficiency survey of the Town Hall
- To reduce energy bills by 10%
- Support recycling
- Reduce household waste to the SITA plant
- To designate the Triangle as a wildlife area with supporting signage
- To review the Dog Byelaws
- To have the catwalk designated as a shared space
- To reduce unnecessary street signage
- To position and maintain floral displays throughout the village to enhance the streetscape
- To sensitively manage our open spaces and reduce the use of harmful chemicals

Finance

Strategy: We recognised that we make financial decisions on behalf of our ratepayers and residents, and we have a duty to spend money carefully and with due diligence.

Goals:

- To set a clear budget that will allow the Commissioners to deliver their goals for developing Port St Mary
- ~~To recognise that rates in PSM are higher than elsewhere, and we should look to reducing costs~~ To aim to reduce rate borne expenditure by streamlining our activities through:
 - the use of structured rather than reactive activities with a well planned maintenance system for our assets
 - increased use of technology (online payments, online bookings)

Planning

Strategy: We will provide informed and justified opinion and local guidance on planning matters

Goals:

- To ensure that Commissioners receive appropriate training and support in planning matters.
- To liaise closely with central government regarding planning applications, refusals and appeals
- To fully support appropriate development and recognise the need to balance conserving the character of Port St Mary without compromising its future.

May 2018

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Community

Strategy: To play a lead role in organising community events and supporting local community groups.

Goals:

- Remembrance Day Service
- Monas Queen service
- Christmas Concert
- Library support
- Swimming pool support

Governance

Strategy: To ensure that Commissioners have access to information, training and support to make informed decisions.

Goals:

- To build good working relationships with other local authorities.
- To provide representatives to a number of other local boards.
- [To ensure members conduct themselves in accordance with the Local Government Act, the Local Government Code of Conduct and our Standing Orders.](#)

Item 11.1



LIVE ON
TO THE MEMORY OF THE FALLEN
AND THE FUTURE OF THE LIVING

Patron Her Majesty The Queen

THE ROYAL BRITISH LEGION



RECEIVED
14 MAY 2018

Clerk to Port St Mary Commissioners
Commissioners Office
Town Hall
Port St Mary
IM9 5DA

Dear Sir/Madam

RE: Dedication & Opening of Port Erin Branch Royal British Legion Garden of Remembrance

On behalf of the Port Erin Branch Royal British Legion I cordially invite the Chairman and members of the Port St Mary Commissioners to the Dedication & Opening of the extensively refurbished Garden of Remembrance on Saturday 23 June 2018 at 3:00pm.

The Dedication Service will be taken by Rev Chris Belfield, Port Erin Branch Chaplain and His Excellency the Lieutenant Governor will formally open the Garden of Remembrance. There will be refreshments available in the Hall afterwards.

Should you need anything further please do not hesitate to contact me on 457891.

Yours sincerely



Chairman Port Erin Branch
Royal British Legion

