

**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
26TH SEPTEMBER 2018 at 7.30pm
MINUTE – OPEN PUBLIC SESSION**

Present:	Dr M Haywood (Chair), Mr A Grace (Vice-Chairman), Mr R Hirst, Mrs B Williams, Mr L Vaughan Williams, Mr I Skelly, Mr Merchant & Mr N McGregor Edwards
Apologies:	Mr A Phair
In Attendance:	Miss H Fargher (Clerk) & Mrs D Greenwood (taking minutes)

	Prior to the commencement of the Public meeting, A meeting was held with a representative from DoI, Highways	
1.	1.1 The Chairman welcomed the Board, declared the meeting open, noted the apologies and sought Declarations of Interest. Mr N McGregor Edwards declared an interest in PA18/00922/B.	
2.	2.1 Minute of the Ordinary Board Meeting held on 12 th September 2018 was considered. 2.1.1 Item regarding The Smithy - MH raised the omission of a request by AG for Men in Sheds to replace the false window. AG stated PSM Commissioners would provide the materials if they did the work. AG/NME proposed the Minute is amended accordingly. RH, AM, LVW & MH in favour. Carried. BW & IS abstained through absence. AG/AM proposed the Minutes of the Public Ordinary Meeting held on 12th September 2018 as amended be approved and signed as a correct record. NME, LVW, RH & MH in favour. Carried. BW & IS abstained through absence.	DG MD
3.	Matters Arising: 3.1 Matters Arising Report and public correspondence responses from previous meeting were circulated: <ul style="list-style-type: none"> • Streetlights – HF advised she had recently chased Manx Utilities for costing as further concerns regarding lack of lighting at Links Avenue had been raised. • Memorial for Ms R Sinfield – MH raised the need to have a ceremony after the rose bush has been planted. • Kallow Point Triangle - MH raised the need for her to find wording for the information board. • Seagulls at The Paddocks – a response from DEFA was circulated. HF advised she intended to go to the Land Registry to find out the owner of the property involved. • Operational Policy for Planning Enforcement – a response from planning was circulated. RH raised the 	MH HF

M. Haywood

	<p>point that a Freedom of Information request could be submitted. HF was instructed to invite the Principal Planner to attend a meeting with the Board at the next available date.</p> <ul style="list-style-type: none"> Caravan in Four Roads Car Park – HF confirmed the owner had been given seven days to remove. DoI had also been informed. RH mentioned the developers of the Bay Queen Hotel had pointed out the effect of their development would deter the parking of camper vans by the site. 	HF
4.	Motions: None	
5.	<p>Finance:</p> <p>5.1 Invoices for payment for late September 2018 were circulated.</p> <p>IS pointed out error on the list and queried invoice 431 regarding paint from plumbing suppliers. HF confirmed it was radiator paint. AG asked how often the Commissioners claims back VAT. HF advised this was done monthly. IS/AG proposed the amended invoice list for late September 2018 be approved for payment. RH, LVW, BW, NME, AM & MH in favour. Carried.</p> <p>5.2 Amend Direct Debit security contacts – HF advised this was required in order to include the new Finance Officer.</p> <p>5.3 Renewal of the Certificate of Approval for Wedding Ceremonies – HF advised the cost was £1,600 for next three years. The cost of the licence and for staff time was not currently being charged to service users. HF calculated an additional charge of £160 would be required to cover costs. She was requested to investigate charges by other venues before a decision is made. BW/AG proposed the Certificate of Approval for Wedding Ceremonies is renewed with additional charges for weddings to be further considered. IS, AM, LVW, NME, RH & MH in favour. Carried.</p>	<p>RW</p> <p>HF</p> <p>HF</p>
6.	<p>Projects:</p> <p>A Projects Update Report was circulated.</p> <p>6.1 PSM16/155 Mariners Shelter – update noted</p> <p>6.2 PSM16/129 Manxonia House – HF advised of need to publish formal notice in the press.</p> <p>6.3 PSM16/213 Remembrance Garden- HF reported the new railings had been installed and were ready for painting.</p> <p>6.4 PSM16/127 Skate Park – The need to open discussions with the Golf Club was identified.</p> <p>6.5 PSM16/285 Public Convenience – HF advised she was waiting for one more valuation. The West Room toilets were now open to the public during office hours.</p> <p>6.6 Traffic Consultation – discussed at pre-meeting.</p> <p>6.7 Jetty Restoration – update noted</p> <p>6.8 PSM16/116 Playground – HF is undertaking information</p>	<p>HF</p> <p>HF</p> <p>HF</p>

	<p>gathering regarding different surfaces available.</p> <p>6.9 Happy Valley – IS queried ownership of the shelters and requested the deeds are checked. AG & AM recalled historic maintenance functions by the Commissioners.</p> <p>6.10 Boat Park – AM provided a report of current boats & trailers occupying the park. HF advised she was having discussions with the Architect regarding a new layout and refurbishment of the park. AG requested the surface and posts are concrete. MH raised the need for tie down points. HF was instructed to provide plans and prices.</p> <p>6.11 Community Recognition Scheme – MH gave an update on the proposal by IS. The proposal was for residents to nominate those in the community who have given outstanding contribution to the community. She suggested giving nominators a form with the wording provided to make a nomination. NME requested the Board has a formal vote to select the successful candidate. LVW raised the need for a diverse range of categories. MH summarised by advising the prize for the successful nominee was to be a certificate and voucher from a PSM Business of their choice, nominations are to be made in writing for the Board to consider and closing date for 2018 nominations is 31st January 2019. HF to draft a press release.</p>	<p>HF</p> <p>HF</p> <p>HF</p>
7.	<p>Public Correspondence:</p> <p>7.1 Letter from Poppy Appeal regarding the placing of poppies for sale at the office as in previous years was considered. HF suggested moving them into the Town Hall during the WW1 exhibition.</p>	HF
8.	<p>Consultations:</p> <p>8.1 Modernising Isle of Man Post Office – it was noted several members have already responded. HF offered to respond on behalf of the office.</p>	HF
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 PA18/00922/B 2 St Marys Glebe, Port St Mary for alterations, erection of an extension and expansion of driveway and access. NME declared an interest and took no part in the discussion/decision. No objections.</p> <p>9.1.2 PA18/00933/B – Sea Cottage, 3 Lime Street, Port St Mary. For the erection of a conservatory to rear of property. No objections</p> <p>9.2 Planning Approvals: None</p> <p>9.3 Planning Refusals:</p> <p>9.3.1 18/007900/B – 2 Victoria Road for replacement of front door with sidelights and top light. Noted.</p> <p>9.4 Planning Appeals: None</p> <p>9.5 Planning Amendments: None</p>	<p>DG</p> <p>DG</p>
10.	<p>Policy & Resources:</p> <p>10.1 2018/19 List of Meeting Dates was circulated & noted.</p>	

11.	Invitations: None	
12.	<p>Any Other Business:</p> <p>12.1 The Draft Newsletter was circulated. HF advised it was the intention to produce a quarterly newsletter. NME raised the need to provide residents with updates on Manxonia House and Skate Park as these were topics of interest.</p> <p>12.2 Christmas Trees – BW/AG proposed this year the Christmas Trees are placed at Manxonia House, St Marys Church and Mount Tabor. RH, NME, AM, LVW, IS & MH in favour. Carried.</p> <p>12.3 Commissioners Contact Details – AG requested the office provides all members with an updated list.</p> <p>12.4 Farmers Market – IS/BW proposed the item is moved from the Private Session of the meeting. LVW, NME, MA, RH, AG & MH in favour. Carried. Email from Chair of IoM Farmers’ Markets was circulated. MH advised of local craft people also looking for a low cost venue. AG/LVW proposed the Town Hall is offered to the Farmers Market free of charge for the first four sessions and then to be reviewed. IS, RH, AM, BW, NME & MH in favour. Carried.</p>	<p>HF</p> <p>TB</p> <p>MD</p> <p>HF</p>

There being no further business the Public Session of the meeting closed at 8.29pm.

