

PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
23rd August 2017 at 7.30 pm
AGENDA – OPEN PUBLIC SESSION

1. 1.1 Welcome, Apologies and Declarations
- 1.2 Election of Vice Chairman
2. Minutes for Adoption:
 - 2.1 Consideration of the Minute of the Ordinary Board Meeting on 26th July 2017
3. Matters Arising:
 - 3.1 Mariners Shelter - reply from Department of Infrastructure
 - 3.2 Manxonia House Rates
 - 3.3 Reply from Minister Harmer re Chapel Bay Catwalk
 - 3.4 Correspondence to SCAS re Orb
 - 3.5 Reply from Pains Fireworks re category
4. Motions: - none received.
5. Finance:
 - 5.1 Approval of invoices for payment August 2017 enclosed:
 - 5.2 Invoices paid in late July 2017 for noting- enclosed:
6. Special Projects:
 - 6.1 Manxonia House
 - 6.1.1 Manxonia House - Asbestos Survey Report see separate attachment
 - 6.2 Skate Park
 - 6.3 Chapel Gate Car Park
7. Public Correspondence:

9.4 Planning Correspondence

PA16/00281/B Erection of two dwellings with on-site parking, site of former garage and plot Gellings Avenue, Port St Mary

PA17/00071/B Correspondence from Ratepayer

10. Invitations:

10.1 Invitation to Chairman & Mrs Grace to attend the Enthronement of the Lord Bishop on Sat 30th September

10.2 Invitation from the RAF Association to the Battle of Britain Concert at 7 pm on 15th September and Church Service at 11 am on 17th September, both at St Georges Church.

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

Item 3.3

From:

Sent: 07 August 2017 15:21

To: Alastair Hamilton

Cc:

Subject: Letter to Minister Harmer

Dear Mr Hamilton

Thank you for your letter dated 26th July 2017 addressed to Minister Harmer regarding Chapel Bay Catwalk, Port St Mary (Structure Number 2724). The Minister is currently on leave but before his departure he asked me to respond to you on his behalf.

As per the Department's email of 21st December 2016, the stability of this structure has been assessed by the original design engineer. He has confirmed that the movement of the slabs are in line with the original design for this structure. He has also confirmed that the piers of the structure show no signs of instability.

The railings and steps were in the Department's programme for repainting and repair in the 2017/18 financial year. Unfortunately, the budget for 2017/18 has already been allocated, however it is proposed that these works form part of the 2018/19 works.

In terms of the white lining it is planned that this work is undertaken during the upcoming Festival of Motor sport.

Regards

Highway and Asset Management
Highway Services Division
Department of Infrastructure
Sea Terminal
Douglas

Item 3.4

The Chairman,

Southern Civic Amenity Site

Castletown Road,

Port St Mary.

17th August 2017

Dear Sir,

This Board discussed your request that we absorb the fees charged by Orb Ltd who operate as wages contractor. I am instructed to reply as follows:

As a point of reference it is worth recalling that you engaged this company on the recommendation of an auditor due to the risk of error or fraud relating to payments made to members of staff. As such it is a voluntary arrangement that you have made with a third party. If you wish to stop using their service, that would be your decision.

We would happily take on the burden of paying them on your behalf. Our arrangement, however, has no facility for the onward charging of disbursements to you. If you wish to amend our working arrangement to facilitate this then we shall do so.

Yours sincerely,

Alastair Hamilton

PORT ST MARY COMMISSIONERS

INVOICES TO BE PAID IN AUGUST 2017

Inv #	Date	Inv Number	Supplier	Description	House	Category	NIL Code	Total Inc.	VAT	Total Cost	
264	26/07/2017	10515	Heattech	Boiler check	4 FR	Repairs		£23.50	£4.70	£28.20	
265	26/07/2017	10530	Heattech	Thermostat swap	13 SMA	Repairs		£36.40	£7.68	£44.08	
266	26/07/2017	10531	Heattech	Boiler test	7 PR	Repairs		£47.81	£9.56	£57.37	
267	26/07/2017	10532	Heattech	Oil monitor swap	12 SA	Repairs		£84.62	£16.92	£101.54	
268	26/07/2017	10533	Heattech	Heating repair	15 SMA	Repairs		£47.00	£9.40	£56.40	
269	26/07/2017	10534	Heattech	Tips	9 SMA	Repairs		£38.50	£7.70	£46.20	
270	26/07/2017	10535	Heattech	Boiler	7 SA	Repairs		£34.50	£6.90	£41.40	
271	26/07/2017	10546	Heattech	Bathroom, be shower	14 LA	Repairs		£3,070.00	£614.00	£3,684.00	
272	15/08/2017	10547	Heattech	Boiler	4 FR	Repairs		£31.60	£6.30	£37.90	
273	15/08/2017	10548	Heattech	Boilers	24 SA	Repairs		£32.91	£6.58	£39.49	
274	15/08/2017	10551	Heattech	Tips	24 SA	Repairs		£21.50	£4.30	£25.80	
275	15/08/2017	10552	Heattech	Boiler	3 FR	Repairs		£37.80	£7.56	£45.36	
276	15/08/2017	10553	Heattech	Teller	2 PR	Repairs		£41.50	£8.30	£49.80	
277	15/08/2017	10557	Heattech	Heating repair	5 TP	Repairs		£24.50	£4.90	£29.40	
278	04/08/2017	4107153	ICM Newspapers	Advert-exp of int. bathrooms		Repairs		£192.80	£39.96	£232.76	
279	11/08/2017	660/17399	MC Locksmith	Locker		Repairs		£92.62	£16.52	£109.14	
280	19/08/2017	51-69	Map Groundworks Ltd	Pedway	4 SMA	Repairs		£1,977.00	£395.40	£2,372.40	
281	27/07/2017	1883282	J. Quibbrough	Repairs parts	5 LA	Repairs		£23.84	£4.79	£28.63	
282	31/07/2017	1884821	J. Quibbrough	Repairs parts	14 LA	Repairs		£9.05	£1.81	£10.86	
283	02/08/2017	10105034	Manx Utilities	Power	14 LA	Repairs		£5.33	£0.27	£5.60	
284	26/07/2017	28820	Manx Glass	Install window	14 LA	Repairs		£928.86	£185.78	£1,114.64	
285	02/08/2017	8566	Manx	Hand rail	8 LA	Repairs		£101.52	£20.30	£121.82	
286	26/07/2017	3938	Raven	Smoke alarm	16 SA	Repairs		£63.21	£12.64	£75.85	
287	27/07/2017	2957	Raven	Lifting	CB	Repairs		£66.56	£13.31	£79.87	
288	03/08/2017	2972	Raven	BRK work	14 LA	Repairs		£135.00	£27.00	£162.00	
289	31/07/2017	105273	SCASB	Rubbish/Inert		Repairs		£355.17	£71.03	£426.20	
									Sub Totals - Housing	£1,669.64	£9,028.86

INVOICES TO BE PAID IN AUGUST 2017

Rate Barn Expenses (continued)

Inv #	Date	Inv Number	Supplier	Description	Category	ML Code	Total Net	VAT	Total Cost
326	28/07/2017	30500	Search & Select	Temp Fin Officer wk to 210717	Asst & Prof	5030	£1,085.00	£217.00	£1,302.00
327	04/08/2017	30565	Search & Select	Temp Fin Officer wk to 280717	Asst & Prof	5030	£1,085.00	£217.00	£1,302.00
328	11/08/2017	30569	Search & Select	Temp Fin Officer wk to 040817	Asst & Prof	5030	£1,085.00	£217.00	£1,302.00
329	18/08/2017	30708	Search & Select	Temp Fin Officer wk to 110817	Asst & Prof	5030	£1,085.00	£217.00	£1,302.00
330	31/07/2017	105273	SCARS	Grass cut/trim	Gardens & flowerp	5260	£17.32	£3.47	£20.80
331	31/07/2017	635	Station Garage	Fuel	Refuse	5210	£237.86	£47.58	£285.44
332	13/04/2017	253891	WDS Ltd	Cleaning/Supplies	Public Conveniences	5400	£164.11	£32.83	£196.94
333	24/05/2017	256249	WDS Ltd	Cleaning/Supplies	Office - expenses	5170	£19.86	£3.97	£23.83
334	13/07/2017	259230	WDS Ltd	Cleaning/Supplies	Office - expenses	5170	£19.86	£3.97	£23.83
335	02/08/2017	260629	WDS Ltd	Cleaning/Supplies	Public Conveniences	5400	£259.04	£51.81	£310.85
336	25/07/2017	255435	Wicksand	Cleaning/Supplies	Public Conveniences	5400	£140.48	£28.10	£168.58
337	30/07/2017	307765	WI-Medx	Repair	Playground	5920	£24.90	£4.98	£29.88
338	19/07/2017	050166463	Yasca Electrical	User host August Parts electrical	Computer	5140	£219.92	£43.98	£263.90
					Sub Totals - Rate Barn		£20,118.86	£3,919.08	£24,037.94
					TOTALS		£27,641.08	£5,422.70	£33,063.78

Summary Breakdown of Expenditure (excluding VAT)

Memorial Garden	£354.62
Repairs & Footpaths, Public Conveniences, Play	£2,759.85
Golf Pavilion	£2,684.82
Office	£1,423.32
Refuse	£6,701.86
Manorials	£3,585.71
Repairs	£2,252.70
Vehicles	£7,522.22
Golf store	£83.35
Total	£27,641.08

Allowance	Expenditure to date	Allowance Remaining
£137,145.00	£44,791.53	£92,353.47

Paid in July	Salaries Gross	Employers' NI Contribution	Government Pension Scheme Contributions	Members' Attendance Allowance
Office	£7,685.19	£226.94	1656.41	
Secretary/Freemason Officer (Agency)	-£1,971.50	-£132.00	-512.59	
Less: Housing	£11,505.15	£812.39	1865.59	
DLO				
Members				
Total	£137,228.84	£3,307.32	£3,800.00	£369.00

PORT ST MARY COMMISSIONERS
INVOICES PAID 31st JULY 2017

Inv #	Date	Inv Number	Invoice	Supplier	Description	Notes	Category	HL Codes	Total Net	VAT	Total Cost
225	19/07/2017	63525		Cherry Aeris Speciality Ltd	Repairs	16 SA	Repairs	6100	£24.77	£10.72	£112.32
226	13/07/2017	U1003465		Mavis Utilities	14 bins A/S		Repairs	6100	£6.92	£0.34	£7.26
227	13/07/2017	U1001390		Mavis Utilities	5 Park Rd communal TV installation electricity	16	Repairs	6100	£17.15	£0.86	£18.01
228	29/06/2017	16842		MC Locksmith	Refrigerator door	45 RVC	Repairs	6100	£180.00	£9.00	£189.00
229	29/06/2017	16852		MC Locksmith	Window handle	38 MC	Repairs	6100	£41.90	£9.30	£51.20
230	29/06/2017	16853		MC Locksmith	Letter box	45 RVC	Repairs	6100	£45.91	£9.18	£55.09
230	30/06/2017	2016		Specialised Autobody Services	Trailer floor fix	14 LA	Repairs	6100	£600.00	£120.00	£720.00
					Sub Totals - Haulage			£958.28	£187.44	£1,145.69	
Haulage Expenses											
231	12/07/2017	25K006		Alexander Elliot	Internal audit		Internal audit	5025	£3,150.00	£630.00	£3,780.00
232	07/07/2017	000012209		B&Q	garden tools and materials		Sundry - store	6020	£52.56	£7.47	£59.93
233	01/07/2017	1138 rev042		Colwest Management Limited	skunks and mungers		Office expenses	5170	£124.76	£0.00	£124.76
234	11/07/2017	G17C2425		Colex	Clipboard		Sundry - store	6020	£220.89	£44.17	£265.06
235	24/06/2017			Coed Bros Ltd	Work workshop		Office expenses	5170	£14.40	£0.00	£14.40
236	10/07/2017	24-Jun		Coed Bros Ltd	Milk Town Hill		Office expenses	5170	£13.20	£0.00	£13.20
237	10/07/2017	3011396		Creamer	Green bins		Refuse bins	5230	£524.00	£104.80	£628.80
238	10/07/2017	317566		LOM Government DOI	Trucking charges BFM New		Refuse	5210	£4,332.57	£866.51	£5,199.08
239	14/07/2017	600092944		Dumfries Borough Council	Boardshire		Refuse	5210	£2,370.39	£474.08	£2,844.47
240	15/06/2017	2443		Highway Progress Ltd	Delivery of beach Colwyn Point		Outdoor seating	5910	£65.00	£13.00	£78.00
241	06/07/2017	16341		Island IT	Microsoft Email		Computer expenses	5140	£77.50	£15.40	£92.90
242	12/07/2017	16378		Island IT	Cell and telephone down		Computer expenses	5140	£77.00	£15.40	£92.40
243	01/07/2017	67		Mavis Utilities	Wash areas		Refuse	5210	£306.65	£61.31	£371.56
244	19/07/2017	U1001013		Mavis Utilities	Electricity Royal British Legion wardens of remembrance		Refuse	5210	£16.66	£3.33	£19.99
245	11/07/2017	U1001351		Mavis Utilities	Electricity Garage/store Island Rd		Refuse	5205	£31.35	£1.07	£22.42
246	11/07/2017	U1001351		Mavis Utilities	The Paddock		Sundry	6020	£505.52	£101.20	£606.72
247	11/07/2017	U1001390		Mavis Utilities	Street lighting		Sundry	5900	£16.57	£0.83	£17.40
248	01/07/2017	10000728		Mavis Utilities	Telephone		Telephone	5160	£135.52	£27.10	£162.62
249	01/07/2017	10000946		Mavis Utilities	1-bz July - Sept		Telephone	5160	£35.50	£5.10	£40.60
250	01/07/2017	0994		Mavis Utilities	Princel needed 3.17.18		Professional	6020	£70.79	£14.16	£84.95
251	19/06/2017	1875433		J. Ouldrough	Garment		Sundry - store	5881	£98.00	£19.60	£117.60
252	16/06/2017	49260		Quinn & Cullinan Printers	Read Sign - Station Road		Sundry - store	5150	£53.45	£0.00	£53.45
253	06/07/2017	364599		Robbman's	Food for BSO Town hall		Sundry - store	6020	£19.00	£3.80	£22.80
254	22/06/2017	226787		Snider	Sprinkler mats		Sundry - store	6020	£112.80	£22.40	£134.40
255	20/06/2017	227316		Snider	Trunk		Sundry - store	6020	£200.00	£40.00	£240.00
256	03/07/2017	2943		Safety Protection & Services	ESM wall clad arena together's store roof		Self Perfition	5999	£260.00	£52.00	£312.00
257	14/07/2017	30969		Search & Select	Temporary Finance Officer week to 07/07/17		Asst & Professional Fees	5030	£681.00	£136.20	£817.20
258	14/07/2017	30432		Search & Select	Temporary Finance Officer week to 07/07/17		Asst & Professional Fees	5030	£1,055.00	£211.00	£1,266.00
259	30/06/2017	105116		SCASB	Refuse		Refuse	5210	£524.36	£104.87	£629.23
260	31/05/2017	105208		SCASB	Compost		Gardens and Pavements	5200	£9.33	£1.87	£11.20
261	30/06/2017	201700006549		Station Goods	Fuel		Refuse	5210	£290.82	£58.16	£348.98
262	06/07/2017	1.170018+1.1		Sure	Telephone rental July		Telephone	5160	£33.41	£6.68	£40.09
263	22/04/2017	220417		Temporap Hotel	Temporap Hotel		Telephone	5865	£50.00	£0.00	£50.00
					Sub Totals - Rents			£48,450.10	£2,094.33	£50,544.43	
					TOTALS			£58,408.55	£9,371.78	£67,780.33	

Item 8.1

From:

Sent: 03 August 2017 14:47

Subject: Encouraging Active Travel on the Isle of Man

Dear Clerks,

Please find below a link to the recently launched consultation "Encouraging Active Travel on the Isle of Man", which I have been asked to circulate to the Local Authorities.

<https://consult.gov.im/infrastructure/encouraging-active-travel/>

[Encouraging Active Travel on the Isle of Man - Isle of Man ...](#)

consult.gov.im

Find and participate in consultations run by the Cabinet Office of the Isle of Man Government

Kind regards

Item 8.3

Department of Economic Development
St George's Court
Upper Church Street
Douglas
ISLE OF MAN
IM1 1EX

Issue date: 24th July 2017

Consultation on changes to the requirement for notice in advance of voluntary land registrations

The Select Committee of Tynwald on the Registration of Land proposed a number of recommendations for voluntary land registration. The 'Voluntary Registration of Land and Notices to be Served to Interested Parties Consultation' looks at how the proposed recommendations will be implemented in the Isle of Man Land Registry.

The Select Committee of Tynwald proposed the following two recommendations:

1. That legislation be introduced to require that before any land is voluntarily registered, notice should be served on any interested parties who can be identified and advertised on the land concerned in the same way as a planning application.
2. That legislation be introduced to require that where any land is subject to compulsory registration triggered by a transaction where the parties are represented by the same advocate, notice should be served on any interested parties who can be identified and advertised on the land concerned in the same way as a planning application.

The Land Registry has proposed the use existing legislative powers to deliver the following solution to Tynwald's recommendations:

1. That the Land Registry will require a notice to be erected on the land subject to registration.
2. That the Land Registry will require neighbouring owners to be written to or alternatively a newspaper advertisement published.

Details of the additional evidential requirements to be provided by applicants for registration to confirm these steps have been followed are contained within the proposed Practice Directive in the Schedule to the Consultation.

Martyn Perkins MHK, Political Member for the Department with responsibility for the Land Registry, commented:

'This work originated in a Petition for Redress presented at Tynwald Hill in July 2015. All members of Tynwald take the ancient and continuing right for an individual to petition Tynwald very seriously and I welcome the launch of this important consultation.'

Item 8.4

From:

Sent: 01 August 2017 17:03

To: comms@

Subject: National Health and Care Service General Scheme and Charter Consultations (Commissioners)

Dear Sir or Madam

The Department of Health and Social Care is today launching two public consultations in respect of the National Health and Care Service General Scheme and the NHCS Charter.

The purpose of this email is to give you and your organisation additional notice of these consultations and to ask you to submit any thoughts and comments you may have on them before the consultations close on Tuesday 12th September 2017.

If you have any questions about the consultations please do not hesitate to contact me.

Yours faithfully

Legislation Manager
Department of Health & Social Care
Crookall House
Demesne Road
Douglas

<https://consult.gov.im/health-and-social-care/nhcs-general-scheme-2017/>

Item 9.4.1



Isle of Man
Government

Department of Environment, Food and Agriculture

Rheynn Chymmytaght, Bee as Eiryns

8 AUG 2017

Please reply to the signatory
Our ref: 17/00099/COMP

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

Email: enforcement.p&bc@gov.im
Tel: (01624) 685909
Fax: (01624) 686443
**Director of Planning
and Building Control**
Jennifer Chance, MRTPI

Date: 7th August 2017

Dear Mr Hamilton,

**Re: Alleged Breach of Planning Control
Pa 16/00281/B Erection of two dwellings with on-site parking, site of
former garage and plot Gellings Avenue, Port St. Mary**

I write further to our recent correspondence regarding the above planning approval.

We have now had the opportunity to carry out a site survey in order to establish if the development has been carried out in accordance with the approved plans.

In terms of overall position within the plot and the dimensions of the two buildings (width, depth and height) these all correspond with the approved details.

Notwithstanding the above, it appears to the Department that the ground floor is higher than that shown on the approved drawings, although it is noted that there are no datum levels or reference levels shown on the drawings. Also that porch design is different from that which was approved.

The information has been communicated to the developer setting out their options. The options available to them are to alter them to accord with the approved drawings, if that is possible or alternatively, it is open to them to seek to remove the breach of planning control by the submission of a retrospective planning application, which shows the dwellings as built.

We will endeavour to keep you updated once we are in receipt of any further information.

Should you wish to discuss any of the above please do not hesitate to contact the office.

Yours Sincerely,



Senior Planning Officer

Department of Environment, Food & Agriculture, Planning & Building Control, Murray House, Mount
Havelock, Douglas

Isle of Man, IM1 2SF. Email enforcement.p&bc@gov.im. Tel 01624 685950

**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
23rd AUGUST 2017
AGENDA – PRIVATE SESSION**

1. Minutes for adoption:
 - 1.2 Consideration of the minute of the Private Meeting of 26th July 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):
13. Date of next meeting: Wednesday 13th September 2017