

Minutes of the Ordinary Board meeting of Port St Mary Commissioners Open Session held in the Boardroom of Port St Mary Town Hall on Wednesday 10 July 2013 at 7.30 p.m.

**Present:** Mdms B McCabe (Chairman), R Sinfield & H Kinvig  
Messrs A Grace (Vice Chairman), R Cooil, A Merchant, M O'Meara,  
Mr C Kinley & Mr R Ashcroft

**Apologies:** *None*

**In Attendance:** Mr M Cowin (Clerk)

<b>Declaration of Interests</b>		<b>Actions</b>
<b>Minutes of Public Ordinary Meeting 26 June 2013</b>	Mr A Grace and Ms H Kinvig declared an interest in PA13/00713/B. RESOLVED: that the minutes of the Public meeting held on 26 June 2013 be approved and signed as a correct record. (Prop AG, S-RS)	
<b>Matters Arising</b>		
Port St Mary in Bloom 2013	It was NOTED that last years overall winner has agreed to conduct the judging. It was agreed that Manx Inspirations be requested to sponsor prizes for the winners in each category and certificates be issued to the winner and the runner ups. Ms M Wright be asked to re-publicise the competition.	Housing Officer
PA13/0611/A	Port St Mary Commissioners' approval in principle for the erection of two dwellings on Land Adjacent to Chapel Gate Car Park. The Chairman requested the Clerk to report. The Clerk reported that in view of the likely removal of trees from the site, the Planning Committee were requesting a full survey report. He thought this would be relevant with a planning application in detail but not at the principle stage. It was AGREED to send a letter to the Planning Committee accordingly.	Clerk
Website	Mr M O'Meara requested the Minutes be amended to record that he had raised updating issues with the Board's website. The Clerk apologised for his oversight and pointed out that due to time constraints it had not been possible to update the site, though the facebook page was being updated. Following a brief discussion RESOLVED: that the Technical Officer be trained to update the website. Enquiries also be made regarding erecting the notice board in front of the Town Hall. Arrangements also be made to test the flat panel TV. (Prop MOM, S-RS)	Technical Officer
Dog Fouling	Letter 24.6.2013 from Clerk to Rushen Parish Commissioners was circulated. RESOLVED: that the letter be noted. (Prop AG, S-MOM). Mr M O'Meara referred to the dog bins around the village and enquired if dog bag dispensers could be installed, which might help dog owners. He said a similar scheme operated in Peel. It was AGREED to make enquiries on the types and costs of dog waste bag dispensers.	Technical Officer
Noise Complaint	Email 18.6.2013 from Chairman of PSM & District Allotments Society was circulated. RESOLVED: that a copy of the reply be forwarded to Mr & Mrs R Collister for their information. (Prop CK, S-AM)	Housing Officer
Port St Mary	Email 25.6.2013 from race organiser was circulated.	

**PORT ST MARY COMMISSIONERS  
PUBLIC SESSION 10 JULY 2013**

**(19/13)**

Nocturne 2013	RESOLVED: that the email be noted and Mr Shimmin be invited to attend a meeting of the Events Committee on Friday 26 July 2013 at 4pm. (Prop RC, S-RS)	Clerk
Withdrawal of School Bus Service	Letter 2.7.2013 response from Hon J Watterson MHK & email 3.7.2013 response from Director of Public Transport were circulated. Mrs R Sinfield stated that she was sure the ordinary passengers are not happy with the bus being mobbed with children; MHK's have a duty of care. RESOLVED: that a reply be sent to Mr Watterson emphasising that the three MHK's have a duty of care to the children and parents in Port St Mary and the Department's decision to affect changes to the bus service without public consultation was unacceptable. It also be pointed out that combining an ordinary bus service with school service is not good practice and is resulting in overcrowded buses. The MHK's be requested to give more positive support to the village and in particular to the children. They also be asked if they knew in advance of the Department's proposal to alter the service. (Prop RS, S-RA)	Clerk
<b>Deferred Items – None</b>		
<b>Planning Matters</b>		
<b>Planning Applications</b>		
<b>PA13/00713/B</b>	Mr & Mrs A Grace for amendments to approved alterations and extension to Cornerstone, Lime Street, Port St Mary (PA99/00576/B). Mr A Grace and Ms H Kinvig declared an interest and took no part in the business. RESOLVED: that there are no objections to PA13/00713/B. (Prop RS, S-RC)	Housing Officer
<b>PA13/00748/C</b>	The Vault Ltd for change of use of ground floor from store to gymnasium to increase floor area of existing gymnasium at the Old Kipper House, Rear of Lime Street, Port St Mary. Letter 24.6.2013 from Applicant was circulated. RESOLVED: that there are no objections to PA13/00748/B. (Prop RS, S-AG)	Housing Officer
<b>Planning Approvals</b>		
<b>PA13/00587/B</b>	On 20 June 2013 by a Senior Planning Officer to Mr B Brindle for the erection of a replacement sun room with terrace over, to rear elevation at Bay Cliff, High Street, Port St Mary. No none standard conditions to note. NOTED.	
<b>PA13/00540/B</b>	On 20 June 2013 by a Senior Planning Officer to Mr & Mrs R Cregeen for the installation of replacement conservatory roof at Oxenbourne, Beach Road, Port St Mary. No none standard conditions to note. NOTED.	
<b>13/00520/B</b>	On 21 June 2013 by a Senior Planning Officer to Mr W Hancox for the door and window alterations at Athol House, Athol Street, Port St Mary. No none standard conditions to note. NOTED.	
<b>13/00589/B</b>	On 1 July 2013 by the Development Control Manager to Mr & Mrs C Davies for alterations and extensions to dwelling (comprising amendments to PA12/00823/B) Teen Kai, Clifton Road, Port St Mary. No none standard conditions to note. NOTED.	

*BMC*

<b>Planning Refusals – None</b>		
<b>Planning Appeals</b>		
<b>PA13/00523/B</b>	Mr M Hills for the creation of two gable windows to dwelling and widen existing driveway and vehicular access at Anchor House, Queens Road, Port St Mary. Letter 24.6.2013 from Planning & Building Control and Planning Officer's Report and Recommendations were circulated. RESOLVED: that a letter be sent to the Secretary to the Planning Committee reiterating previous comments of the Board. (Prop AG, S-MOM).	Clerk
<b>Planning Correspondence – None</b>		
<b>Other Planning Matters – None</b>		
<b>Finance</b>		
Finance Officer's Report	<i>N/A 2<sup>nd</sup> meeting of the month.</i>  The Clerk reported that the public conveniences at Gellings Avenue had been inspected and the cistern valve was found to be running constantly, hence the large cost for water usage. He had made arrangements for a watermiser to be fitted.	
<b>Policy &amp; Resources</b>		
Request to Borrow War Memorabilia	Email 4.7.2013 from Port Erin Traders to borrow photo album and kit bag for Island at War Event was circulated. RESOLVED: that permission is granted for Port Erin Traders to borrow war memorabilia, subject to the usual conditions. (Prop RS, S-AG)	Housing Officer
DoI's Reduction of Highway Maintenance	The Chairman said Gansey Point footpath was very overgrown. RESOLVED: that the matter of overgrown footpath at Gansey Point be reported to the Department of Infrastructure, stating numerous complaints have been received. (Prop RC, S-AG)	Technical Officer
<b>Establishment</b>		
Rushen Burial Ground	It was NOTED that the Rushen Burial Ground Authorities Statement of Accounts for year ended 31 December 2012 is available to view in the office.	
<b>Public Housing Matters – None</b>		
<b>Public Correspondence</b>		
Reserved Parking Cronk Road	Port St Mary (Various Roads) (Reserved Parking Places) (Amendment) Order 2013 to create a reserved parking place for a vehicle displaying a permit issued by the Department on the south-east side of Cronk Road, Port St Mary was circulated. RESOLVED: that the reserved parking notice be noted. (Prop RS, S-AG)	Housing Officer
Draft Building Regulations 2013	Letter 28.6.2013 from Building Control Manager, DoI re Consultation on Proposed draft Building Regulations 2013 was circulated. RESOLVED: that the draft consultation on Building Regulations 2013 be noted. (Prop AG, S-MOM)	
Historic Flood Records	Email 1.7.2013 from Temporary Administration Officer, IoM Water & Sewerage Authority requesting information on historic flood records was circulated. It was agreed that Board Members shall relay any information to the general office.	Members
Plot of Land on Park Road	Letter 25.6.2013 from resident regarding the plot of land Park Road adjacent to 33 High Street was circulated. RESOLVED: that a reply be sent to Mr Little offering him a lease for the land	Clerk

*SMC*

**PORT ST MARY COMMISSIONERS  
PUBLIC SESSION 10 JULY 2013**

**(21/13)**

	for a period of five years. It also be pointed out that the Board have no intention to sell the land. (Prop CK, S-RS)	
Garden of Remembrance	Letter 3.7.3013 & photograph from resident re Garden of Remembrance was circulated. Consideration was also given to a quotation from Metalco Engineering Ltd for the replacement of the metal arbour in the sum of £859.69 + VAT. RESOLVED: that the quotation of £859.69 + VAT from Metalco for a replacement arbour in the Garden of Remembrance be accepted and a reply be sent to Mr Duff thanking him for the information and photographs and assuring him the Board have the matter in hand. (Prop AG, S-RC)	Clerk
Civil Registration Services	Letter 3.7.2013 from General Registry re Centralisation of Civil Registration Services was circulated. RESOLVED: that a reply be sent to Mr Lewney noting his letter, and further enquires be made regarding the possibility of registering the town Hall for Civil Ceremonies. (Prop CK, S-RA)	Clerk
<b>Special Projects – None</b>		
<b>Representative’s Reports – None</b>		
<b>Topics for Discussion submitted by Members – None</b>		
<b>Notices of Motions submitted by Members – None</b>		
<b>Chairman’s Business</b>		
Civic Functions, Invitations etc.	List was circulated and noted along with invitation from Mr C Carr, Organiser of the Deep South Festival to attend launch party.	
Chairman’s Report	<i>None</i>	
<b>Any Other Business</b>		
Mona’s Queen III Anchor Memorial Signage	Consideration was given to quotation from Messrs Colas Ltd for the supply of directional signage for the Memorial in the sum of £96.50 + VAT. It was AGREED that the quotation from Colas Ltd of £96.50 + VAT be accepted subject to the font being corrected and additional wording stating “Anchor Memorial”. Two signs are to be purchased.	Technical Officer
<b>Date of Next Board Meeting</b>	Wednesday 24 July 2013 at 7.30 p.m.	

There being no further business the Public Session closed at 8.20 p.m.



**Chairman**

**In Private**

**17. Minutes for Adoption**

17.1 Minutes of Private Board Meeting 26 June 2013.

**18. Matters Arising**

18.1 PSM Big Day – email 2.7.2013 from Switched On Events Ltd

18.2 Port St Mary Regeneration Scheme – Letter 14.6.2013 from Hon J Watterson MHK

**19. Deferred Items - None**

**20. Finance Matters**

20.1 Execution of staff related/housing tenant items for cheque payments - *not applicable, 2<sup>nd</sup> meeting of month*

**21. Private Planning Matters - None**

**22. Housing Maintenance – None**

**23. Housing Vacancies - None**

**24. Housing Waiting List Applications - None**

24.1 Current Housing Waiting List – *For information*

**25. Housing Rent Arrears**

25.1 Arrears list as at 8.7.13 – *to be tabled*

**26. Housing Transfers – None**

**27. Garages – None**

**28. Housing Correspondence**

28.1 Letter 28.6.2013 from Director of Housing re Fixed Term Tenancies Consultation.

**29. Special Projects - None**

**30. Private Correspondence - None**

**31. Policy & Resources**

31.1 Letter 17.6.2013 from Southern Civic Amenity Site

31.2 Emails 17.6.2013 from Golf Club

31.3 Discussion on Beach Cleaning

**32. Establishment – not applicable 2<sup>nd</sup> meeting of month**

32.1 DLO List – *not applicable 2<sup>nd</sup> meeting of month*

**33. Staffing**

33.1 Temporary Filing Clerk

**34. Representative's Confidential Reports – None**

**35. Confidential Topics for Discussion submitted by members - None**

**36. Motions submitted by Members in order of receipt to the Clerk - None**

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