

**PORT ST MARY COMMISSIONERS
PUBLIC SESSION 16 MAY 2012**

(7/12)

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 16 May 2012 at 7.30 p.m.

Present: Mdms B McCabe (Chairman), R Sinfield & H Kinvig
Messrs C Kinley (Vice Chairman) & R Cooil

Apologies: Mr A Merchant, Mr R Ashcroft, Mr M O'Meara & Mr A Grace

Present: Mr J Roberts (Clerk) & Mrs D Greenwood (taking minutes)

A quorum being present the Chairman declared the meeting open.

Minutes of Public Annual General Meeting 2 May 2012	P2, PSM Regeneration Committee, delete 'Robbie Cooil' and insert 'Rebecca Sinfield'. RESOLVED: that the Minutes of the Public Annual General meeting held on 2 May 2012, as amended, be approved and signed as a correct record. (Prop RS, S-RC)	
Minutes of Public Ordinary Meeting 2 May 2012	P3, Perimeter Hedge, delete 'unauthorised'. RESOLVED: that the Minutes of the Public meeting held on 2 May 2012, as amended, be approved and signed as a correct record. (Prop RS, S-HK)	
Matters Arising		
Meeting with Southern Local Authorities	P5, letter 8.5.2012 from Mr R Ronan MHK in response to the Boards concerns regarding holding the meeting in the afternoon was circulated. Mr Ronan stated it was held in the daytime to allow more in-depth discussions. It was NOTED that the meeting lasted two and a half hours which would have been achievable in an evening.	
Deferred Items – None		
Planning Matters		
Planning Applications		
PA12/00606/B	Mrs M Bailey to replace existing window with French doors to northwest elevation of Balladane, Queens Road, Port St Mary. There were no objections to PA12/00606/B	Action Housing Officer
PA12/00608/B	Mr & Mrs N Angus for the erection of an orangery to replace conservatory to rear of Honiton, Queens Road, Port St Mary. There were no objections to PA12/00608/B.	Action Housing Officer
Planning Approvals		
PA12/00465/B	On 2 May 2012 by a Senior Planning Officer to Mr & Mrs G Watt for alterations, erection of extensions and widening of vehicular access and hard standing at The Junipers, Queens Road, Port St Mary. Condition to Note: The external finishes of the extension must match those of the existing building in all respects. NOTED.	
PA12/00487/B	On 4 May 2012 by a Senior Planning Officer to Miss C L Owen for the installation of a replacement front door and door surround at Beach House, Beach Road, Port St Mary. No none standard conditions. NOTED.	
Planning Refusals – None		

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Planning Appeals		
PA11/01433/B	Mr J Morris for the erection of a dwelling with off street parking on Plot adjacent to Old Sail Loft, Shore Road, Underway, Port St Mary. Letter 30.4.2012 from Chief Executive, Department of Infrastructure, Planning Order and Report regarding the decision to approve the application were circulated. It was NOTED that the construction of the dwelling and vehicular parking will cause further disruption for the residents on the Underway.	
Planning Correspondence		
Planning – Lead Member	Letter 4.5.2012 from Director of Planning and Building Control requesting if the Board had identified a member to attend regular planning meetings was circulated. RESOLVED: that Mr R Cooil is appointed representative for PSM Commissioners as a lead member to attend Planning Committee meetings. (Prop RS, S-CK)	Action Clerk
Consultation of Lower Douglas Master Plan	Letter 8.5.2012 from Director of Planning and Building regarding the consultation was circulated and NOTED.	
Other Planning Matters – None		
Finance		
Finance Officer's Report	List of monthly cheque payments for authorised bank signatories was circulated. RESOLVED: that the payments list be authorised for execution (Prop RS, S-RC)	
Summary of GRA Expenditure	By cost centre for period ending May 2012 was circulated and NOTED	
Policy & Resources – None		
Establishment – None		
Public Housing Matters		
Housing Review Consultation	The Clerk reminded the Board that comments on the consultation were due by 9 June 2012. The Clerk agreed to provide copies of the consultation documents to those members who wished to comment.	
Public Correspondence		
RTLCL	Circular No: 368 was circulated and NOTED.	
Special Projects – None		
Representative's Reports – None		
Topics For Discussion submitted by Members - None		
Notices of Motions submitted by Members – None		
Chairman's Business		
Civic Functions Invitations	List was circulated and NOTED	
Chairman's Report	<i>None</i>	
Any Other Business		
Request for Use of Chapel Beach	The Clerk reported he had received a request from Port St Mary Rainbows and Baljyn Jiass Guides to hold games and a BBQ on Chapel Beach on 24 May. It was AGREED to grant permission.	

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Request to Erect Signage for TT Fortnight	The Clerk stated he had received an email from the owner of Patchwork Café requesting permission to erect a few grass verge signs during TT fortnight. The Clerk stated there had been no interest from PSM Business Association to jointly fund one large advertising board at the Four Roads. NOTED. It was AGREED to grant permission to the owner of Patchwork Café to erect signs on the grass verges in Port St Mary.	
Mona's Queen III Memorial	The draft press release was circulated and NOTED.	
Town Hall Opening	The draft press release announcing its opening in August 2012 was circulated and NOTED.	
Request to release Chinese Lanterns	The Clerk reported a letter from SUMT, Mallmore, had been received requesting permission to release approximately 30 Chinese lanterns off the Flat rocks at Perwick Bay. The hazards of Chinese lanterns were discussed. It was AGREED to grant permission on condition that there is an offshore wind to take the lanterns out to sea, the organisers follow guidelines set out by OFT and advise all emergency services of their intention.	

There being no further business the Public Session of the meeting closed at 8.05 p.m.



Chairman

Port St. Mary Commissioners
Finance Officer's Report
May 2012

6.1

Chairman and Members of the Board,

Please find below details of the current financial position of the various bank accounts which we hold:-

Revenue Account

The total cash that is currently in the General Revenue Account amounts to £ 290,512.12 of which £ 255,323.69 is on a weekly "on call" account which is gaining a higher weekly interest than the £ 35,188.43 which is in the Current & Reserve accounts, which are linked together with automatic transfers.

Capital Account

The total cash that is currently in the Capital Account amounts to £ 206,048.29 of which £ 146,205.47 is on a monthly "on call" account and £ 55,508.17 being on a weekly "on call" account which are gaining a higher weekly interest than the £ 4,334.65 which is in the Current & Reserve accounts, which are linked together with automatic transfers.

Invoices To Be Paid

Please find attached a list of invoices which have been received in the Office but remain unpaid and await the Board's approval.

The total amount of invoices that have not been paid as yet amount to £ 14,742.04.

Of this amount, £ 3,500.85 is to be paid out of the Capital Account and is with regard to the Housing Refurbishment Scheme.

The remaining £ 11,241.19 is all to be paid out of the General Account, with £ 195.49 to be paid via Direct Debit.

Please also find a list of the invoices, totalling £ 8,148.01, that have been paid since the last Board Meeting but not presented to the Board.



Brian J Boyle.
Technical Officer

10th May 2012.

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Invoices Received But Not Yet Paid

Received	Supplier	Reason for Invoice	House	Category	Total Nett	VAT	Total Cost
02/05/2012	J Quatrough & Co. Ltd.	White T&G, Redwood Dado Rail	1 PR	Housing - Void	£28.78	£5.76	£34.54
02/05/2012	J Quatrough & Co. Ltd.	Tile Adhesice, Plasterboard & White T&G	1 PR	Housing - Void	£99.88	£19.97	£119.85
16/04/2012	Jon Crossley	Chimney Sweep	1 PR	Housing - Void	£35.00	£0.00	£35.00
26/04/2012	Water Works Ltd.	Disconnect Bath to Enable Floor Replacement	1 PR	Housing	£71.67	£14.33	£86.00
26/04/2012	Water Works Ltd.	Blocked Filing Loop on Boiler	1 PR	Housing	£59.97	£11.99	£71.96
02/05/2012	J Quatrough & Co. Ltd.	Can of Expanding Foam	10 LA	Housing - Void	£4.71	£0.94	£5.65
20/04/2012	Magic Carpets Ltd.	Supply & Fit Altro Flooring in Bathroom	10 LA	Housing - Void	£171.67	£34.33	£206.00
10/05/2012	Manx Electricity Authority	Final Reading	10 LA	Housing - Void	£4.27	£0.20	£4.47
16/04/2012	Trade UK (B&Q)	White Emulsion & Soft Peach Emulsion	10 LA	Housing - Void	£37.46	£7.50	£44.96
02/05/2012	J Quatrough & Co. Ltd.	Pair of Latch Handles	12 CB	Housing	£6.75	£1.35	£8.10
18/04/2012	Water Works Ltd.	Replace Auto Air Vent on Boiler	19 SA	Housing	£59.05	£11.81	£70.86
18/04/2012	Water Works Ltd.	Supply & Fit 3 x Auto Air Vents on Boiler	20 SMA	Housing	£97.19	£19.44	£116.63
18/04/2012	Water Works Ltd.	Supply & Fit New Watchman on C/H System	3 PR	Housing	£139.96	£28.00	£167.96
13/04/2012	Action Services Ltd.	Wiring Fault on Boiler	4 FR	Housing	£50.00	£10.00	£60.00
01/05/2012	Ardern & Druggan Ltd.	Periodic Inspection & Remedial Works	7B SMA	Housing - Void	£257.35	£51.47	£308.82
04/05/2012	Manx Gas Ltd.	Final Reading	7B SMA	Housing - Void	£12.56	£0.61	£13.17
01/05/2012	Ardern & Druggan Ltd.	Periodic Inspection & Remedial Works	8 CB	Housing - Void	£187.50	£37.50	£225.00
19/04/2012	Water Works Ltd.	Oil Boiler Servicing	Various	Housing - Void	£1,054.00	£210.80	£1,264.80
25/04/2012	Norman Cowin Ltd.	Investigations to Eaves at Seafield / St. Mary's		Housing - Refurb	£3,500.85	£0.00	£3,500.85
05/04/2012	Post Office	Tax for HMN 342L		Vehicles	£193.00	£0.00	£193.00
05/04/2012	Post Office	Tax for HMN 107L		Vehicles	£193.00	£0.00	£193.00
16/04/2012	Isle of Man Newspapers Ltd.	Election Notices 12 & 13/04/2012		Election	£608.16	£121.64	£729.80
20/04/2012	Post Office	Postage		Postage	£34.46	£0.00	£34.46
20/04/2012	WDS Ltd.	Heavy Dute Clear Sacks		Refuse - Sacks	£125.82	£25.16	£150.98
23/04/2012	Quine & Cubbon Printers Ltd.	Ballot Books		Election	£254.70	£50.94	£305.64
25/04/2012	Castletown Mowers Ltd.	Brake Cable & Repairs to Mower		Gardener - Machinery	£67.12	£0.00	£67.12
25/04/2012	Manx Inspirations	Port St. Mary Pin Badges		Office	£267.00	£53.40	£320.40
25/04/2012	Post Office	Postage of Polling Cards		Election	£568.69	£0.00	£568.69
26/04/2012	Ridgeway Gas Services Ltd.	Service Gas Boiler		Golf - Pavillion	£60.00	£12.00	£72.00
26/04/2012	Ridgeway Gas Services Ltd.	Service Gas Boilers		Town Hall	£120.00	£24.00	£144.00
27/04/2012	Quine & Cubbon Printers Ltd.	Anchor Memorial Invitations		Office - Printing	£76.80	£15.36	£92.16
01/05/2012	Pegasus Safety Consulting Ltd.	Town Hall Refurbishment Works		Town Hall	£175.00	£0.00	£175.00
01/05/2012	Phonographic Performance Ltd.	Annual Fees		Town Hall	£46.21	£9.24	£55.45
02/05/2012	J D Landscapes Ltd.	Bedding Contract for April		Gardener	£1,384.20	£276.84	£1,661.04

Manx Cable

02/05/2012	J Quailtrough & Co. Ltd.	Speedfit Stop End & Compression DZR	Smithy	£3.24	£0.65	£3.89
02/05/2012	J Quailtrough & Co. Ltd.	Plasterboard & Redwood	Town Hall	£69.91	£13.98	£83.89
02/05/2012	J Quailtrough & Co. Ltd.	Nails & Panel Pins	Town Hall	£6.00	£1.20	£7.20
02/05/2012	J Quailtrough & Co. Ltd.	Redwood T&G, Redwood Dado Rail	Town Hall	£26.34	£5.27	£31.61
03/05/2012	Bridson-Horrox Ltd.	Envelopes, Clips, Stamp Pad, Paper	Office - Stationary	£112.09	£22.42	£134.51
03/05/2012	Post Office	Postage	Postage	£10.36	£0.00	£10.36
04/05/2012	2e2 (IOM) Ltd.	Photocopier Count	Office - Photocopier	£44.83	£8.97	£53.80
04/05/2012	Castletown Mowers Ltd.	Bulk Line for Bushcutters	Gardener - Machinery	£71.00	£0.00	£71.00
04/05/2012	Isle of Man Government	April Tipping Charges	Refuse	£2,166.33	£433.27	£2,599.60
04/05/2012	Post Office	Postage	Postage	£89.53	£0.00	£89.53
04/05/2012	Station Garage	Fuel	Vehicles	£66.72	£13.34	£80.06
08/05/2012	Ardern & Druggan Ltd.	Replace Emergency Light Bulkhead	Store	£45.62	£9.12	£54.74
08/05/2012	Ardern & Druggan Ltd.	Make Safe 2 Fans & 3 Fuse Spurs	Town Hall	£25.00	£5.00	£30.00
08/05/2012	Countryside Maintenance Ltd.	Fuel Filters & Blade Set	Gardener - Machinery	£157.50	£31.50	£189.00
	Total			£12,947.25	£1,599.30	£14,546.55
Direct Debit	Darnills	Fuel	Fuel	£166.00	£29.49	£195.49
	Total			£166.00	£29.49	£195.49

Invoices Paid Since Last Board Meeting and Not Presented To Board

<u>Ref No.</u>	<u>Date</u>	<u>Chq No.</u>	<u>Payee</u>	<u>Allocated To.</u>	<u>Nett</u>	<u>VAT</u>	<u>Total</u>
Bacs	26/04/2012		Manx Electricity Authority	Housing - Void	£7.34	£0.37	£7.71
Bacs	26/04/2012		Manx Electricity Authority	Housing	£77.08	£3.85	£80.93
Bacs	26/04/2012		Manx Electricity Authority	Town Hall	£604.62	£123.33	£727.95
Bacs	26/04/2012		Manx Electricity Authority	Millennium Grove	£27.73	£1.39	£29.12
Bacs	26/04/2012		Manx Electricity Authority	Xmas Trees	£11.54	£0.58	£12.12
Bacs	26/04/2012		Manx Gas Ltd.	Housing - Void	£15.15	£0.76	£15.91
Bacs	26/04/2012		Ree-vie Ltd.	Office - Computers	£107.50	£21.50	£129.00
7	01/05/2012	3763	Mrs P J Crawley	Housing	£193.74	£0.00	£193.74
8	01/05/2012	3764	Mrs D C Hutchison	Housing	£293.09	£0.00	£293.09
9	08/05/2012	3765	Isle of Man Government	Tax & NI	£3,216.33	£0.00	£3,216.33
10	08/05/2012	3766	Douglas Superannuation	Superannuation	£3,442.11	£0.00	£3,442.11
			Total		£7,996.23	£151.78	£8,148.01

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Port St Mary Commissioners - Payments by Category

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Actual Revenue & HoI to 11th Ma
(Exc VAT; Incl payments via DD bu

Sum of Nett	
Allocated To	Total
Election	1,431.55
Fuel	166.00
Gardener	1,384.20
Gardener - Machinery	295.62
Golf - Pavilion	60.00
Housing	2,102.50
Housing - Refurb	3,500.85
Housing - Void	961.67
Millennium Grove	27.73
Office	267.00
Office - Computers	107.50
Office - Photocopier	44.83
Office - Printing	76.80
Office - Stationary	112.09
Office - Telephones	57.16
Petty Cash	191.35
Postage	134.35
Refuse	2,166.33
Refuse - Sacks	125.82
Smithy	3.24
Store	45.62
Superannuation	6,795.13
Tax & NI	6,890.69
Town Hall	1,073.08
Vehicles	452.72
Xmas Trees	11.54
(blank)	
Grand Total	28,485.37