

**Port St Mary Commissioners
Ordinary Board Meeting
Open Public Session
29th March 2017 at 7.30pm**

Present:	Mrs B Williams, Dr M Haywood, A Phair, A Merchant, C Kinley, R Hirst, A Grace, I Skelly, A Hamilton (Clerk)	
Apologies:	R Ashcroft	
1.	Welcome, apologies and declarations	ACTION
	The Chairman welcomed the members present, noted Mr Ashcroft's apology for absence and that there were no declarations of interest received.	
2.	Minutes for Adoption	
2.1	<p><u>Consideration of the minutes of the meeting of 8th March 2017</u> The minutes of the ordinary meeting held on 8th March 2017 were considered. The following amendment was requested:</p> <p>Item 3.1 PSM16/217 – Dr Haywood asked for a correction to line 3 as 2 sentences were merged. A full stop and capital T should be inserted.</p> <p>It was resolved that the minutes, subject to the above amendment, be confirmed and signed as a true record. Proposed by Dr Haywood. Seconded by Mr Grace. All were in agreement.</p>	
3.	Matters Arising	
3.1	<p><u>Action points arising from the minute of 8th March 2017</u> PSM16/223 Town Hall Booking Fees PSM16/222 West Room There is an item on the private meeting agenda regarding the West Room. PSM16/224 Quote for 40 chairs for West Room The Clerk stated that this needed to be revisited as they were needed.</p> <p>PSM16/215 Karran Quirk footpath sign The Clerk explained that the new sign had been fitted and removed as the spelling was wrong. The correct wording had originally been ordered so a replacement had been requested from the supplier.</p> <p>PSM 16/217 Rifle Club - Lease The Clerk hadn't received any comments regarding the draft leases circulated at the meeting from the Board members. Dr Haywood requested that an annual review of rent should be included. The Clerk explained that the draft leases were only for a year, but suggested that this could be increased to 5 years and then an annual review would be appropriate. The use of the snooker</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Clerk</p>

	<p>room was also discussed as it was felt that the facility should be available to the rifle club and public. Mrs Williams asked the Clerk to arrange for those involved with the snooker room to be invited to a pre meeting before the next Board meeting to discuss the use of the room.</p> <p>PSM16/182 <u>Refuse Recycling and Disposal</u> Mr Phair asked the Clerk to report the figures they had discussed to the next meeting. This was to be discussed under item 3.1.3 on this agenda.</p> <p>PSM16/225 <u>Bicycle Stand</u> The Clerk confirmed that the bicycle stand had been installed adjacent to Manxonia House.</p> <p>PSM16/234 <u>Dog Byelaws</u> The Clerk had asked Tom to arrange the installation of the camera. The results of the consultation were to be discussed under item 3.1.2 on this agenda.</p> <p>PSM16/178 <u>Bin Wagon – Contract</u> The Clerk had recently met with Jason of Port Erin to discuss the preparation of a contract. Mr Grace stated that a contract had been drawn up when the arrangement was originally made, Mr Kinley and Mr Merchant both recalled a contract but could not recall seeing a final signed version. The Clerk explained that the usage had changed since the outset therefore a revised contract was being prepared reflecting current needs.</p> <p><u>Invoices for payment</u> Line 28 – Mr Phair had queried that if the fuel was for the bin wagon that it should be posted under refuse expenses not sundry fuel costs. The Clerk explained that this would deviate from previous practice and should be considered by the proposed new budget sub-committee. The terms of reference for the new committee are on this meeting’s agenda.</p> <p>PSM16/241 <u>Letter from Hon. Juan Watterson SHK re Rushen Parish Church War Memorial</u> The Clerk had received a reply and this was on the meeting’s agenda under item 12.1.</p> <p>PSM16/239 <u>Planting of an elm tree</u> This was to be planted in the Memorial Garden.</p> <p>PSM16/258 <u>Beach Clean Saturday 4th March -Keep Britain Tidy</u> The Clerk had asked Tom to find out if it was possible to return the unused litter pickers.</p> <p>PSM16/238 <u>Motion from Mr Phair – Budget information</u></p>	<p>Clerk</p> <p>Completed</p> <p>Ongoing</p> <p>Ongoing</p> <p>Clerk</p> <p>New Budget Sub C’ttee – ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
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<p>3.1.1</p> <p>3.1.2</p> <p>3.1.3</p>	<p>The Clerk reported that he had spoken to the DoI about the one way suggestion and they were quite accepting, although they were concerned that it may increase speed. They would carry out a feasibility study at the Board's request.</p> <p><u>PSM16/267 Performing Rights Licence for Town Hall</u> The Clerk had asked Adrian to look in to this, but he was currently on holiday.</p> <p><u>PSM16/271 Response from DoI re Village Highway</u> The Clerk presented an email response he had received. Mr Kinley expressed his concerns regarding the state of the road. Mr Grace asked for more details on the Bay View Road scheme and suggested that a survey be requested for Lime Street, High Street and Harbour Road. Mr Merchant commented that as it was thought that the IRIS trench was a major cause this would apply through the village.</p> <p><u>PSM16/234 Dog Bylaws – summary of responses</u> Dr Haywood proposed that as the consultation had not provided sufficient detail the existing bylaw should just be updated. Mr Kinley seconded, as it was possible to bring in a new bylaw if and when improved data was available. All were in agreement.</p> <p>The Clerk asked for it to be noted that he had increased the status of hearing dogs in the bylaw. Dr Haywood asked for this to be amended to all "assistance" dogs.</p> <p><u>PSM16/260 Budget Sub Committee – Terms of Reference</u> The Clerk presented revised terms of reference based on comments received. Dr Haywood pointed out that it had been previously agreed for 3a to be amended to financial information. She proposed the terms of reference be approved, with the amendment to 3a. Mr Kinley seconded. All were in agreement.</p> <p>The Clerk would contact members with a proposed date for the first meeting in April within the next week.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Completed</p> <p>Clerk</p>
<p>4</p>	<p>Motions</p>	
	<p>There were no motions for the Board to consider.</p>	
<p>5.</p>	<p>Finance</p>	
<p>5.1</p>	<p><u>List of Invoices for approval</u> The Clerk presented the list of invoices for payment.</p>	

	<p>Mr Phair queried Lines 34 and 36 as they appeared to be duplicate entries. The Clerk would look into this.</p> <p>Mr Grace proposed that the invoices be paid, with the exception of Line 36. Seconded by Mr Merchant. All were in agreement</p>	Clerk
6.	Special Projects	
6.1	<p><u>PSM16/265 Memorial Benches -attached</u> The Clerk presented a report from Margaret Davies. The report sought advice from the Board on memorial benches, some of which are maintained at no cost to the person who initially purchased the bench. The board responded to the suggestions made.</p> <p>It was agreed that there should be a cut-off point and 15 years was thought to be reasonable, after which the one off payment would be considered no longer valid.</p> <p>It was felt that more than one plaque per bench was not appropriate.</p> <p>Plaques could be put on benches with concrete plinths, although it was felt that the slats needed to be upgraded to hardwood.</p> <p>It was agreed that the picnic benches at Kallow Point should not be replaced by memorial benches.</p> <p>Mrs Williams suggested that plaques could be displayed on a wall in the Millennium Garden when they were removed from a bench, it was also suggested that this could be an alternative option to a bench.</p>	
7.	Public Correspondence	
7.1	<p><u>PSM16/250 Arts Council funding</u> The Clerk was disappointed to report that the funding application had not been successful. The Board members asked the Clerk to reply expressing the Boards disappointment and pointing out that it was a larger venue, with a stage, than the other two venues referred to in their letter and would lend itself to different types of events.</p>	
7.2	<p><u>Email from a ratepayer re recycling food waste</u> The Clerk had received an email concerning the recycling of food waste. Mr Grace stated that compost bins had been provided in the past. Mr Kinley explained that there was nowhere to dispose of it on the island. The Clerk was asked to reply, agreeing with the</p>	Clerk

7.3	<p>ratepayers intentions, but explaining that there were currently no facilities available on the island for the disposal of food waste.</p> <p><u>Email from Port Erin Commissioners re refuse vehicle</u> The Clerk presented a letter received via email regarding comments made on social media on 19th February by a Board member. It was agreed that the comments were a personal view not a view of the Board and this was in line with the Board's standing orders.</p>	
7.4	<p><u>Email from RNLI re street collection</u> The RNLI requested permission for a street collection in the Port on Saturday 15th July. Mr Grace proposed that this be approved. Mr Merchant seconded. All were in agreement.</p> <p>The Board members asked the Clerk to send a reply agreeing to the request. Dr Haywood asked the Clerk to let the RNLI know that the school were holding a fun day and football tournament on that day which may lead to more visitors in the village on that day.</p>	Clerk
7.5	<p><u>PSM16/272 Email correspondence from DEFA re DNA Testing of Dogs – Proposed Amendment to the Dogs (Amendment) Bill</u> The Clerk presented a letter requesting a response from the Board whether they were in favour of DNA testing. Mr Grace proposed that the Board were in favour. Mr Skelly seconded. All except Dr Haywood and Mr Kinley were in agreement, as they both felt it would not work.</p>	
7.6	<p><u>Correspondence from Residents re Rates</u> The Board members requested the Clerk to send a reply stating that the surplus referred to was a contingency fund. Mr Grace stated that he had not been present at the meeting that agreed the rate increase and he would not have agreed to it.</p>	Clerk
7.7	<p><u>PSM16/101 Correspondence from Resident re wild flowers</u> A letter had been received from Cilla Platt regarding a school visit to the Wildflower Preservation Triangle at Kallow Point. Dr Haywood reminded the Clerk that this area should not be cut this summer as previously discussed. She had seen a sign used elsewhere that explained to the public why the area had not been cut and agreed to forward a picture and details to the Clerk.</p>	Dr Haywood
7.8	<p><u>Correspondence from Resident re Loch Road</u> The Clerk presented a letter stating that a new footpath was sticking out into the road. Mr Grace proposed that the Clerk write to the Highways Department highlighting the issue. Seconded by Mr Skelly. All were in agreement.</p> <p>Dr Haywood also requested that the Clerk mention the similar situation on the Larghan at the same time.</p>	Clerk

7.9	<p><u>PSM16/242</u> Email from Cabinet Office re Freedom of Information training</p> <p>The Clerk had received information regarding training and support for local Authority staff and confirmed that he and Margaret would be attending the introductory session on 3rd April. More detailed workshops are planned for November. Mr Merchant restated that great care needed to be taken when destroying records.</p>	Clerk
8.	Consultations	
8.1	<p><u>Freedom of Information Schedule 1 Consultation</u></p> <p>The Clerk asked the Board members to note the consultation. Any responses needed to be made by 18th April 2017.</p>	
8.2	<p><u>Consultation on the proposed changes to legislation relating to Estate Agents and Property Agents</u></p> <p>The Clerk asked the Board members to note the consultation. Any comments should be submitted by 21st April 2017.</p>	
9.	Planning Matters	
9.1	<p><u>Planning Applications</u></p> <p>There were no planning applications to consider.</p>	
9.2	<p><u>Planning Approvals</u></p>	
9.2.1	<p>PA17/00021/B Mr Andrew Bennett. Thie Vane, Truggan Road, Port St Mary. Erection of double garage with sun room over and extension of residential cartilage to include land forming part of adjacent property Kionslieu.</p> <p>The Board noted the above planning approval.</p>	
9.3	<p><u>Planning Amendments</u></p>	
9.3.1	<p>PA17/00181/B Mrs Gillian Stephens, 3 Creggan, Port St Mary. Amend position of flue.</p>	
9.3.2	<p>PA16/01360/B Mr C Worsfold. Cliftonville Cottage, Fistard, Port St Mary. Amended to increase depth of proposed garage.</p> <p>The Board noted the above planning amendments.</p>	
10.	Policy and Resources	
	There were no items for the Board to consider.	
11.	Invitations	
11.1	<p><u>Invitation to International Barbirolli Festival at Erin Arts Centre on Saturday 1st April</u></p> <p>Mrs Williams unable to attend.</p>	
12.	Any other business of an urgent nature	
12.1	<p><u>PSM16/241</u> Correspondence from ratepayer to Hon. Juan Watterson relating to the Rushen Parish Church War Memorial</p>	

	<p>Mr Kinley requested that this item be moved to the private meeting as the letter from the ratepayer had been sent in confidence to the MHK. This should also be removed from the webpage.</p>	Clerk
12.2	<p><u>Hartford Homes Development</u> The Clerk reported that Hartford Homes had informed him that they were on track to submit a planning application shortly. The Board members requested a representative from Hartford Homes be invited to a pre meeting once the planning application had been submitted</p>	Clerk - ongoing
12.3	<p><u>PSM16/167 Recent public meetings</u> Mr Merchant referred to the recent public meetings regarding parking on the beach and closed footpath. He sought approval from the Board to pursue a couple of options with the Clerk that involved no cost at this stage. There were no objections.</p>	
<p>The public session ended at 8.55pm</p>		

Bernadette Williams

Chairman

29/3/17