

**PORT ST MARY COMMISSIONERS  
PUBLIC SESSION 3 APRIL 2013**

**(89/12)**

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 3 April 2013 at 7.30 p.m.

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

**Apologies:** Mr R Ashcroft

**In Attendance:** Mr M Cowin (Clerk) & Mrs D Greenwood (taking minutes)

A quorum being present the Chairman declared the meeting open and welcomed Mr M Cowin to his first meeting as Clerk to the Commissioners.

<b>Declaration of Interests</b>	Mr Cooil declared an interest in item in Public Correspondence regarding the Mad Sunday Vintage Rally.	
<b>Minutes of Public Ordinary Meeting 20 March 2013</b>	Mr C Kinley referring to page 85/12 in particular to the matter of high speed broad band service requested the minute be amended to remove the High Street and Park Road and replace with 'generally in Port St Mary'. RESOLVED: that the Minutes of the Public meeting held on 20 March 2013, as amended, be approved and signed as a correct record. (Prop RS, S-CK)	
<b>Matters Arising</b>		
Parking, Bay View Road	P85/12, Members perused plans previously prepared in 1994 by Holmes Grace Consulting Engineers Ltd for creating car parking on the land. RESOLVED: that an application for planning approval in principle be submitted for the creation of 2/3 dwellings on Chapel Gate car park land. (Prop AG, S-RC)	<b>Action</b> Clerk
Dog Fouling	P85, Inspector Bibby agreed to meet with the Board on 1 May 2013, it was NOTED this date was the Board's AGM. RESOLVED: that arrangements be made to meet with Inspector Bibby on 15 May 2013 at 7pm prior to the start of the Public Session. (Prop RS, S-RC)	<b>Action</b> Housing Officer
<b>Deferred Items – None</b>		
<b>Planning Matters</b>		
<b>Planning Applications – None</b>		
<b>Planning Approvals – None</b>		
<b>Planning Appeals – None</b>		
<b>Planning Correspondence</b>		
Planning Applications Fees Order 2013	Letter 20.3.2013 from Secretary to the Planning Committee and schedule of the Order were circulated and NOTED.	
<b>Other Planning Matters – None</b>		
<b>Finance</b>		
Finance Officer's Report	N/A 2 <sup>nd</sup> meeting of the month	
Summary of GRA Expenditure	N/A 2 <sup>nd</sup> meeting of the month	
<b>Policy &amp; Resources - None</b>		
<b>Establishment – None</b>		
<b>Public Housing Matters – None</b>		
<b>Public Correspondence</b>		

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Southern Vintage Engine & Tractor Club	Mr R Cooil declared an interest and took no part in the business. Letter 21.3.2013 from the Club requesting use of two portable toilets for their Mad Sunday Vintage Rally on 2 June 2013 was circulated. RESOLVED: that a reply be sent to the Secretary of the Southern Vintage Engine and Tractor Club noting their proposals and the usual assistance be afforded to them. (Prop CK, S-MOM)	<b>Action</b> Housing Officer
Town Hall	Email 18.3.2013 from a Town Hall user regarding the relocation to another venue was circulated. RESOLVED: that the letter be NOTED. (Prop CK, S-AG)	
Street Lighting	Email 27.3.2013 from MEA informing of possible delays in their repair service due to large number of faults on their network was circulated. RESOLVED: that the letter be NOTED. Mr C Kinley reported the street light by Rock Cottage was faulty, Mr A Merchant added that one street light by the Bay View Hotel was faulty and one street light on Queen's Road was on its own time.	<b>Action</b> Housing Officer
<b>Special Projects – None</b>		
<b>Representative's Reports – N/A 2<sup>nd</sup> meeting of the month</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. The Chairman apologised that she had not been able to attend the meeting of the Isle of Man Municipal Association.	
Chairman's Report	<i>None</i>	
<b>Any Other Business</b>		
Encroaching Hedges	Mr A Grace referred to a news article on Manx Radio regarding the proposed intention by the Department of Infrastructure to take action against property owners who allow their boundary hedges to become overgrown and impede onto footpaths hindering pedestrians. Mr Grace requested that the outside staff make a note and report to the office of any such overgrown hedge ways in the Village. Mr A Merchant pointed out the hedging beneath the Memorial Garden required cutting back.	<b>Action</b> Clerk
<b>Date of Next Board Meeting</b>	Wednesday 17 April 2013 at 7.30 p.m.	

There being no further business the Public Session closed at 7.50 p.m.

  
**Chairman**

**In Private Session**

**17. Minutes for Adoption**

17.1 Minutes of Private Board Meeting 6 March 2013.

**18. Matters Arising**

18.1 P80, Map of Port St Mary – copy of updated map will be tabled.

18.2 P88, Golf Club Lease – email 10.3.2013 from Chairman of the Management Committee,

18.3 P88, Southern Local Authorities Group Meeting – copy of agenda for meeting on 12 March 2013 and copy of minutes from meeting held on 11 February 2013.

**19. Deferred Items**

19.1 P35, Pavilion Restaurant Lease (*to be deferred until the new Clerk is in place*)

19.2 P84, New Pointing System.

**20. Finance Matters**

20.1 Execution of staff related/housing tenant items for cheque payments - *None*

20.2 Summary of GRA expenditure by payee period ending March 2013 – (*Not available*)

20.3 Report on manual staff basic pay by cost centre for period ending March 2013 – (*Not available*)

20.4 To confirm Chairman & signatories actions regarding signing of bank mandate

**21. Private Planning Matters – None**

**22. Housing Maintenance – None**

**23. Housing Vacancies**

23.1 One vacancy for consideration (*current Housing Waiting List*)

**24. Housing Waiting List Applications – N/A 1<sup>st</sup> meeting of month**

**25. Housing Rent Arrears – N/A 1<sup>st</sup> meeting of month**

**26. Housing Transfers – N/A 1<sup>st</sup> meeting of month**

**27. Garages – N/A 1<sup>st</sup> meeting of month**

**28. Urgent Housing Correspondence**

28.1 Letter received 8.3.2013 from residents of The Paddocks re rent increase and maintenance issues. Photographs to be tabled.

**29. Special Projects – None**

**30. Private Correspondence - None**

**31. Policy & Resources**

31.1 Email 13.3.2013 from MEA re Street Light PM010 Barna Beg.

31.2 Report on Playground Inspection conducted on 6 March 2013.

**32. Establishment**

32.1 DLO List March 2013 (*for information*)

**33. Staffing**

33.1 DLO request.

**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)**