

**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
24TH OCTOBER 2018 at 7.30pm
MINUTE – OPEN PUBLIC SESSION**

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| Present: | Dr M Haywood (Chair), Mrs B Williams, Mr L Vaughan Williams, Mr I Skelly, Mr Merchant & Mr N McGregor Edwards |
| Apologies: | Mr A Grace (Vice-Chairman), Mr A Phair & Mr R Hirst |
| In Attendance: | Miss H Fargher (Clerk) & Mrs D Greenwood (taking minutes) |

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| 1. | 1.1 The Chairman welcomed the Board, declared the meeting open, noted the apologies and sought Declarations of Interest. No declarations of interest were made. | |
| 2. | 2.1 Minute of the Ordinary Board Meeting held on 10 th October 2018 was considered. In 5.1 Finance, Invoices for payment item regarding window cleaning. IS requested the word 'cleaner' is changed to 'window cleaning equipment'. IS/BW proposed the Minute is amended accordingly. AM, LVW, NME & MH in favour. Carried. NME/LVW proposed the Minutes of the Public Ordinary Meeting held on 10th October 2018 as amended be approved and signed as a correct record. AM, IS, BW & MH in favour. Carried. | DG MD |
| 3. | Matters Arising: 3.1 Matters Arising Report and public correspondence responses from previous meeting were circulated and noted. The following were discussed: <ul style="list-style-type: none"> • Kallow Point Triangle – MH read out a response received from the Wildlife Officer confirming the area as an important designated wildlife site. A list of the rare species found there was included. IS requested the information is made available to residents via social media. AM raised the possibility of encouraging wildflowers to return to nearby Kallow Point bank. The report also mentioned ineffectiveness of 'bug hotels' and favoured eco-management of verges. • Caravan in Four Roads Car Park – HF advised if necessary, removal of the caravan would be carried out by DoI. There is currently a delay with vehicle removals by the Department. • Albert Hotel – HF & MH met with the owner. MH advised that following investigation at the land registry, ownership of the lane above the failing wall still needed to be established. Originally, when no one admitted ownership, PSM Commissioners undertook the emergency measures to stabilise the wall but attempt to recover costs from neighbouring resident had failed. Advice from DoI, Highways is to review all | MD MD HF |

M. Haywood

| | deeds of surrounding properties. | |
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| 4. | <p>Motions:</p> <p>4.1 Review of Standing Orders - a copy of June 2017 Standing Orders with proposed amendments was circulated. Members were requested to consider the amendments for further discussion at the next Board meeting.</p> <p>4.2 Releasing of Balloons & Sky Lanterns - Motion by the Chairman to enact a Byelaw banning their release from any land leased or otherwise owned by PSM Commissioners was discussed. MH also requested effort is taken to prevent accidental loss of balloons by Town Hall users. IS/AM proposed to support the motion. LVW, NME, BW & MH in favour. Carried.</p> | <p>MD</p> <p>HF/MD</p> |
| 5. | <p>Finance:</p> <p>5.1 Invoices for payment for late October 2018 were circulated. HF advised invoice 515 was currently under dispute and would only be paid once confirmation of the part sent by the supplier was established. BW/IS the invoice list for late October 2018 be approved for payment. LVW, NME, AM & MH in favour. Carried.</p> <p>5.2 Financial Statements for year ended 31st March 2018. Letter from Auditors confirming their support for the financial statements was circulated. BW/LVW proposed the Financial Statements for year ended 31st March 2018 be approved for signing. IS, AM, NME & MH in favour. Carried.</p> | <p>RW</p> <p>HF</p> |
| 6. | <p>Projects:</p> <p>A Projects Update Report was circulated.</p> <p>6.1 PSM16/155 Mariners Shelter – update noted</p> <p>6.2 PSM16/129 Manxonia House – HF advised the property had been viewed by the government surveyor and the next stage was to advertise its sale via Estate Agents.</p> <p>6.3 PSM16/213 Remembrance Garden- HF reported the lights in the garden would be turned red for a week prior to the service. The need to halt passing traffic for the two minutes silence was discussed. HF advised of the intention to cut a poppy into Happy Valley grass bank which will be painted red then cut out two weeks later.</p> <p>6.4 PSM16/127 Skate Park – HF was instructed to pursue the Planning Department for a meeting.</p> <p>6.5 PSM16/285 Public Convenience – Item was moved to the Private Session of the meeting.</p> <p>6.6 Traffic Consultation – A summary of traffic survey done on Park Road for a week was circulated. HF confirmed no further information had been provided.</p> <p>6.7 Happy Valley – LVW requested the item is moved to the Private Session of the meeting.</p> <p>6.8 Boat Park – Update noted.</p> | <p>HF</p> <p>HF</p> |

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| | 6.9 Community Recognition Scheme – The draft form for submissions was considered. HF was instructed to remove the first paragraph and insert 'Do you know someone who deserves recognition?' BW/IS proposed the Community Recognition Scheme form as amended, is approved for use by residents. LVW, AM, NME & MH in favour. Carried. | HF |
| 7. | Public Correspondence: 7.1 Correspondence from Beach Road resident regarding traffic calming measures was considered. NME questioned the resident's assumption that damage to his boundary wall was due to traffic vibration. HF was instructed to ask DoI if they have vibration monitoring equipment and discuss the proposed improved signage on Beach Road. HF to respond to the resident accordingly. 7.2 3 rd Supplemental List – was circulated and noted. | HF |
| 8. | Consultations: 8.1 Amendment to the GDPR and LED Implementing Regulations 2018 and Data Protection (Application of GDPR) Order 2018 – HF offered to respond on behalf of the office. | HF |
| 9. | Planning Matters 9.1 Planning Applications: 9.1.1 18/01062/LAW 20 Rhenwyllan Close, Port St Mary. Application for certificate of lawful development for the erection of a conservatory. No objections 9.1.2 18/01025/B Highcrest, 16 Perwick Road, Port St Mary. Alterations to property including stone facing of new entrance elevation, installation of canopy above new front door and movement of various existing openings. No objections 9.1.3 18/01022/B Part Field 411629 Adjacent Ballacreggan Farm and adjacent The Railway Station Hotel, Station Road, Port St Mary. Creation of a car park with associated access. IS raised concern that if cars were still permitted to park on the highway in front of the Station Hotel, vehicles exiting the proposed car park would have their sightlines impeded. There were no objections providing parking restrictions are in place on Station Road outside the Railway Station Hotel. 9.2 Planning approvals 9.2.1 18/00300/B Mulroy, Beach Road, Port St Mary. Alterations including construction of dormer on rear elevation, widening of existing vehicular access and creation of new vehicular access. Noted 9.3 Planning Refusals – None 9.4 Planning Amendments | <p> DG DG DG </p> |

Mulroy

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| | <p>9.4.1 18/00300/B Mulroy, Beach Road, Port St Mary. Alterations including construction of dormer on rear elevation, widening of existing vehicular access and creation of new vehicular access. Amended plans received. Noted.</p> <p>9.5 Planning Appeals 9.5.1 18/00790/B 2 Victoria Road, Port St Mary. Appeal against the refusal of installation of a replacement front door with sidelights and top light. Noted.</p> <p>9.6 Registered Building 9.6.1 Port St Mary Railway Station and Associated Goods Shed - Notification from Department of Environment, Food and Agriculture advising of the entry of the property in the protected buildings register was noted and welcomed.</p> | |
| 10. | <p>Policy & Resources: 10.1 A draft Complaints Against Members Procedure was circulated. It was noted the procedure was taken from a larger document by Douglas Corporation which may require reviewing in its entirety. LVW/BW proposed decisions regarding amendments to the draft Complaints Against Members Procedure are deferred for five weeks in order to give time for all members to have interim meetings to discuss the document. NME, IS, AM & MH in favour. Carried.</p> <p>10.2 IoM Treasury Code of Practice – circulated and noted.</p> <p>10.3 2018/19 List of Meeting Dates was circulated. IS pointed out dwindling number of residents attending the public forums. MH suggested reviewing the public forums after the December meeting.</p> | MD |
| 11. | <p>Invitations: 11.1 National Service of Remembrance and re-Dedication at St Johns on 11th November at 3pm. BW confirmed her attendance. HF offered to contact absent members.</p> | HF |
| 12. | <p>Any Other Business: 12.1 Rushen Heritage Trust Book – MH reported on a book RHT were working on about the history of Port St Mary. They are hoping to get advice from local residents regarding the origin of place names and roads at 47 sites. She offered to circulate list of road names to Board Members for their input. MH suggested they could be invited to do an event in the Town Hall when the book is completed.</p> <p>IS raised the storage of old pictures of PSM at the Workshop and suggested they could be exhibited.</p> | MH |

There being no further business the Public Session of the meeting closed at 8.30pm.

