

PORT ST MARY COMMISSIONERS

ORDINARY BOARD MEETING

9th JANUARY 2019

AGENDA – OPEN PUBLIC SESSION

Item Number	Item	Action Required
1.	OPENING OF THE MEETING	
1.1	Welcome, Apologies & Declarations	As required by Board members
2.	MINUTES	
2.1	Minutes of the Ordinary Meeting held on the 12th December 2018	For Board approval
3.	MATTERS ARISING	
3.1	Matters arising from previous meetings	Clerk to provide necessary updates
4.	MOTIONS - None	
5.	FINANCE	
5.1	Invoices for payment January 2018	For Board approval
5.2	Street lighting at Seafield/Links Avenue	For Board approval
5.3	Street Lighting at Gansey	For Board discussion and approval
6.	PROJECTS	
6.1	Mariners Shelter	For noting

6.2	Manxonia House	For noting
6.3	Remembrance Garden	For noting
6.4	Skate Park	For Board discussion and noting
6.5	Public Conveniences	For noting
6.6	Traffic Consultations	For noting
6.7	Happy Valley	For noting
6.8	Boat Park	N/A
6.9	Reduction in Board numbers	For noting
6.10	A Day in the Life	For Board discussion
6.11	Newsletter	For Board discussion
7.	PUBLIC CORRESPONDENCE	
7.1	Correspondence from IOM Gambling Supervision Commission	For Board discussion
7.2	Correspondence from Port Erin Commissioners re Library Provision	For Board response

7.3	Port Erin Fire Station requests for interest	For noting
7.4	Rental increase 2019/20	For noting
8.	PUBLIC CONSULTATIONS - None	
9.	PLANNING MATTERS	
9.1	Planning Applications	None
9.2 – 9.4	Planning Approvals, Refusals & Amendments	For noting
10.	POLICY & RESOURCES	
10.1	2018 /19 Meeting Dates	For noting
10.2	Request for a cash machine response	For noting
11.	INVITATIONS	
11.1	Invitation to Holocaust Memorial Service 27 th January 2019	For Board response
12.	ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)	

PORT ST MARY COMMISISONERS

MATTERS ARISING & PUBLIC CORRESPONDENCE REPORT

Matters Arising from the minutes of 12th December 2018

Draft Complaint against Members Procedure

Further information is awaited from LVW.

Supplemental List from Treasury

A response from Treasury is awaited.

Planning – Waitara

A letter was issued to the owners reminding them of the covenants in place and their contents.

Public Correspondence from the minutes of 12th December 2018

Golf Pavilion request for signage

Response issued in line with the Boards requests. The Pavilion have requested permission to relocate the sign requested at Kallow Point triangle to the end of Queens Road at Kallow Point.

Southern Young People's Representatives

Response issued to advise no availability at this present time, another Authority has also responded to voice concern regarding a duplication of Committees.

PORT ST MARY COMMISSIONERS

INVOICES TO BE PAID IN JANUARY 2019 (1ST MEETING)

Housing Expenses										
Inv #	Date	Inv Number	Supplier	Description	House	Category	NL Code	Total Net	VAT	Total Cost
659	20/12/2018	0958 ANA751	City Plumbing Supplies	Bunded Oil Tank	Seafield Cr	Housing Repairs	6100	£899.00	£179.80	£1,078.80
660	03/12/2018	660/22539	MC Locksmith Services Ltd	Re Lock and Handles 21 Seafield Ave	21 SA	Housing Repairs	6100	£248.92	£49.78	£298.70
661	14/12/2018	3658	Raven Elec Services	Reps to cooker	15 Seafield	Housing Repairs	6100	£51.74	£10.35	£62.09
Sub Totals - Housing								£1,199.66	£239.93	£1,439.59

Rate Born Expenses										
Inv #	Date	Inv Number	Supplier	Description		Category	NL Code	Total Net	VAT	Total Cost
662	20/12/2018	511119	Argon Office Systems	Photocopier reading		Photocopying	5060	£115.43	£23.09	£138.52
663	31/12/2018	3	Christine Bourdieu	Cleaning 18-31/12/18		Town Hall Cleaning	5152	£70.00	£0.00	£70.00
664	31/12/2018	SINV00202932	Bridson & Horrox	Misc stationery		Printing & stationery	5050	£117.60	£23.52	£141.12
665	03/01/2019	INV-3348	Car & Light Comm Auto	Driveshaft HMN 107L		Vehicles - General	6056	£187.63	£37.53	£225.16
666	29/12/2018	1180291218	Cooli Brothers	Milk deliveries w/e 1/12 to W/e 29/12		Office Expenses	5170	£8.40	£0.00	£8.40
667	29/12/2018	1270241118	Cooli Brothers	Milk deliveries w/e 1/12 to W/e 29/12		Sundry - store	6020	£10.80	£0.00	£10.80
668	01/12/2018	11507	DPN (1989) Ltd	CMEP Rent and rates initial cost		Recharge CMEPH	6108	£2,350.00	£470.00	£2,820.00
				CMEP Rent and rates annual support		Recharge CMEPH	6108	£205.00	£41.00	£246.00
				14/11/18 to 31/03/19		Recharge CMEPH	6108	£650.00	£130.00	£780.00
				Initial Data Port & Installation		Recharge CMEPH	6108	£650.00	£130.00	£780.00
#REF!	27/12/2018	19395	Island IT	Call out re server and internet down		Computer Expenses	5140	£27.50	£5.50	£33.00
#REF!	03/01/2019	19412	Island IT	Microsoft email hosting 25/12/18 to 24/01/19		Computer Expenses	5140	£70.00	£14.00	£84.00
#REF!	11/12/2018	SPI4403498	Manx Utilities	Public Lighting maint Qtr to Dec 18		Public Lighting Maint	5900	£1,839.80	£367.96	£2,207.76
#REF!	24/12/2018	SPI4403598	Manx Utilities	Replace Evolo fitting Beach Road		Public Lighting Maint	5900	£462.89	£92.58	£555.47
#REF!	03/12/2018	As quoted	Andrew McEwan	Alterations to radiator covers in TH		Town Hall Exes	5150	£320.00	£0.00	£320.00
#REF!	21/12/2018	001/003176	JR Riley	Repairs to Stihl		Gardening Machinery	5267	£35.71	£7.14	£42.85
#REF!	21/12/2018	31437	Signrite	4 x Corex (cancelled)		Signage	5880	£20.00	£4.00	£24.00
#REF!	05/12/2018	118001488291	Sure							
#REF!	11/12/2018	59367	Wade's Truck Services	Reps to JMN 615J		Vehicles - General	6056	£40.00	£8.00	£48.00
#REF!	17/12/2018	288938	WDS Limited	T Rolls/Hand towels - comm offices		Town Hall Exes	5150	£33.18	£6.63	£39.81
#REF!	19/12/2018	289259	WDS Limited	Cleaning materials etc - Sandfield	Sandfield	Recharge CMEPH	6108	£336.27	£67.24	£403.51
#REF!	20/12/2018	289408	WDS Limited	Cleaning materials etc - Fistard Rd		Public Conv Exes	5400	£215.58	£43.12	£258.70
#REF!	28/12/2018	289649	WDS Limited	Mops etc - Town Hall		Town Hall Exes	5150	£159.06	£31.81	£190.87
#REF!	20/12/2018	343236	WI-Manx	Admin fees 01/01-31/01/19		Computer Expenses	5140	£4.59	£0.91	£5.50
				VoIP calls 01/11-30/11/18		Computer Expenses	5140	£112.23	£22.45	£134.68
				User hosted x5 + upgrade and new extension 01/01-31/01/19		Computer Expenses	5140	£163.50	£32.70	£196.20
Sub Totals - Rate Born								£7,555.17	£1,429.18	£8,984.35

Summary Breakdown of Expenditure (excluding VAT)	
Stores, Lighting reps, Public conven., Signage	£2,549.07
Office, Stationery, Photocopying, Computer Exps	£619.25
Vehicles - General	£227.63
Gardening machinery	£35.71
Town Hall Expenses and cleaning	£582.24
C & M EPH Recharge	£3,541.27
Housing	£1,199.66
Total	£8,754.83

TOTAL		£8,754.83	£1,669.11	£10,423.94
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PORT ST MARY COMMISSIONERS

STREET LIGHTING

The Board are requested to approve the replacement of the removed street light at the below cost of £2,260+VAT, complaints have been received and the Foreman has carried out a site visit, reporting back poor visibility.

Hi Haley,

Following our recent on site meeting I can confirm the estimated cost to install a 6m column and LED fitting at location A on attached map is £3,129+VAT.

With regards to the existing column that was cut down to install low level bulk head lighting proves to be quite expensive and may interfere with viability whilst driving due to the location.

The estimated cost to excavate and remove the existing cut down column (picture below) only is estimated to cost £1,127.+VAT

To then install a new 6m column set back against the perimeter wall with LED fitting is estimated to cost £2,260+VAT.

If the above options were undertaken at the same time there would be savings incurred due to contractors already being on site.

Additionally I have included two reports showing the spread of light from the existing to the proposed to aid the decision making process. If you require any additional information please let me know.

Kind regards

Lee Smith B.Eng (Hons). MSc (Eng). MIET

PORT ST MARY COMMISSIONERS

STREET LIGHTING

Hi Hayley,

We had a street lighting fault at Gansey Point a couple of weeks ago which resulted in a number of lights along the point being out until we restored. When inspecting the cause of the fault, PM116 had been assessed and the wooden pole that PM116 sits on has now been upgraded to a 'defect' pole which requires replacing. It was also recommended that that the fitting is also replaced at the same. I have included some options for Port St. Mary Commissioners approval.

Option A; New Wooden Pole + New LED (24w) fitting
 Estimated cost; £2,259+VAT

Option B; New Wooden Pole + New SON EVOLO (70W) fitting
 Estimated cost; £2,116+VAT

If PSM commissioners wish to upgrade to a steel column instead of a wooden pole MU would have to install an additional pillar to house protective equipment due to the TT earthing. The costs are as below and location of proposed pillar is on the attached drawing.

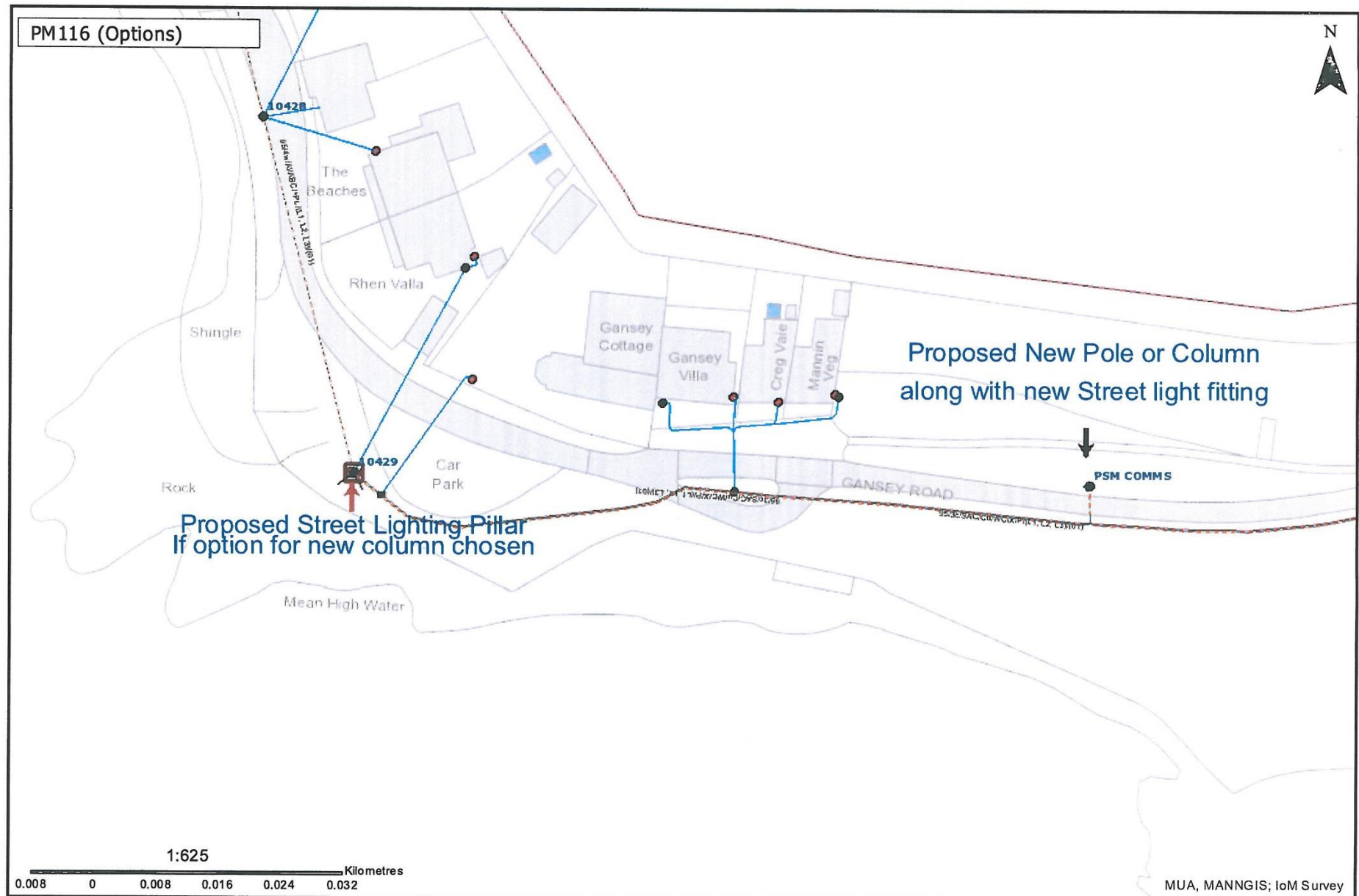
Option C; New Steel Street Lighting Column + New LED fitting + Pillar
 Estimated cost; £4,068+VAT

Option D; New Steel Street Lighting Column + New EVOLO fitting + Pillar
 Estimated cost; £3,925+VAT

If you require any additional information please let me know.

Kind regards





Reproduced from the Isle of Man Survey map with the permission of the Department of Infrastructure © Crown Copyright 2018
The position of Manx Utilities assets are shown as accurately as possible but the position must be regarded as approximate only.
Consequently, Manx Utilities are unable to guarantee that any of the information given is correct.

PORT ST MARY COMMISSIONERS**PROJECTS UPDATE**

6.1	Mariners Shelter The Estates Department have been notified that the Board will not be surrendering the lease agreement. A request has also been made to fill the gaps above the windows.
6.2	Manxonia House The property is on the market and the covenant wording is currently being drawn up. To date there has been 2 viewings.
6.3	Remembrance Garden Lighting options for the new sentinels are currently being explored.
6.4	Skate Park Response received from planning; I'm not sure how I've missed this I do apologise. I have been reviewing the objections to the original submission, the overriding concerns of which are the increase of traffic, lack of parking, noise levels and amenity impacts. The provision of additional parking/turning areas would help in supporting the increase of people expected to visit the site, but minded of the concerns from the neighbours in having any kind of skate park facility here (particularly noise impacts), it's likely that whichever site you decide upon is going to receive objections. If you progress with a site here, it might be that you seek to provide an acoustic report as part of the application and maybe explore ways in which any excavated earth could be banked and introduced with planting as a noise buffer? Be minded that any application for a skate park would have to be a full planning application (as you can only have an application in principle for the erection of a building). On receipt of the new full planning application, we will then withdraw the current application in principle.
6.5	Public Conveniences Ongoing, no further update available.
6.6	Reduction in Board numbers Progressing with the Local Government Unit.
6.7	Happy Valley A Structural Engineers report is due in February.
6.8	Boat Park Project on hold.
6.9	Newsletter The Board are requested to put forward suggestions for the next quarterly newsletter.

6.10	<p>A Day in the Life</p> <p>A Year of Our Island Grant of £600 has been awarded towards printing costs for an exhibition to show the pictures taken.</p> <p>Wed 6th – Sunday 10th February 2019 has been suggested (Wed. to set up).</p>
6.11	<p>Traffic Consultations</p> <p>A letter to the Department has been issued, as requested. The response is on the next page</p>

PORT ST MARY COMMISSIONERS

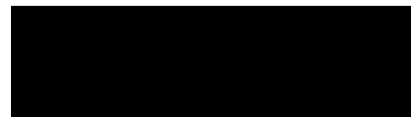
TRAFFIC CONSULTATIONS



Hayley Fargher
Clerk
Port St Mary Commissioners
Town Hall
Port St Mary
IM9 5DA



RECEIVED
28 DEC 2018



Date: 21st December 2018

Dear Hayley,

Re: Bay View Road/Primrose Terrace Resurfacing

Thank you for your letter dated 4th December 2018 and received on the 17th December 2018 in connection with the above.

A Business Case was prepared and submitted to Treasury for inclusion of this scheme in the Department's Capital Programme and we are currently awaiting feedback, until then I am unable to provide you with any further information relating to this scheme.

With regard to the two surveys undertaken by your Board, I am in possession of the Port St Mary Commissioners Traffic Calming Consultation Report, but I am unsure of what second survey you are referring to?

In the meeting held in the Commissioners board room, on the 26th September 2018, we discussed a number of issues, including aspects of the consultation, such as which roads were identified as having a speeding issue, what, if any measures could be put in place to address them. I also arranged for additional traffic counts along Park Road to be undertaken. I am unsure of what further feedback your Board is still waiting for in relation to the consultation?

Our structures engineer who attended the meeting with the Commissioners is away on annual leave at present and as such I have not been able to provide an update. I have asked that he contacts you directly on his return to update you.

If I can assist further please do not hesitate to contact me directly.

Yours sincerely,



Traffic Technician & Customer Services Manager

PORT ST MARY COMMISSIONERS

PUBLIC CORRESPONDENCE



ISLE OF MAN GAMBLING SUPERVISION COMMISSION

Barrantee Oaseirys Karrooghys Vannin

Ground Floor
St. George's Court
Myrtle Street
Douglas
Isle of Man
IM1 1ED

Telephone: (01624) 694331
Fax: (01624) 694344
E-mail: gaming@gov.im
www.gov.im/gambling

All Correspondence to be addressed to:
THE SECRETARY

Our Ref. GAA

11th December 2018

Ms H. Fargher,
Deputy Clerk,
Port St. Mary Commissioners,
Town Hall,
Promenade,
Port St. Mary,
Isle of Man.
IM9 5DA

Dear Ms Fargher,

Re: Gaming (Amendment) Act 1984

The Office of the Gambling Supervision Commission is in receipt of an application to amend the Full Certificate in Respect of Premises, issued under Section 3 of the Gaming (Amendment) Act 1984, from Hunter Holdings Limited namely an increase in the number of controlled site to two (2) Amusement with Prize machines and one (1) Amusement Only within the Station Hotel, Station Road, Port St. Mary.

The persons having actual charge of the premises are Mrs Hamilton-Hunter, Mrs A. L. Driver and Mr. A. P. Sewell.

In accordance with Schedule 1, of the Gaming (Amendment) Act 1984, I write to ask your Authority's views before the Commission consider the application.

Yours sincerely,

Dave Cullen
Senior Inspector

RECEIVED
17 DEC 2018

Item 7.2

PORT ST MARY COMMISSIONERS

PUBLIC CORRESPONDENCE

From: Jason Roberts <j.roberts@porterin.gov.im>

Sent: Friday, December 14, 2018 4:29:45 PM

To: [REDACTED]

Subject: Port Erin Library & Library Provision in the South

Dear All,

For reference, Port Erin Commissioners will be offering free library membership to all Island residents from 1st April 2019.

Also, the Board would also like to suggest a meeting with the other LA in the South to discuss the future provision of library services following the Tynwald Select Committee report from earlier this year. This matter has been discussed with Rushen Parish Commissioners already and it was agreed to extend this across all of the South.

With the two libraries operating in the South, the Board feels that these serve the South very well and would welcome a discussion on future proofing both libraries and discuss the potential for a joint management committee to provide a formal input from the other local authorities.

Please could you raise this with your respective Boards, with a view to maybe 1 or 2 members per LA meeting in early February.

Best regards,

Jason

Jason Roberts

Clerk

Commissioner for Oaths

Port Erin Commissioners

PORT ST MARY COMMISSIONERS
PUBLIC CORRESPONDENCE

Dear Colleagues

Date 28 December 2018

The Department of Home Affairs declares Port Erin Fire Station to be surplus.

It is outlined in bold in red on the attached drawing.

In accordance with the 2004 CoMin Directive, I am circulating this e-mail to all Local Authorities.

Should you have any interest in this property, please come back to the Strategic Asset Management Unit within 14 days of the date of this e-mail.

Kind Regards

[Redacted Signature]

Asset Manager

Strategic Asset Management Unit

The Department of Infrastructure

1st Floor

The Sea Terminal

Douglas

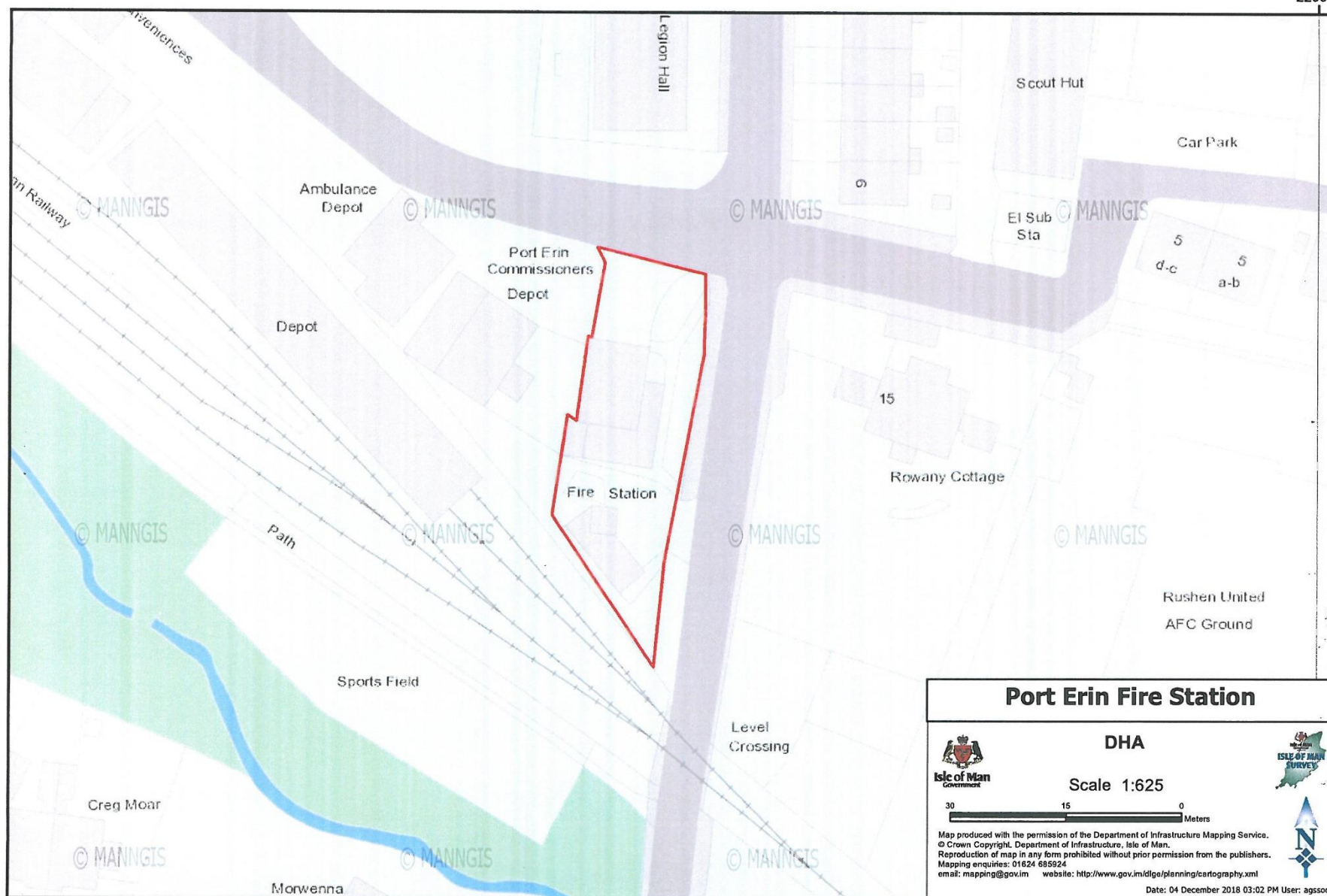
IM1 2RF

Direct Line: 01624 685942

Mobile: 07624 452509



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PORT ST MARY COMMISSIONERS
RENTAL INCREASE NOTIFICATION

Infrastructure
Bun-troggalys

News Release



**Isle of Man
Government**
Reillys Eilan Vannin

Sea Terminal
Douglas
Isle of Man
IM1 2RF

***** Embargoed until noon 18th December *****

Date: 18 December 2018

Public sector rents to rise by 2.1%

Public sector rents in the Isle of Man are set to rise by 2.1%, with effect from 1 April 2019.

The revised charges, which are below the rate of inflation calculated through the Consumer Price Index (CPI), have been announced by the Department of Infrastructure following consultation with the Island's 16 local housing authorities.

The rise equates to average weekly increases of between £1.22 and £2.06, depending upon the size of the property. Tenants who have their rental costs met by the Government as part of their income-assessed Social Security benefits will not be affected by the change.

The cost of providing public sector housing, including maintenance, refurbishment and new and replacement properties, continues to outstrip rental income. The Department of Infrastructure is required to fund the difference, which for next year is likely to be more than £6 million based on the figures provided by the housing authorities.

Infrastructure Minister Ray Harmer MHK said: 'The Department has considered very deeply the impact of the rental rise on some tenants, and hopes the less than inflationary increase strikes the correct balance as it reflects the view of most of the local authorities.'

The Department is consulting with housing authorities over proposals to change the existing rental setting process, with the aim of eradicating significant shifts from one year to the next, and hopes to be in a position to bring this forward soon.

Public sector tenants are reminded that help is available should they find themselves struggling to meet their financial obligations. In the first instance, they should contact the Social Security Division within the Treasury, where staff can provide advice regarding any assistance for which they may be eligible.

Property type	Average weekly public sector rent 2019-20	Average weekly increase from 2018-19
1 bed flat	£59.25	£1.22
1 bed flat (sheltered)	£74.53	£1.53
2 bed house	£84.64	£1.74
3 bed house	£100.52	£2.06

Ends

Word count: 280

Website: www.gov.im/doi

Facebook: www.facebook.com/iominfrastructure

Twitter: [@iominfra](https://twitter.com/iominfra)

Media enquiries:

[REDACTED], Communications Executive tel: 686563

PORT ST MARY COMMISSIONERS

PLANNING

9.1 Planning Applications

None.

9.2 Planning Approvals

Maycroft, Park Road, Port St Mary. Mr Rooney & Ms Morris. Alterations including installation of a first floor bay window, timber cladding, replacement windows and window and door alterations to dwelling approved.

9.3 Planning Refusals

Albert Hotel, Athol Street, Port St Mary. Mr and Mrs O'Meara. Installation of dormer to front elevations **refused** by reason of its substantial size, mass, design, material finish and siting on the principle harbour facing elevation the proposed dormer would have a significant overbearing and substantial adverse impact on the visual quality of the original building and a consequential impact on the overall historic and traditional appearance of the streetscene and surrounding area failing to make a positive contribution to the existing building and failing to enhance or preserve the individual character of the locality.

9.4 Planning Amendments

Thie ny Creg, Plantation Road, Port St Mary. Mr and Mrs Moulden. Attic conversion and external alterations to dwelling (amendments to PA15/00677/B). Additional plans received.

Item 10.1

PORT ST MARY COMMISSIONERS

MEETING DATES 2018/19

Below is a list of scheduled meeting dates for the coming financial year along with holiday dates booked for the Clerk.

2018/19 Meeting Dates	
13 th June 2018	
27 th June 2018	
11 th July 2018	
25 th July 2018	
8 th August 2018	
22 nd August 2018	
12 th September 2018	
26 th September 2018	
10 th October 2018	
24 th October 2018	
14 th November 2018	
28 th November 2018	
12 th December 2018	
9 th January 2019	7 pm DK Presentation to Board
23 rd January 2019	
13 th February 2019	Public Forum from 7pm
27 th February 2019	
13 th March 2019	
27 th March 2019	

The Clerk has the following annual leave booked:

Item 10.2

PORT ST MARY COMMISSIONERS
REQUEST FOR A CASH MACHINE

Hi Hayley

I've spoken with our Retail branch team regarding your desire for an ATM in Port St Mary. We regularly review our provision of ATMs across the Island; given the current usage stats of our ATMS, coupled with the costs, both in terms of ongoing running costs of remote ATMS and the high initial installation costs I regret to advise you that we have no current plans to install an ATM in the Port St Mary area.

If there is a business e.g. a convenience store, in the Village that generates sufficient cash you could speak to them about installing their own ATM via an independent provider, the system being that the business uses the cash that it generates, from its customers, to stock the ATM and thereby reduce their own bank charges (from depositing cash). I can't recommend a specific company as they have no connection to our Group, but you may want to research the likes of <https://www.yourcash.com/> they would want to ensure that the business generates sufficient footflow/demand for the machine to cover the installation and ongoing costs.

The use of ATMs is reducing due to the popularity of other methods of payments, such as mobile pay and contactless cards.

If you would like to discuss this further please don't hesitate to call me.

Regards

Andy

Andy Baxendale | Relationship Director | Corporate & Commercial Banking

PORT ST MARY COMMISSIONERS

INVITATION



Office of the Chief Minister
Oik yn Ard-Shirveishagh

Hon Howard Quayle MHK

Chief Minister

DOUGLAS

Isle of Man

IM1 3PG

Telephone: +44 (0) 1624 685706

Email: chief.minister@gov.im

27 December 2018

To: All Local Authorities by email

Holocaust Memorial Service 2019

I am writing to invite a representative and guest from your Local Authority to the Island's commemoration of Holocaust Memorial Day on Sunday 27 January 2019. The Service takes place at St Mary's Church, Hill Street, Douglas at 3.00 pm. The congregation is requested to be seated by 2.45 pm.

I would be grateful if you could reply to this email to confirm who may be attending and if they are bringing a guest by Friday 18 January 2019.

Holocaust Memorial Day is a time to remember all the innocent victims of Nazi persecution, and to remind ourselves that evil ideologies and regimes are not necessarily a thing of the past.

The Isle of Man has a long and proud tradition of parliamentary democracy and it is therefore entirely appropriate that the Government and the people of the Island should be marking Holocaust Memorial Day.

Yours sincerely

Hon Howard Quayle MHK
Chief Minister

