

**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
13th FEBRUARY 2019 at 7.30pm
MINUTE – OPEN PUBLIC SESSION**

Present:	Dr M Haywood (Chair), Mr A Grace (Vice-Chairman), Mrs B Williams, Mr L Vaughan Williams, Mr I Skelly, Mr A Merchant, Mr N McGregor Edwards, Mr A Phair & Mr R Hirst
Apologies:	None
In Attendance:	Miss H Fargher (Clerk)

1.	1.1 The Chairman welcomed the Board and members of the Youth Council in attendance, declared the meeting open, noted there were no apologies and sought Declarations of Interest. None were declared.	
2.	2.1 Minute of the Ordinary Board Meeting held on 23 rd January 2019 was considered. IS/NME proposed the Minutes of the Public Ordinary Meeting held on 23rd January 2019 be approved and signed as a correct record. BW, AM, RH, AG, AP, LVW & MH in favour. Carried.	MD
3.	Matters Arising: 3.1 Matters Arising Report and public correspondence responses from previous meeting were circulated and noted. The following additional points were raised: <ul style="list-style-type: none"> • AP requested further information on the maintenance schedule and asked if there is an asset list in place which is being maintained by Manx Utilities. HF to liaise with Manx Utilities. MH asked when the lampposts were last painted and when they were due to be painted again. HF to advise. <p>The Golf Pavilion request for new and additional signage was discussed. NME/AM proposed that the signage be approved. RH, AG, IS, AP, LVW & MH were in favour. BW abstained. Carried.</p>	HF HF
4.	Motions: 4.1 Motion by Mr A Grace to amend Section 1.2 of Standing Orders to read: "The Ordinary meetings of the Authority shall be held at the Town Hall, Port St Mary, on the Fourth Wednesday and when necessary on the Second Wednesday of each month or on such other day or days as may be decided by resolution of the Authority. The exception to this is the month of December when the Authority will meet only on the Second Wednesday of that month". BW expressed concern regarding e-mail voting and LVW requested concern regarding the notice to be given for meetings, it was confirm that this would be in line with Standing Orders.	HF



	A vote on the motion was taken as follows; AP, NME, IS, AG, RH & MH were in favour. BW & LVW were against and AM abstained. Carried. HF to amend and circulate Standing Orders, the reduction in meetings is to be implemented after the AGM in May.	
5.	Finance: 5.1 Invoices for payment for early February 2019 were circulated. LVW queried invoice 694, HF confirmed it was in relation to advice sought as requested by the Board. BW/IS proposed the invoice list for late January 2019 be approved for payment. LVW, AG, NME, RH, IS, AM & MH in favour. Carried.	HF
	5.2 Street Light Repair – Options to replace faulty streetlight PM113 was considered. AG requested further information on the cost savings for LED fittings and the lifespan.	HF
6.	Projects: A Projects Update Report was circulated. 6.1 PSM16/155 Mariners Shelter – It was noted that the repairs have not yet been carried out. 6.2 PSM16/129 Manxonia House – HF advised that the covenant is currently being drawn up. AG requested confirmation of the scope of the covenant, HF confirmed that it restricted the ground floor only to commercial use. 6.3 PSM16/213 Remembrance Garden- No update. 6.4 PSM16/127 Skate Park – LVW sought clarification that prices for sound testing would be brought to the Board for approval, HF confirmed. NME noted residents concern regarding children skateboarding up the main road and their safety. 6.5 PSM16/285 Public Convenience – HF confirmed another architect had been approached. 6.6 Traffic Consultation – Response from the DoI was awaited. 6.7 Happy Valley – HF advised the report is due by the end of February. 6.8 Boat Park – Project on hold 6.9 Reduction in Board Numbers – Scheme for Board approval and signature. AM sought clarification that the public consultation was still due to be held, MH confirmed this was the case. AG/IS proposed the scheme is signed and progressed. AP, NME, RH & MH were in favour. BW, AM & LVW were against. Carried.	HF HF HF HF HF HF
7.	Public Correspondence: 7.1 Contact from Castletown Commissioner regarding young persons representatives. LVW requested a response is sent noting the youth council. 7.2 Letter from Beach Buddies regarding emptying the bin at Kallow Point. HF offered to respond by advising this service is already being provided and asking if anything further can be	HF HF



	done to assist.	
	7.3 Housing ICT Platform update was discussed. HF advised that Douglas Corporation had only just gone live with their version and were not ready for us to view it at this time. Contact has been made with other Authorities as to their interest in the software and feedback is awaited.	HF
	7.4 Invitation to join the Council of Ministers working party on libraries was discussed. NME offered to attend on behalf of the Board, HF to provide details on the use of the mobile library to NME.	MD
	7.5 Rushen Heritage Trust street signs were tabled, NME, IS & AP provided lists for consideration, HF agreed to pick the top 10 from the combined lists and provide them to the Rushen Heritage Trust.	HF
	7.6 Easter Festival of Running Correspondence was noted. HF advised that she would request the route for the event and the Board agreed to provide a portable toilet and extra bins if required.	MD
	7.7 Modernisation of domestic and non domestic rates discussions, MH & HF to attend, AP will attend if available.	MD
	7.8 Letter from the IOM Agricultural Marketing Society requesting the Board to enforce all users of the Town Hall to use Manx produce. HF requested to respond advising that the Board do not consider this to be enforceable but will continue to encourage the use of Manx produce where practical.	MD
8.	Consultations: None	
9.	<p>Planning Matters</p> <p>9.1 Planning Applications - None</p> <p>9.2 Planning Approvals - None</p> <p>9.3 Planning Refusals - None</p> <p>9.4 Planning Amendments - None</p> <p>9.5 Planning Appeals - 18/00764/A Waitara, Clifton Road. It was noted that the appeal had been delayed.</p> <p>9.6 Intention to demolish - Maycroft, Park Road. The intention was noted, HF advised the Demolition Order had been received that morning.</p> <p>IS advised that he had spoken to the resident of the planning</p>	

	refusal for the new front door on Victoria Road. He requested the Board to consider writing to the Planning Department to advise that the decision seems unjust and inconsistent. AP asked how long the area had held the draft conservation status, MH confirmed it had been since 2009. LVW/BW proposed a letter is issued to the Department noting concern with the inconsistent approach. AM, RH, AG, IS, AP, NME & MH were in favour. Carried.	HF/DG
10.	<p>Policy & Resources:</p> <p>10.1 2019/20 List of Meeting Dates was circulated and noted.</p> <p>10.2 Draft Complaint Against Members Procedure was circulated. A discussion on the various documents tabled was had. LVW advised that complaints against a Member should not be dealt with internally, but by a third party and should be limited to restricted categories to avoid personal attacks. It was agreed that a three tier procedure is required, one at service level, one at staff level (including senior staff) and one at Member level. HF to streamline the reports and speak to other Authorities regarding overseeing Member complaints.</p> <p>10.3 Anti Dog Fouling Campaign – The campaign was welcomed and approved. IS requested an analysis of before and after the campaign be undertaken to provide evidence of its effectiveness.</p> <p>10.4 Town Hall Layout Request – Permission was granted for HF & TB to investigate the options surrounding relocating the office to the West Room.</p>	<p>HF</p> <p>HF</p> <p>HF/TB</p>
11.	<p>Invitations:</p> <p>11.1 Invitation to participate in the 2019 Flower Festival. MH volunteered on behalf of the Board. A £50 budget was agreed.</p>	MH
12.	Any Other Business: None.	

There being no further business the Public Session of the meeting closed at 8.51pm.