

**PORT ST MARY COMMISSIONERS**

**ORDINARY BOARD MEETING**

**27<sup>th</sup> MARCH 2019**

**AGENDA – OPEN PUBLIC SESSION**

<b>Item Number</b>	<b>Item</b>	<b>Action Required</b>
<b>1.</b>	<b>OPENING OF THE MEETING</b>	
1.1	Welcome, Apologies & Declarations	As required by Board members
<b>2.</b>	<b>MINUTES</b>	
2.1	Minutes of the Ordinary Meeting held on the 13th March 2019	For Board approval
<b>3.</b>	<b>MATTERS ARISING</b>	
3.1	Matters arising from previous meetings	Clerk to provide necessary updates
<b>4.</b>	<b>MOTIONS - None</b>	
<b>5.</b>	<b>FINANCE</b>	
5.1	Invoices for payment late March 2019	For Board approval
5.2	Street Light – Happy Valley	For Board approval
<b>6.</b>	<b>PROJECTS</b>	
6.1	Mariners Shelter	For noting
6.2	Manxonia House	For noting

6.3	Remembrance Garden	For noting
6.4	Skate Park	For noting
6.5	Public Conveniences	For noting
6.6	Traffic Consultations	For noting
6.7	Happy Valley	For noting
6.8	Boat Park – Project on hold	N/A
6.9	Reduction in Board numbers	For noting
<b>7.</b>	<b>PUBLIC CORRESPONDENCE</b>	
7.1	Golf Club Request	For Board discussion & response
7.2	Planning & Building control fee increases	For noting
<b>8.</b>	<b>PUBLIC CONSULTATIONS</b>	
8.1	Rate Reform Consultation	For Board response
8.2	Climate Change Mitigation Strategy 2020-2030	For Board response
<b>9.</b>	<b>PLANNING MATTERS</b>	
9.1	Planning Amendments	For Board comment

9.2 – 9.5	Planning Approvals	For noting
9.6	Variation of Condition of Planning	For Board comment
<b>10.</b>	<b>POLICY &amp; RESOURCES</b>	
10.1	2019 Meeting Dates	For noting
10.2	Broadband survey report prepared by NME – to be tabled	For Board discussion
<b>11.</b>	<b>INVITATIONS – None</b>	
<b>12.</b>	<b>ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)</b>	

## **PORT ST MARY COMMISSIONERS**

### **MATTERS ARISING & PUBLIC CORRESPONDENCE REPORT**

#### **Matters Arising**

**Draft Complaints Procedure** – To be completed.

**Wall Art** – Meetings and correspondence are ongoing with the artist.

**Street Light Repair** – Consent was given to Manx Utilities to replace the fitting with the LED option as requested.

**Dog Bag Dispensers** – The items were ordered and have arrived, they are awaiting fitting by the DLO team.

**Public Forums** – The changes to public forums will be notified by the office in due course (within the next week).

**Town Hall promotion on Manx Radio** – The Chair has been liaising with Manx Radio and will provide a verbal update.

#### **Public Correspondence**

**Wallaby** – Permission has been granted to site a wallaby outside the Town Hall for a 14 week period. The DLO team will cut out an area of the grass and the wallaby will be provided on its own concrete base.

**Street Lighting Contract** – The signed contract was returned to Manx Utilities.

**Gansey Point Parking** – The Clerk contacted Highways to ask if they had consulted with the original complainants and the emergency services over the decision to withdraw and requested further information on the decision and process followed. A response is awaited.

**PORT ST MARY COMMISSIONERS**  
**INVOICES TO BE PAID IN MARCH 2019 (2ND MEETING)**

<b>Rate Born Expenses</b>										
<b>Inv #</b>	<b>Date</b>	<b>Inv Number</b>	<b>Supplier</b>	<b>Description</b>		<b>Category</b>	<b>NL Code</b>	<b>Total Net</b>	<b>VAT</b>	<b>Total Cost</b>
782	05/03/2019	416272	Agrimark	Tea, coffee etc		Sundry Store	6020	£71.78	£2.55	£74.33
783	20/03/2019	512451	Argon	Photocopier reading 18/02-18/03		Photocopying	5060	£100.71	£20.14	£120.85
784	01/03/2019	AWD541	Ask	Hosting & support PSM web site 3 mths to Feb 19		Computer Expenses	5140	£75.00	£0.00	£75.00
785	01/12/2018	AWD540	Ask	Hosting & support PSM web site 3 mths to Nov 18		Computer Expenses	5140	£75.00	£0.00	£75.00
786	23/02/2019	1270230219	Coolil Bros	Milk deliveries w/e 02/02 to 23/02 Athol Place		Sundry Store	6020	£9.60	£0.00	£9.60
787	26/01/2019	1270260119	Coolil Bros	Milk deliveries w/e 05/01 to 26/01 Athol Place		Sundry Store	6020	£8.40	£0.00	£8.40
788	04/03/2019	INV-54604	Cyclix	Staff training - equality and diversity course		Staff Training - elements to be recharged	5180	£313.86	£62.77	£376.63
789	11/03/2019	378099	Dept of Infrastructure	Feb 19 Tipping charges - Comm & Dom		Refuse Expenses	5210	£3,889.65	£777.93	£4,667.58
790	04/03/2019	1021	Heattech	Changed tap inserts	TH	Town Hall	5150	£41.00	£2.05	£43.05
791	04/03/2019	1044	Heattech	Call out re plumbing	TH	Town Hall	5150	£26.50	£1.33	£27.83
792	11/03/2019	19919	Island IT	Monthly checks etc		Computer Expenses	5140	£110.00	£22.00	£132.00
793	14/03/2019	19940	Island IT	Re printing reports on OCC		Computer Expenses	5140	£68.75	£13.75	£82.50
794	08/03/2019	4116503	IOM Newspapers	Ad for seasonal worker issue 01/03 & 08/03		Advertising	5190	£361.20	£72.24	£433.44
795	15/03/2019	4116792	IOM Newspapers	Re public notices 01/03 - 12/03, Courier and Examiner		Advertising	5190	£581.68	£116.32	£698.00
796	14/03/2019	9629	John Gray Ltd	Second opinion re shelters, Happy Valley		Legal & Professional	5040	£1,887.50	£377.50	£2,265.00
797	15/03/2019	SPI4404295	Manx Utilities	Public light maint - PM197 Seafield 6m Column & LED fitting		Public Light Maint	5900	£3,839.30	£767.86	£4,607.16
798	18/03/2019	SPI14404331	Manx Utilities	Public light maint - Q/e March, 261 lamps and 9 clocks		Public Light Maint	5900	£1,846.80	£369.36	£2,216.16
799	16/03/2019	6363	Metalco	Fabricate latch plate		TH Exes	5150	£10.00	£2.00	£12.00
800	07/03/2019	103	Riley, J R	Wooden block paving cleaner		Gardening - machinery	5267	£8.32	£1.67	£9.99
801	05/03/2019	105	Riley, J R	Repairs to Honda mower		Gardening - machinery	5267	£61.38	£12.28	£73.66
802	01/04/2019	107159	Southern Civic ASB	Qtrly cont'n April to June 2019		Amenity Site Costs	5240	£7,459.00	£0.00	£7,459.00
803	12/03/2019	47	Southern Civic ASB	Large fridge		To reinvoice CMPH	6108	£27.00	£0.00	£27.00
804	14/03/2019	60233	Wade's Truck Services	Sweeper repairs JMN 615J		General Vehicle Exes	6056	£933.34	£186.67	£1,120.01
805	18/03/2019	293300	WDS Ltd	Hand towels and black sacks - TH		Town Hall - Cleaning	5152	£38.49	£7.70	£46.19
806	20/03/2019	293571	WDS Ltd	Hand soaps - TH		Town Hall Exes	5150	£15.42	£3.08	£18.50
807	07/03/2019	276016	Whittaker Trading	Repairs to Workshop Grinder		Sundry - Store	6020	£31.87	£6.37	£38.24
<b>Sub Totals - Rate Born</b>								<b>£21,891.55</b>	<b>£2,825.57</b>	<b>£24,717.12</b>

**PORT ST MARY COMMISSIONERS**  
**INVOICES TO BE PAID IN MARCH 2019 (2ND MEETING)**

Continued

Housing Expenses										
Inv #	Date	Inv Number	Supplier	Description	House	Category	NL Code	Total Net	VAT	Total Cost
808	06/03/2019	60319	Andrew McEwan	Remove old and fit new kitchen	4CB	Housing - Refurb	6104	£3,390.00	£0.00	£3,390.00
809	04/03/2019	1005	Heattech	Boiler flue change	1TP	Housing	6100	£141.00	£7.05	£148.05
810	04/03/2019	1006	Heattech	WC repairs	15SMA	Housing	6100	£84.00	£4.20	£88.20
811	04/03/2019	1011	Heattech	Changed washers	19SA	Housing	6100	£31.50	£1.58	£33.08
812	04/03/2019	1014	Heattech	Valve pressure	19SA	Housing	6100	£78.00	£3.90	£81.90
813	04/03/2019	1016	Heattech	Boiler pressure	11LA	Housing	6100	£24.50	£1.23	£25.73
814	04/03/2019	1019	Heattech	Boiler pressure	3CB	Housing	6100	£24.50	£1.23	£25.73
815	04/03/2019	1020	Heattech	Heat exchange washers changes	15SA	Housing	6100	£31.50	£1.58	£33.08
816	04/03/2019	1023	Heattech	Heating pump replace	1SA	Housing	6100	£107.00	£5.35	£112.35
817	04/03/2019	1026	Heattech	Bath waste replace	10SA	Housing	6100	£38.50	£1.93	£40.43
818	04/03/2019	1027	Heattech	New flue	5BB	Housing	6100	£128.50	£6.43	£134.93
819	04/03/2019	1029	Heattech	Washers under warranty	20SMA	Housing	6100	£0.00	£0.00	£0.00
820	04/03/2019	1030	Heattech	Replace oil monitor	15SMA	Housing	6100	£94.00	£4.70	£98.70
821	04/03/2019	1035	Heattech	Replace shower mixer	1CB	Housing	6100	£104.80	£5.24	£110.04
822	04/03/2019	1036	Heattech	Warranty	8LA	Housing	6100	£0.00	£0.00	£0.00
823	04/03/2019	1037	Heattech	Replace cracked cystem	6CB	Housing	6100	£91.00	£4.55	£95.55
824	04/03/2019	1040	Heattech	Replace oil monitor	2PR	Housing	6100	£94.00	£4.70	£98.70
825	04/03/2019	1048	Heattech	Swap low water pressure switch	13PR	Housing	6100	£71.00	£3.55	£74.55
826	04/03/2019	1050	Heattech	Heating pump replace	16PR	Housing	6100	£109.50	£5.48	£114.98
827	04/03/2019	1052	Heattech	Replace thermostatic mixer on boiler	21SA	Housing	6100	£146.00	£7.30	£153.30
828	04/03/2019	1055	Heattech	Change washers on heat exchanger	20SMA	Housing	6100	£31.70	£1.59	£33.29
829	13/03/2019	1069	Heattech	Ball valve	2SMA	Housing	6100	£58.00	£2.90	£60.90
830	13/03/2019	1072	Heattech	Ignition electrodes fitted	5PAD	Housing	6100	£58.00	£2.90	£60.90
831	13/03/2019	1075	Heattech	New ball valve	15SMA	Housing	6100	£58.00	£2.90	£60.90
832	18/03/2019	1079	Heattech	Radiator repairs	6PAD	Housing	6100	£48.00	£2.40	£50.40
833	18/03/2019	1081	Heattech	Change boiler - labour	11PR	Housing	6100	£290.00	£14.50	£304.50
834	18/03/2019	1083	Heattech	Reseal etc 20SMA	20SMA	Housing	6100	£38.50	£1.93	£40.43
835	18/03/2019	1086	Heattech	Reseal bath etc	10SA	Housing	6100	£53.30	£2.67	£55.97
836	11/03/2019	31198	Manx Glass & Glazing	Service all windows	11bSMA	Housing	6100	£36.00	£7.20	£43.20
837	18/03/2019	3749	Raven	Re doorbell fault	19 SF	Housing	6100	£26.41	£5.28	£31.69
838	08/03/2019	180	T & E Ltd	Redecoration 4 CB	4CB	Housing	6100	£600.00	£0.00	£600.00
						<b>Sub Totals - Housing</b>		<b>£6,087.21</b>	<b>£114.27</b>	<b>£6,201.48</b>
						<b>Totals</b>		<b>£27,978.76</b>	<b>£2,939.84</b>	<b>£30,918.60</b>

**PORT ST MARY COMMISSIONERS**  
**INVOICES TO BE PAID IN MARCH 2019 (2ND MEETING)**  
**Continued**

<b>Summary Breakdown of Expenditure (excluding VAT)</b>	
Office, Stationery, Telephone, Photocopying, Computer Exps,TSM	£519.24
Amenity Site Costs - Qtrly Contribution	£7,459.00
Refuse Expenses	£3,889.65
Gardening Machinery,General Vehicle Exes & Workshop Machinery Repairs	£1,034.91
Public Lighting Maint	£5,686.10
Advertising	£942.88
Town Hall Expenses and Cleaning	£131.41
C & M EPH Recharge	£27.00
Professional Fees	£1,887.50
Staff Training (elements to be recharged)	£313.86
Housing	£6,087.21
<b>Total</b>	<b>£27,978.76</b>

### Item 3.1

## PORT ST MARY COMMISSIONERS

### STREET LIGHTING

Hi Hayley

Whilst undertaking this month's maintenance run of Port St Mary streetlights our street lighting technician inspected street light PM235 in Happy Valley. Upon inspection he noticed the bulkhead fitting is faulty and requires replacing, please see the attached report.

The cost for a replacement bulkhead fitting is estimated to be £231.00 + VAT

Please advise how you wish to proceed. Should you require any additional information please do not hesitate to contact me on 687944.

Kind regards

Sarah  
[Redacted Signature]

Administration Officer  
Network Services

### Public Lighting column incident report

ID

176

Reported Date 2019-02-27

Streetlight Number Pm235

Location Happy valley port stmary

Reported Issue Fitting Damaged

Additional Details  
Faulty fitting  
Bulkhead fitting requires replacing  
Light not working



Type of Service	Other
Type of Service 2	Other
Service Pot End	No
Action Required	New Fitting

Photo1



**PORT ST MARY COMMISSIONERS**  
**PROJECTS UPDATE**

6.1	<b>Mariners Shelter</b> Repairs have not yet been carried out, the matter has been chased and is being monitored.
6.2	<b>Manxonia House</b> The property is on the market and to date there has been 5 viewings to date. The wording for the covenant approved at the last meeting has been provided to the agent along with a reminder that planning has been approved for the replacement of the windows.
6.3	<b>Remembrance Garden</b> Lighting options for the new sentinels are currently being explored.
6.4	<b>Skate Park</b> Concrete are visiting the Island in April and have offered to meet with the Clerk to discuss the acoustic testing.
6.5	<b>Public Conveniences</b> Quotations have been requested to replace the doors to the West Room, to add additional CCTV cameras and to add a timer lock to the main door. The insurers have been contacted and requested to undertake a site visit to provide feedback.
6.6	<b>Traffic Consultations</b> A response from the Department is still awaited. Chased 7 <sup>th</sup> March.
6.7	<b>Happy Valley</b> The engineer has been requested to provide costings for both schemes suggested.
6.8	<b>Boat Park</b> Project on hold.
6.9	<b>Reduction in Board numbers</b> No further update is available.

Item 7.1

**PORT ST MARY COMMISSIONERS**

**PUBLIC CORRESPONDENCE – GOLF CLUB REQUEST**

Hi Hayley,

I have been asked by the ladies committee to request approval from the Commissioners to install a Touch screen on the wall in the rear porch of the Golf Pavilion.

The new handicapping system requires golfers, men and women, to key their own scores into an application to gain automatic updates to maintain current handicaps.

If we place the screen in the back porch golfers can access it, when the clubhouse is closed, using the code to unlock the side door.

I believe that we have spoken to Becki and she is comfortable with the proposal.

The screen will be a 15" flat screen, so it shouldn't be too obtrusive.

Additionally we are investigating getting a defibrillator installed on the outside of the building. I don't know if this has already been discussed with the commissioners and permission granted for this. The plan is to get one similar to the ones you already have and install this on the gable end of the clubhouse, where it can be seen by people waling along Clifton Road as well as by users of the clubhouse.

Please can you let me know if this would be acceptable?

We haven't progressed very far with this yet as it will cost about £3000 overall, money the golf clubs don't have, so we are trying to find some sponsorship for the cost of purchase and installation.

Thanks



**PORT ST MARY COMMISSIONERS**

**PUBLIC CORRESPONDENCE – PLANNING & BUILDING CONTROL FEE  
INCREASE**

From: [REDACTED]  
[REDACTED]

Subject: P&BC Fee increase

Dear All,

May I alert you to the fact that Tynwald has endorsed an increase in both planning and building control application fees, both coming into effect from April 1<sup>st</sup> 2019. Accordingly any application, or appeal against a planning decision, submitted on or after April 1<sup>st</sup> 2019 must be supported by a fee under the new Orders and Regulations.

In advance of the implementation date the instruments are already available for your reference and to download [here](#).

May I also take this opportunity to inform you that the Department is currently working with colleagues in GTS toward development of an electronic interface whereby applicants will be able to submit a planning or building control application in an electronic form.

Whilst we are only in early development I think it best to alert you that this facility is being seen as a Department priority.

In anticipation of the wider implications in supporting such electronic service, intention will be to continue issue of yellow (& sometimes green) planning application site notices, to applicants or their agents in hard copy. However I feel I should also alert all participating authorities to the P&BC service that the ability to receive a statutory copy of the application in an electronic form must also be a consideration on their part.

Accordingly please be aware that all authorities must give their own wider consideration of involvement in the process, and ensure that the ability is in place to take electronic receipt of planning applications for onward delivery to Commissioners, members and constituents as may be required.

Kind regards

[REDACTED]

Sent to all in the P&BC Agent contact group and LA's

[REDACTED]

**Head of Technical and Customer Services and  
Secretary to the Planning Committee**

## **PORT ST MARY COMMISSIONERS**

### **PUBLIC CONSULTATIONS – REVIEW & MODERNISATION OF RATES**

**Closes 21 Apr 2019**

Opened 28 Feb 2019

## **Contact**

[REDACTED]

(Rates Modernisation Project Manager)

Economic Affairs

+44 1624 685896

[REDACTED]

## **Overview**

In the Programme for Government 2016 – 2021, the Council of Ministers has committed to reviewing the domestic (household) rates system.

The Cabinet Office has accepted responsibility to set out a full plan for rates modernisation by June 2019. In October 2018, the Minister of Policy and Reform gave a statement to Tynwald expanding the scope of this review to also include non-domestic rates.

### **What are rates?**

Rates is the common name for the annual charge levied on property, paid by the owners or occupiers of each property on the Isle of Man every year. Rates comprise of domestic rates – the charge levied on properties which are wholly or used mainly used as private dwellings, and non-domestic rates – the charge levied on all properties that do not pay domestic rates.

Each property on the Island has been allocated a Rateable Value in pounds (£) based on what the property could have been rented out for, should it have been in a good state of repair with the landlord meeting insurance, tax and maintenance costs, in 1969. If the property was built or extended after 1969, it is given a rate similar to one that had been built before 1969.

The current rates system is based on the Rating and Valuation Act, 1953.

Each year, a charge is set by each Rating Authority and information is sent to the Isle of Man Government, Treasury Department who issue invoices and

collect payments (apart from Braddan, Douglas and Onchan who arrange these themselves). The monies collected are then paid over to the Rating Authorities to maintain the services that they provide to the residents of their area.

The main Rating Authorities are the Commissioners (Local Authorities) of which there are 22 covering the island, and Manx Utilities. A pricing review report prepared by Manx Utilities and endorsed by the Council of Ministers, was received by Tynwald in October 2018. This included recommendations about a 5 year pricing strategy, water and sewerage rates and these recommendations were approved by Tynwald.

If you want further details on how Rates are currently calculated, and how they will be calculated going forward, please see – [Rates Information Sheet](#).

## Why We Are Consulting

### **Why is the rates system being reviewed?**

Following the 2015 consultation, it was found that only 38% of the respondents understood the current method of rating assessment based on rental values.

It is considered unfair by some that properties on the Isle of Man have not been revalued since 1969, at which time properties in more urban areas were attributed with higher rental values. As the population of the island has become more mobile over the last 50 years with people now able to live in more rural locations and commute to their place of work it is considered by some that properties should be reassessed.

The aim of rates reform and modernisation is to provide a transparent, understandable and fair system by which to calculate and collect charges levied on property. The consultation below focuses mainly on non-domestic rates, however, it also aims to build on the information collected during the 2015 consultation on domestic rates.

### **What is included in the review?**

Given the potential scope that rates modernisation could encompass, we determined that there needs to be a framework which specifies what the scope of the project will and will not include. The following guidelines were agreed:

- Rates, whether domestic or non-domestic, is a charge that will remain **based on property**

- Local Authority reform **does not** fall within the scope of this review; however, the information gathered in the consultation may, at a later date, be used to consider further reform.
- It is **not** our intention to raise additional funds through the collection of rates. The review intends to spread the burden of rates **more fairly** across the properties on the island.

It was also determined that any new method of calculation introduced should be based on the following principles:

- Simple to understand
- Transparent
- Fair
- Cost less to administer going forward than the current system
- Enabled by technology

### **What happens next?**

Following the outcome of this consultation, a plan for rates modernisation will be presented to Tynwald in June 2019 for debate. Subject to that plan's approval, it is intended that legislation will be drafted in the 2019/20 parliamentary session. Revaluation of properties would be undertaken as soon as possible for movement to the new system with systematic revaluation of properties thereafter.

<https://consult.gov.im/cabinet-office/review-modernisation-of-rates/>

**PORT ST MARY COMMISSIONERS**

**PUBLIC CONSULTATIONS – CLIMATE CHANGE MITIGATION STRATEGY**

Dear Sir/Madam,

Climate Change Mitigation Strategy 2020-2030 Consultation

Tynwald agreed on a Climate Change Mitigation Strategy in 2016, outlining steps towards the 2050 target to reduce greenhouse gas emissions by 80% compared to 1990 levels. Progress has been made since 2016 but much work is still to be done. We are now consulting on the options for possible inclusion in a new climate change mitigation strategy for 2020-2030 and interim targets.

Your opinions and those of your fellow Commissioners, as Local Authority elected representatives would be very welcome. The consultation opened on Tuesday 19th March and be open for 8 weeks. Comments can be made by accessing the consultation by the internet, at <https://consult.gov.im/environment-food-and-agriculture/climate-change-action-plan-2020-2030/> or by posting your comments to DEFA Headquarters in St John's.

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[Climate Change Mitigation Strategy 2020-2030 - Cabinet Office of the Isle of Man Government - Citizen Space](#)

[consult.gov.im](https://consult.gov.im)

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Find and participate in consultations run by the Cabinet Office of the Isle of Man Government

Some of the key ideas being explored through the consultation are:

- Education and modification of consumer behaviour
- Improving energy efficiency in buildings
- Electrification of the heating and transport sectors
- Planning for when existing fossil fuel power generation is decommissioned so it will be replaced with low emission and sustainable generation
- Improve efficiency and sustainability in land use & waste sector

Yours sincerely





Items 9.1 – 9.6

## **PORT ST MARY COMMISISONERS**

### **PLANNING**

#### **Item 9.1**

##### **Planning Applications**

9.1.1 PA19/00267/B Creggan Beg, 6 Primrose Terrace, Port St Mary. Mr A Ranscombe. Erection of a rear extension.

#### **Item 9.2**

##### **Planning Approvals**

9.2.1 PA19/00116/B 3 The Lhargan, Port St Mary. Mr S Skelton. Installation of replacement windows to front elevation. Approved.

9.3 Planning Refusals: None

9.4 Planning Amendments: None

9.5 Planning Appeals – None

#### **Item 9.6**

##### **Variation of Conditions**

9.6.1 Vacant Site – Plots 1&2 The Promenade, Port St Mary. Mrs M Halsall. Variation of condition of PA15/00346/B. Erection of a pair of dwellings to replace demolished buildings, to extend period of permission by four years.

Item 10.1

**PORT ST MARY COMMISSIONERS**

**MEETING DATES 2019**

Below is a list of scheduled meeting dates for the coming financial year.

<b>2019 Meeting Dates</b>	
9 <sup>th</sup> January 2019	Equality Adviser from 7 pm
23 <sup>rd</sup> January 2019	
13 <sup>th</sup> February 2019	Public Forum from 7pm
27 <sup>th</sup> February 2019	
13 <sup>th</sup> March 2019	
27 <sup>th</sup> March 2019	
10 <sup>th</sup> April 2019	, Policing Operations
24 <sup>th</sup> April 2019	
8 <sup>th</sup> May 2019	AGM
22 <sup>nd</sup> May 2019	
12 <sup>th</sup> June 2019	Notice to be issued by 7 <sup>th</sup> June if meeting is required
26 <sup>th</sup> June 2019	
10 <sup>th</sup> July 2019	Notice to be issued by 5 <sup>th</sup> July if meeting is required
24 <sup>th</sup> July 2019	
14 <sup>th</sup> August 2019	Notice to be issued by 9 <sup>th</sup> August if meeting is required
28 <sup>th</sup> August 2019	
11 <sup>th</sup> September 2019	Notice to be issued by 6 <sup>th</sup> September if meeting is required
25 <sup>th</sup> September 2019	
9 <sup>th</sup> October 2019	Notice to be issued by 4 <sup>th</sup> October if meeting is required
23 <sup>rd</sup> October 2019	
13 <sup>th</sup> November 2019	Notice to be issued by 8 <sup>th</sup> November if meeting is required
27 <sup>th</sup> November 2019	
11 <sup>th</sup> December 2019	