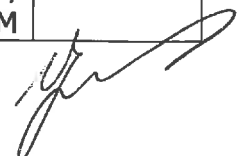


**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
24TH JULY 2019 at 7.30pm**

MINUTE – OPEN PUBLIC SESSION

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

1.	<p>Prior to the start of the meeting, a minutes silence was held for the passing of John Hawkins, former commissioner.</p> <p>1.1 The Chairman welcomed the Board, declared the meeting open and sought Declarations of Interest. None were made.</p>	
2.	<p>2.1 Minutes of the Ordinary Board Meeting held on 26th June 2019 was circulated.</p> <p>BW/AG proposed the Minutes of the Meeting held on 26th June 2019 be approved and signed as a correct record. RH, LVW, AP, NME, AM & MH in favour. Carried.</p>	MD
3.	<p>Matters Arising:</p> <p>3.1 Matters Arising Summary and response to public correspondence by the Clerk from previous meeting was circulated and noted. The following was discussed further:</p> <p>3.1.1 Street Lighting – HF was instructed to arrange a meeting with Manx Utilities.</p> <p>3.1.2 Street Signs by Rushen Heritage Trust – An example of the proposed signs was displayed. BW suggested the PSM logo could be bigger.</p> <p>3.1.3 Derelict Properties – response from owners of Bay View Hotel was circulated. As there was no schedule of works provided, concerns were raised regarding upkeep of the empty building and garden. HF was instructed to request the owners maintain the building and garden to an acceptable standard. LVW queried powers of local authorities to inspect empty buildings internally. HF was instructed to check legislation and find out if Environmental Health charged local authorities for building inspections. It was also requested the Foreman does an external inspection of the building to identify any hazards to the public.</p> <p>3.2 Ratification of e-mail vote regarding planning matter. AP, BW, LVW, RH, AM, NME, AG & MH confirmed their votes. AM</p>	<p>HF</p> <p>HF</p> <p>HF</p> <p>TB</p>



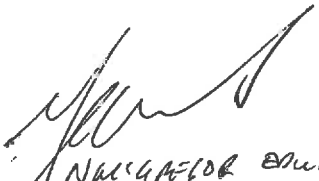
	<p>clarified his lack of response was due to email issues. IS absent.</p> <p>3.3 Ratification of e-mail vote regarding Town Hall car park refuse & recycling bins. LVW, AG, NME, BW, AP, RH, AM & MH confirmed their votes. IS absent.</p>	
4.	Motions: None	
5.	<p>Finance:</p> <p>5.1 Invoices for payment July 2019 – were circulated. LVW queried invoice 996 regarding Manxonia House. HF confirmed this was the final retention payment to builder. Following discussion regarding outstanding works, payment of the invoice was withheld. AG queried invoice 1011 regarding tables. HF advised the tables were for use in the Town Hall and West Room. AP raised invoice 1032 replacement of bathroom. HF confirmed this was a void repair and not part of bathroom refurbishment scheme.</p> <p>BW/AG proposed the Invoice List for July 2019, excluding invoice 996, be approved for payment. LVW, RH, AM, NME, AP & MH in favour. Carried.</p> <p>5.2 Streetlight Repairs – Email 21.6.19 from MU, Network Services listing four lights with pictures of defects identified for replacement was circulated. HF was instructed to check the contract with MU regarding who is responsible for inspecting the streetlight columns. MH advised there was no charge to the authority when lights were on in the daytime for maintenance. BW/LVW proposed to approve replacement of the streetlights listed. AM, RH, AP, AG, NME, & MH were in favour. Carried.</p>	<p>RW</p> <p>HF</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 – The update was noted.</p> <p>6.3 PSM16/213 Remembrance Garden- BW offered to speak to the Foreman regarding the trialling of lights.</p> <p>6.4 PSM16/127 Skate Park – The update was noted.</p> <p>6.5 PSM16/285 Public Convenience – HF advised that in order to accommodate door lock timers, the replacement West Room door needs to be made of aluminium and not PVC. Costings awaited.</p> <p>6.6 PSM16/271 Traffic Consultation – Schedule of patching road works in the Port was circulated. HF advised that due to incomplete training, DoI were assisting with ticketing and removal of abandoned vehicles in car parks.</p>	<p>BW</p> <p>HF</p>

	<p>6.7 PSM18/363 Happy Valley – The update was noted.</p> <p>6.8 Boat Park – MH reported she was still working on the project and mentioned suitable collapsible bollards to restrict access. She would bring a proposal to the Board in due course.</p> <p>6.9 Reduction in Board numbers – The update was noted.</p> <p>6.10 Jetty Repair – The update was noted.</p> <p>6.11 Bay Queen Exhibition – HF advised Rushen Heritage Trust were happy to work with her on the exhibition planned for next year and Hartford Homes had offered assistance with printing costs.</p> <p>6.12 Celebration of Christmas – A proposed format for the event was circulated. A discussion was held regarding options for a separate civic event. BW/LVW proposed the format for the Celebration of Christmas as listed is accepted. RH, AG, AP, NMW, AM & MH were in favour. Carried. Civic event to be penned for now.</p>	<p>MH</p> <p>HF</p> <p>MD</p>
7.	<p>Public Correspondence:</p> <p>7.1 Letter 5.7.19 from resident raising issue of overgrown vegetation on Commissioners plot of land next to his property was circulated. AG/NME proposed to have the land cleared. RH, AM, BW, LVW, AP & MH in favour. Carried. AG/NME proposed to have the land valued. RH & MH in favour, AM, BW, LVW & AP Against. HF advised the land may already be valued as part of recent valuation of all properties and land.</p> <p>7.2 Parking at Chapel Bay – Request for restricted parking on the car park by some of the residents at Chapel Bay was considered. HF reported she was meeting with DoI, Highways the following day and would discuss the issue.</p>	<p>HF</p>
8.	<p>Consultations:</p> <p>8.1 Telecommunications Development Order Draft Response by the Clerk was circulated and approved.</p> <p>8.2 Draft Town & Country Planning (Use Classes) Order 2019 & Draft Change of Use (Development) Order 2019 was considered and approved.</p>	<p>HF</p> <p>HF</p>
9.	<p>Planning Matters</p> <p>9.1 Planning Applications – None</p> <p>9.2 Planning Approvals</p> <p>9.2.1 PA18/00764/A Waitara and site to north, Clifton Road, Port St Mary. Approval-in-principle for the demolition of existing dwelling and construction of 3 detached dwellings with garages approved. Noted</p>	

	<p>9.2.2 PA18/00610/B Shanhowe, Station Road, Port St Mary. Alterations, erection of extension, installation of replacement roof slates and additional use of dwelling as tourist living accommodation approved. Noted</p> <p>9.3 Planning Refusals: 9.3.1 PA18/00158/B Vallaveg, 11 Lime Street, Port St Mary. Installation of replacement front door. Reason: The inappropriate design and lack of detail of the door coupled with the UPVC material finish fails to preserve or enhance the character and appearance of the existing building or the wider historic character of the streetscene which is designated as a proposed conservation area and thus fails General Policy 2 (b), (c) and (g) and Environment Policies 34 and 35 of the IOM Strategic Plan 2016. NME pointed out Planning were imposing conservation rules in a 'proposed' conservation area. MH offered to bring the matter up with the Minister at the IoM Municipal Association meeting.</p> <p>9.4 Planning Amendments: 9.4.1 PA/00637/GB Bayqueen Hotel, The Promenade, Port St Mary. Hartford Homes Ltd. Demolition of existing building and sub-station, and construction of two buildings containing a total of 45 apartments and a restaurant, including car parking, landscaping and a new sub-station (in connection with registered building application 18/00638/CON) Additional information: PA/00638/CON Bayqueen Hotel, The Promenade, Port St Mary. Hartford Homes Ltd. Registered Building Consent for the demolition of existing building and construction of two buildings containing a total of 45 apartments and a restaurant, including car parking, landscaping and a new sub-station RB 183 (in connection with registered building application 18/00637/GB) HF advised positive feedback had been received. Noted</p> <p>9.5 Planning Appeals – None</p> <p>9.6 Alleged Breach of Planning Control, use of Bayqueen Hotel site as builders compound – Letter 17.6.19 from Planning Enforcement Assistant advising the matter has been resolved was circulated and noted.</p>	MH
10.	<p>Policy & Resources: 10.1 Internal Audit Report – Chart of moderate risk items was circulated. Request for the Board to consider publishing private minutes going forward was discussed. HF offered to bring a redacted version of this meeting's private minute to the next meeting for consideration. Contingency planning, AP asked if there was off site backups taking place. HF confirmed this was the case and advised she would contact</p>	HF HF

	<p>Castletown Commissioners regarding facilitating use of space in event of an emergency.</p> <p>10.2 Management of Green Areas – A proposal was circulated and discussed. BW/AG proposed to approve the recommended management of green areas in the Port. RH, AM, AP, NME, LVW & MH in favour. Carried.</p> <p>10.3 Commissioners Information Pack – Suggested items for training were circulated. NME requested training regarding Auditors and social media is included. LVW suggested stress counselling by an independent body to support commissioners and staff. AG requested information regarding the housing process is included. HF to progress with the pack.</p> <p>10.4 Local Authority Transition Review – Letter 12.7.19 and review document were circulated and noted.</p> <p>10.5 2019 Meeting Dates – List was circulated. HF offered to invite representative from Manx Utilities for a meeting on 14th August or 11th September.</p>	<p>HF</p> <p>HF</p>
11.	Invitations – None	
12.	<p>Any Other Business:</p> <p>12.1 MH advised the rose bush planted in the Town Hall grounds in memory of Rebecca Sinfield was in full flower. It is intended to invite her family when a plaque is ready to be installed.</p> <p>12.2 MH reported she had received a form back from person wishing to conduct windsurfing lessons at Chapel Beach. There were no objections.</p> <p>12.3 PSM Lifeboat Day – MH advised the organisers have requested to conduct street collections on 3rd August and to borrow sandbags for 4th August. BW/NME proposed permission is granted for both. AP, LVW, RH, AM, AG & MH in favour. Carried.</p>	

There being no further business the Public Session of the meeting closed at 8.45pm.


 NICOLA PEIRCE EDWARDS
 28 August 2019