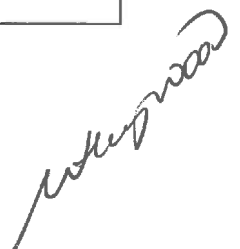


PORT ST MARY COMMISSIONERS
MINUTE OF ANNUAL GENERAL MEETING
HELD ON WEDNESDAY 27TH MAY 2020 AT 7pm
HELD BY VIRTUAL MEANS DUE TO COVID-19

Present:	Dr M Haywood, Mr N McGregor Edwards, Mrs B Williams, Mr A Merchant, Mr A Grace & Mr L Vaughan Williams
Apologies:	N/A
In Attendance:	Ms H Fargher (Clerk)

1.	<p>AG/NME proposed Standing Orders were suspended to allow the meeting to take place virtually. All were in favour.</p> <p>The Chair welcomed the Board, noted there were no apologies and declared the meeting open.</p>	
2.	<p>1. The Minutes of the Annual General Meeting of 8th May 2019 were noted.</p> <p>LVW raised a query that the Chair should vacate the Chair as per Standing Orders. The Clerk confirmed that as the Clerk was not an elected member, she could not take the Chair and under the Local Government Act 1985, the Chair retains the position until a new Chair is elected. It was agreed Standing Orders would require updating.</p>	
3.	<p>Nominations for Annual or other Statutory Appointments:</p> <p>1) The Chair called for nominations to the post of Chairman Mr Vaughan-Williams was proposed as Chairman. <i>Proposed: Mr Merchant</i> <i>Seconded: Mrs Williams</i> <i>Mr Vaughan-Williams confirmed that he was content to accept the nomination.</i></p>	



Dr Haywood was proposed as Chairman.
Proposed: Mr Grace
Seconded: Mr McGregor Edwards
Dr Haywood confirmed that she was content to accept the nomination.

A secret ballot was conducted in line with Standing Order 3.2, by way of text message to the Clerk.
The result of the ballot was 3 votes for Mr Vaughan-Williams, 3 votes for Dr Haywood.

The Clerk then tossed a coin and Dr Haywood was duly elected to the position of Chairman.

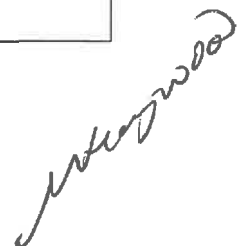
2) Vice Chairman:
The Chair called for nominations to the post of Vice Chairman.

Mrs Williams was proposed as Vice Chairman
Proposed: Mr Vaughan-Williams
Seconded: Mr Merchant
Mrs Williams confirmed that she was content to accept the nomination.

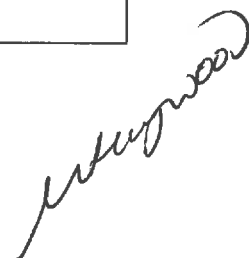
Mr McGregor Edwards was proposed as Chairman.
Proposed: Mr Grace
Seconded: Dr Haywood
Mr McGregor-Edwards confirmed that he was content to accept the nomination.

A secret ballot was conducted in line with Standing Order 3.2, by way of text message to the Clerk.
The result of the ballot was 3 votes for Mrs Williams, 3 votes for Mr McGregor-Edwards.

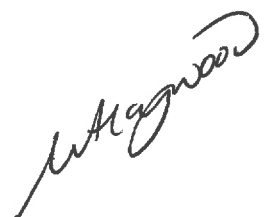
The Clerk then tossed a coin and Mrs Williams was duly elected to the position of Vice Chairman.

A handwritten signature in cursive script, appearing to read 'J. Haywood', is located in the bottom right corner of the page.

4.	<p>Appointments to other Statutory Boards:</p> <p>The Board reviewed and confirmed the following representatives on other Statutory Boards and Committees:</p> <ol style="list-style-type: none"> 1) Southern Sheltered Housing Joint Board: Mrs Williams confirmed she would continue. 2) Southern LA Civic Amenity Site Board: Mr Grace confirmed he would continue. 3) Southern Swimming Pool – Dr Haywood confirmed she would continue. 	
5.	<p>To appoint or confirm representatives on the following:</p> <ol style="list-style-type: none"> 1) IoM Municipal Association: Dr Haywood & Mr McGregor-Edwards agreed to continue as representatives on the IoM Municipal Association. This was resolved with all in agreement. It was noted all Board Members were able to attend. 2) Rushen Emergency Ambulance Committee: Mrs Williams confirmed she would continue. 3) Southern Authorities Health Care Committee: Mrs Williams confirmed she would continue. 4) Youth Liaison Officer: Dr Haywood confirmed she would attend as representative. 5) Port St Mary & District Allotments Committee: Mr Grace confirmed he would continue. 	
6.	<p>Policy Matters</p> <p>The Board considered:</p> <p>6.1 Attendance Allowances – no changes were proposed</p> <p>6.2 Standing Orders on Meetings – It was agreed that Standing Orders would require amendment regarding the election of a new Chairman. Dr Haywood advised she would amend and submit for Board review.</p>	MH



	<p>6.3 Standing Orders on Contracts – no changes were proposed</p> <p>6.4 Bank Mandates: It was noted the authorised signatories on the bank account should be the Chair, Vice Chairman and Clerk. NME/AG proposed the bank mandates are updated in accordance with the new appointments. This was resolved with all in agreement.</p>	SR
7.	<p>Reports</p> <p>8.1 Attendance Report – The Clerk is to circulate general attendance allowance report and revised EGM report due to discrepancies.</p> <p>8.2 Suspension of Standing Orders Report – The Clerk advised that the first item referring to 23rd October 2019 would be removed as this was not a suspension of Standing Orders. The report was noted. AG/BW proposed that the report is accepted (with the removal of the item dated 23/10/19) as a true record. This was resolved with all in agreement.</p>	Clerk
7.	<p>Any Other Business</p> <p>No further business was tabled.</p> <p>The Chair declared the Statutory Meeting closed at 7.20pm.</p>	

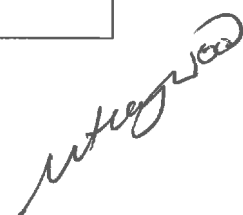


**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
27TH MAY 2020 at 7.30pm**

MINUTE – PUBLIC SESSION HELD VIRTUALLY DUE TO COVID-19

Present:	Dr M Haywood (Chair), Mrs B Williams (Vice Chairman), Mr A Grace, Mr N McGregor Edwards & Mr L Vaughan Williams
Apologies:	N/A
In Attendance:	Ms H Fargher (Clerk)

1.	1.1 The Chair welcomed the Board, noted there were no apologies, declared the meeting open and sought Declarations of Interest, none were made.	
2.	2.1 Minutes of the Ordinary Board Meeting held on 22 nd April 2020 was circulated. AG/NME proposed the Minutes of the meeting held on 22nd April 2020 be approved and signed as a correct record. LVW, BW & MH in favour. AM abstained through absence. Carried.	MD
3.	Matters Arising: 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: 3.1.1 Street Signs by Rushen Heritage Trust – It was noted the signs have been received and would be in place once the DLO team had caught up with outside maintenance. HF advised the media release would be brought to the Board for approval. 3.1.2 Policies – HF advised she was working on the additional policies and would bring them to the Board for approval. 3.1.3 Letter to Port Erin Commissioners regarding merged authorities – HF advised the letter would be issued in due course. 3.2 Ratification of e-mail votes –	HF



	<p>E-mail regarding Pavilion rent break request – BW advised she voted against, all remaining votes confirmed as in favour.</p> <p>E-mail regarding suspension of Standing Orders to move AGM date – All votes confirmed in favour.</p> <p>E-mail regarding moving the AGM date – All votes confirmed in favour.</p> <p>E-mail regarding purchase of a new sweeper – All votes confirmed in favour. LVW expressed concern at not being supplied enough information regarding the purchase of the new sweeper. The Clerk apologised.</p>	<p>HF</p> <p>HF</p>
4.	Motions: None	
5.	<p>Finance:</p> <p>5.1 Invoices for payment May 2020 – were circulated. Invoice queries were discussed. BW/NME proposed the invoice list for May 2020 is approved for payment. AG, LVW, AM & MH in favour. Carried.</p> <p>5.2 2020/21 Rates for payment - BW/AG proposed the rates were paid. NME, LVW, AM & MH in favour. Carried.</p>	<p>SR</p> <p>SR</p>
6.	<p>Projects:</p> <p>A Projects Update Report was circulated.</p> <p>6.1 PSM16/155 Mariners Shelter – No update.</p> <p>6.2 PSM16/129 Manxonia House – Update noted.</p> <p>6.3 PSM16/213 Remembrance Garden- No update.</p> <p>6.4 PSM16/127 Skate Park – Project on hold.</p> <p>6.5 PSM16/285 Public Convenience – Update noted.</p> <p>6.6 PSM18/363 Happy Valley – The project was discussed and it was noted that discussions were ongoing regarding recommencing the tender process.</p> <p>6.7 Boat Park – Update noted. BW advised that one space in particular was extremely messy, HF to investigate.</p> <p>6.8 Jetty Repair – No update.</p>	<p>HF</p>

M. Hayward

	<p>6.9 Bay Queen Exhibition – No update.</p> <p>6.10 Mona’s Queen III Exhibition – A discussion was had regarding the service, it was agreed it would be held at 5.30am and attended by Board members and the Clerk only.</p> <p>6.11 West Room – The update was noted.</p>	
7.	<p>7.1 Housing Report – The report was circulated and the following was discussed and noted. BW queried if the Housing Officer is working to guidelines for the inspection of gardens. HF to clarify.</p> <p>7.2 Tenant Arrears Report – Was discussed and noted.</p>	HF/DG
8.	<p>Public Correspondence:</p> <p>8.1 E-mail regarding new building on Gellings Avenue – BW/NME proposed a letter is issued to the Minister & Director of Planning regarding the height of buildings and approval process. All were in favour. Carried.</p> <p>8.2 Street Trader Licence request – NME/AG proposed the licence be granted until the end of October on the condition they do not attend more than once every two weeks and with a weeks’ notice to quit. All were in favour. Carried.</p> <p>8.3 The Lhargan temporary road closure notice – Noted.</p> <p>8.4 Road Closure request Station Road – No objections.</p>	<p>HF</p> <p>HF/MD</p>
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 Manesca request was circulated by e-mail. There were no objections.</p> <p>9.2 Planning Approvals:</p> <p>9.2.1 20/00173/B Ballamaria, Bay View Road. Installation of replacement windows to front bay windows approved. Noted</p> <p>9.2.2 20/00294/B Sunnyside, Lime Street. Erection to rear elevation. Noted</p> <p>9.2.3 20/00011/B Dublin House, The Promenade. Alterations, erection of single storey extension, three storey</p>	

	<p>extension and car port to rear and installation of replacement windows approved. Noted</p> <p>Planning Appeal:</p> <p>20/00011/B Dublin House. It was noted an appeal date had been set. The Board have no objections to the application.</p>	MD
10.	<p>Policy & Resources:</p> <p>10.1 Covid-19 Response – The report was discussed and noted.</p> <p>BW/NME proposed that the Board reverted to adhering to Bylaws regarding dogs on the beach. LVW & AM were in favour. AG & MH were against. Carried.</p> <p>HF advised that the guidance for the reopening for public conveniences was not achievable at this time but discussions were ongoing with Public Health. The Board unanimously praised the staff for their hard work throughout the pandemic.</p> <p>10.2 2020 Meeting Dates – The meeting dates were noted.</p>	
11.	<p>Public Consultations</p> <p>11.1 DEFA Bathing Water Consultation for Local Authorities – It was agreed the item would be on the next Agenda to enable the Board time to view the required documents.</p>	MD
12.	<p>Invitations - None</p>	
13.	<p>Any Other Business</p> <p>13.1 Ballagawne Manx Utilities Request – After discussion it became apparent the land was owned by Rushen Commissioners. HF to respond.</p> <p>13.2 Arts Council Project – NME/AG proposed the street art project is approved. Clerk to approve locations. All were in favour. Carried.</p> <p>13.3 NHS Bench – HF advised that the DLO staff had painted a spare bench blue for key workers and it would be located outside Manxonia House.</p>	<p>HF</p> <p>HF</p>

	13.4 Happy Valley memorial – HF advised she had been approached by a ratepayer regarding a Covid-19 memorial scheme using plants and discussions were ongoing.	
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There being no further business the Public Session of the meeting closed at 8.50pm.

