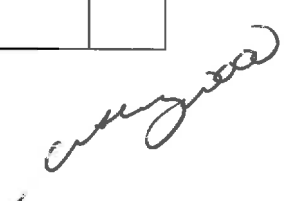


**PORT ST MARY COMMISSIONERS  
ORDINARY BOARD MEETING  
21<sup>ST</sup> OCTOBER 2020 at 7.30pm**

**MINUTE – PUBLIC SESSION**

Present:	Dr M Haywood (Chair), Mrs B Williams (Vice Chairman), Mr N McGregor Edwards, Mr A Merchant, Mr A Grace & Mr L Vaughan Williams
Apologies:	None
In Attendance:	Ms H Fargher (Clerk) & Mrs D Greenwood (taking minutes)

1.	1.1 The Chair welcomed the Board, declared the meeting open and sought Declarations of Interest, none were made.	
2.	2.1 Minutes of the Ordinary Meeting held on 23 <sup>rd</sup> September 2020 was circulated. <b>NME/BW proposed the Minutes of the Ordinary meeting held on 23<sup>rd</sup> September 2020 be approved and signed as a correct record. All were in favour. Carried.</b>	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 Dog at Large – HF reported following a letter to all residents of the Underway, a response was received identifying the dog owner. She offered to send a warning letter to the resident concerned highlighting the dog bylaws.</p> <p>3.1.2 Public Consultations – HF advised she had contacted DoI Highways requesting a response re Traffic Management. MH informed she had rallied support via the Municipal Association to put pressure on DoI for a response.</p> <p>3.1.3 Ratification of Email Vote re Street Lighting – MH, NME, LVW, AG, BW &amp; AM all confirmed their votes to approve the expenditure of £1500 + VAT for urgent streetlight repairs.</p>	HF
4.	Motions: None	
5.	<p>Finance:</p> <p>5.1 Invoices for payment October 2020 – were circulated. NME</p>	



	<p>questioned payment to DoI for Foreshore. HF confirmed this was the annual lease. LVW raised invoice regarding replacement vehicle window. HF advised the window was broken by a stone during strimming. NME queried the need for a 16" garden roller. HF offered to investigate. Following query from NME, HF confirmed the electrical test recharge to a tenant was policy when tenant's transferred properties. <b>BW/AG proposed the invoice list for October 2020 is approved for payment. All were in favour. Carried.</b></p>	AS
6.	<p>Projects: A Projects Update Report was circulated.</p> <p>6.1 <b>PSM16/129</b> Manxonia House – HF reported the Estate Agent has offered to manage expressions of interest.</p> <p>6.2 <b>PSM16/213</b> Remembrance Garden- It was noted a quotation for lighting was on the Private agenda.</p> <p>6.3 <b>PSM16/127</b> Skate Park – HF was requested to keep this item on the agenda.</p> <p>6.4 <b>PSM16/285</b> Public Convenience – HF advised the Estate Agent had taken pictures of the Gellings Avenue building for their website.</p> <p>6.5 <b>PSM18/363</b> Happy Valley – HF reported that due to the expense of hiring props and fencing, these had now been purchased. Although work would not commence until April 2021, she was working with the engineers on the Tender Process. The need to engage with DoI regarding the works was discussed. MH reported observing water coming through the wall which needed to be reported to the DoI as a matter of urgency.</p> <p>6.6 Boat Park – Project on hold.</p> <p>6.7 Jetty Repair – HF advised she has sent up-to-date pictures of the jetty to the DoI.</p> <p>6.8 Bay Queen Exhibition – Project on hold.</p> <p>6.9 East Room – HF reported that following the removal of the safe, the floor was sloping which would require further investigation.</p> <p>6.10 Celebration of Christmas – It was noted the Dept of Enterprise's scheme to fund events was now active but priority would be given to new events. Members were invited to provide suggestions prior to the deadline February 2021.</p> <p>6.11 Town Branding Project – Email 20.10.20 from Business Development Manager, DoE summarising items from the meeting was</p>	<p>HF</p> <p>HF</p>

	<p>tabled. HF reported that once completed, the business case would be sent to the Business Association for approval.</p> <p>6.12 Remembrance Service – The request by The Sea Cadets to parade from PSM School to the garden was discussed. HF advised she was waiting to hear back from the Police about doing this safely. HF was instructed to ask the Albert Hotel to provide refreshments for after the service.</p>	<p>HF</p> <p>HF</p>
7.	<p>7.1 Housing Report – The report was circulated. <b>AM/NME proposed to approve the renewal of an expiring fixed five year tenancy on the new terms of 'mid rent' payments. All were in favour. Carried. BW/AG proposed to approve the renewal of another expiring fixed five year tenancy on the new terms of increasing the rent by a factor of 15%. All were in favour. Carried.</b> Additionally, the Board approved a tenant's transfer request.</p> <p>7.2 Tenant Arrears Report – Was discussed and DG provided updates where necessary. It was noted Tenant 1's historic debt had been written off on the accounts so should be removed as an agenda item. LVW advised the Board could make a legal claim against Tenant 3 for non payment of rent after a certain length of time.</p> <p>7.3 Rent Charging - email 19.10.20 from DoI, Housing requesting the Board considers charging rent over 52 weeks instead of current 50 weeks in order to align with the majority of local authorities was tabled. DG pointed out tenants could still choose to pay extra in order to get a rent break over Christmas if they wished. <b>BW/NME proposed to adopt a 52 week rent charge for the next rent year. AM, LVW, MH were in favour. AG abstained. Carried.</b></p>	<p>DG</p> <p>AS</p> <p>HF</p>
8.	<p>Public Correspondence:</p> <p>8.1 Letter from a Beach Road resident regarding unresolved traffic management issues was circulated and discussed. HF was instructed to write to the Department of Infrastructure advising the Board is still waiting for their proposals for speed reductions and road works in the Port. The DoI Minister, Head of Highways and local MHK's to be copied in.</p>	<p>HF</p>
9.	<p>Planning Matters</p> <p>9.1 Planning Approvals:</p> <p>9.1.1 20/00866/B – Carrick Rooms, Bay View Road, Port St Mary for</p>	

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	<p>the installation of replacement windows.</p> <p>9.1.2 20/00792/B – The Quoins, Fistard, Port St Mary for the replacement of existing boundary fence with 2.4m high rendered concrete block wall.</p> <p>9.1.3 20/00899/B – 2 Endfield Avenue, Port St Mary for the erection of an extension to rear elevation.</p> <p>9.1.4 20/00918/B – Blair Athol, The Promenade, Port St Mary for the creation of French doors from an existing window to front elevation (retrospective).</p> <p><b>The Planning Approvals were noted.</b></p>	
10.	<p>Policy &amp; Resources:</p> <p>10.1 Manx Utilities Street Lighting Contract 2020/21 was circulated and accepted without amendment.</p> <p>10.2 Meeting Dates 2020/21 – The meeting dates were noted. HF was requested to include the election and AGM dates.</p>	<p>HF</p> <p>HF</p>
11.	Public Consultations: None	
12.	Invitations: None	
13.	<p>Any Other Business:</p> <p>13.1 Parking Issues – NME reported on complaints from residents and businesses that people were leaving their cars for long periods of time on the restricted parking areas outside the shops on Bay View Road. It was noted the problem was worse over the weekend when restrictions are less likely to be enforced. HF advised she was in contact with businesses who reported incidents of parking to her which she then forwarded on to the Southern Policing Team. However, action on their part was subject to their availability. AG raised the issue of parking on double yellow lines at the end of roads which obstructed visibility. HF advised she was pressing DoI for more enforcement.</p>	

There being no further business the Public Session of the meeting closed at 8.20pm.

