

PORT ST MARY COMMISSIONERS

**ORDINARY BOARD MEETING
25th AUGUST 2021 at 7.30pm**

MINUTE – PUBLIC SESSION

Present:	Mrs B Williams (Chair) Mr A Grace (Vice Chairman), Mrs B Gelling, Mr N McGregor Edwards & 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 14 th July 2021 were circulated. AG/NME proposed the Minutes of the Ordinary meeting held on 14th July 2021 be approved and signed as a correct record. All in favour. Carried.	MD
	2.2 Minutes of the Annual General Meeting held on 4 th August 2021 were circulated. NME/BG proposed the Minutes of the Annual General Meeting held on 4th August 2021 be approved and signed as a correct record. All in favour. 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 Kallow Point Grass – HF advised she has requested DEFA to provide a management plan and a site meeting will be held with DEFA and Manx Wildlife Trust. 3.1.2 Lamppost Poppies – HF confirmed the poppies had been delivered.	HF
4.	Motions: None	
5.	Finance: 5.1 Invoices for payment August 2021 – were circulated. NME queried invoice 2316. HF confirmed this referred to dog waste refill bags. LVW queried invoice 2326. HF advised the cost was for electricity supply for Christmas Tree. BW queried invoice 2347. HF confirmed this was for a	

	<p>property's void works. AG/LVW proposed the invoice list for August 2021 is approved for payment. All were in favour. Carried.</p> <p>5.2 Budget Setting Committee for 2022/23 – NME, BW & BG agreed to sit on the Committee with the Clerk and the Finance Officer.</p>	SR
6.	<p>Projects:</p> <p>A Projects Update Report was circulated.</p> <p>6.1 Skate Park – No available update.</p> <p>6.2 Public Convenience – HF advised the sale was proceeding slowly for legal reasons due to the age of the building.</p> <p>6.3 Happy Valley – HF reported works were due to commence shortly and it would not affect the benches on the pavement above. She was requested to advertise the works.</p> <p>6.4 Boat Park – HF confirmed approval had been received from Local Government Unit to spend the funds raised from the sale of Manxonia House. The planned projects for the Boat Park, Play Park & Tennis Courts can now move forward. AG/BG proposed to commence with the works. All in favour. Carried. LVW suggested expanding facilities for children by installing a 'splash area' water feature. To be explored further.</p> <p>6.5 Jetty Repair – No update.</p> <p>6.6 Town Branding Project – Update noted.</p> <p>6.7 Rushen Heritage Trust Street Signs – Update noted.</p> <p>6.8 PSM Post Office – No update.</p> <p>6.9 Highways – The update was noted.</p> <p>6.10 Dog Fouling – The update was noted.</p> <p>6.11 Town Hall Access – HF proposed to include replacing the lift in the application for a government grant. LVW/NME proposed to support the inclusion of a replacement lift to improve disabled access. All in favour. Carried. NME/AG proposed the creation of additional access through the Town Hall wall as per planning application is funded out of reserves. All in favour. Carried.</p> <p>6.12 Bay Queen Parking – A request from the developers to change parking outside the building to limited disc zone was considered. AG/NME proposed to support the request. All in favour. Carried.</p>	<p>HF</p> <p>HF</p> <p>HF</p>

	<p>6.13 Manx Utilities Streetlight Column Testing – Update noted.</p> <p>6.14 Request for Additional Electric Vehicle Parking Stations – Request from MU for two more stations in the Town Hall Car Park was considered. AG/NME proposed to approve the request. All in favour. Carried.</p> <p>6.15 Village in Bloom – It was agreed to hold the winners presentation at 6.30pm prior to the start of the September Board meeting.</p> <p>6.16 Celebration of Christmas – HF raised the creation of a living advent calendar as previously agreed and offered to contact the Business Association. Potential participants at the Celebration of Christmas were discussed. The office will contact those selected.</p>	<p>HF</p> <p>HF</p> <p>MD</p>
7.	<p>Housing:</p> <p>7.1 Housing Officers Report – Was circulated. DG provided clarification on the allocation process.</p> <p>7.1 Tenant Arrears Report – Was circulated. DG provided an update on payments made and payment plans agreed since the report.</p>	
8.	<p>Public Correspondence:</p> <p>8.1 A list of additions to the Protected Buildings & Memorials Register was circulated and noted.</p> <p>8.2 Public Sector Rent Setting 2022/23 – NME/AG proposed an increase of 1%. All in favour. Carried.</p> <p>8.3 Letter 17.8.21 from Local Government Team Manager regarding the filling of vacant local authority seats via general elections was circulated. HF was requested to advertise PSM’s two vacant seats.</p> <p>8.4 Letter of thanks from the IoM Army Cadet Force for donation was noted.</p> <p>8.5 2nd Supplemental List 2021 – Circulated and noted.</p> <p>8.6 Town Twinning Request – Letter from the Harbour Master, Cemaes Bay, Anglesey was considered. HF was requested to make contact and seek clarification on expectations.</p>	<p>HF</p> <p>HF</p> <p>HF</p>
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 21/00938/B Town Hall, The Promenade, Port St Mary. Reopening of rear pedestrian access. There were no objections</p> <p>9.1.2 21/00812/B 12 High Street, Port St Mary. Installation of replacement windows to front elevation. There were no objections.</p>	

	<p>9.2 Planning Approvals</p> <p>9.2.1 21/00697 Exchange House, 5 Athol Street, Port St Mary. Widening of existing second floor doorway to balcony and replacement of existing steel balustrading with toughened glass.</p> <p>9.2.2 21/00595/B The Courtyard, Queens Road, Port St Mary. Installation of a first floor balcony.</p> <p>9.2.3 21/00545/B Fairways, Clifton Road, Port St Mary. Alterations and erection of proposed single storey extension to rear of dwelling.</p> <p>These were noted.</p> <p>9.4 Sheds on PSM & District Allotments – Correspondence from Planning Officer confirming any structure on the site would require planning permission was noted. HF offered to check the site’s planning history.</p>	HF
10.	<p>Policy & Resources:</p> <p>10.1 Equality Act Training – The online training course was noted.</p> <p>10.2 Internal Audit Report – Was circulated. HF reported on the need to set up a Working From Home Policy and offered to provide proposals.</p> <p>10.3 Meeting Dates 2020/21 – The meeting dates were noted.</p>	HF
11.	<p>Public Consultations:</p> <p>11.1 Climate Change (Single Use Plastics) Regulations 2021 Consultation – Board members to submit individual responses.</p>	
12.	<p>Invitations:</p> <p>12.1 Borough of Douglas Civic Sunday Service – BW confirmed her attendance.</p>	MD
13.	<p>Any Other Business:</p> <p>13.1 Christmas Street Decorations – LVW raised the need to invest more in decorations. HF offered to bring ideas to the Board at their next meeting.</p>	HF

There being no further business the Public Session of the meeting closed at 8.50pm.