Date: 15th December 2023

**NOTICE OF ORDINARY BOARD MEETING**

In accordance with Schedule 1 of the Local Government Act 1985, Notice is hereby given that the next Board Meeting of Port St Mary Commissioners will be held in the Board Room at the Town Hall on **Wednesday 20th December 2023 at 7.00p.m.** Private session of Port St Mary Commissioners will be held following conclusion of the Public Board Meeting.

1. Only business of a formal nature as defined in the Agenda for the meeting which is set out below, may be discussed as defined in Port St Mary Commissioners Standing Orders governed by Section 27 of the Local Government Act 1985 [as amended by Section 8 Local Government Act 2006]. All Commissioners are urged to attend and bring with them their copy of Standing Orders.

Hayley Kinvig

Clerk

**PORT ST MARY COMMISSIONERS**

**ORDINARY BOARD MEETING**

**20TH DECEMBER 2023**

**AGENDA – OPEN SESSION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Number** | **Item** | | **Action Required** |
| **1.** | **OPENING OF THE MEETING** | | |
| 1.1 | Welcome, Apologies & Declarations | | As required by Board members |
| 1.2 | Election of Vice Chairman | | For Board vote |
| **2.** | **MINUTES**  **Four Members who were present are required to approve Minutes** | | |
| 2.1 | Minutes of the Ordinary Meeting held on the 22nd November 2023 | | For Board approval |
| **3.** | **MATTERS ARISING** | | |
| 3.1 | Matters arising from previous meetings | | Clerk to provide necessary updates |
| **4.** | **MOTIONS – None** | | |
| **5.** | **FINANCE** | | |
| 5.1 | *Invoices to be circulated electronically* | For Board approval | |
| **6.** | **PROJECTS** | | |
| 6.1 | PSM Events | | For Board discussion |
| **7.** | **HOUSING** | | |
| 7.1 | Housing Officers Report | For Board discussion | |
| **8.** | **PUBLIC CORRESPONDENCE & COMMUNICATIONS** | | |
| 8.1 | Wayleave request | For Board response | |
| **9.** | **PLANNING MATTERS** | | |
| 9.1 | Planning Application | | For Board discussion |
| 9.2 | Planning Approvals | | For noting |
| 9.3 | Deregister a building | | For Board discussion |
| **10.** | **POLICY & RESOURCES** | | |
| 10.1 | 2023/24 Meeting Dates | | For noting |
| **11**. | **PUBLIC CONSULTATIONS** | | |
| 11.1 | Increase of Audit Exemption Limit | For Board response | |
| 11.2 | Built Environment Reform Programme - Consultation on Changes to Town Planning Secondary Legislation | For Board response | |
| **12.** | **INVITATIONS - None** | | |
| **13.** | **ANY OTHER BUSINESS OF AN URGENT NATURE**  **(BY PERMISSION OF THE CHAIR)** | | |

**PORT ST MARY COMMISSIONERS**

**MATTERS ARISING & PUBLIC CORRESPONDENCE REPORT**

**Matters Arising**

**Windfarm Meeting** – No further correspondence has been received since the Board met with the consultants.

**Tynwald Commissioner Consultation on Principles** – The Board response was issued.

**Mooir Vannin Consultation –** The Board response was issued.

**Registration of Foreshore –** Investigations ongoing.

**Public Correspondence**

N/A

**PORT ST MARY COMMISSIONERS**

**PROJECTS UPDATE**

|  |  |
| --- | --- |
| 6.1 | **Events**  Remembrance Service –  **Receipt from Rushen Silver Band**  Tue 05/12/2023 21:09  Hi Hayley.  On behalf of the Band can I thank the Commissioners for their recent letter and also for the £50 donation to band funds which is really appreciated especially at this time of year.  I will also pass on a copy of the letter to Martha for her information.  Many thanks again, and best wishes of the festive season too. Peter    Secretary – Rushen Silver Band  Christmas Market – The market was extremely successful and raised £220.97 for the Isle of Man Foodbank.  Christmas Carol Service **–** Board feedback is requested for the carol service.  Willow Lantern Making – Clerk to provide verbal update following the event. |

**PORT ST MARY COMMISSIONERS**

**PUBLIC CORRESPONDENCE**

Good Morning Hayley

I have been advised you are the best contact with regard to the new electricity supply to Manxonia House, which it is proposed, will pass through the Commissioner’s car park as per the attached plan (circled in orange).

If you are able to advise whether the Commissioners might be willing to grant Manx Utilities an easement to install the electricity cable indicated by the broken magenta line and if you can indicate the extent of the Commissioners ownership in that car park area, I would be most grateful.

If you would like to chat about the proposals in more detail, please feel free to get back in touch with me.

Kind regards

|  |  |  |
| --- | --- | --- |
| **Wayleaves Officer**  **Wayleaves**    A black and white logo  Description automatically generated | SUSTAINABLY DELIVERING  **LIFE’S ESSENTIAL SERVICES**  FOR OUR ISLAND    **Respect**| **Integrity** |**Teamwork**|**Excellence** |  |

Item 9.1 - 9.3

**PORT ST MARY COMMISSIONERS**

**PLANNING MATTERS**

**9.1 Planning Applications**

23/01408/B – Ports of Call, Bay View Road to reduce the size of two exterior windows on the southern elevation of the property to accommodate the placement of a new internal partition wall.

23//01352/B – 1 Daisy Bank, Cronk Road, proposed extension to rear of property.

23/01343/B Sunnyhurst, Station Road to demolish existing conservatory and outbuildings and replace with proposed rear extension. Remove all existing UPVC windows and doors and replace with new UPVC and composite doors.

**9.2 Planning Approvals**

23/00800/B – Thornycroft, 8 Primrose Terrace for a ground floor extension and new roof dormer.

**9.3 De-Register a Building**

Registered Building 183 – Bayqueen Hotel, The Promenade - Following the demolition of the West Wing of the former Bayqueen Hotel, PSM, as permitted under 18/00638/CON and 21/00085/GB, the Department of Environment, Food and Agriculture has issued a formal notice proposing to de-register the building, as required under Section 6 of the Town and Country Planning (Registered Buildings) Regulations 2013. Written submissions to be made no later than 22nd January 2024.

**PORT ST MARY COMMISSIONERS**

**MEETING DATES FOR 2023/24**

|  |  |
| --- | --- |
| **2023/24 Meeting Dates** | |
| 10th January 2024 | Second meeting – may not be required |
| 24th January 2024 |  |
| 14th February 2024 | Second meeting – may not be required |
| 28th February 2024 |  |
| 13th March 2024 | Second meeting – may not be required |
| 27th March 2024 |  |
| 10th April 2024 | Second meeting – may not be required |
| 24th April 2024 |  |
| 8th May 2024 | AGM Only |
| 22nd May 2024 |  |
| 12th June 2024 | Second meeting – may not be required |
| 26th June 2024 |  |
| 10th July 2024 | Second meeting – may not be required |
| 24th July 2024 |  |
| 14th August 2024 | Second meeting – may not be required |
| 28th August 2024 |  |
| 11th September 2024 | Second meeting – may not be required |
| 25th September 2024 |  |
| 9th October 2024 | Second meeting – may not be required |
| 23rd October 2024 |  |
| 13th November 2024 | Second meeting – may not be required |
| 27th November 2024 |  |
| 11th December 2024 |  |

Item 11.1

**PORT ST MARY COMMISSIONERS**

**PUBLIC CONSULTATION**

Mon 27/11/2023 09:45

Good morning

I am writing to inform you about a consultation we are carrying out on the proposal to increase the audit exemption limit for local authorities and burial authorities.

Under the Treasury Local Government Directions 2016, an assurance review will be required if gross income or gross expenditure (whichever is greater) equals or exceeds £100,000 but is less than £1,000,000 in the year to which the accounts relate or the immediately preceding year. Due to inflationary costs some local authorities are at risk of reaching this limit which has implications on their rates. As a result of this, the Treasury Board have agreed to increase the limit, and the following changes are being proposed:

*The Treasury directs that the accounts of a specified body whose gross income or gross expenditure (whichever is the greater) is****£125,000****or more, but less than****£1,200,000****, in —*

*(a)          the relevant accounting year; or*

*(b)          the accounting year immediately preceding the relevant accounting year,*

*are to be the subject of an assurance review.*

A copy of the Draft Direction is attached for your information. Please note the Direction will come into effect from the day it is signed by the Treasury Minister.

If you have any comments, queries or suggestions regarding the proposed changes please can you let me know by **midday** **Monday 11th December 2023**.

Thank you for your time.

Kind regards,

Audit Advisory Division, The Treasury

Prospect House, 27-29 Prospect Hill, Douglas, Isle of Man IM1 1ET

Item 11.2

**PORT ST MARY COMMISSIONERS**

**PUBLIC CONSULTATIONS**

**Sent:** Monday, November 20, 2023 10:50 AM  
**Subject:** Built Environment Reform Programme - Consultation on Changes to Town Planning Secondary Legislation

Good Morning,

I write to update that as part of the [Built Environment Reform Programme](https://www.gov.im/media/1380037/berp-july-2023.pdf) , and to facilitate the Department of Environment, Food and Agriculture’s (DEFA) core functions a consultation has been launched on proposed changes to the following secondary legislation which is made under the Town and Country Planning Act 1999 (“the Planning Act”):

* the Town and County Planning (Development Procedure) Order 2019 (“the DPO”); and
* the Town and Country Planning (Application and Appeal Fees) Order 2021 (as amended in 2023) (“the Fees Order”).

This legislation sets out how applications are dealt with for:

* planning approval (e.g. new buildings, extensions/changes to existing buildings, changes of use etc.);
* minor changes to existing planning approval; and
* approval of information required by a condition attached to a planning approval.

The consultation runs until the 26.01.24 and the details can be accessed via the [Consultation Hub](https://consult.gov.im/environment-food-and-agriculture/planninganddpochanges/)

A consultation document is available to download and sets out the proposed changes, which in summary relate to:

* reviewing the ability to trigger/participate in an appeal (Interested Person Status);
* introducing a new fast track householder appeal process;
* streamlining how DEFA applications are dealt with (so there is more resource to focus on delivering planning services to the public);
* expanding Minor Change provisions so that approvals which incorporate fossil fuel boilers can be amended to remove them;
* establishing a proportionate requirement for climate change information within applications;
* targeted amendments to planning fees; and
* a number of other minor amendments.

If you require any more information or wish to discuss the consultation, please do not hesitate to contact me.

Thank you,

**Lead Programme Officer**

**Built Environment Reform Programm**e