PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
28TH MAY 2025 at 6.30pm

MINUTE – PUBLIC SESSION

Present:	Mrs J Teare (Chairman), Mr D Scott (Vice Chairman), Mrs G Brunt, Mr W Gelling, Mrs C Henderson & Mr L Vaughan-Williams
Apologies:	Mrs B Williams MBE
In Attendance:	Mrs H Kinvig (Clerk)

1.	1.1 The Chair welcomed the Board, noted the apologies and declared the meeting open. The Chair thanked BW & LVW for their exemplary service as the previous Chairman and Vice Chairman.	
2.	2.1 Minutes of the Ordinary Meeting held on the 23rd April 2025 were circulated. **DS/LVW proposed the Minutes of the Ordinary Meeting held on 23rd April 2025 be approved and signed as a correct record. All were in favour. Carried.** 2.2 Minutes of the Annual General Meeting held on the 7th May 2025 were circulated. **LVW/DS proposed the Minutes of the Annual General Meeting held on 7th May 2025 be approved and signed as a correct record. All were in favour. Carried.**	SAFM SAFM
3.	Matters Arising: 3.1 The Matters Arising Summary and response to public correspondence by the Clerk from the previous meeting were circulated, discussed and noted. The Clerk provided updates where necessary.	
4.	Motions: MOTION FOR QUARTERLY FINANCE REPORTS Motion - Request for Quarterly Financial Reports to be submitted to the Commissioners for consideration at public meetings. The Commissioners: 1. Recognise the importance of transparency, accountability, and	HK

	timely oversight in the management of public funds. 2. Note that regular financial reporting is essential to ensure informed decision-making by elected members and to maintain public confidence in the stewardship of the Commissioners' resources. 3. Requests that the Finance Officer prepares and submits a detailed financial report to the Commissioners on a quarterly basis, outlining: o Revenue and expenditure by department or service area; o Performance against the approved annual budget; o Variances and explanations for significant deviations; o Forecasts for year-end position; o Updates on capital expenditure projects, if any o Any identified financial risks or emerging budgetary pressures. 4. Further request that these reports be made available for inclusion in (and issued with) the Board papers s at least ten days prior to the relevant Board meeting, or as directed by the Clerk. Purpose: By adopting quarterly reporting, the Commissioners will enhance the ability to monitor resources effectively, detect issues early, and ensure that Members can fulfil their oversight responsibilities with up-to-date financial information. **LVW/CH proposed that the Motion is accepted. All were in favour. Carried.**	MK
5.	Finance: 5.1 Invoices for settlement in May. DS chased his previous request that large items that were budgeted for have the budget comparison amount included on the invoice table, HK confirmed this would be in place for the June meeting. **DS/LVW approved the invoices for settlement in May to be paid. All were in favour. Carried.**	MK
6.	Projects: 6.1 Events – Monas Queen –The update regarding the service was noted.	

	Village In Bloom – The update was noted. It was agreed that the overall cup winner form the previous year would judge the gardens, alongside GB.	SAFM
	Flower Festival – The update was noted.	
	Tynwald Day Event – The update was noted.	
	Civic Service – A discussion on the continuation of the service was had. **LVW/DS proposed that the civic service continue, on a different date due to date conflicts with other, established services around the Island. Catering is to be removed and a change in the running format is to be discussed. All were in favour. Carried.**	HK SAFM
	Christmas Events – It was agreed to proceed with both a carol service and Celebration of Christmas event.	
	DS requested that the Town Hall is lit orange from the 25th November – 10th December for 'Inner Wheel – Orange the World', a global initiative raising awareness of violence against women and girls. There were no objections.	HK SAFM
	LVW/DS proposed a Motion to establish an Events Committee with the ability to co-opt members who are not on the Board. The Committee would be self-funding for events, where possible. HK to draft a Terms of Reference. All were in favour. Carried.	HK
	6.2 Maintenance Contracts – The report was noted.	HK
	6.3 Chapel Beach facilities – HK to explore the installation of a concrete base for a temporary portable toilet and changing facility. LVW stated he would only support if it is a temporary solution, this was agreed.	
	6.4 Department of Enterprise Roadshow – The presentation was discussed and noted.	HK
	6.5 Playpark – HK to look at collecting park data regarding usage. **WG/DS proposed that a full refurbishment of the playpark is explored. All were in favour. Carried.**	
	6.4 Highways – Sound Bus Service – DS circulated a questionnaire and provided a verbal update on the public meeting which had been held. PSMC agreed to have a questionnaire response box in the office.	HK

	High Street – The update was noted. Plantation Road Order – HK to ascertain if the Fram had been consulted. There were no objections.	
7.	Housing: 7.1 Housing Officers Report – The report was discussed and noted. 7.2 Tenancy Arrears Report – The report was discussed and noted. It was noted that the Office of Fair Trading previously offered a debt counselling service – HK to explore.	HK
8.	Public Correspondence: None	
9.	Planning Matters 9.1 Planning Applications: 9.1.1 25/90450/B Borrane, The Promenade for construction of single storey extension to rear of the dwelling. Installation of new roof light to rear elevation. **There were no objections.** 9.1.2 25/90435/B 25 Perwick Road for erection of a summer house and garden shed to back garden. **There were no objections.** Supplemental Planning Application: 9.1.3 25/90455/B – 7 and 7A High Street for conversion of shop to residential unit; replacement of shopfront with infill blockwork/windows, creation of new side entrance, erection of outbuilding to rear; first floor extension with dormer to rear; re-roofing and replacement of windows throughout. **There were no objections.** 9.2 Planning Approvals: 9.2.1 25/90338/B Dreswick, Linden Avenue for erection of a pergola to the northwest elevation. **The approval was noted.** 9.2.2 25/00352/LAW 1 Creggan Mooar – Certificate of Lawful Development for erection of fencing was issued. **The approval was noted.** 9.2.3 24/91372/B Kionslieu, Howe Road for alteration and extension to dwelling including single storey side extension, raised decking and alteration to wall finish. **The approval was noted.** 9.2.4 25/90281/B Gansey Mill Apartments, Beach Road for installation of a protective lift housing structure on the roof of the building with associated internal access. **The approval was**	DG

	noted. 9.2.5 25/90107/B Thie Ny Marrey, 8 Perwick Road for extensions and alterations to existing residential dwelling, installation of PV solar panels, landscaping work and erection of a garden shed, gym and sauna. **The approval was noted.**	
10.	Policy & Resources: None. 10.1 Local Government (Amendment) Bill 2023 – The update was noted, JT to request the item is put on the IOM Municipal Association Agenda for discussion. 10.2 Internal Audit Report 2024/5 – The report was discussed and welcomed. LVW noted that it was the best report we had received during his tenure. 10.3 Ratification of amendment to Standing Order – The Board confirmed their votes. 10.4 Board Mission Statement – Relevant legislation from the Local Authority Handbook to be added. All were in favour. 10.5 Dates – The forthcoming dates were discussed and noted.	JT HK
11.	Public Consultations: 11.1 NHS Levy Consultation – HK to publicise response online.	HK
12.	Invitations: None	
13.	Any Other Business: None	

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