PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
27TH AUGUST 2025 at 6.00pm

MINUTE – PUBLIC SESSION

Present:	Mrs J Teare (Chairman), Mr D Scott (Vice Chairman), Mrs B Williams MBE, Mr W Gelling, Mrs C Henderson & Mrs G Brunt
Apologies:	Mr L Vaughan Williams
In Attendance:	Mr M Kemp (Secretary and Finance Officer)

1.	1.1 The Chair welcomed the Board, noted the apologies and declared the meeting open. Mr Kemp, standing in for the Clerk, Hayley Kinvig, was welcomed to the meeting. No interests were declared.	
2.	2.1 Minutes of the Ordinary Meeting held on the 30th July 2025 were circulated. **DS/WG proposed the Minutes of the Ordinary Meeting held on 30th July 2025 be approved and signed as a correct record. All were in favour. Carried.**	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. Rates Arrears - Mr Kemp read an email received from the Treasury Rates department. The Chairman requested that the finance officer obtain an updated rates schedule, to include payment plans and present same at the next meeting, if available. **The Chairman requested that the rates schedule be retained on the agenda for quarterly updates. DS/CH proposed the motion. All were in favour. Carried.** Boat Park - It was noted that the Clerk had spoken with the contractor regarding the Boat Park and that an update would be provided at the next meeting.	MK HK HK

J.M. Teare

4.	Motions: There were no motions.	
5.	Finance: 5.1 Invoices for settlement in August were noted and discussed. MK answered the members' questions. **BW/GB approved the invoices for settlement in July to be paid. All were in favour. Carried.**	MK
6.	Projects: 6.1 Chapel Beach The update was noted. 6.2 Highways High Street Restructure - The Chairman requested that the Admin Officer upload the letter to residents regarding the High Street roadworks to the Port St Mary Commissioners' website and to Facebook. The Chairman also requested that the Clerk obtain clarity on the full road closures and diversions. Footpaths - The Chairman provided an update regarding footpaths stating that the Department of Infrastructure were fast tracking the work on the path from the top promenade to Chapel Beach. Two footpaths from Primrose Terrace to the Underway have also been referred onto the Department. **The Chairman requested that the Clerk monitor the timetable for the works and record public feedback. CS/BW proposed. DS abstained with JT, WG and GB in favour. Carried.** 20mph - Mr Kemp informed the Board that a review of the 20mph limits was due in September or October and no other updates had been received by the Clerk. The Chairman requested that the Clerk obtain an update as soon as possible. Residents Parking Permits - The Board noted that the Clerk was attempting to obtain an update regarding the residents' parking permits. 6.3 Events The time and date of the Events Committee meeting was noted as 12 noon on the 2 September 2025.	HK HK HK HK HK

	6.4 Waste audit The update was noted. It was also noted that the Clerk would report back with an update. 6.5 Boat Park The item was noted.	HK
7.	Housing: 7.1 Housing Officers Report – The report was discussed and noted. The Chairman commented that that a meeting can be arranged with the Housing Officer and Board members to discuss how the Southern Sheltered Housing Joint Board works. 7.2 Tenancy Arrears Report – The report was discussed and noted.	JT/DG
8.	Public Correspondence: There was no public correspondence to report.	
9.	Planning Matters There were no planning matters to report.	
10.	Policy & Resources: 10.1 Review of Dog Byelaws It was noted that the review of Dog byelaws had been moved to the Private Agenda. 10.2 Meeting and event dates 205 Noted.	
11.	Public Consultations: 11.1 Tynwald Commissioner for Administration (Amendment) Bill The Chairman circulated draft responses for the Board's approval. Mr Kemp suggested that item 14 be amended to a formal audit as it should yield better outcomes than an inspection of the Commissioner's financial statements. The Chairman requested that Mr Kemp revert to the Board via email with the type of audit and an explanation of what it would entail. Subject to this, the Board agreed that they were comfortable that the answers provided by the Chairman and Clerk could be submitted. It was	MK

	noted that the deadline of the 16 September 2025 preceded the next Board meeting. 11.2 Strategic Plan review The Board noted that the plan would be discussed at the next meeting.	HK
12.	Invitations: None.	
13.	Any Other Business: None.	

There being no further business the Public Session of the meeting closed at 6.30pm.