PORT ST MARY COMMISSIONERS

ORDINARY BOARD MEETING

3rd DECEMBER 2025 at 6.00pm

MINUTE – PUBLIC SESSION

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

1.	1.1 The Chair welcomed the Board, noted the apologies and declared the meeting open. No interests were declared. Mr Kemp was welcomed to the meeting in his capacity as Acting Clerk.	
2.	2.1 Minutes of the Ordinary Meeting held on the 29th October 2025 were circulated. **CH/GB proposed the Minutes of the Ordinary Meeting held on 29th October 2025 be approved and signed as a correct record. JT, DS and WG 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. Mr Kemp explained that an update on the High Street was not available and that he would follow the item up with the Department of Infrastructure.	MK
	4.1 Motion to establish a Chapel Beach Committee Mr Gelling's motion was presented to the Board alongside the amended terms of reference. The Board agreed to defer a vote on selection of committee members to the December 2025 Board meeting.	MK

5.	Finance: 5.1 Invoices for settlement in December 2025 were noted and discussed. MK answered the members' questions. **DS/GB proposed that the invoices for settlement in December 2025 be paid. JT, WG and CH were in favour. Carried.**	MK
6.	Projects: 6.1 Chapel Beach WG and DS explained that they were waiting to see design plans for a modular building from an architect and that DS was attempting to scope costs for the project, and would report back to the Board at the earliest opportunity. It was noted that planning costs could be circa £5,000. 6.2 Highways High Street Restructure – no further updates. The Board requested that the acting clerk request an update from the Department of Infrastructure. Footpaths – it was noted that safety barriers had been replaced and that Mr Kemp had written to the Department of Infrastructure, and that a response was awaited. JT explained that the Department of Infrastructure Minister had agreed that engineers would review the footpath. Mr Kemp agreed to report back to the Board at the next meeting with an update. 20mph speed limits - it was noted that areas of Port St Mary were included in the Southern Consultation, those being the Four Roads onto Church Road and part of Castletown Road as it intersects with Port St Mary, but that the Authority had not been included in the consultation. The Board requested the acting clerk write to the Minister to seek clarity on the issue. School crossing sign – the update was noted. Residents Parking Permits – noted. 6.3 Events MK explained that the Events committee had been meeting regularly.	WG/DS MK MK MK MK

	6.4 Waste audit No further updates were available and the agenda item was deferred to the January 2026 Board meeting. 6.5 Boat Park No further updates were available and the agenda item was deferred to the January 2026 Board meeting.	MK MK
	7.1 Housing Officers Report The report was discussed and noted. 7.2 Tenancy Arrears Report The report was discussed and noted. MK provided a verbal update and explained that a further £1,161.19 had been recovered since the report was circulated. The members agreed that a Facebook message about general debt counselling be posted online including an invitation to talk to the housing officer about rent arrears if people think they will struggle over the Christmas and New Year period. **DS/CH proposed that a weekly message regarding debt counselling be posted to Facebook during December 2025 and January 2026. JT, WG and GB were in favour, carried.**	SAM/MK /DG
8.	Public Correspondence: 8.1 Landslip Members noted the paper in the Board pack and that the Department of Infrastructure Minister had given the clerk a verbal confirmation that the Department would take responsibility for the landslip. It was noted that the same message had been relayed to the Board members present by the Minister at the meeting on the 1 December 2025. Confirmation by email had been requested. The Board requested that the acting clerk write to the Minister and Department CEO, copying in the Chairman, regarding the matter to pursue formal confirmation. 8.2 Bay View Road temporary prohibition of parking The agenda item was noted and discussed by the Board.	MK

	8.3 Period products (free provision) Bill The Board agreed to the Bill in principle but wished to speak to Ms Faragher in person to learn more about the proposal. The acting clerk was asked to email Ms Faragher to invite her to speak to the Board in January 2026.	MK
	8.4 Southern Befrienders Stocking Appeal The acting clerk informed the Board that the housing officer had a short list of suitable candidates and requested that other candidates be sought through the Southern Sheltered Housing Joint Board tenant's list to which the Board agreed, subject to the Southern Sheltered Housing Joint Board's approval. Members instructed the acting clerk to liaise with Southern Befrienders accordingly.	MK/DG /SAM
	8.5 Local economy forum update The Board noted and discussed the paper in the agenda item and requested that the matter be brought back to the next meeting for further consideration and appropriate action.	MK
9.	Planning Matters 9.1 Planning Applications 9.1.1 25/90925/B – Crofton, Four Roads for the replacement of roof slates, installation of roof light to west elevation and solar panels to south elevation. Alterations to sunroom roof and first floor window to create accessible roof terrace to east elevation. **There were no objections.**	DG
	9.1.2 25/91012/B – Almorah, Fistard Road for erection of single storey extension to rear of existing dwellinghouse. **There were no objections.**	DG
	9.2 Planning Approvals There were no planning approvals to discuss.	
10.	Policy & Resources: 10.1 Rates Arrears The acting clerk requested that the item be deferred to the first appropriate meeting in 2026. The Board agreed.	MK

	10.2 Meeting and event dates 2025/26 The Board noted that the December meeting was scheduled for 17th December 2025. The Chairman requested that standing orders be suspended to bring the January 2026 meeting forward to 21st January 2026. **Accordingly, CH/DS proposed that standing orders be suspended to bring the January 2026 meeting forward to 21st January 2026. JT/WG/GB were in favour. Carried.** Mrs Brunt apologised and left the meeting.	MK
	11.1 Updating the data protection (fees) regulations 2018 The Board noted that a response had been submitted. 11.2 Control of vibrations at work regulations 2025 The Board noted and discussed the consultation including the submission deadline of the 8th December 2025. The Board agreed, that following the acting clerk's consultation with the foreman, that the UK regulations were best fit for staff welfare. The acting clerk advised that to integrate the regulations consultants would need to be engaged to advise on policy and practice, to which the Board agreed. The Board also agreed that the cost burden for the regulations and sourcing of a suitable consultant should be borne by central government. Accordingly, the acting clerk was requested to submit a suitable response to the consultation. 11.3 Control of noise at work regulations 2025 The Board noted and discussed the consultation including the submission deadline of the 12th December 2025. The Board agreed, that following the acting clerk's consultation with the foreman, that the UK regulations were best fit for staff welfare. The acting clerk advised that to integrate the regulations consultants would need to be engaged to advise on policy and practice, to which the Board agreed. The Board also agreed that the cost burden for the regulations and sourcing of a suitable consultant should be borne by central government. Accordingly, the acting clerk was requested to submit a suitable response to the consultation. 11.4 20mph speed limits (south)	MK MK

	The Board acknowledged that the item had been covered in agenda item 6.2 with suitable actions authorised. 11.5 Consultation on proposed traffic regulations order(s) The Board noted and discussed the consultation which had expired on the 25th November 2025.	
12.	Invitations: 12.1 Tynwald Christmas Carol Celebration The Board discussed the invitation and the Chairman volunteered to attend with Mrs Williams. The acting clerk agreed to respond accordingly.	MK/SAM
13.	Any Other Business: 13.1 Path between Rhenwhyllan Close and the Bay Queen development DS requested that the acting clerk seek clarity on whether the path was a public right of way.	

There being no further business the Public Session of the meeting closed at 6.55pm.