**PORT ST MARY COMMISSIONERS**

**ORDINARY BOARD MEETING**

**28TH JUNE 2023 at 8.40PM**

**MINUTE – PRIVATE SESSION**

|  |  |
| --- | --- |
| Present: | Mrs B Williams MBE (Chair), Mr A Grace (Vice Chairman), Mr  N McGregor Edwards, Mrs R Gelling & Mr L Vaughan Williams |
| Apologies: | Mr C O’Meara |
| In Attendance: | Mrs H Kinvig (Clerk) |

|  |  |  |
| --- | --- | --- |
| 1. | 1.1 The Chair welcomed the Board, declared the meeting open. |  |
| 2. | Minutes for Adoption:  2.1 Minutes of the Private Meeting held on 21st February 2023 were circulated. **NME/AG proposed the Minutes of the Private meeting held on 21st February 2023 be approved and signed as a true record. CO’M & BW in favour. RG abstained through absence. Carried.**    2.2 Minutes of the Extra Ordinary Meeting held on 8th March 2023 were circulated. **LVW/RG proposed the Minutes of the Extra Ordinary meeting held on 8th March 2023 be approved and signed as a true record. BW was in favour, NME & AG abstained through absence. Minutes to be ratified and passed by CO’M at the July meeting.**    2.3 Minutes of the Extra Ordinary Meeting held on 13th March 2023 were circulated. **RG/NME proposed the Minutes of the Extra Ordinary meeting held on 13th March 2023, be approved and signed as a true record. AG & LVW were in favour, BW abstained through absence. Carried.**    2.4 Minutes of the Private Meeting held on 29th March 2023 were circulated. **RG/LVW proposed the Minutes of the Private meeting held on 29th March 2023 be approved and signed as a true record. AG & BW were in favour, NME abstained through absence. Carried.**    2.5 Minutes of the Private Meeting held on 31st May 2023 were circulated. **NME/RG proposed the Minutes of the Private meeting held on 31st May 2023 be approved and signed as a true record. AG & BW were in favour, LVW abstained through absence. Carried.** | HK          HK        HK        HK          HK            HK |
| 3. | Matters Arising:  3.1 An update report on matters from the previous meeting was circulated and noted.    HK advised that Town Hall door replacement options were being considered. AG suggested a PVC door with a panel at the side may | HK |

|  |  |  |
| --- | --- | --- |
|  | be sufficient. BW queried the Town Hall heaters, HK to chase with SCS. |  |
| 4. | Finance:  4.1 Data Protection legislation compliance review & report – item to be added to the list for discussion of the first Budget meeting.    4.2 Bonfire Night Fireworks – the Board agreed that there is no budget set for the current year but would discuss future possible events in the first Budget meeting. | HK        HK |
| 5. | Housing:  5.1 Fees for capital housing schemes – **AG/RG proposed that the consultancy fees are accepted and that schemes are progressed. All were in favour. Carried.** | HK |
| 6. | Health, Safety & Environmental Performance: None |  |
| 7. | Projects:  7.1 PSM Bowling Green Working Group – the notes from the final meeting were discussed. HK to include a thank you in the draft letter a specific thank you to Euan Craine redacted due to personal information and his team.    7.2 PSM Amenities – HK advised that the fees for upcoming amenity schemes will be on the July Agenda. The solar panel report for the Town Hall will be brought to the first budget meeting. Pump House costs will be brought back to the Board once they are all received.    7.3 Pavilion Options Paper – HK advised that an update regarding upcoming meetings will be scheduled. | HK        HK          HK |
| 8. | Policy & Resources:  8.1 Land Enquiries & Lease Updates – the updates were noted. |  |
| 9. | Staffing:  9.1 Proposal for out of hours call out scheme – **RG/AG proposed the scheme is adopted with immediate effect. All were in favour. Carried.**    9.2 Revised Draft Tynwald Commissioner for Administration Report – the report was noted. | HK |
| 10. | Representatives Confidential Reports:  10.1 Southern Civic Amenity Site Board – HK advised the external area had been cleared. HK to chase the lease.    10.2 Southern Sheltered Housing Joint Board – HK advised that following further communication with nearby residents as well as residents of the complex, the sycamore tree will remain in place, however, it will be pruned more regularly.    10.3 Southern Swimming Pool Board – LVW thanked PSMC for remitting their contributions in a timely manner. LVW has attended several meetings with politicians and confirmed that Central Government are currently carrying out an audit on all pools.  10.4 IoM Municipal Association – No report.    10.5 Southern Authorities Health Care Committee – BW reported that the committee are working towards improving the waiting times for additional needs children to receive a diagnosis.    10.6 PSM & District Allotments Committee – HK advised that  Hartford Homes Redacted due to personal information had been requested to assist with fencing costs. AG advised an open BBQ would be held.    10.7 Young Persons Representative – no report available. | HK    HK  HK |
| 11. | Private Correspondence:  11.1 Hartford Homes parking request – the request was discussed. HK to respond and advise that the appropriate time for the Board to comment will be at the receipt of the planning application on the public Agenda.    11.2 Treasury Correspondence re HSBC – noted. | HK |
| 12. | Any Other Business:  None |  |

There being no further business the meeting closed at 9.38pm.