**PORT ST MARY COMMISSIONERS**

**ORDINARY BOARD MEETING**

**2ND AUGUST 2023 at 8.36PM**

**MINUTE – PRIVATE SESSION**

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

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| 1. | 1.1 The Chair welcomed the Board, declared the meeting open. |  |
| 2. | Minutes for Adoption:  2.1 Minutes of the Extra Ordinary Meeting held on 8th March 2023 were circulated. **CO’M approved the Minutes previously approved by present members. Carried.**  2.2 Minutes of the Private Meeting held on 28th June 2023 were circulated. **Due to a lack of quorum, the Minutes were deferred to the next meeting. There were no objections raised to the contents of the Minutes.** | HK  HK |
| 3. | Matters Arising:  3.1 An update report on matters from the previous meeting was circulated and noted.  HK advised that discussions regarding the Town Hall heaters and the requirement for the installation of fans above the stage were ongoing. | HK |
| 4. | Finance:  4.1 Draft Management Accounts YE 31/3/23 – HK advised that these would be circulated electronically when available. | MK |
| 5. | Housing:  5.1 Rent Setting 2024/25 - **NME/CO’M proposed that a 5% increase is put forward. All were in favour. Carried.** | HK |
| 6. | Health, Safety & Environmental Performance:  None |  |
| 7. | Projects:  7.1 PSM Amenities – HK to liaise with the Architect to ensure the rear of the Town Hall was included for review and improvement. **LVW/NME proposed that the fee for £3,675 for the Town Hall refurbishment project and the fee of £1,705 for the Chapel Beach improvement projects are approved. All were in favour. Carried.**  7.2 Pavilion Options Paper – HK advised that she had a viewing at the property on the coming weekend. LVW suggested advertising off Island.  Permission granted to look at running the Pavilion in house.  It was agreed that further discussion regarding the rental amount would be had at the following meeting. | HK  HK |
| 8. | Policy & Resources:  8.1 Land Enquiries & Lease Updates –  Arqiva Lease – **LVW/NME proposed to accept the lease with the removal of item 6.5. All were in favour. Carried.**  HK to request confirmation that the lease has not been assigned or charged, following receipt of this **NME/CO’M proposed the Deed of Surrender is approved. All were in favour. Carried.**  8.2 Draft General Bye-laws – **NME/CO’M proposed that the General bye-laws are accepted. All were in favour. Carried.**  **CO’M/NME proposed that the street trader bye-laws are accepted. All were in favour. Carried.** | HK  HK  HK  HK |
| 9. | Staffing:  9.1 Pension reform presentation– The presentation was noted.  9.2 Get well card for the Foreman redacted due to personal information – HK to arrange. | HK |
| 10. | Representatives Confidential Reports:  10.1 Southern Civic Amenity Site Board – No report.  10.2 Southern Sheltered Housing Joint Board – BW updated the Board on the boiler upgrade project.  10.3 Southern Swimming Pool Board – LVW reported that the last meeting with Government had been cancelled due to the departure of the then Minister.  10.4 IoM Municipal Association – No report.  10.5 Southern Authorities Health Care Committee – No meeting had been held.    10.6 PSM & District Allotments Committee – No report.  10.7 Young Persons Representative – No meeting had been held. |  |
| 11. | Private Correspondence: None |  |
| 12. | Any Other Business:  12.1 HK provided a staffing issue update, which was noted. |  |

There being no further business the meeting closed at 9.40pm.