

**PORT ST MARY COMMISSIONERS  
ORDINARY BOARD MEETING  
28<sup>TH</sup> AUGUST 2024 at 7.00pm**

**MINUTE – PUBLIC SESSION**

Present:	Mrs B Williams MBE (Chairman), Mr L Vaughan Williams (Vice Chairman), Mr C O’Meara, Mrs R Gelling, Mr N McGregor Edwards, Mr D Scott & Mrs J Teare
Apologies:	N/A
In Attendance:	Mrs H Kinvig (Clerk)

1.	1.1 BW had been off Island and LVW took the Chair, welcomed the Board, noted there were no apologies and declared the meeting open.	
2.	2.1 Minutes of the Ordinary Meeting held on the 24 <sup>th</sup> July 2024 were circulated. NME raised that he had been absent from the meeting, HK confirmed this had been rectified for the printed version of the Minutes to be signed. <b>BW/JT proposed the Minutes of the Ordinary Meeting held on 24<sup>th</sup> July 2024 be approved and signed as a correct record. COM, RG, DS &amp; LVW were in favour, NME abstained through absence. Carried.</b>	HK
3.	Matters Arising:  3.1 The Matters Arising Summary and response to public correspondence by the Clerk from the previous meeting were discussed and noted.	
4.	Motions: None	
5.	Finance:  5.1 Invoices for settlement in August – HK answered queries raised. <b>BW/RG proposed that the invoices for settlement in August were approved and paid. All were in favour. Carried.</b>	MK
6.	Projects:  6.1 Events - Civic Service – NME advised that he would be off Island for the service and unable to do a reading, BW to undertake the first reading.	HK/SM

BW

	<p>6.2 Mariners Shelter – HK advised that further requests had been received from the Department.</p> <p>6.3 Beach Cleaning – HK advised discussions were ongoing.</p>	
7.	<p>Housing:</p> <p>7.1 Housing Officers Report – the report was discussed and noted. HK provided a verbal update regarding damp issues and garden inspections.</p> <p>7.2 Tenancy Arrears Report - The report was discussed and noted.</p> <p>7.3 Annual Rent Setting 2025 – A discussion regarding the Bank of England base rate was had. <b>NME/DS proposed a 4.5% increase. All were in favour. Carried.</b></p>	HK
8.	Public Correspondence: None	
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 24/00841/B Endfield House, The Promenade for replacement handrail at the front of the property. <b>There were no objections.</b></p> <p>9.1.2 24/0087B/A Bramhope, Plantation Road for removal of chimney stack from the rear (southern) elevation. <b>There were no objections.</b></p> <p>9.1.3 24/00764/B Rhenwyllan House, Beach Road for installation of replacement flat garage roof, installation of replacement first floor glazed structure, door/window, alterations to garage, removal of shed structure and creation of off-road parking (partial retrospective). <b>There were no objections.</b></p> <p>9.2 Planning Approvals</p> <p>9.2.1 24/00766/B Arnside, Athol Street for the installation of a replacement front door. <b>The approval was noted.</b></p> <p>9.2.2 24/00513/B Brier Cottage, 3 Willow Terrace for installation of replacement windows to front elevation. <b>The approval was noted.</b></p>	DG

BW

	<p>9.2.3 24/00664/B 3 Kallow Point Road for demolition of conservatory and erection of a single storey extension to the rear elevation. <b>The approval was noted.</b></p> <p>9.2.4 24/00641/A Waitara &amp; Site North of Waitara for the approval in principle to erect two detached dwellings with garages on site of former dwelling (now demolished). <b>The approval was noted.</b></p> <p>9.3 Planning Refusals</p> <p>9.3.1 24/00607/B Mannin Veg, Gansey for erection of front porch, rear extension, pitch dormer roof, rear terrace and roof window and door alterations. <b>The refusal was noted.</b></p> <p>9.4 Planning Procedure Update</p> <p>The update was discussed and noted.</p>	
10.	<p>Policy &amp; Resources:</p> <p>10.1 Standing Order Amendment to start time for ratification –</p> <p><b>NME/COM proposed to suspend Standing Orders to discuss the matter further. All were in favour. Carried.</b></p> <p>A discussion was had around initiating a more user-friendly time. NME objected to the proposed 6pm start due to availability, other commitments and a concern of deterring the public from attending.</p> <p>Reasonings for and against were discussed. LVW raised a concern that by the end of the meetings those that have worked during the day especially, can struggle with concentration due to tiredness.</p> <p><b>NME/COM proposed to keep the start time at 7pm for meetings. BW, RG, DS, JT &amp; LVW were against. The proposal failed.</b></p> <p><b>BW/RG proposed a 6.30pm start time is initiated to assist with the public attending. JT, DS, NME &amp; COM were in favour. LVW was against. Carried.</b></p> <p><b>LVW proposed to suspend Standing Orders to continue the discussion further. There was no seconder, the proposal failed.</b></p> <p>10.2 Internal Audit Report 2023/4 – The report was discussed. HK to circulate the Nolan Principles to all members and offer</p>	<p>HK/SM</p> <p>HK</p>

BW

	<p>cyber security training to the Board. <b>BW/JT proposed that the Internal Audit Report for 2023/24 is accepted. All were in favour. Carried.</b></p> <p>10.3 Second Supplemental List 2024 – RG declared an interest and took no part in any discussion. The list was noted.</p> <p>10.4 2024/25 Meeting Dates – The dates were discussed and noted.</p>	
11.	<p>Public Consultations:</p> <p>11.1 Built Environment Reform Programme – HK to request clarification on the demolition section.</p> <p>A discussion was had. <b>NME/DS proposed to defer the discussion to September upon receipt of further clarification being obtained.</b></p>	HK
12.	<p>Invitations:</p> <p>12.1 Royal Air Force Association invitation – It was noted that the date and time were the same as the PSMC Civic Service.</p>	
13.	<p>Any Other Business:</p> <p>13.1 COM raised missing slats on benches. HK confirmed that the benches in question belonged to Harbours, who had been made aware. DS suggested recycled plastic slats – HK to investigate.</p>	HK

There being no further business the Public Session of the meeting closed at 8.00pm.

*BWilliams MBE*

*Chairman*