

**PORT ST MARY COMMISSIONERS  
ORDINARY BOARD MEETING  
4<sup>th</sup> DECEMBER 2024 at 6.30pm**

**MINUTE – PUBLIC SESSION**

Present:	Mrs B Williams MBE (Chairman), Mr C O'Meara, Mr N McGregor Edwards, Mr D Scott, Mrs R Gelling and Mrs J Teare
Apologies:	Mr L Vaughan-Williams (Vice Chairman)
In Attendance:	Mr M Kemp (Acting Clerk)  Manx Radio political correspondent

1.	<p>1.1 The Chair welcomed the Board, noted the apologies and declared the meeting open.</p> <p>The finance officer, Mr Kemp, was introduced to the meeting. <b>NME/JT proposed that Mr Kemp be made Acting Clerk in accordance with Section 21(5) of the Local Government Act 1985 until Mrs Kinvig resumes her duties. All were in favour. Carried.</b></p>	
2.	<p>2.1 Minutes of the Ordinary Meeting held on the 25<sup>th</sup> September 2024 were circulated. <b>DS/NME proposed the Minutes of the Ordinary Meeting held on 25<sup>th</sup> September 2024 be approved and signed as a correct record. RG and JT abstained due to absence at the meeting. BW and COM were in favour. Carried.</b></p> <p>2.2 Minutes of the Ordinary Meeting held on the 23<sup>rd</sup> October 2024 were circulated. <b>JT/RG proposed the Minutes of the Ordinary Meeting held on 23<sup>rd</sup> October 2024 be approved and signed as a correct record. COM abstained due to the absence at the meeting. BW, NME, DS were in favour. Carried.</b></p>	<p>MK</p> <p>MK</p>
3.	<p>Matters Arising:</p> <p>3.1 The Matters Arising Summary and response to public correspondence by the Clerk from the previous meeting were circulated and noted.</p>	

BW

	<p>The Board requested updates on the following matters for the next meeting:</p> <p>2025 local authority elections – agree alternate venues by February 2025</p> <p>Housing Association – chase Altair to meet with the Clerk</p> <p>Golf course paths – request update from the Golf Club Committee</p> <p>Port St Mary High Street – request the new DoI Minister, Michelle Haywood, attend the December 2024 Board meeting to provide an update</p>	
4.	Motions: None	
5.	<p>Finance:</p> <p>5.1 Invoices for settlement in November – MK answered the questions raised. <b>RG/DS proposed that the invoices for settlement in November be approved and paid. All were in favour. Carried.</b></p> <p>JT noted the Wicksteed invoice and asked MK to liaise with the Port St Mary Commissioners’ Foreman regarding levelling out the play park flooring where it had raised up.</p>	<p>MK</p> <p>MK</p>
6.	<p>Projects:</p> <p>6.1 Events The application for event support was submitted to the Department for Enterprise and a response is awaited. The Board requested that the Advent Trail be added to the list of events.</p> <p>6.2 Mariners’ Shelter An update on the item was deferred until the Clerk returns to her duties.</p> <p>6.3 Chapel Beach Facilities The Board discussed the plans as presented. DS requested that a toilet stall be removed to create a changing cubicle. DS asked how much time and expense cleaning the facilities cost the Authority. The Acting Clerk stated that the Clerk had been solely dealing with the agenda item and the Members agreed that the item should be brought back to the Board when the Clerk was back in post.</p>	<p>SAM</p> <p>HK</p> <p>HK</p>

BW

7.	<p>Housing:</p> <p>7.1 Housing Officers Report – the report was discussed and noted.</p> <p>7.2 Tenancy Arrears Report - the report was discussed and noted. The Acting Clerk stated that anyone with long term arrears over £1,000 by January 2025 would be issued with formal proceedings. The Board recognised that this would be a time consuming project, but agreed that this was also a prudent course of action.</p>	MK
8.	Public Correspondence: None	
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 24/91224/B – 1 Creggan Moar for alterations and conversion of existing garage to home office. (Retrospective) <b>There were no objections.</b></p> <p>9.1.2 24/91229/B – Almorah, Fistard Road for conversion of garage to living space. <b>There were no objections.</b></p> <p>9.1.3 24/91213/B – The Old Bakehouse, Athol Street for replacement of a rooflight and dormer to the front elevation with 2 no. proposed dormers and extension of a rear dormer. <b>There were no objections.</b></p> <p>9.1.4 24/91129/B – Sunny Crest, Lime Street for installation of replacement windows to front elevation. <b>NME declared an interest. There were no objections.</b></p> <p>9.1.5 24/91183/B – Middle Apartment, Endfield House, The Promenade for replacement of existing UPVC front doors with hardwood timber single door with side-lights. <b>The Acting Clerk was asked to find out if there is a conservation officer. There were no objections.</b></p> <p>9.1.6 24/91198/B – Loen, Fistard Road for installation of replacement roof covering. <b>There were no objections.</b></p> <p>9.1.7 24/91256/B – Rhenwyllan Cottage, Beach Road for demolition of rear extension and erection of replacement rear extension. <b>There were no objections.</b></p>	<p>DG</p> <p>MK</p>

BW

	<p>9.2 Planning Approvals</p> <p>9.2.1 24/91066/B – Avoca, 7 Primrose Terrace for installation of replacement windows. <b>The approval was noted.</b></p> <p>9.2.2 24/91068/B – 23 Perwick Road to replace existing rear conservatory with an extension and realign existing retaining wall. <b>The approval was noted.</b></p> <p>9.2.3 24/00738/B – Tides Reach, Beach Road for extension and conversion works to existing garage, additional use as tourist accommodation. <b>The approval was noted.</b></p> <p>9.2.4 24/91043/B – Manesca Building, The Quay for siting of steel shipping container for the storage of shellfish. <b>The approval was noted.</b></p>	
10.	<p>Policy &amp; Resources: None.</p> <p>10.1 Dates</p> <p>The dates as tabled were discussed and noted.</p> <p>The December Board meeting was moved from the 11 December 2024 to the 18 December 2024. JT requested that copies of public agendas be on display in the notice boards at the Town Hall.</p> <p>The Acting Clerk was asked to obtain key dates for the local elections in April 2025. The Board agreed to revisit their conversation about hosting a local election hustings in January 2025.</p> <p>NME requested that the public be actively invited to attend the public Board meetings on the run up to the election. The Acting Clerk was asked to advertise the invitation on the Authority’s social media pages.</p>	<p>MK</p> <p>MK</p> <p>MK</p>
11.	Public Consultations: None	
12.	Invitations: None	

BW

13.	<p>Any Other Business:</p> <p>13.1 Affordable housing waiver (twenty five percent of units as affordable housing) – Acting Clerk asked to find out if the Authority is due money on the Bay Queen development</p> <p>13.2 Castletown Road closure in January 2025 – Acting Clerk to pass closure dates to NME</p> <p>13.3 Christmas market raffle – the Board were asked to select a charity or organisation to donate the collection to. The Board chose Scoill Phurt le Moirrey.</p> <p>13.4 Dog fouling – the Board engaged in a robust debate about dog fouling and how to tackle the increase. It was noted that the bag dispensers are filled regularly with some being drained within a day. DNA testing was discussed and with reference to the Italian system. Working with other southern authorities was also discussed as was asking Tynwald to introduce tougher laws.</p> <p>The Acting Clerk was asked to take the matter to the next Clerk’s forum, and RG asked to raise same at the next Municipal Association meeting.</p> <p>NME offered to look into what was laid down in The Peddlers and Street Traders Act 1906.</p> <p><i>The Manx Radio political correspondent was thanked for attending and left the meeting at the conclusion of business.</i></p>	<p>MK</p> <p>MK</p> <p>MK</p> <p>MK/HK RG NME</p>
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There being no further business the Public Session of the meeting closed at 8.00pm.

*B. Williams MBE  
Chairman*