

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 6<sup>th</sup> February 2023 at 7:00 pm

<b>Present:</b>	Miss K Williams	(Chair)
	Mr D Quirk	(Vice Chair)
	Mr D Crellin	
	Miss Z Lewin	(Lead Member for Finance & General Purposes)
	Mr R Turton	(Lead Member for Housing)
<b>Apologies:</b>	Mr A Allen	
	Ms F Logan	(Lead Member for Environmental and Technical Services)
<b>In attendance:</b>	Mr R Phillips	(Chief Executive/Clerk)

### **C23/02/01/01**

#### **TO CHOOSE A PERSON TO PRESIDE IF THE CHAIR AND VICE-CHAIR BE ABSENT**

Not necessary.

### **C23/02/01/02**

#### **BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS**

#### **1. 2023/24 Rate Setting**

At the Meeting of the Board of Onchan District Commissioners held on Monday 23<sup>rd</sup> January 2023, the rate was set for the financial year ending 31<sup>st</sup> March 2024 at 373 pence in the pound equating to a 7.8% increase.

The Lead Member for Finance and General Purposes, Zara Lewin commented on behalf of the Board of Commissioners:

"Whilst the Board recognise that this year has been difficult for most due to the increase in living costs, the impact of these increases in relation to the Authority's running costs have been no exception.

Rising inflation, increases to waste disposal, staff salaries, and utility costs have meant that to avoid cuts to services the Board cannot fully protect rate payers from a rise. Additionally, there has been a large investment in relation to our contribution towards the purchase and construction of the new Eastern Civic Amenity Site, and exceptional increases in loan charges.

Following a review of our income and expenditure the Board made the decision this year to use some of our Reserves to try to limit the impact to the rate payer. This rise will allow Onchan District Commissioners to continue to invest in improving our services for the benefit of everyone in Onchan.

The Chair advised that the rate announcement had been released after the meeting and the Department of Infrastructure had been advised.

### **C23/02/01/03**

#### **MINUTES**

#### **1. Ordinary Meeting held on Monday 23<sup>rd</sup> January 2023**

The Minutes of the Ordinary Meeting held on Monday 23<sup>rd</sup> January 2023, copies of which having previously been circulated, were considered.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Turton and unanimously **RESOLVED** that the minutes be agreed as a correct record of the proceedings and be signed by the Chair.

**2. Staff Minutes of the Ordinary Meeting held on Monday 23<sup>rd</sup> January 2023**

To be considered In Committee.

**C23/02/01/04**

**TO DISPOSE OF ANY RELEVANT BUSINESS ARISING FROM SUCH MINUTES**

None.

**C23/02/01/05**

**TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

**C23/02/01/06**

**TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

**C23/02/01/07**

**PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE**

**1. Plans to the Board**

(a) The following plans were considered by the Board:-

**(i) PA22/00871/B Mr & Mrs M Osborn - Middle Ballacashin, Abbeylands**

Members were advised that the planning application is for the erection of 3 extensions: new living room to the east of the existing house; new double garage to the west of the existing outbuilding; new home-office to the south of the existing outbuilding (**amended plans**).

In answer to questions, the Chief Executive/Clerk advised that:

- No comments had been received from neighbouring properties; and
- The return date for the application is the 17<sup>th</sup> February 2023.

After a discussion, it was agreed that the Authority would not provide any further comment in relation to PA 22/00871/B – Middle Ballacashin, Abbeylands

(ii) PA  
23/00014/B

**Mr L Lipinski – 62 Majestic Drive**

Members were advised that the planning application is for proposed alterations to create ancillary accommodation to existing garage block and new roof to property.

In answer to questions, the Chief Executive/Clerk advised that:

- Neighbouring properties had been notified; and
- The return date for the application is the 10<sup>th</sup> February 2023.

After a discussion, it was proposed by Miss Lewin and seconded by Mr Quirk and unanimously **RESOLVED that PA 23/00014/B – 62 Majestic Drive be recommended for refusal on the grounds of loss of privacy and overbearing impact.**

iii) PA  
23/00039/B

**Miss L Broadhurst – 46 Main Road**

Members were advised that the planning application is for the installation of three ground floor windows; one to the front, side and rear elevations.

In answer to questions, the Chief Executive/Clerk advised that:

- No comments had been received; and
- The return date for the application is the 17<sup>th</sup> February 2023.

After a discussion, it was proposed by Mr Turton and seconded by Miss Lewin and unanimously **RESOLVED that PA 23/00039/B – 46 Main Road be recommended for approval.**

**C23/02/01/08**

**FINANCE AND GENERAL PURPOSES**

None.

**C23/02/01/09**

**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. 2023/24 Board Meeting Dates**

A copy of the public notice listing the Board Meeting dates for 2023/24 having previously been circulated was discussed and noted.

It was requested the consideration for summer recess be removed from the public notice.

**2. 2023 Statutory Holidays**

A copy of the Report of the Chief Executive/Clerk dated 31<sup>st</sup> January 2023, having previously been circulated was noted.

**3. 2023/24 Office Closures during Christmas and New Year**

A copy of the Report of the Chief Executive/Clerk dated 31<sup>st</sup> January 2023, having previously been circulated was discussed.

Following a question from a resident [ODC 20/02/2023] Mr Crellin asked the Chief Executive/Clerk where did the privilege days originate from and do other Local Authorities also receive them.

It was agreed that the Chief Executive/Clerk would report back to the Board at the Board Meeting of the 20<sup>th</sup> February 2023

#### **4. Commissioners Surgeries**

The Chief Executive/Clerk advised the Board that he had approached the Members of the House of Keys for Onchan in relation to the political surgeries that they hold and the possibility of holding joint surgeries. Mr Crellin and Mr Turton confirmed that Members can accompany them to their surgeries and they provided their proposed dates.

Miss Lewin stated that she is in favour of holding joint political surgeries with the Members of the House of Keys for Onchan.

Mr Crellin stated that he wished for the Authority to hold their own surgeries as there may be some situations and vice versa some matters where the Members of the House of Keys for Onchan will not be able to assist.

Miss Williams asked for the Members preference for the surgeries to be held monthly, quarterly or none going forward.

After a discussion, it was agreed that the Commissioners Surgeries would be held every two months starting in March 2023 and reviewed later during 2023. The Chief Executive/Clerk was requested to bring the matter back to the Board.

Mr Crellin confirmed that he would attend the Commissioner Surgery for March 2023.

It was agreed that the Chief Executive/Clerk would contact the Members of the House of Keys for Onchan to request their surgery dates and advise the Members so that they can confirm their attendance.

#### **5. Kenyons Café**

To be considered In Committee.

#### **6. The Hub Charges and Promotion**

To be considered In Committee.

**C23/02/01/10**

#### **CONSIDERATION OF ANY RELEVANT CORRESPONDENCE**

##### **1. Manx Wildlife Trust – Outreach Project**

A copy of the correspondence dated the 9<sup>th</sup> January 2023 received from the Manx Wildlife Trust having previously been circulated was considered.

The Chief Executive/Clerk provided the Board with an overview of what the Manx Wildlife Trust are proposing to undertake.

Mr Turton stated that he has concerns that some of the businesses could gain promotion and income from the proposed events and they may be in competition with Onchan businesses.

Mr Crellin stated the Manx Wildlife Trust are working to improve the area which is positive and the Authority should provide assistance and support. It is a public open space and is it covered by the Authority's Bye-Laws. [ODC 20/02/2023]

Mr Quirk requested that further information be obtained and that the Chief Executive/Clerk ensures that the companies involved obtain no free advertising.

The Chief Executive/Clerk explained that the intention is that a company sponsors the sessions to provide free activities to encourage the public to engage with the Manx Wildlife Trust.

## **2. Marown Parish Commissioners**

A copy of the invitation received from Marown Parish Commissioner dated 18<sup>th</sup> January 2023, inviting the Chair and Members to attend their civic service to be held on Sunday 19<sup>th</sup> February 2023 at Marown Parish Church at 10:30 am, having previously been circulated was considered.

Miss Williams confirmed that she would be attending the service.

### **C23/02/01/11**

#### **TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 34**

None.

### **C23/02/01/12**

#### **TO CONSIDER ANY MOTIONS**

None.

### **C23/02/01/13**

#### **ENVIRONMENTAL AND TECHNICAL SERVICES**

None.

### **C23/02/01/14**

#### **HOUSING MATTERS**

None.

### **C23/02/01/15**

#### **CHAIR'S ANNOUNCEMENTS**

## **1. Chair's Attendances**

The Chair advised that she had attended the following:

- Holocaust National Memorial Day Service on Sunday 29<sup>th</sup> January 2023 at St Mary's Church

## **2. Dates for the Diary**

<b>Date</b>	<b>Organisation</b>	<b>Event</b>	<b>Time</b>
7 <sup>th</sup> February 2023	Onchan District Commissioners	Commissioners Surgery – Springfield Court – Commissioner Turton attending	2:00 pm to 3:00 pm
10 <sup>th</sup> February 2023	St Peter's Church	Film and Fish Supper Night	7:00 pm
19 <sup>th</sup> February 2023	Marown Parish Commissioners	Civic Service	10:30 am
20 <sup>th</sup> February 2023	Onchan District Commissioners	Board Meeting	7:00 pm
24 <sup>th</sup> February 2023	Onchan Baptist Church	Link Meeting	7:00 pm

**C23/02/01/16**  
**ANY OTHER BUSINESS**

None.

*.The Public session of the Meeting ended a 19:55 pm*

**C23/02/01/17**  
**MINUTES**

**1. Staffing Minutes of the Ordinary Board Meeting held on Monday 23<sup>rd</sup> January 2023**

See Staff Minute Book.

**C23/02/01/18**  
**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. Kenyons Café**

The following was considered In Committee and transferred to the public domain.

The Chief Executive/Clerk reported to the Board in relation to the alterations works to be undertaken.

After a discussion, it was proposed by Mr Crellin and seconded by Miss Lewin and unanimously **RESOLVED** that the £6,000 currently accounted for within the 2022/23 budget from reserves to be used to repair the Hub Sports Hall floor be re-purposed and used against the Kenyons Café alterations and the £6,000 accounts for in the 2023/24 budget from reserves would no longer be required.

Mr Turton stated that his vote is subject to the Responsible Finance Officer reviewing this.

**2. The Hub Charges and Promotion**

The following was considered In Committee and transferred to the public domain.

The Report of the Chief Executive/Clerk dated 26<sup>th</sup> January 2023, having previously been circulated was considered.

After a discussion, it was proposed by Miss Lewin and seconded by Mr Quirk and unanimously that the following be approved:

**2.1 Room Hire Charges (per hour) for Non-Profit and Community Organisations**

Room Name	Current Charge	Proposed New Charge
Function Hub	£18.00	£18.00
Meeting Hub	£20.00	£18.00
Sports Hall	£20.00 + VAT	£20.00 + VAT

- 20% overall discount be given to “one-off” multi room hire eg for children’s parties where more than one room is hired. The total costs of both rooms would receive the 20% discount;
- 20% discount be given to regular hirers upon the discretion of the Chief Executive/Clerk; and
- Allow half hour bookings as some prospective users have enquired about this possibility previously.

**2.2 Room Hire Charges (per hour for Corporates)**

Room Name	Current Charge	Proposed New Charge
Function Hub	£20.00	£20.00
Meeting Hub	£28.00	£20.00
Sports Hall	£24.00 + VAT	£22.00 + VAT

- 20% discount to be given to “one-off” multi room hire eg for a General Election where more than one room is hired. The total cost of the rooms would receive the 20% discount.
- 20% discount be given to regular hires upon the discretion of the Chief Executive/Clerk.

**2.3 Promotion of the Hub**

- The current budget provision be used to allow for the promotion of the facilities and that Officers of the Authority be utilise this provision and their time to undertake the following:
  - Update the Authority’s Website and Facebook page;
  - Simplify the booking systems;
  - Proactively advertise the venue to the general public as well as targeted promotion aimed towards corporates;
  - Investigate the potential to offer additional packages to corporates, including refreshment options to be provided by a third party eg for training course users.

**C23/02/01/19****HOUSING MATTERS****1. Quarterly Standards of Performance Data**

The following was considered In Committee and transferred to the public domain.

The Report of the Housing Manager dated 6<sup>th</sup> February 2023, having previously been circulated was considered and noted.

**C23/02/01/20****ANY OTHER URGENT BUSINESS**

None.

***There being no further business the meeting closed at 20:45 pm***