

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 13th June 2022 at 7:00 pm

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

C22/06/01/01

TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT

Not necessary.

C22/06/01/02

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

Not necessary.

C22/06/01/03

MINUTES

1. Ordinary Meeting held on Monday 30th May 2022

The minutes of the Ordinary Meeting held on Monday 30th May 2022, copies of which having previously been circulated, were considered.

Amendments:-

Page 1 to dispose of any relevant business arising from such minutes – amend would ask the Chair to “could ask the Chair” and amend A Member to the Chair;

Page 3 – PA 22/00553 – include after planning application “is” to read “the planning application is for”;

Page 6 - Amend Onchan Silver Bank to Onchan Silver Band

Subject to the above amendments, it was proposed by Ms Logan and seconded by Miss Lewin and unanimously **RESOLVED** that the minutes be agreed as a correct record of the proceedings and be signed by the Chair.

C22/06/01/04

TO DISPOSE OF ANY RELEVANT BUSINESS ARISING FROM SUCH MINUTES

The Vice Chair suggested that Members be referred to in the minutes as they instead of him or her as there is currently only one female Member who is not the Chair or Vice Chair.

The request was agreed and noted.

C22/06/01/05

TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C22/06/01/06TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C22/06/01/07PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE
PLANNING COMMITTEE1. Plans to the Board

(a) The following plans were considered by the Board.

(i) **PA 22/00578 Mr & Mrs J Farrell - 23 Alberta Drive**

Members were advised that the application is for alterations.

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

- No comments had been received from neighbouring properties; and
- The return date for the application is the 17th June 2022.

After Members consideration, it was proposed by Ms Logan and seconded by Mr Quirk and **RESOLVED that PA 22/00578 – 23 Alberta Drive be recommended for approval.**

***For: Miss Williams, Miss Lewin, Ms Logan, Mr Crellin, Mr Turton and Mr Quirk
Against: Mr Allen***

(ii) **PA 22/00612 Mr & Mrs P Helwich – 33 Ballachurry Avenue**

Members were advised that the planning application is an extension with bi-folding doors.

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

- No comments had been received from neighbouring properties; and
- The return date for the application is the 17th June 2022.

After Members consideration, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00612 – 33 Ballachurry Avenue be recommended for approval.**

(iii) **PA 22/00615 Mrs I Cowin – 5 The Kirkway**

Members were advised that the planning application is for an extension.

In answers, to questions, the Acting Chief Executive/Clerk advised that:-

- Neighbouring properties have been notified; and
- The return date to the application is the 17th June 2022.

After a discussion, it was agreed that PA 22/00615 be deferred to the next Board Meeting to allow for comments to be received from the public.

(iv) PA 22/00634 Mrs S Fagan – 2 The Kirkway

Members were advised that the planning application is for a sun lounge with bi-folding doors.

In answers, to questions, the Acting Chief Executive/Clerk advised that:-

- No comments have been received from neighbouring properties; and
- The return date to the application is the 24th June 2022.

After Members consideration it was proposed by Ms Logan and seconded by Miss Lewin and unanimously **RESOLVED that PA 22/00634 – 2 The Kirkway be recommended for approval.**

(v) PA 22/00647 Mr & Mrs N Callin – 58-60 Main Road

Members were advised that the planning application is for the conversion of part residential/commercial unit to a residential unit and associated works.

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

- No comments had been received from neighbouring properties; and
- The return date for the application is the 24th June 2022.

After Members consideration, it was proposed by Ms Logan and seconded by Mr Allen and unanimously **RESOLVED PA 22/00647 – 58-60 Main Road be recommended for approval.**

(vi) PA 22/00166 Mr S M Jagger – 37 Eskdale Road

Members were advised that the planning application is for alteration, erection of extension and widening of driveway (amended plans).

In answers, to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date to the application is the 17th June 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and **unanimously RESOLVED that PA 22/00166 – 37 Eskdale Road be recommended for approval.**

PA 22/00188/B – 28 Victoria Avenue

The Acting Chief Executive/Clerk advised the Board that the Planning Department had approved the retrospective planning application.

The Acting Chief Executive/Clerk asked the Board if they wished to appeal the decision.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk **and unanimously RESOLVED that the Board would reluctantly not appeal the decision.**

C22/06/01/09

FINANCE AND GENERAL PURPOSES

1. Commercial Rent Arrears

To be considered In Committee.

C22/06/01/10

REPORT FROM THE CLERK OR OTHER OFFICER

1. Updated Policies and Procedures

The following Policies and Procedures of the Authority having previously been circulated were considered and discussed:-

- Attendance at Work during Adverse Weather/Road Conditions;
- On Call Scheme 2022;
- Special Leave;
- Time of in Lieu (TOIL); and
- Whistleblowing (Confidential Reporting)

The Acting Chief Executive/Clerk advised that the Board, that the above mentioned Policies and Procedures had been brought to the Board as they were due for review.

The updated Policies and Procedures were agreed.

2. Heywood Court – Smoking Issues

The Acting Chief Executive/Clerk confirmed that he had been asked for this matter to be brought back to the Board.

It was agreed that the Property Maintenance Team would attend Heywood Court to look into this matter and that it be brought back to the next Board Meeting.

It was further agreed that in the meantime should any residents have any issues with smoking that they should contact the Acting Chief Executive/Clerk.

C22/06/01/11

CONSIDERATION OF ANY RELEVANT CORRESPONDENCE

1. Department of Infrastructure – Mount View Road

A copy of the correspondence 26th May 2022, having previously been circulated was considered and discussed.

After a discussion, it was agreed that the Acting Chief Executive/Clerk would contact the Police and the Department of Infrastructure to arrange a further meeting.

It was also agreed that the Members for the House of Keys for Onchan would be invited to attend the meeting.

2. **Royal British Legion Onchan Branch**

A copy of the letter of thanks dated 30th May 2022, in relation to the repairs undertaken to the Falklands memorial, having previously been circulated was noted.

C22/06/01/12

TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 34

None.

C22/06/01/13

TO CONSIDER ANY MOTIONS

None.

C22/06/01/14

ENVIRONMENTAL AND TECHNICAL SERVICES

None.

C22/06/01/15

HOUSING MATTERS

1. **Commissioners Surgeries**

The Report of the Housing Manager dated 8th June 2022, having previously been circulated was considered and discussed.

It was agreed that all Members would confirm their availability to the Housing Manager for her to prepare a rota to be circulated.

C22/06/01/16

CHAIRMAN'S ANNOUNCEMENTS

1. **Dates for the Diary**

The Vice Chair confirmed that she had attended a TT Reception held at Government House on Tuesday 7th June 2022.

Date	Organisation	Event	Time
14 th June 2022	Royal British Legion Onchan Branch	Falklands Memorial	3:00 pm
25 th June 2022	Onchan District Commissioners	Jubilee Party in the Park	12 noon to 11:00 pm
27 th June 2022	Onchan District Commissioners	Board Meeting	7:00 pm
2 nd July 2022	Onchan District Commissioners	Commissioners Surgery – Harvey Briggs Onchan Library	10:00 am to 12 noon

C22/06/01/17
ANY OTHER BUSINESS

The Public session of the Meeting ended at 20:20 pm

C22/06/01/18
FINANCE & GENERAL PURPOSES MATTERS

1. Commercial Rent Arrears

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

The report of the Finance Manager dated 8th June 2022, having previously been circulated was considered, discussed and noted.

C22/06/01/19
ANY OTHER URGENT BUSINESS AS AUTHORISED BY THE CHAIRMAN FOR CONSIDERATION

The Acting Chief Executive/Clerk and Finance Manager left the meeting at 20:40 pm

C22/06/01/22
STAFFING MATTERS

1. Staffing Minutes of the Ordinary Meeting of Monday 30th May 2022

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

The Staff Minutes of the Ordinary Meeting held on Monday 30th May 2022, copies of which having previously been circulated, were considered.

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

2. Staffing Matter

See Staff Minute Book

There being no further business the meeting closed at 21:35 pm