

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 20th October 2025 at 7:00 pm.

Present: Mr A Allen (Chairman)
 Mr O Lockwood (Lead Member for Finance and General Purposes)
 Mr A Gibson (Lead Member for Environmental & Technical Services)
 Mr D Quirk
 Mr R Turton

Apologies: Mr S Wilson (Vice Chairman and Lead Member for Housing)
 Miss G Corkish

In attendance: Mr R Phillips (Chief Executive/Clerk)
 Mrs S Johnson (Chief Finance Officer)
 Mr R Forgie (District Surveyor)
 Miss A Crellin (Executive Officer/Assistant)

C25/10/02/01

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

Not Applicable.

C25/10/02/02

DECLARATION OF INTERESTS OF MEMBERS AND OFFICERS (in accordance with Standing Order 18.3)

The Chairman asked Members and Officers if they wished to declare any pecuniary or non-pecuniary interests in relation to any agenda items due to be considered this evening.

The Chairman reminded Members and Officers that declarations of interests can be recorded now or when the agenda item is due to be considered during the meeting.

C25/10/02/03

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

None.

C25/10/02/04

MINUTES

1. Minutes of the Ordinary Meeting held on Monday 6th October 2025

The minutes of the Ordinary Meeting held on Monday 6th October 2025, copies of which having previously been circulated, were considered.

Amendments:

Page 3 - **Public Accountability Meetings**
 Paragraph 6 amend “direction” to “discretion”.

Page 9 - **Isle of Man Municipal Association**
 Change paragraph 9 to “Mr Turton further advised that within the Association’s constitution, there is a clause that the Isle of Man Government is to send the Association copies of all consultations, and this is not happening”.

A discussion in relation to the following took place:

- A Member expressed concern that the contributions made by another Member regarding the charities section of the Rates and Valuation (Amendment) Bill were not reflected within the minutes.
- The Chairman advised that the minutes are intended to be a summary of the discussion rather than a verbatim account of each Board Member's comments.
- It was noted that some Members had differing opinions regarding this section of the minutes and the debate that occurred.
- Queries were raised regarding the declarations of interest that had and had not been declared, and how this had been recorded within the minutes; and
- Clarification was sought regarding the recording of votes.

The Chief Executive/Clerk advised deferring approval of the draft minutes to the next Ordinary Board Meeting to allow time for a review of his notes and to provide revised wording that may facilitate a consensus.

Following a discussion, it was agreed that the draft minutes would be deferred until the next Ordinary Meeting due to be held on Monday 3rd November 2025, to enable the Chief Executive/Clerk to review and incorporate the Members' comments.

C25/10/02/05

TO DISPOSE OF ANY BUSINESS ARISING FROM SUCH MINUTES

1. Street Signs

A Member requested an update from the District Surveyor regarding obtaining costings for new road signs, including Manx wording for Main Road, Governors Road, Whitebridge Road, and Summerhill Road.

The District Surveyor advised that quotes had been requested from suppliers, but at present no costings had been received.

C25/10/02/06

TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C25/10/02/07

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

None.

C25/10/02/08

PLANNING DECISIONS/COMMUNICATIONS FROM THE ISLE OF MAN GOVERNMENT PLANNING COMMITTEE

(I) PA/25/80819/B Mr & Mrs S Colquitt – 4 Hillcrest Grove

The District Surveyor advised the Members of the Board of the following:

- The planning application is for retrospective permission for the erection of a fence to the residential curtilage of the property.
- The deadline for submitting comments or recommendations is 31st October 2025; and
- The Planning Department has not published the planning application information on their website, so at present the Board cannot consider the details.

Following a discussion, it was agreed that:

- The District Surveyor will contact the Planning Department to request the application information to allow the Board to consider the details.
- A request be submitted to the Planning Department regarding allowing the Authority to submit comments and a recommendation after the existing deadline date of 31st October 2025; and
- Consideration of the application will be deferred to the next Ordinary Meeting of the Board due to be held on Monday 3rd November 2025.

C25/10/02/09

FINANCE AND GENERAL PURPOSES

1. Lead Member Report – Quarter 2

The report of the Lead Member for Finance and General Purposes dated 20th October 2025, copies of which having previously been circulated and considered.

It was noted that the report relates to the period from 1st August 2025 to 30th September 2025.

The Lead Member for Finance and General Purposes asked if any Member wished to raise any questions in relation to the report.

A Member requested an update regarding the most recent padel tennis proposal that was presented to the Board during the summer, and was for the provision of an indoor facility somewhere within Onchan Pleasure Park.

On behalf of the Lead Member for Finance and General Purposes, the Chief Executive/Clerk advised the Board that, following the Board's instruction, he is currently progressing the following necessary documents:

- A draft lease with assistance from the Authority's legal advisors.
- A business case provided by the proposed developer and interested parties; and
- A petition letter to submit to the Department of Infrastructure to commence the Local Government Act 1985, Section 25 process.

The Chief Executive/Clerk confirmed that he will bring more information back to the Board to consider as the matter progresses. It was highlighted that the Board will need to consider how it wishes to engage with the members of the public regarding the proposal, as part of the Section 25 process includes public consultation.

A Member noted their dissatisfaction regarding the length of time it took for the Planning Department and the Planning Committee to approve the change of use application to allow the former Fun Factory commercial unit within Onchan Pleasure Park to be turned into a gym. It was highlighted that the Authority's application was submitted in April 2025 and was only considered and approved in September 2025.

The Chief Executive/Clerk and District Surveyor agreed that the time taken to consider the change of use application was excessive, and that the matter had been queried with the Department as the application progressed.

The Chief Executive/Clerk confirmed that the new tenants of the proposed gym are due to open to the public from Monday 3rd November 2025.

The remainder of the report was noted.

2. 2025/26 Management Accounts – Quarter 2

To be considered In Committee.

3. 2023/24 Year End Accounts Update

To be considered In Committee.

C25/10/02/10

CONSIDERATION OF ANY REPORTS FROM THE CLERK AND OTHER OFFICERS

1. Onchan Raceway Limited – Commercial Tenancy

To be considered In Committee.

C25/09/02/11

CONSIDERATION OF ANY CORRESPONDENCE

1. Data Protection Registration Fees – Public Consultation

A copy of the Information Commissioner's correspondence regarding the Data Protection Registration Fees public consultation, copies of which having previously been circulated was considered.

It was noted that the closing date for the public consultation is the 1st December 2025.

The Lead Member for Finance^[ODC 03/11/2025] and General Purposes and the Chief Executive/Clerk suggested that a draft response be provided to the Board to consider at the next Ordinary Board Meeting.

Following a discussion it was agreed that the matter will be brought back before the Board for consideration at the Ordinary Board Meeting due to be held on Monday 3rd November 2025 ^[ODC 03/11/2025]

2. Local Government (Amendment) Bill 2023 – Secondary Legislation Plan

A copy of the correspondence dated 18th October 2025, received from the Minister for the Department of Infrastructure advising of the Department's plans regarding secondary legislation relating to the Local Government (Amendment) Bill 2023, copies of which having previously been circulated was considered.

A discussion in relation to the following took place:

- Highlighted that within the letter is not confirmed whether the proposed working groups for pre-drafting will be made up of political representatives or officers, and if these include local authority representation.
- Concerns were raised regarding the progression of secondary legislation when the Bill is yet to progress through the Legislative Council and the full Tynwald Court, and appears premature; and
- Noted that the Chairman and the Chief Executive/Clerk were due to attend the Legislative Council evidence sitting regarding the Bill on Tuesday 28th October 2025.

The Chairman confirmed that he and the Chief Executive/Clerk had attended a preparative meeting with other local authorities that afternoon to discuss the Bill and the evidence sitting.

A discussion in relation to the following took place:

- Noted that all of the local authorities in attendance at the preparative meeting propose to debate that new Clause 5 relating to imposed new functions be removed from the Bill.

- Suggested that the local authorities need to demonstrate a unified approach to the Legislative Council and the Department, and to prove that local authorities are prepared to work collectively with each other and with the Department.
- Noted that this matter was considered again at the most recent Isle of Man Municipal Association meeting.
- Noted that there appears to be a collective lack of trust and breakdown in the relationship between many of the local authorities and the Department; and
- Noted that many of the local authorities consider that the Bill will most likely progress and receive Royal Assent regardless of the evidence provided and debated by the local authorities.

It was highlighted that members of the public and the Board can attend the public gallery to watch the Legislative Council evidence sitting.

C25/10/02/12

TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 25

None.

C25/10/02/13

TO CONSIDER ANY MOTIONS

1. Motion 75 – Submitted under Standing Order 19

It was agreed that, due to the Vice Chairman and Lead Member for Housing not being present at the meeting, and that Motion 75 is his motion to present, the matter will be deferred until the next Ordinary Meeting due to be held on Monday 3rd November 2025.

C25/10/02/14

ENVIRONMENTAL & TECHNICAL SERVICES

1. Lead Member Report – Quarter 2

It was noted that the report relates to the period from 1st August 2025 to 30th September 2025.

The Lead Member for Environmental and Technical Services asked if any Member wished to raise any questions in relation to the report.

The Lead Member for Finance and General Purposes queried the figures in the report, noting that 17 Building Control applications had been received, 11 approved, and none^[ODC 03/11/2025] rejected. This implies that 6 applications remain outstanding, which was flagged as a potential concern.

On behalf of the Lead Member for Environmental and Technical Services, the District Surveyor advised that the approval process typically takes 6 to 8 weeks from receipt. The 6 outstanding applications are currently awaiting approval and are not overdue.

The Chief Executive/Clerk highlighted a reduction in construction activity across the District, and that this is likely to impact the Authority's income and should be taken into account during the upcoming Budget and Rate setting process.

A Member welcomed the commencement of external refurbishment works at Elm Tree House but raised concerns about parking issues affecting nearby residents. It was suggested that the District Surveyor contact the Department of Infrastructure to request temporary suspension of the electric vehicle charging point at the rear of the Onchan War Memorial during the works, to allow general use of the space.

The District Surveyor agreed to make an inquiry in relation to the parking space.

A Member queried whether letters had been issued to residents of Manor Park regarding the upcoming street lighting works.

The District Surveyor advised that correspondence will not be issued to residents until a confirmed start date is received from the contractor undertaking the works.

A discussion in relation to the future of Onchan Pleasure Park took place. The Chief Executive/Clerk advised that he intends to bring forward proposals for the Board to consider, including the possibility of convening an Extra Ordinary Meeting to specifically address this matter.

The remainder of the report was noted.

C25/10/02/15

HOUSING MATTERS

1. Housing Allocations – Process

The report of the Housing Manager dated 20th October 2025, copies of which having previously been circulated was considered and noted.

2. Housing Allocations – Update

The report of the Housing Manager dated 20th October 2025, copies of which having previously been circulated was noted.

3. Lead Member Report – Quarter 2

It was agreed that, due to the Vice Chairman and Lead Member for Housing not being present at the meeting, the matter will be deferred until the next Ordinary Meeting due to be held on Monday 3rd November 2025.

C25/10/02/16

CHAIRMAN'S ANNOUNCEMENTS

1. Dates for the Diary

Date	Organisation	Event	Time
20 th October 2025	Onchan District Commissioners	Board Meeting	7:00 pm
1 st November 2025	Onchan District Commissioners	Commissioners Surgery – The Hub – Commissioners Lockwood and Wilson attending	10:00 am to 12 Noon
1 st November 2025	Onchan Silver Band	Concert of Remembrance – St Peter's Church	3:00 pm
3 rd November 2025	Onchan District Commissioners	Board Meeting	7:00 pm
4 th November 2025	Onchan District Commissioners	Commissioners Surgery – Springfield Court – Commissioners Lockwood and Quirk attending	2:00 pm to 3:00 pm

8 th November 2025	Royal British Legion – Onchan Branch	Children's Poppies Service – St Peter's Church	10:00 am
9 th November 2025	Royal British Legion – Onchan Branch	Remembrance Sunday	9:00 am to 11:45 am
11 th November 2025	Royal British Legion – Onchan Branch	Remembrance Day – Onchan War Memorial	10:45 am

C25/10/02/17**ANY OTHER URGENT BUSINESS****1. Heywood Court – Boundary Fence**

A Member asked when the reinstatement of the boundary fence between the Authority's sheltered social housing complex at Heywood Court and a property on Heywood Drive will be completed.

The District Surveyor advised that the Authority's contractor had been contacted to arrange the works; however, the contractor is prioritising and still working through the list of fences that were damaged during Storms Eowyn and Floris earlier in the year.

The District Surveyor recommended that the Property Maintenance Manager provide an update to the tenants at the next Commissioners Surgery due to be held at Heywood Court.

There being no further business the meeting ended at 7:41 pm.

C25/10/02/18**FINANCE AND GENERAL PURPOSES****1. 2025/26 Management Accounts – Quarter 2**

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

The 2025/26 Quarter 2 Management Accounts, copies of which having previously been circulated was considered.

The Lead Member for Finance and General Purposes informed the Board that, in his view, the current management accounts do not present a financial position that differs significantly from the 2025/26 Quarter 1 Management Accounts. He affirmed that the Authority continues to maintain a sound financial standing.

The Lead Member for Finance and General Purposes suggested to the Members of the Board that the Authority could consider making the management accounts publicly available.

A discussion in relation to the following took place:

- Highlighted that at the time of preparing the management accounts, not all invoices for the relevant quarter have been received by the Authority.
- Concerns were raised that obtaining additional information to complete the accounts for the quarter would place a significant extra workload on all the relevant departments and the Authority's contractors and suppliers.
- Noted that the Chief Executive/Clerk and the Chief Finance Officer have commenced the process of financial forecasting following the prolonged period of

operational challenges and changes due to employment issues relating to former Chief Executive/Clerks; and

- Acknowledged that the Authority does not currently have a long term financial plan in place relating to rateable expenditure.

Following a discussion, it was agreed that the Authority's management accounts would not be published at this time, but the matter could be reconsidered in the future.

The Chief Executive/Clerk confirmed that he intends to bring forward a financial plan for the Board to consider, as well as asking the Board to consider what its priorities are for the remainder of the Board Members' term in office.

2. 2023/24 Year End Accounts – Update

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

The Chief Finance Officer provided the Board with the following update:

- The Authority has provided all information in relation to the 2023/24 Year End Accounts to the External Auditors.
- The Tynwald Auditor General had requested that the Authority have a valuation undertaken to correct asset valuations and for this to be included within the 2023/24 Year End Accounts; and
- The Authority's External Auditors have now requested a resolution from the Board to confirm that the valuation changes are accepted.

Following a discussion, it was proposed by Mr Lockwood and seconded by Mr Turton and unanimously **RESOLVED that the Board has considered the carrying value of the assets and is satisfied that they are not materially different from the fair value as at 31st March 2024, and that the valuer's rationale seems reasonable. Furthermore, this resolution will be provided to the Authority's External Auditors to progress the finalisation and approval of the 2023/24 Year End Accounts.**

The Chief Finance Officer and District Surveyor left the meeting at 8:03 pm.

C25/10/02/19

CONSIDERATION OF ANY REPORTS FROM THE CLERK OR OTHER OFFICER

1. Onchan Raceway Limited – Commercial Tenancy

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

The report of the Chief Executive/Clerk dated 6th October 2025, copies of which having previously been circulated was considered.

The Chief Executive/Clerk advised the Board that Onchan Raceway Limited's current lease is due to expire on 30th November 2025, and that the tenant has requested a renewal of the lease.

It was requested that the Board consider its position regarding the lease, specifically, it must determine whether it wishes to renew the lease, and if so, under what terms and conditions.

A discussion in relation to the following took place:

- An overview was provided of the history of the current tenancy, including details of the former owners of Onchan Raceway Limited and how they operated the business, and the previous Board's consideration of the matter.
- Members noted that they are in receipt of the most recent complaints received regarding the tenant, and that the previous Board's concerns still exist in relation to how the tenant operates the facility.

- An overview was provided of previous complaints received by the Authority in relation to the tenant and the activities that take place at the facility.
- Concerns were raised regarding the liability of the Authority in relation to insurance claims and legal challenges should something occur within the Stadium.
- The current lease was examined, and the shortfalls within the lease were highlighted regarding measures available to the Authority as the landlord to implement changes to the current operation of the facility; and
- Noted that some conditions of the lease are not being adhered to as the tenant has not kept up with painting and cleaning the seating areas, and the Authority, as the landlord, has not provided a budget to resolve the race track drainage issues.

Following a discussion, the Chief Executive/Clerk was instructed to inform the tenant that the Board have expressed that they are not in favour of the way the facility is currently being operated and that it wishes to offer a new tenancy based on new conditions which aim to protect the Authority as the landlord, and to address some of the concerns raised by complainants and Members of the Board.

It was noted that the new lease is to include limitations such as:

- No vehicles to be stored at the facility except for the pit area directly adjacent to the garage, within the garage, and within the former monster truck store.
- No working on vehicles in any area of the facility, except for within the garage and the former monster truck store.
- The use of the facility will be permitted only for stock car racing, stock car driver training, stock car testing, road car driver tuition, and go karts.
- Dates and times to be agreed and approved by the Board in advance of the permitted use activities taking place.
- No other use of the facility by stock cars will be permitted outside of the agreed upon dates and times.
- Provision of an operational plan, including details of insurance held, health and safety procedures, medical cover, and details of the regulatory safeguards; and
- The kick-a-bout public open space adjacent to the facility is not to be used as a pit area during events.

The Chief Executive/Clerk was instructed to engage with the Authority's legal advisers regarding the drafting of a new lease incorporating the proposed new conditions, and to report back to the Board following the tenant's consideration of the Board's newly proposed lease and conditions.

C25/10/02/20

ANY OTHER URGENT BUSINESS

1. Onchan Pleasure Park – Vandalism

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

A Member asked if the recent vandalism to the Onchan Pleasure Park male toilets had been reported to the Isle of Man Constabulary.

The Chief Executive/Clerk confirmed that the matter has been and that the Isle of Man Constabulary is investigating the matter.

2. Staffing Matter

See Staff Minute Book.

There being no further business the meeting ended at 8:34 pm.