

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 22nd August 2022 at 7:00 pm

Present: Miss K Williams (Chair)
 Miss Z Lewin (Vice Chair)
 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)

Apologies: Mr A Allen

The Members and Officer stood for a one minute silence in recognition of the passing of a former employee and Member, Mr Christopher Michael Quirk. Sincere condolences were expressed Mr Quirk's family and friends.

The Chair informed Members that a celebration of Mr Quirk's life had taken place on Friday 19th August 2022 at the Douglas Lawn Cemetery Chapel and that the flag had been flown at half-mast.

C22/08/02/01

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

Not necessary.

C22/08/02/02

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

1. Chief Executive/Clerk – Appointment

The Chair announced that Mr Ross Phillips had been appointed as the Chief Executive/Clerk. It was agreed that a public announcement be published.

C22/08/02/03

MINUTES

1. Ordinary Meeting held on Monday 8th August 2022

The minutes of the Ordinary Meeting held on Monday 8th August 2022, copies of which having previously been circulated, were considered.

(a) C22/08/01/03 – Minutes of 25th July 2022

To insert Mr Allen after the worded seconded in the proposal.

(b) C22/08/01/05(1) – Mount View Road Parking

1st paragraph, change the word gotten to **got**.

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

2. Staffing Meeting held on Monday 11th July 2022

To be considered In Committee.

3. Staffing Meeting held on Monday 8th August 2022

To be considered In Committee.

C22/08/02/04

TO DISPOSE OF ANY RELEVANT BUSINESS ARISING FROM SUCH MINUTES

None.

C22/08/02/05

TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C22/08/02/06

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

None.

C22/08/02/07

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) **PA
22/00824/D**

Bittylicious (IOM) Ltd - The Chapel, Nursery Avenue

Members were advised that the planning application is for the installation of illuminated and non-illuminated signage.

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

- Neighbouring properties have been notified; and
- The return date for the application is the 12th August 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and **RESOLVED that PA 22/00824 – The Chapel, Nursery Avenue be recommended for approval.**

For: Miss Lewin, Ms Logan, Mr Quirk and Mr Turton

Against: Miss Williams and Mr Crellin

(ii) **PA 22/001877**

Mr G Dudley – 15 Central Drive

Members were advised that the planning application is for a single storey flat roof extension to the rear, replacement windows, rendering and remove both chimney stacks.

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

- Neighbouring properties have been notified; and
- The return date to the application is the 19th August 2022.

After a discussion it was proposed by Ms Logan and seconded by Mr Turton, and **RESOLVED that PA 22/00877 – 15 Central Drive be recommended for approval.**

For: Miss Williams, Miss Lewin, Ms Logan, Mr Quirk and Mr Turton

Against: Mr Crellin

(iii) PA 22/00906 Mr P Peniata – 2 Wybourn Drive

Members were advised that the planning application is for replacement rear and side single storey extension, install bi-fold door to rear, replacement windows and balustrade to terrace and widen vehicular access to dropped kerb.

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

- Neighbouring properties had been notified; and
- The return date for the application is the 19th August 2022.

After Members consideration, it was proposed by Ms Logan and seconded by Miss Lewin and **RESOLVED that PA 22/00906 – 2 Wybourn Drive be recommended for approval subject to the installation of obscure glazing.**

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

(iv) PA 22/00914 Mr M McDowell – 19 Highfield Crescent

Members were advised that the planning application is for the widening of the existing access and creation of additional access.

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

- No comments have been received; and
- The return date to the application is the 2nd September 2022.

Mr Quirk declared an interest and did not vote.

After a discussion it was proposed by Ms Logan and seconded by Miss Lewin and **RESOLVED that PA 22/00914 – 19 Highfield Crescent be recommended for approval subject to the approval of the Highways Division of the Department of Infrastructure.**

(v) PA 22/00822 Ms R Storey – 22 Alberta Drive

Members were advised that the planning application is for alterations, erection of rear extension, and use of garage as storage, associated bicycle storage to replace a lost parking space and use as a dog grooming business.

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

- Neighbouring properties have been notified; and
- The return date for the application is the 9th September 2022.

After a discussion it was agreed that PA 22/00822 – 22 Alberta Drive be deferred to the next meeting to allow for comments from the public to be received.

(vi) PA 22/00709 Mr P Gale – 10 Langdale Close

Members were advised that the planning application is for the erection of an extension to replace the existing conservatory (amended plans)

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

- No comments have been received; and
- The return date to the application is the 9th September 2022.

After a discussion, it was proposed by Ms Logan and seconded by Miss Lewin, and unanimously **RESOLVED that PA 22/00709 – 10 Langdale Close be recommended for refusal due to over shadowing and loss of outlook.**

(vii) PA 22/00441 Mr W Costain – 9 Hollydene Avenue

Members were advised that the planning application is for a single storey extension to the rear elevation (amended plans)

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

- No comments had been received from neighbouring properties; and
- The return date to the application is the 9th September 2022.

The Chief Executive/Clerk declared an interest.

After a discussion it was proposed by Ms Logan and seconded by Miss Lewin, and unanimously **RESOLVED that PA 22/00441 – 9 Hollydene Avenue be recommended for approval.**

C22/08/02/08

FINANCE AND GENERAL PURPOSES**1. Rent Increases**

The Report of the Finance Manager dated 17th August 2022, having previously been circulated was considered and discussed.

In answer to question, the Chief Executive/Clerk advised that there had been an impact this year with regard to maintenance costs but the Authority were not at risk if the rents were not to be increased for the forthcoming year. Members commented that not increasing rents by even a small margin is delaying inevitable.

The Chair stated that ultimately the Department of Infrastructure will decide the rent increase. The Lead Member for Housing commented that the rents should stay as they are for this year and that tenants will have enough problems concentrating on the rises in utility bills. A Member stated that a minor increase should be considered or the Authority and Tenants will be caught out in the future with a sustainable rent increase.

The Lead Member for Finance stated that the Members should be conscious that the rates will most likely increase later in the year which will also effect Tenants.

It was proposed by Mr Turton, seconded by Ms Logan, that the recommendation to the Department of Infrastructure for the financial year 2022/23 be no increase in social housing rents.

It was counter proposed by Mr Quirk, seconded by Mr Crellin, that the recommendation to the Department of Infrastructure for the financial year 2022/23 be an increase of 1% for social housing rents.

A vote was taken on the counter proposal.

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

The counter proposal failed.

A vote was taken on the original proposal and it was **RESOLVED that the recommendation to the Department of Infrastructure for the financial year 2022/23 be no increase in social housing rents.**

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

2. **2022 Year End Draft Accounts**

To be considered In Committee.

C22/08/02/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. **Privacy Statement**

The report of the Chief Executive/Clerk dated 8th August 2022, having previously been circulated was considered and amendments were noted.

2. **Needlestick Policy & Procedure**

A copy of the Authority's updated Needlestick Policy and Procedure having previously been circulated was considered and noted.

3. **Motion submitted under Standing Order 26**

The report of the Chief Executive/Clerk dated 17th August 2022 having previously been circulated was considered. Members agreed that the previous motion be withdrawn.

4. **Mural Festival – Location proposal for Murals to be Displayed**

The report of the Chief Executive/Clerk dated 17th August 2022, having previously been circulated was considered.

The Lead Member for Environment and Technical Services gave an overview of the Mural Festival. The Members discussed the suggested sites for displaying the artwork.

It was agreed that the Chief Executive/Clerk and Lead Member for Environmental and Technical Services make arrangements for the artwork to be displayed.

C22/06/01/10**SUPENSION OF STANDING ORDERS**

It was proposed by Miss Williams, seconded by Miss Lewin and **unanimously RESOLVED to suspend Standing Orders to allow for the resolution relating to Housing Fixed Term Tenancies recorded on 11th July 2022 to be discussed.**

C22/08/02/11**REPORT FROM THE CLERK OR OTHER OFFICER continued****1. Housing Fixed Term Tenancies**

The Report of the Chief Executive/Clerk dated 17th August 2022, having previously been circulated was considered and discussed.

After a discussion, it was proposed by Mr Turton, seconded by Miss Lewin, and unanimously **RESOLVED that the resolution of the minutes of 11th July 2022 be amended to read:**

“The final Guidance Document in relation to the Fixed Term Tenancies is approved subject to the following:

- **To continue the current policy of reviews to be undertaken as and when required for example where there is a cause for concern or through transfers, trigger events and tenancy renewals; and**
- **Adopt the 12 month introductory tenancy for newly allocated tenants.”**

2. Onchan Park Feasibility Study – Professional Services

To be considered In Committee.

C22/08/02/12**CONSIDERATION OF ANY RELEVANT CORRESPONDENCE****1. Manx Wildlife Trust – Community Consultation**

A copy of the correspondence received from the Manx Wildlife Trust dated 5th August 2022, having previously been circulated was noted. It was agreed that the dates for the community consultations to be shared.

In answer to comment, the Chief Executive/Clerk to organise tidying up of the pedestrian access in to the Village Green.

2. Clerk of Tynwald – Youth Justice request for Evidence

A copy of the correspondence received from the Clerk of Tynwald dated 5th August 2022, having previously been circulated was considered. It was agreed that should individual Members wish to make comment that they do so direct. *Noted.*

3. Royal Air Force Association – Battle of Britain

A copy of the invitation received from the Royal Air Force Association dated 10th August 2022, inviting the Chair or a representative of the Authority to attend their Battle of Britain service to take place on Sunday 18th September 2022, at St Georges Church at 11:00 am having previously been circulated was considered and noted. The Chair confirmed that they will be attending the service.

4. Royal Air Forces Association – Evening of Musical Entertainment

A copy of the invitation received from the Royal Air Forces Association in relation to their evening of musical entertainment to be held on Friday 16th September 2022, at St Georges Church at 7:30 pm having previously been circulated was noted.

5. Royal Air Forces Association – Brew for a Few

A copy of the invitation received from the Royal Air Forces Association in relation to their event to mark the 82nd anniversary of the Battle of Britain on Saturday 29th October 2022 at the Manx Aviation and Military Museum at 10:00 am to 4:00 pm having previously been circulated was noted.

6. Climate Change Duties – Statutory reporting for Public Bodies

A copy of the correspondence received from the Department of Environment, Food and Agriculture Climate Change Transformation Team dated 15th August 2022, having previously been circulated was considered and noted.

7. Department of Infrastructure – Highway Maintenance Charter

A copy of the correspondence received from the Department of Infrastructure in relation to the Highways Maintenance Charter dated 15th August 2022, having previously been circulated was considered and discussed.

C22/08/02/13

TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 34

None.

C22/08/02/14

TO CONSIDER ANY MOTIONS

1. Motion 65– Under Standing Order Number 26

Mr Quirk tabled Motion Numbered 65:-

“that Members names be identified in the Board Minutes of Onchan District Commissioners”.

Motion 65 was proposed by Mr Quirk, seconded by Miss Lewin and unanimously **RESOLVED to stand adjourned without discussion to the next meeting of the ordinary meeting of the Authority to be held on Monday 5th September 2022.**

C22/08/02/15

ENVIRONMENTAL AND TECHNICAL SERVICES

None.

C22/08/02/16

HOUSING MATTERS

None.

C22/08/02/17**CHAIRMAN'S ANNOUNCEMENTS****1. Tour of the District**

The Chair, Members and the Captain Parish had hosted a tour of the District on Thursday 11th August 2022, with His Excellency the Lieutenant Governor Sir John Lorimer and Lady Lorimer. The tour ended with the official re-opening of the Jubilee Garden in celebration of Her Majesty's Platinum Jubilee. Thanks were expressed to the Staff who had arranged the tour.

2. New Eastern Civic Amenity Site – Ground Breaking Ceremony

The Vice-Chair advised that they had attended the ground breaking ceremony of the new Eastern Civic Amenity Site on Thursday 11th August 2022.

3. Onchan Crown Green Bowling Club – Award Presentation

The Chair advised the Board that they had attend the trophy and award presentation on Saturday 21st August 2022. They had presented the Onchan District Commissioners' award for the combination doubles competition.

4. Dates for the Diary

Date	Organisation	Event	Time
27 th & 28 th August 2022	Friends of Onchan Heritage	Molly Carrooin's Open day	1:30 pm to 4:30 pm
3 rd September 2022	Onchan District Commissioners	Commissioners Surgery – The Hub, Commissioners Turton and Williams attending	10:00 am to 12 noon
3 rd September 2022	Onchan Methodist Church	Pointless & Puddings Evening	7:00 pm
5 th September 2022	Onchan District Commissioners	Board Meeting	7:00 pm
6 th September 2022	Onchan District Commissioners	Commissioners Surgery – Heywood Court, Commissioners Turton and Quirk attending	2:00 pm to 3:00 pm

C22/08/02/18**ANY OTHER BUSINESS**

None.

The Public session of the Meeting ended at 9.06 pm

C22/08/02/19**MINUTES****1. Staffing Meeting held on Monday 11th July 2022**

See Staff Minute Book.

2. Staffing Minutes held on Monday 8th August 2022

See Staff Minute Book.

C22/08/02/20

FINANCE AND GENERAL PURPOSES

1. **2022 Draft Year End Accounts**

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

The report of the Finance Manager dated 18th August 2022, having previously been circulated was considered. The Chief Executive/Clerk gave an overview. *Noted.*

C22/08/02/21

REPORT FROM THE CLERK OR OTHER OFFICER

1. **Onchan Park Feasibility Study – Professional Services**

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

The report of the Acting District Surveyor dated 22nd August 2022, having previously been circulated was considered and discussed.

After a discussion, it was proposed by Ms Logan, seconded by Miss Lewin, and unanimously RESOLVED that McGarrigle Architects be appointed to undertake feasibility designs for the refurbishment of Onchan Park.

C22/08/02/22

ANY OTHER URGENT BUSINESS

See Staff Minute Book.

There being no further business the meeting closed at 9.56 pm