

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 27<sup>th</sup> June 2022 at 7:10 pm

**Present:** Miss K Williams (Chair)  
 Mr D Crellin  
 Ms F Logan (Lead Member for Environmental and Technical Services)  
 Mr D Quirk (Lead Member for Finance & General Purposes)

**Apologies:** Mr A Allen  
 Mr R Turton (Lead Member for Housing)

**In attendance:** Mr R Phillips (Acting Chief Executive/Clerk)

**C22/06/02/01**

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

Not necessary.

**C22/06/02/02**

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

Not necessary.

**C22/06/02/03**

**MINUTES**

**1. Ordinary Meeting held on Monday 13<sup>th</sup> June 2022**

The minutes of the Ordinary Meeting held on Monday 13<sup>th</sup> June 2022, copies of which having previously been circulated, were considered.

After a discussion, it was proposed by Ms Logan 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.**

**C22/06/02/04**

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

A Member stated that under Standing Order 67.1 and 67.2 Privilege <sup>[ODC 11/07/2022]</sup> they could raise a matter but would not on this occasion.

**C22/06/02/05**

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

None.

**C22/06/02/06**

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

**C22/06/02/07**

**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 22/00611 Mrs L Clinton – 1 Central Drive**

Members were advised that the application is for replacement rear bay window with a door and window combination.

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 24<sup>th</sup> June 2022.

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

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

Members were advised that the planning application is an extension.

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

- Neighbouring properties had been notified; and
- The return date for the application is the 17<sup>th</sup> June 2022.

After Members consideration, it was proposed by Ms Logan and seconded by Mr Quirk and **RESOLVED that PA 22/00615 – 5 The Kirkway be recommended for approval.**

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

**(iii) PA 22/00640 Mr & Mrs J Kelly – 28 Belgravia Road**

Members were advised that the planning application is alterations and an extension to provide additional and improved living and garage accommodation.

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 1<sup>st</sup> July 2022.

After a discussion, it was proposed by Mr Crellin and seconded by Ms Logan and unanimously **RESOLVED that PA 22/00640 – 28 Belgravia Road be recommended for approval subject to a tree survey being undertaken.**

**(iv) PA 22/00644 Mr M Playford – 84 Birch Hill Crescent**

Members were advised that the planning application is for the replacement of a conservatory with a sunroom/family room space to the rear.

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 24<sup>th</sup> June 2022.

After a discussion it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00644 – 84 Birch Hill Crescent be recommended for approval.**

**(v) PA 22/00649 Miss K Quayle – 161 Royal Avenue**

Members were advised that the planning application is for the installation of replacement roof tiles.

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 24<sup>th</sup> June 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED PA 22/00649 – 161 Royal Avenue be recommended for approval.**

**(vi) PA 22/00651 Mr C Faragher/Miss A Reid – Ballaskelly Farm, Mountain Road**

Members were advised that the planning application is for the refurbishment and remodelling of the existing dwelling, and the conversion of the outbuildings into part of dwelling and build extension.

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 1<sup>st</sup> July 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and **unanimously RESOLVED that PA 22/00651 – Ballaskelly Farm, Mountain Road be recommended for approval.**

**(vii) PA 22/00659 Mr Surrey/Ms Harrington – 21 King Edward Close**

Members were advised that the planning application is for the conversion of the garage with alterations including installation of window to replace garage door and install a flue.

In answer 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 24<sup>th</sup> June 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00659 – 21 King Edward Close be recommended for approval.**

**(viii) PA 22/00695 Mrs S Coates – 17 Greeba Drive**

Members were advised that the planning application is for the removal of the rear chimney stack (retrospective)

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 24<sup>th</sup> June 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00695 – 17 Greeba Drive be recommended for approval.**

**(ix) PA 22/00709 Mr P Gales – 10 Langdale Close**

Members were advised that the planning application is for an extension to replace the existing conservatory.

In answer 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 1<sup>st</sup> July 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00709 – 10 Langdale Close be recommended for approval.**

**(x) PA 22/00031 Sight Matters – Corrins Court, Heywood Avenue**

Members were advised that the planning application is for the erection of detached ancillary accommodation with associated garden area, access, retaining walls, fencing and planting (amended plan).

In answer 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 7<sup>th</sup> July 2022

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00031 – Corrins Court, Heywood Avenue be recommended for approval.**

C22/06/02/09FINANCE AND GENERAL PURPOSES

None.

C22/06/02/10REPORT FROM THE CLERK OR OTHER OFFICER1. Maternity Leave Policy & Procedure

A copy of the Authority's updated Maternity Leave Policy & Procedure having previously been circulated was considered and discussed.

It was agreed that the Acting Chief Executive/Clerk would review the Authority's maternity leave pay and that the matter would be brought back to the Board.

2. Paternity Leave Policy & Procedure

A copy of the Authority's updated Paternity Leave Policy & Procedure having previously been circulated was considered, discussed and noted.

3. Menopause Policy

A copy of the draft Menopause Policy having previously been circulated was considered and discussed.

After a discussion, it was proposed by Ms Logan and seconded by Miss Williams and unanimously **RESOLVED that the Menopause Policy be approved.**

4. Recharge Policy

A copy of the draft Recharge Policy having previously been circulated was considered and discussed.

***The Chair declared an interest as they are a tenant. All Members agreed that the Chair could cast a vote.***

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that the Recharge Policy be approved.**

5. Corporate Governance Principles and Code of Conduct

The Report of the Acting Chief Executive/Clerk dated 22<sup>nd</sup> June 2022, having previously been circulated was considered and noted.

The Acting Chief Executive/Clerk advised the Board:

- the matter is not for debate;
- the purpose of his Memo was to remind all Employees and Members how they are to conduct themselves especially during Board Meetings; and
- he will be the only Officer attending any Board Meetings until he feels there is an acceptable improvement.

6. IT Provider Contract

To be considered In Committee.

## 7. Storytime Nursery

To be considered In Committee.

**C22/06/02/11**

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

#### 1. Friends of Chernobyl's Children

A copy of the newsletter received from the Friends of Chernobyl's Children having previously been circulated was noted.

#### 2. Isle of Man Municipal Association

A copy of the Agenda for the Meeting of the 23<sup>rd</sup> June 2022 together with a copy of the Annual General Meeting Minutes dated 19<sup>th</sup> May 2022, having previously been circulated were noted.

#### 3. His Excellency and Lady Lorimer Invitation

A copy of the invitation received from His Excellency and Lady Lorimer inviting the Chair to attend the Beating Retreat on Monday 4<sup>th</sup> July 2022 at 6:00 pm having previously been circulated.

It was noted that the Chair asked for her apologies to be given.

#### 4. Heywood Court – Thank you

A copy of the thank you note received from the residents at Heywood Court, having previously been circulated was noted.

**C22/06/02/12**

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

None.

**C22/06/02/13**

### **TO CONSIDER ANY MOTIONS**

None.

**C22/06/02/14**

### **ENVIRONMENTAL AND TECHNICAL SERVICES**

None.

**C22/06/02/15**

### **HOUSING MATTERS**

#### 1. Housing Allocation Update

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

**C22/06/02/16**

### **CHAIRMAN'S ANNOUNCEMENTS**

#### 1. Dates for the Diary

It was noted that the Chair, Mr Crellin, Mr Quirk and Mr Turton had attended the Falklands War Memorial Service on the 14<sup>th</sup> June 2022.

The Board requested that the Acting Chief Executive/Clerk express their thanks to the staff who were involved with the Jubilee Party in the Park event.

Date	Organisation	Event	Time
2 <sup>nd</sup> July 2022	Onchan District Commissioners	Commissioners Surgery – Harvey Briggs Onchan Library – Mr Crellin attending	10:00 am to 12 noon
2 <sup>nd</sup> & 3 <sup>rd</sup> July 2022	Manx Mural Fest	The Hub	
11 <sup>th</sup> July 2022	Onchan District Commissioners	Board Meeting	7:00 pm
25 <sup>th</sup> July 2022	Onchan District Commissioners	Board Meeting	7:00 PM

**C22/06/02/17**

**ANY OTHER BUSINESS**

*The Public session of the Meeting ended at 20:05 pm*

**C22/06/02/18**

**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. IT Provider Contract**

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

The report of the Acting Chief Executive/Clerk dated 16<sup>th</sup> June 2022, a copy of which having previously been circulated was considered and discussed.

After a discussion, it was proposed by Mr Crellin and seconded by Ms Logan and unanimously **RESOLVED that it be approved in accordance with Standing Order 38.**

**2. Former Workshop, Rear Lane, Nursery Avenue**

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

The Acting Chief Executive/Clerk advised the Board that he had been approached by the tenant of the above mentioned property to enquire if the Board would consider selling the property.

After a discussion, it was agreed that the Board would not consider selling the property to the tenant.

**C22/06/02/19**

**ANY OTHER URGENT BUSINESS AS AUTHORISED BY THE CHAIRMAN FOR CONSIDERATION**

**C22/06/02/22**

**STAFFING MATTERS**

**1. Staffing Minutes of the Ordinary Meeting of Monday 13<sup>th</sup> June 2022**

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

It was proposed by Mr Quirk and seconded by Ms Logan and **RESOLVED** that the ratification of the Staff Minutes of the Ordinary Meeting of Monday 13<sup>th</sup> June 2022 be deferred to the next Board Meeting.

***For: Miss Williams, Ms Logan and Mr Quirk***

***Against: Mr Crellin***

***There being no further business the meeting closed at 20:25 pm***