Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 29th June 2026 at 7:00 pm.

Present:	Mr A Allen	(Chairman)
	Mr S Wilson	(Vice Chairman and Lead Member for Housing)
	Mr A Gibson	(Lead Member for Environmental and Technical Services)
	Mr O Lockwood	(Lead Member for Finance and General Purposes)
	Miss G Corkish	
	Mr D Quirk	
	Mr R Turton	
Apologies:	Miss A Goldsmith	(Deputy Clerk)
	Mrs S Johnson	(Chief Finance Officer)
In attendance:	Mr R Phillips	(Chief Executive/Clerk)
	Mr R Forgie	(District Surveyor)
	Miss A Crellin	(Executive Officer/Assistant)

C26/06/03/01
TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT

Not applicable.

C26/06/03/02
DECLARATION OF INTERESTS OF MEMBERS AND OFFICERS (in accordance with Standing Order 18.3)

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

Mr Quirk declared a non-pecuniary interest in agenda item 8.1(c) relating to planning application 26/00396/B for 27A Birch Hill Avenue as he is a neighbouring property owner.

C26/06/03/03
BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS

None.

C26/06/03/04
MINUTES

1. **Minutes of the Ordinary Meeting held on Monday 15th June 2026**

   The minutes of the Ordinary Meeting held on Monday 15th June 2026, copies of which having previously been circulated, were considered.

   Mr Lockwood requested the following amendments:

   Page 7 - **BoardEffect – Proposed Government Improvement for Board Meetings**

   Final paragraph replace “asked Board Members to confirm” with “confirmed”.

Page 14 - **Onchan Raceway Limited – Commercial Tenancy Request**

Replace "Mr Gibson" with "Mr Lockwood" in the list of those voting in favour of the motion.

Subject to the above amendments, it was proposed by Mr Lockwood and seconded by Mr Wilson and unanimously **RESOLVED that the minutes of the Ordinary Board Meeting held on Monday 15th June 2026 be agreed as a correct record of the proceedings and be signed by the Chairman.**

C26/06/03/05
TO DISPOSE OF ANY BUSINESS ARISING FROM SUCH MINUTES

1. **Ballacurn Trust, Meadow View Properties – Update**

Mr Quirk asked the Chief Executive/Clerk for an update regarding the Authority's interest in purchasing the vacant properties on Second Avenue, Onchan.

Mr Allen highlighted that the Chief Executive/Clerk had circulated an email earlier that day to the Board Members to provide an update.

The Chief Executive/Clerk confirmed that the update circulated earlier that day stated the following:

- After further attempts to obtain an update from the Department of Infrastructure, an email has been received accompanied by a condition survey of the properties; and
- Unfortunately, the email does not provide any assurances that the matter has progressed since the last time the Department provided an update to the Authority; and
- It is suggested that if no further update has been received from the Department by the next Ordinary Meeting, then the Board may wish to formalise a plan as to how to progress the matter politically.

Mr Allen asked if a response had been received from the Minister for the Department of Health and Social Care to the correspondence issued on 28th May 2026.

The Chief Executive/Clerk confirmed that no response has yet been received.

Mr Quirk noted that the lack of response from the Minister is not in line with the Isle of Man Government Ministerial Code.

Mr Allen agreed with Mr Quirk that the lack of response from the Minister is disappointing, and that the matter is to be considered again at the next Ordinary Board Meeting if no further update is received from the Department, as the Board will need to agree upon a plan to progress the matter.

C26/06/03/06
TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C26/06/03/07
TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C26/06/03/08
PLANNING DECISIONS/COMMUNICATIONS FROM THE ISLE OF MAN GOVERNMENT PLANNING COMMITTEE

(i) PA 26/00361/B Mr M Thomas – 49 Windermere Drive

The Board Members were advised that the planning application is for the replacement of the existing attached garage and detached workshop with a single storey extension and alterations to doors and fenestration to the northwest elevations of the existing dwellinghouse, with formation of decking to the rear curtilage and erection of a fence to the northeast of the front curtilage.

In answer to questions, the District Surveyor advised:

- No comments have been received from neighbouring properties.
- The return date for the planning application is the 3rd July 2026; and
- It is noted that Highway Services have commented that it finds it to have no significant negative impact upon highway safety, network functionality and/or parking, as suitable off-street parking is retained for the dwelling.

Following a discussion, it was proposed by Mr Gibson and seconded by Mr Wilson and unanimously **RESOLVED that planning application 26/00361/B – 49 Windermere Drive be recommended for approval.**

(ii) PA 26/00391/A Haydn Minay Limited – Haydn Minay Garage & The Rowans, Church Road

The Board Members were advised that the planning application is an application in principle (with all matters reserved) for the demolition of the existing vehicle repair garage and the dwellinghouse and for the erection of new dwellinghouses.

In answer to questions, the District Surveyor advised:

- A comment has been received from a neighbouring property.
- The return date for the planning application is 2nd November 2026, which has been confirmed as being an administrative error.
- It is noted that the Department of Infrastructure Flood Risk Management Division have commented that the proposed site lies within a site which is at risk of surface water flooding and that they are unable to consult until a full Flood Risk Assessment has been provided and studied.
- Highway Services have commented that they find no significant impact upon highway safety, network functionality and/or parking as site access and layout can be suitably accommodated for the replacement development on the site in a future application; and
- The Department of Environment, Food and Agriculture has confirmed that it has no objection to the proposal in its current form.

Following a discussion, it was proposed by Mr Gibson and seconded by Miss Corkish and unanimously **RESOLVED that planning application 26/00391/A– Haydn Minay Garage and The Rowans, Church Road be recommended for approval in principle.**

(iii) PA 26/00396/B Mr J Bond – 27A Birch Hill Avenue

The Board Members were advised that the planning application is for the erection of a single extension to the southeast elevation of the existing dwellinghouse with associated alterations to doors and replacement of roof, extension of hardstanding with formation of additional off-street vehicular parking.

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

- Comments had been received from neighbouring property;
- The return date for the application is the 10th July 2026; and
- It is noted that highway services have commented that there is no significant impact upon highway safety, network functionality and/or parking as two off-street parking spaces are retained for the proposals. An S109 highway agreement will be required for the proposed extended dropped kerb footway.

Following a discussion, it was proposed by Mr Gibson and seconded by Mr Wilson and **RESOLVED that planning application 26/00396/B – 27A Birch Hill Avenue be deferred to the Ordinary Meeting of 13th July 2026 to allow for further information to be obtained.**

For: ***Mr Allen, Mr Wilson, Mr Lockwood, Miss Corkish and Mr Gibson.***
Against: Mr Turton.

Mr Quirk declared a non-pecuniary interest and did not cast a vote.

(iv) PA 26/00589/C Onchan AFC – Blackberry Lane

The Board Members were advised that the application is for the temporary use of land to provide a camping area for the period 18th June to the 21st June 2026, in conjunction with the annual junior Football Tournament at Douglas High School Old Boys Football Pitch (adjacent site).

In answer to questions, the District Surveyor advised:

- No comments had been received from neighbouring properties.
- The return date for the application is the 10th July 2026; and
- It is noted that Highway Services have commented that they find it has no significant impact upon highway safety, network functionality and/or parking, as the use is temporary over a long weekend, there is a significantly sized car park at the site for parking of vehicles, and the layout and amenities on the site are suitable for the proposals. A condition to restrict camping on the dates proposed is advised.

The District Surveyor advised that as the 18th June to the 21st June 2026 had already passed, the application has been advised by the Department of Environment, Food and Agriculture to withdraw the application and to submit a new one.

Following a discussion, it was agreed that no recommendation would be provided.

(v) PA 26/00567/CON **St Peter's Church – Church Road**

The Board Members were advised that the planning application is for registered building consent for the removal of cement strap pointing on the North and South elevations of Onchan Parish Church and replacing it with lime mortar.

In answer to questions, the District Surveyor advised that:

- No comments have been received from neighbouring properties; and
- The return date for the application is the 10th July 2026.

Following a discussion, it was proposed by Mr Gibson and seconded by Miss Corkish and unanimously **RESOLVED that planning application 26/00567/CON be recommended for approval.**

C26/06/03/09
FINANCE AND GENERAL PURPOSES

1. **Quarter 4 Management Accounts**

To be considered In Committee.

C26/06/03/10
CONSIDERATION OF ANY REPORTS FROM THE CLERK AND OTHER OFFICERS

1. **Proposed Meeting with Ørsted**

The Chief Executive/Clerk provided the Board Members with the following overview:

- That he has been corresponding with Ørsted in relation to arranging a meeting with the Board after the company was unable to provide representation at the recent public drop-in session at the HUB; and
- Ørsted has confirmed that representatives are available to meet with the Board In Private on Tuesday 14th July 2026 at 6:30 pm at Hawthorn Villa.

A discussion in relation to the following took place:

- Mr Allen and Miss Corkish advised that they would have to confirm their availability to attend nearer the date of the event due to potential other commitments.
- Mr Turton queried if Ørsted will attend a public meeting or drop-in session after meeting with the Board; and
- The other Board Members confirmed their availability to attend the proposed meeting.

Mr Allen confirmed that the company has already confirmed publicly and to the Chief Executive/Clerk that their representatives will not attend a public drop-in session or meeting while the windfarm public examination process is taking place.

Mr Turton suggested that it be made known to residents that if Ørsted declines to attend a public meeting, this is a decision of Ørsted and not the Board of Onchan District Commissioners, as the Board is prepared to facilitate a session at the HUB.

Mr Allen confirmed that the meeting will take place as proposed, and requested that the Board Members prepare questions which they wish to ask Ørsted, and to circulate these questions to the Chief Executive/Clerk in preparation for the meeting.

2. **Replacement Road Signs – Update**

The report of the Chief Executive/Clerk dated 29th June 2026, copies of which having previously been circulated was considered.

The Chief Executive/Clerk provided the Board Members with the following overview:

- At the Ordinary Meeting held on the 6th October 2025, the Board resolved that the Authority would include Manx wording on all road and street name signage for which the Authority is responsible, when such signage requires replacement due to damage or deterioration.
- It was agreed that officers would obtain costings for replacing the road signage on Main Road, Governors Road, Whitebridge Road and Summerhill Road in advance of any requirement for replacement due to damage or deterioration.
- Following this meeting, the Chief Executive/Clerk advised the Board not to progress with replacement signage at this time, as he had become aware that the Isle of Man Government intended to publish a guidance document for public bodies to consider adopting in relation to standardising the appearance of public signage.
- The Board later met with representatives from Culture Vannin on the 27th April 2026, during which the proposed guidance document was discussed. However, it is noted that no such document has yet been published or adopted by the Isle of Man Government; and
- The Board is therefore requested to consider whether it wishes to commence replacing road signs now, based on a proposed template prepared by the Authority’s officers, or whether it wishes to continue to delay replacement until the Isle of Man Government publishes its guidance document.

A discussion in relation to the following took place:

- Mr Gibson confirmed that he supports commencing the replacement of the signage now, rather than waiting for the Isle of Man Government to publish its proposed guidance document, as some roads are currently without road signs as they have been removed due to deterioration and not replaced for a prolonged period due to this matter not being progressed.
- Mr Gibson confirmed that he likes the style of signage provided by officers, and he thinks that the new signage design will be positively received by residents.
- Mr Quirk noted that he is undecided regarding the proposed sign design provided by the Authority’s officers.
- Mr Turton and Miss Corkish confirmed that they agree with Mr Gibson’s comments, and support the signs being replaced as soon as possible based on the signage design provided by the Authority’s officers.
- Mr Lockwood stated that he believes a further consultation should be performed before the Authority sets an approach to incorporating Manx wording on street signs. The time has passed when the sign replacements can credibly be labelled as what the Authority is doing for the Year of the Manx Language, so there is no longer any urgency.
- Mr Lockwood recommended that an attempt should be made to gain an understanding of why the guidance has not been published. If necessary, the matter could be raised with Members of the House of Keys for Onchan and Garff with a view to a Tynwald question, and if no guidance from the Isle of Man Government is forthcoming, then consultation should be undertaken with other

local authorities as it is not desirable for every local authority to determine its approach independently; and

- Mr Wilson confirmed that he is in agreement with Mr Gibson's comments, and proposes that the design provided by the Authority's officers be adopted.
- Mr Wilson further stated that the delay in the Isle of Man Government issuing guidance to local authorities and other public bodies regarding signage design may be related to the implementation of the Local Government (Amendment) Act 2023. He also cautioned that the Board should remain mindful of any directives and influence from central government direction in relation to how local authorities operate; and
- Miss Corkish requested that the signs be sourced locally.

The District Surveyor confirmed that the signs will be provided by an Isle of Man signage company and installed by a mixture of the Authority's directly employed staff and retained contractors.

Following a discussion, it was proposed by Mr Gibson and seconded by Mr Wilson and **RESOLVED to commence the replacement of road and street name signage within the District using the draft template included within the Chief Executive/Clerk's report dated 29th June 2026, incorporating Manx wording in accordance with the Board's 2025 decision.**

For:	***Mr Allen, Mr Wilson, Miss Corkish, Mr Turton, Mr Quirk and Mr Gibson***
Against:	***Mr Lockwood***

3. <u>Annual Leave Policy and Procedure – Staff Holidays during Christmas and New Year 2026/27</u>

The report of the Chief Executive/Clerk dated 29th June 2026, copies of which having previously been circulated was considered and noted.

The Chief Executive/Clerk provided the Board with the following overview:

- That the Board is advised in accordance with the Authority's Annual Leave Policy and Procedure, Section 3, the Authority's employees (with the exception of the Refuse Department) will be required to take compulsory leave on the 29th & 30th December 2026.
- That the Board is further advised that, in accordance with Section 4(c) of the Authority's Annual Leave Policy and Procedure, the Authority's employees (except for the Refuse Department) will be awarded privilege days on the 24th December and 31st December 2026.
- That the arrangements for compulsory leave and privilege days do not apply to the Refuse Department, as employees within the Department work throughout the Christmas and New Year period to ensure the continuation of domestic and commercial collection services; and
- Employees of the Refuse Department will instead accrue time off in lieu for the privilege days to be taken at a time of their choosing, in addition to not being required to use two days of the ordinarily accrued annual leave as compulsory leave.

The Chief Executive/Clerk highlighted that he had overlooked the proposed arrangements for the Harvey Briggs Onchan Library staff when preparing his report. It is noted that due to requests from members of the public during previous years, it is intended that the library will be open during the Christmas and New Year period; therefore the staff within the library will be subject to similar arrangements as the Refuse Department staffing.

The report was noted.

4. Unit A, Willow House – Vacant Commercial Property

The report of the Chief Executive/Clerk dated 29th June 2026, copies of which having already been circulated was considered.

The Chief Executive/Clerk provided the Board with the following overview:

- The commercial space known as Unit A at Willow House, located above the Harvey Briggs Onchan Library, has recently become vacant following notification from the former tenant that they no longer require the premises for their business operations.
- The current layout and planning approval for Unit A permit its use as an office.
- Both current and previous Boards have explored alternative uses for the space, including the potential to extend the provision of the Authority's library services; and
- The Board is requested to consider the contents of the report, and whether it wishes to commence advertising the space to attract interest from prospective commercial tenants, or whether it prefers to explore options for expanding the Authority's library services and resolving issues that affect the staffing of the library, including lack of adequate work and storage space.

A discussion in relation to the following took place:

- Mr Wilson commented that he supports the idea to expand the library and its services, but he does have major concerns regarding the negative impact that the loss of income will have on the District Rate, as well as the expenditure required to undertake any alterations.
- Mr Wilson queried if the library staff can utilise the currently underused spaces within the Authority's Hawthorn Villa office to provide additional library storage and workspaces.
- Mr Lockwood stated:
    - ➢ That his overall stance is that there is a case for expanding library provision in Onchan, but ratepayers may not wish to bear the cost alone.
    - ➢ The library report from 2021 refers to putting library provision on a statutory footing. He believes that if this were progressed in the Island, then it would be by means of joint board orders. Given the funding issues faced by the Manx Family Centre[ODC 13/07/2026], formerly the Family Library, it seems fairly likely that the next Isle of Man Government administration will decide to establish joint boards to provide library services; however, this is not certain.
    - ➢ Establishing a joint board of the eastern local authorities would ensure that the ratepayers of all eastern local authorities contribute to the cost of library services in Douglas and Onchan. There may also be a need for central government funding if the joint board is to be expected to provide services that are not currently delivered by local authority libraries. The objective of such a joint board would be set out in the joint board order.
    - ➢ An order could specify that the joint board must provide facilities in both Douglas and Onchan, as well as providing mobile library services and, linking back to the discussion at the previous meeting, must facilitate access to Government services.
    - ➢ Based on the information provided for consideration, option 2 to offer a short term tenancy to a commercial tenant as well as investigating plans for the library's potential future expansion offers the Board flexibility. This approach is consistent with not utilising the Authority's General Reserves to fund any development of the proposals within the current financial year.
    - ➢ If the library is to be expanded into Unit A, then he would expect internal access to be provided between the lower and upper floors, together with

an external entrance to the upper floor. This would avoid the need for what is now the communal area to be used by the public.

- Miss Corkish stated that she has mixed thoughts regarding expanding the library and its services, but overall she is more in favour of the Authority renting out Unit A to limit the impact on ratepayers.
- Mr Quirk stated that he would rather that Unit A were leased to obtain income for the Authority.
- Mr Quirk highlighted that without any legal responsibility for the Authority to provide a library, he questions whether, if local authority reforms ever progress, local authority libraries will be protected or lost, especially in the instance of the Onchan Library due to its locality and competition with the public libraries located in Douglas.
- Mr Gibson stated that a lot of good points have been raised by the Board Members, and if finances and budgets were not a consideration, the Authority would most likely expand the library services as it is recognised that the service is well received by members of the public; however, he favours renting the premises at Unit A immediately to obtain an income for the Authority as he has concerns regarding the upcoming District Rate setting for 2027 to 2028 as he is aware that the Authority has other responsibilities within the District that will also require consideration for funding.
- Mr Gibson queried how the Chief Executive/Clerk would advertise the vacant property, and if he still maintains a list of previously interested businesses that could be approached.
- Mr Turton queried the following points in relation to expanding the library services:
  - ➢ How many ratepayers want an expanded library service, and has any consultation been undertaken to support the proposals?
  - ➢ What is the current membership of the library, and how many of these are ratepayers of the District who contribute towards the cost of the service?
  - ➢ Will new equipment and furniture be required to accompany any expansion, and if so, how much will this cost?
  - ➢ How much would the construction costs be to expand the library into Unit A?
  - ➢ Will there be a requirement to employ more staff to manage a larger space and service?
- Mr Turton stated that without answers to any of these questions, the Board should not be making any decisions regarding expanding the library services.
- Mr Allen agreed with Mr Turton's comments, and suggested that the Board is not in a position to make a decision regarding committing expenditure and resources to expanding the library services without obtaining more information in relation to how the spaces can be incorporated into each other, and the associated costs, as well as the fundamental question, is there demand from the ratepayers who pay towards the service to support funding an expansion of the service.

The Chief Executive/Clerk provided the following information in relation to the queries raised by the Board Members:

- There are rooms within Hawthorn Villa that are underutilised and could be used as storage and workplace areas for the library staff; however, it is more practical for the library staff to be permanently based at the library site rather than having to work between the two buildings, in addition to limiting lone working concerns where staff are separated between the sites.
- At present, he does not have the information to answer how many members there are of the library, and how many of these are ratepayers of the District; however, this information can be easily obtained from the Authority's Heritage library software.
- Regarding the demand for expansion to the library, and what services are required, he is not aware of any previous formal consultation or engagement measures undertaken to obtain this information, but this could be facilitated by

the Authority's officers to obtain information for the Board Members to consider. It is noted that some of the recurring comments from service users that the library staff have received include the provision of more public computers, study areas for students, a larger children's area, and spaces for groups to utilise.

- Construction and design, staffing, and equipment costs cannot be provided until formal plans and reports are prepared, based upon a specification provided by the Board Members, the feedback received from the service users, and the staff who work at the library.
- The priority concerns that require resolution as part of any design, in addition to the demand of service users, are provision of adequate working spaces for the library staff and storage space. The counter, office, and storeroom are limited, which makes working conditions inadequate due to lack of space and poor ventilation. It is highlighted that the office and storeroom are built under ground without access to natural light and windows; and
- A list is kept of previous people who have approached the Authority to rent commercial premises, so these people can be approached regarding renting Unit A; however, if nobody is found from the list, then the Authority ordinarily publicly advertises commercial properties via Deanwood Estate Agents, as well as on the Authority's website and social media pages.

The Board Members acknowledged the Chief Executive/Clerk's comments and a further discussion took place.

Following the discussion, it was proposed by Mr Lockwood and seconded by Miss Corkish and **RESOLVED to:**

- **Commence advertising Unit A, Willow House, for commercial rental income purposes based on a short term tenancy, including a break clause within the tenancy agreement; and**
- **Investigate design options and the associated expenditure for the potential repurposing of the space to extend the provision of Harvey Briggs Library services at a future date.**

For: ***Mr Allen, Mr Lockwood, Miss Corkish and Mr Gibson***
Against: ***Mr Wilson, Mr Turton and Mr Quirk***

C26/06/03/11
CONSIDERATION OF ANY CORRESPONDENCE

None.

C26/06/03/12
TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 25

None.

C26/06/03/13
TO CONSIDER ANY MOTIONS

None.

C26/06/03/14
ENVIRONMENTAL & TECHNICAL SERVICES

1. **Health & Safety Policy – Update**

The report of the District Surveyor dated 29th June 2026, copies of which having previously been circulated was considered.

The District Surveyor provided the Board with the following overview:

- That the Authority's annual Health & Safety policy is now due for annual review.
- All Board Members and employees of the Authority have a duty of care under the Health and Safety at Work Act 1974 and under the Authority's current Health & Safety Policy.
- A health & safety policy sets out the Authority's general approach to health and safety. It explains how the Authority as an employer will manage health and safety in the business; and
- The report due for consideration now has been reviewed, and there are no proposed amendments other than changing the review and approval dates.

Mr Lockwood commented that he believes that for any revised version of a policy, a description of changes should be provided in the accompanying report to give the Board members a high level summary of the changes.

The Chief Executive/Clerk noted Mr Lockwood's suggestion for future reports.

The Chief Executive/Clerk advised the Board Members that during the term of the current Board, when existing policies have been brought to the Board for review, the Minutes have been recorded as an agreement to any changes made to the policy, rather than recording a resolution following a vote. A recent review of this process has been undertaken, and it is advised that for all future policy reviews and updates, a resolution is recorded within the Minutes, and a vote taken.

Following a discussion, it was proposed by Mr Lockwood and seconded by Miss Corkish and unanimously **RESOLVED that the updated Health and Safety Policy dated 29th June 2026 is hereby approved and adopted with immediate effect.**

C26/06/03/15
HOUSING MATTERS

1. **Overnight Accommodation (Emergency Accommodation) Heywood Court Social Housing Sheltered Housing Complex**

   To be considered In Committee.

C26/06/03/16
CHAIRMAN'S ANNOUNCEMENTS

1. **Dates for the Diary**

Date	Organisation	Event	Time
29th June 2026	Onchan District Commissioners	Board Meeting	7:00 pm
1st July 2026	Onchan District Commissioners	Quiz Night – in aid of Isle Listen	7:45 pm
13th July 2026	Onchan District Commissioners	Board Meeting	7:00 pm

C26/06/03/17
ANY OTHER URGENT BUSINESS

1. **2026 Parish Walk**

   Mr Quirk highlighted that one of the District's residents, Mr Callum Gawne, should be recognised for his recent achievement by winning in this year's Parish Walk.

   Mr Allen agreed that he will arrange with the Chief Executive/Clerk to write to Mr Gawne to congratulate him on behalf of the Board, and to consider ideas to celebrate his achievement.

2. **Government House – Overhanging Hedge**

Mr Allen highlighted that the hedge from Government House that adjoins Governors Road is encroaching onto the footpath, and that the Authority annually has to ask the Department of Infrastructure to cut back the hedge rather than the Department taking a proactive approach.

The District Surveyor confirmed that he will contact the Department to request that the hedge is attended to.

There being no further business, the public meeting ended at 8:05 pm.

The District Surveyor left the meeting at 8.06 pm.

C26/06/03/18
FINANCE AND GENERAL PURPOSES

1. **Quarter 4 Management Accounts**

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

The Quarter 4 Management Accounts, copies of which having previously been circulated, were considered.

The Lead Member for Finance and General Purposes provided the Board Members with the following overview:

- The management accounts show a surplus of £100,000 compared with a budgeted deficit of £56,000.
- The single most important reason for the favourable variance against the budget is the underspend in administrative expenses due to vacancies within Administrative positions; and
- He has previously raised that he believes it is important for the Board to gain an understanding of how reliable an indication of the financial position of the Authority the management accounts are.[ODC 13/07/2026]This should be done by comparing the final financial position shown in the year end accounts with this estimate.

The Board Members noted the report.

C26/06/03/19
HOUSING

1. **Overnight Accommodation (Emergency Accommodation) Heywood Court Sheltered Housing Complex**

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

The report of the Housing Manager dated 29th June 2026, copies of which having previously been circulated was considered.

The Chief Executive/Clerk provided the Board Members with the following overview:

- The guestroom at Heywood Court Complex was designed and constructed as an emergency overnight room to provide short term accommodation for relatives who need to attend to a tenant in the event of urgent health or welfare situations.

- The accommodation is a small open plan bedsit with a basic kitchenette with no cooking facilities and a separate bathroom. There is no dedicated bedroom area, and the facilities are not equipped or intended for routine or prolonged stays.
- The Authority has received repeated requests from residents seeking to extend the use of the guestroom to include non-emergency stays for family members, including the purpose of reducing accommodation costs. These requests fall outside the current operational purpose of the facility.
- This matter was discussed at the last Commissioner's surgery, which was held at Heywood Court, and some tenants requested that the matter be reconsidered by the Board.
- In accordance with the Authority's Standing Order 24.1, the resolution that was recorded the last time this matter was considered is now more than six months old, so the matter can be reconsidered by the Board; and
- It is highlighted that Mr Gibson had not been appointed as a Commissioner when the matter was previously considered by the Board.

A discussion in relation to the following took place:

- Mr Wilson confirmed that he is not in favour of using the room as tourist accommodation, but feels that investigating the option of repurposing it as a flat for long term letting would be a worthwhile exercise.
- Mr Lockwood confirmed that he was not opposed to the guestroom being repurposed; however, he stated that he would require further information before being able to fully consider the proposal, including indicative designs and costings.
- Miss Corkish confirmed that she was not in favour of the room being used for tourist accommodation and would prefer that it continue to be used for its originally intended purpose.
- Mr Turton and Mr Quirk confirmed that the guestroom should continue to be used for its originally intended purpose and be available only in emergency circumstances; and
- Mr Gibson stated that, provided it would not place an unreasonable demand on officers' time and resources, the option of repurposing the guestroom into a self-contained flat should be explored to enable the Board to fully consider the matter. However, in the meantime, he agreed that the room should continue to be used for its originally intended purpose only.

Following a discussion, it was proposed by Mr Wilson, seconded by Miss Corkish, and unanimously **RESOLVED that:**

- **The guestroom at Heywood Court shall continue to be designated exclusively for emergency short term accommodation for tenants' family members or next of kin and shall not be used for any other purpose; and**
- **Officers shall investigate the feasibility of permanently repurposing the guestroom and the adjoining storage rooms to create a self-contained flat for social housing purposes, with a report and recommendations to be presented to the Board for further consideration.**

26/06/03/20
ANY OTHER URGENT BUSINESS

None.

There being no further business, the meeting ended at 8:30 pm.