

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 30th October 2023 at 7:12 pm

Present: Miss Z Lewin (Chair)
 Miss K Williams (Vice Chair)
 Mr D Crellin
 Ms F Logan (Lead Member for Finance and General Purposes)
 Mr R Turton (Lead Member for Housing)
 Mr D Quirk (Lead Member for Environmental and Technical Services)

Apologies: Mr A Allen

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

C23/10/03/01

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

Not necessary.

C23/10/03/02

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

None.

C23/10/03/03

MINUTES

1. Ordinary Meeting held on Monday 16th October 2023

The Minutes of the Ordinary Meeting held on Monday 16th October 2023, copies of which having previously been circulated were considered.

Amendments:

Page 3 – Planning Applications

- PA 23/001123/B amend “No comments had been received” to “Comments had been received from neighbouring properties”.

Page 9 – Any other Business – Complaints/Questions

- Second line – delete “during the last two meetings of the Board”

Page 10 – Report from the Clerk or Other Officer – Ocean Views

- Delete “Resolved” and amend “to grant permission to install two awnings to the former Arcade as requested by JK Foods Limited. A vote was taken and the proposal failed”.

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

2. Staff Minutes of the Ordinary Meeting held on Monday 16th October 2023

To be considered In Committee.

C23/10/03/04TO DISPOSE OF ANY BUSINESS ARISING FROM SUCH MINUTES**1. Minutes of the Ordinary Meeting held on Monday 16th October 2023**

Ms Logan reported to the meeting that she had recently attended an Isle of Man Municipal Association Meeting where the recently publicised Department of Infrastructure ("the DOI") Social Housing Reform proposals were discussed. Those present at the meeting agreed that the Isle of Man Municipal Association would write to the DOI highlighting their concerns regarding the proposals.

Mr Quirk stated that when the Authority met with the former DOI Minister, Mr Chris Thomas during June 2023 no information regarding the DOI proposals was raised with the Board for discussion and consideration. Mr Quirk further stated that the former Minister must have been aware of the proposals at the time so is it considered odd that he did not discuss them with the Authority as other social housing matters were discussed during the meeting.

C23/10/03/05TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C23/10/03/06TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C23/10/03/07PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE**(i) PA23/01185/B Mr and Mrs S Reid – 21 Greeba Drive**

Members were advised that the application is for the installation of a dormer to the front elevation.

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

- No comments had been received; and
- The return date for the application is the 3rd November 2023.

After a discussion, it was proposed by Mr Quirk and seconded by Ms Logan and unanimously **RESOLVED that PA 23/01185/B – 21 Greeba Drive be recommended for approval.**

(ii) PA23/01194/B Mr A Pennington – 45 Buttermere Drive

Members were advised that the application is for alterations, including the removal of fixed glazing units with the installation of two new Pyramid roof lights.

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

- No comments had been received; and
- The return date for the application is the 10th November 2023.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Turton and unanimously **RESOLVED that PA 23/01194/B – 45 Buttermere Drive be recommended for approval.**

(iii) **PA 23/01216/B Mr D Bury – “The Cairns”, 5 Manor Park**

Members were advised that the application is for the erection of a greenhouse at the rear of the property.

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

- No comments had been received; and
- The return date for the application is the 17th November 2023.

After a discussion, it was proposed by Mr Quirk and seconded by Miss Williams and unanimously **RESOLVED that PA 23/01216/B – “The Cairns” 5 Manor Park be recommended for approval.**

C23/10/03/08

FINANCE AND GENERAL PURPOSES

None.

C23/10/03/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. Data Protection Policy

A copy of the proposed new Data Protection Policy, a copy of which having previously been circulated was considered.

The Chief Executive/Clerk provided the Board with an overview in relation to the above mentioned policy.

After a discussion, it was agreed that the Data Protection Policy be adopted with immediate effect.

2. Belgravia Road/Royal Drive Parking Restrictions – Consultation

The report of the Chief Executive/Clerk dated 16th October 2023, a copy of which having previously been circulated was considered.

After a discussion, it was proposed by Mr Quirk and seconded by Ms Logan and unanimously **RESOLVED to publicly advertise the consultation documentation relating to the proposed parking restrictions on Belgravia Road and Royal Drive, and the responses be considered by the Board prior to any request for restrictions being submitted to the DOI for implementation.**

3. 2023 Remembrance Events

The report of the Chief Executive/Clerk dated 23rd October 2023, a copy of which having previously been circulated was noted.

Miss Lewin and Miss Williams gave their apologies.

Following a discussion it was agreed that Mr Crellin would lay the wreath on behalf of the Authority on Remembrance Sunday.

4. Domestic Christmas Trees

The report of the District Surveyor dated 23rd October 2023, a copy of which having previously been circulated was considered.

The Chief Executive/Clerk provided the Board with an overview.

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

- a) the Authority continue to provide free Christmas trees to the applicable private properties on Main Road, Summerhill Road and Governors Road for 2023; and
- b) this service cease next year subject to suitable public building and street lighting decorative lighting alternatives and associated costings being presented to the Board for consideration and approval.

5. Commercial Tenancy – 33 Main Road

To be considered In Committee.

C23/10/03/10

CONSIDERATION OF ANY RELEVANT CORRESPONDENCE

1. Tynwald Christmas Carol Service

A copy of the invitation received from the President of Tynwald inviting Members to attend the Tynwald Christmas Carol Service on the 14th December 2023 at St George's Church at 1:10 pm, a copy of which having previously been circulated was noted.

2. Remembrance Concert

A copy of the invitation received from Onchan Silver Band inviting Members and staff to attend their Remembrance Concert at St Peter's Church on Saturday 4th November 2023 at 7:30 pm, a copy of which having previously been circulated was noted.

Mr Turton stated that some of the money raised will be donated to the Royal British Legion Onchan Branch.

C23/10/03/11

TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 34

None.

C23/10/03/12

TO CONSIDER ANY MOTIONS

None.

C23/10/03/13

ENVIRONMENTAL AND TECHNICAL SERVICES

None.

C23/10/03/14
HOUSING MATTERS

1. Monitoring Agency – Service Level Agreement

To be considered In Committee.

2. Quarterly Performance of Standards Data

To be considered In Committee.

C23/10/03/15
CHAIR'S ANNOUNCEMENTS

1. Chair's Attendances

Miss Lewin and Mr Turton confirmed that they are due to attend the upcoming Commissioners Surgery at Springfield Court on Tuesday 7th November 2023.

2. Dates for the Diary

Date	Organisation	Event	Time
4 th November 2023	Onchan Silver Band	Remembrance Concert – St Peter's Church	7:30 pm
7 th November 2023	Onchan District Commissioners	Commissioners Surgery – Springfield Court	2:00 pm to 3:00 pm
10 th November 2023	Royal British Legion – Onchan Branch	Poppy Appeal Fundraiser – Quiz Night Archibald Knox	8:00 pm
11 th November 2023	Royal British Legion – Onchan Branch	Children's Poppies Service – St Peter's Church	9:30 pm
11 th November 2023	Royal British Legion – Onchan Branch	Short Service & 2 minutes silence – Onchan War Memorial	10:45 pm
12 th November 2023	Royal British Legion – Onchan Branch	Remembrance Sunday	9:20 am to 11:45 am
13 th November 2023	Onchan District Commissioners	Board Meeting	7:00 pm

C23/10/03/16
ANY OTHER BUSINESS

1. Lawn Bowls Club

Mr Quirk noted that the Lawn Bowls Club based at Onchan Pleasure Park have recently received delivery of their new clubhouse and that the project is progressing well.

2. Onchan Association Football Club Limited

Mr Quirk highlighted that Onchan Association Football Club Limited have been chosen to be a Co-op Local Community cause for the next twelve months.

3. Night of Light - Wednesday 29th November 2023

Miss Lewin requested an update regarding the upcoming Night of Light event due to be hosted by the Authority on Wednesday 29th November 2023.

The Chief Executive/Clerk provided the Board with an overview of the event and gave thanks to the Department for Enterprise who have provided funding toward the event following the submission of an application on behalf of the Authority.

The Chief Executive/Clerk highlighted that a formal request for volunteers to assist with the event will be issued to Members nearer to the date of the event.

4. Onchan Silver Band

Mr Crellin noted that Onchan Silver Band had performed at an event hosted by the Friends of Onchan's Heritage on the 25th October 2023. Thanks were given to the Band following their performance.

The Public session of the Meeting ended at 8:03 pm

C23/10/03/17
MINUTES**1. Staff Minutes Ordinary Meeting held on Monday 16th October 2023**

See Staff Minute Book.

C23/10/03/18
TO DISPOSE OF ANY BUSINESS ARISING FROM SUCH MINUTES**1. Staffing Minutes Ordinary Meeting held on Monday 16th October 2023**

See Staff Minute Book.

C23/10/03/19
REPORT FROM THE CLERK OR OTHER OFFICER**1. Commercial Tenancy – 33 Main Road**

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

The report of the Chief Executive/Clerk dated 26th October 2023, a copy of which having previously been circulated was considered.

The Chief Executive/Clerk provided the Board with an overview in relation to the commercial tenancy.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and **RESOLVED that an amendment be made to Melisa May Limited's current lease to include the following under Clause 2.7 (Use):-**

- a) **Not without the previous consent in writing of the Landlord to carry on or permit or suffer to be carried on in or upon the Demised Premises or any part thereof any business or profession other than of a pizza restaurant for the supply of hot and cold food to be consumed on and off-premises and for the registration and operation of Isle Drive Taxis Limited and for no other purpose or purposes unless the written consent of the Landlord be first had and obtained.**

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

The Chair used her casting vote and the proposal was approved.

C23/10/03/20

HOUSING MATTERS

1. Monitoring Agency – Service Level Agreement

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

The report of the Housing Manager dated 28th September 2023, a copy of which having previously been circulated was considered.

After a discussion, it was proposed by Mr Turton and seconded by Mr Quirk and unanimously **RESOLVED that Adorn Home Care Limited's quote fixed for a period of 3 years be accepted for sheltered social housing telecare 24 hour monitoring provision.**

2. Quarterly Standards of Performance Data

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

The report of the Housing Manager dated 23rd October 2023, a copy of which having previously been circulated was noted.

C23/10/03/21

ANY OTHER URGENT BUSINESS

1. Benches

Mr Quirk noted that the bench and bin on Whitebridge Road opposite the entrance to Ballakilmartin Farm required attention.

Mr Turton requested that the Surveyors Department check the public benches throughout the District regarding their conditions.

2. Boundary Signs

Miss Lewin requested that the replacement District boundary signs are progressed as previously requested.

3. Recycling Bins

Ms Logan and Mr Quirk noted that some members of the public have complained about the new recycling bins at Ballachrink Drive and Birch Hill. It was requested that locks are fitted and apertures are provided to improve the bins.

There being no further business the meeting was declared closed at 9:10 pm