

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 3<sup>rd</sup> October 2022 at 7:00 pm

<b>Present:</b>	Miss K Williams	(Chair)
	Miss Z Lewin	(Vice Chair)
	Mr A Allen	
	Mr D Quirk	(Lead Member for Finance & General Purposes)
	Mr R Turton	(Lead Member for Housing)
<b>Apologies:</b>	Mr D Crellin	
	Ms F Logan	(Lead Member for Environmental and Technical Services)
<b>In attendance:</b>	Mr R Phillips	(Chief Executive/Clerk)

**C22/10/01/01**

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

Not necessary.

**C22/10/01/02**

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

None.

**C22/10/01/03**

**MINUTES**

**1. Ordinary Meeting held on Monday 20<sup>th</sup> September 2022**

The Minutes of the Ordinary Meeting held on Monday 20<sup>th</sup> September 2022, copies of which having previously been circulated, were considered.

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

*Miss Lewin did not cast as vote as they were not present at the meeting.*

**2. Staffing Meeting held on Monday 20<sup>th</sup> September 2022**

To be considered In Committee.

**C22/10/01/04**

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

**1. Questions submitted by Mr Derek Crellin**

Mr Quirk asked the Chair, Miss Williams for an answer in relation to the first question which was submitted by Mr Crellin at the Board Meeting of the 5<sup>th</sup> September 2022.

Miss Williams confirmed that an update would be provided in due course.

**C22/10/01/05**

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

None.

C22/10/01/06TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C22/10/01/07PLANNING 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  
22/01046/B****Mr G Whitehead – 33 Birch Hill Avenue**

Members were advised that the planning application is for the installation of windows and French doors to the integrated garage.

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

- Neighbouring properties had been notified; and
- The return date for the application is the 30<sup>th</sup> September 2022.

After a discussion, it was proposed by Miss Lewin and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/01046 – 33 Birch Hill Avenue be recommended for approval.**

**(ii) PA  
22/01097/B****Mr K Ballard – 28 Fairway Close**

Members were advised that the planning application is for the installation of a ground floor window, 3 roof lights and the removal of chimney.

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 7<sup>th</sup> October 2022.

After a discussion it was proposed by Mr Allen and seconded by Miss Lewin and unanimously **RESOLVED that PA 22/01097/B – 28 Fairway Close be recommended for approval.**

**(iii) PA  
22/01181/B****Mr P Stephens – 23 Greeba Drive**

Members were advised that the planning application is for the creation of a parking area and vehicular access.

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

- No comments had been received from neighbouring properties; and
- The return date for the application is the 30<sup>th</sup> September 2022.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Turton and unanimously **RESOLVED that PA 22/01181/B – 23 Greeba Drive be recommended for approval subject to the comments of the Highways Division.**

**7.2 PA 22/00709/B – 10 Langdale Close**

The Chief Executive/Clerk advised the Board that the Authority's comments had not been included within the Planning Officer's report and that the application had been approved.

The Board agreed to not appeal the planning decision and it was further agreed that the Chief Executive/Clerk would contact the Planning Department to highlight their error.

**C22/10/01/08****TO CONSIDER ANY MOTIONS**

None.

**C22/10/01/09****FINANCE AND GENERAL PURPOSES**

None.

**C22/10/01/10****REPORT FROM THE CLERK OR OTHER OFFICER****1. Commercial Tenancy – 12 Elm Tree Road**

To be considered In Committee.

**2. Commercial Tenancy – The Hub (Kenyons Café)**

To be considered In Committee.

**3. Onchan Park – Replacement Mower**

To be considered In Committee.

**C22/10/01/11****CONSIDERATION OF ANY RELEVANT CORRESPONDENCE****1. 2<sup>nd</sup> Onchan Scout Group**

A copy of the correspondence received from the 2<sup>nd</sup> Onchan Scout Group received on the 20<sup>th</sup> September 2022, inviting the Chair to attend their Annual General Meeting and Awards Evening on Friday 7<sup>th</sup> October 2022 at 7:00 pm at the Scout Headquarters, having previously been circulated was considered and noted.

Miss Williams gave her apologies. It was noted that Mr Turton would be attending the event.

**2. Manx Lottery Trust – Community Warm Spaces Fund**

A copy of the guidance notes received from the Manx Lottery Trust in relation to their Community Warm Spaces fund having previously been circulated was considered and discussed.

Mr Quirk made the following comments:

- the Authority should look to arrange some form of support;
- it should be co-ordinated in the East as a whole; and

- consideration should be given to which months any support is given.

Mr Turton made the following comments:

- consideration be given to utilising the community rooms at the Elderly Person Housing Complexes;
- services which could be provided are things such as community meals and access to benefits information; and
- contact other providers within Onchan to see if anybody else is participating.

Miss Williams commented if the Authority was to proceed it would need to extend beyond Christmas.

The Chief Executive/Clerk is contact organisations within the District and report back to the Board.

### 3. **Isle of Man Municipal Association**

A copy of the Agenda for the Isle of Man Municipal Association meeting to be held on Thursday 29<sup>th</sup> September 2022 at 7:00pm having previously been circulated was noted.

Mr Allen asked in relation does the Authority have approval to circulate the Isle of Man Municipal Association minutes in the public domain.

It was agreed that the Chief Executive/Clerk would look in to this matter and it be brought back to the Board.

### **C22/10/01/12**

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

None.

### **C22/10/01/13**

#### **ENVIRONMENTAL AND TECHNICAL SERVICES**

None.

### **C22/10/01/14**

#### **HOUSING MATTERS**

### 1. **Annual Housing Review**

To be considered In Committee.

### **C22/10/01/15**

#### **CHAIR'S ANNOUNCEMENTS**

### 1. **Highways Charter**

It was noted that the Highways Charter Meeting which was due to take place in the Hub on Tuesday 4<sup>th</sup> October 2022 had been cancelled.

### 2. **Dates for the Diary**

Date	Organisation	Event	Time
7 <sup>th</sup> October 2022	2 <sup>nd</sup> Onchan Scouts Group	Annual General Meeting and Awards Evening	7:00 pm

17 <sup>th</sup> October 2022	Onchan District Commissioners	Board Meeting	7:00 pm
24 <sup>th</sup> October 2022	Onchan District Commissioners and Members of the House of Keys for Onchan	Joint Political Meeting	6:30 pm
31 <sup>st</sup> October 2022	Onchan District Commissioners	Board Meeting	7:00 pm

**C22/10/01/16****ANY OTHER BUSINESS**

Mr Quirk noted that a member of the public had approached him in relation to consideration being given to live streaming the Authority's Board Meeting to try to promote more engagement with members of the public.

The Chief Executive/Clerk confirmed that he would look into this request and report back to the Board.

***The Public session of the Meeting ended at 19:45 pm***

**C22/10/01/17****MINUTES****1. Staffing Meeting held on Monday 20<sup>th</sup> September 2022**

Deferred to the end of the Meeting.

**C22/10/01/18****REPORT FROM THE CLERK OR OTHER OFFICER****1. Commercial Tenancy – 12 Elm Tree Road**

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

The Report of the Chief Executive/Clerk dated 27<sup>th</sup> September 2022, having previously been circulated was considered.

Mr Allen asked had there been any interest from any other prospective tenants. The Chief Executive/Clerk confirmed that there was another potential tenant but they are not in a position to occupy the property immediately.

Mr Turton and Mr Quirk commented that they were concerned regarding the loss of rental income if consideration was given to leaving the property vacant until other prospective tenants came forward.

The Chief Executive/Clerk advised the Board that the prospective tenant would have to apply for planning permission for a change of use of the premises and that there are concerns regarding parking in the adjacent area.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Turton **and RESOLVED to offer a 5 year tenancy to the proposed tenant.**

**For: Mr Turton and Mr Quirk**  
**Against: Miss Lewin and Mr Allen**

Miss Williams proposed not to use her casting vote and following a discussion, it was agreed that the matter be deferred to the next Board Meeting when all Members are present.

## 2. Commercial Tenancy – The Hub (Kenyons Café)

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

The Report of the Chief Executive/Clerk dated 27<sup>th</sup> September 2022, having previously been circulated was considered.

Following a discussion, the Members confirmed that they are not in a position to fund a substantial extension to the Hub to suffice the charity.

Mr Quirk suggested that the adjacent store cupboard be offered to the tenant to provide them with more room as suggested by the Chief Executive/Clerk.

Mr Allen stated that the Authority supports the charity by providing a reasonable rent which is less than the Authority's commercial rents.

Mr Turton suggested that a slightly higher rent be agreed but fixed for the full term with no further increases.

Miss Lewin stated that:

- the Authority should appreciate what the [ODC 17/10/2022] charity provides;
- the Authority should support Kenyons where they can;
- Not in agreement with the suggested increased fixed rent.

After a discussion, it was proposed by Mr Allen and seconded by Mr Turton and **RESOLVED that Kenyons Café be offered a 5 year fixed term tenancy, with a fixed rent for 5 years.**

**For:** *Miss Williams, Mr Allen, Mr Turton and Mr Quirk*  
**Against:** *Miss Lewin*

## 3. Onchan Park – Replacement Mower

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

The Report of the Property Maintenance Officer dated 28<sup>th</sup> September 2022, having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Miss Lewin and unanimously **RESOLVED that £15,100 be allocated from reserves to purchase a new ride on mower for the District and the existing mower be traded in to offset some of the cost.**

## C22/10/01/19 HOUSING MATTERS

### 1. Annual Housing Report

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

The draft Annual Housing Report having previously been circulated was considered.

Mr Turton stated that overall the report is a good report and that he would welcome any comments from Members.

Mr Allen advised that he will provide his comments via e-mail to the Chief Executive/Clerk and suggested that the other Members do the same.

It was agreed that the draft Annual Housing Report would be brought back to the next Board Meeting.

C22/10/01/20

**ANY OTHER URGENT BUSINESS**

**1. Staffing Minutes held on Monday 20<sup>th</sup> September 2022**

See Staff Minute Book.

**2. Staffing Matter**

See Staff Minute Book.

*There being no further business the meeting closed at 20:45 pm*