

# ONCHAN DISTRICT COMMISSIONERS

*Hawthorn Villa,  
79 Main Road, Onchan.*

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## ORDINARY MEETING

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*29<sup>th</sup> February 2024*

Sir/Madam

You are hereby summoned to attend an **ORDINARY Meeting of the Authority** to be held in the Boardroom at **HAWTHORN VILLA, 79 MAIN ROAD, ONCHAN** to transact the undernoted business on:

**Monday 4<sup>th</sup> March 2024**

**7:00 pm - Board Meeting**

which will be followed by a meeting of the Board sitting **IN COMMITTEE**. Items on this agenda marked **(P)** will be considered in private, and correspondence is circulated separately.

**Please note that the minutes referred to in the agenda have yet to be confirmed by the Authority as a true and correct record of proceedings at the various meetings, and will be published after ratification.**

Yours faithfully



**R PHILLIPS  
CHIEF EXECUTIVE/CLERK**

## AGENDA

*The order of business at every meeting of the authority shall be in accordance with that laid down in Standing Order No. 24 unless varied by the Chairman at his discretion (with the exception of items 1, 2, 3 or 4 which cannot be varied) or by a resolution duly moved and seconded and passed on a motion which shall be moved and put without discussion.*

**1. To choose a person to preside if the Chair and Vice-Chair be absent.**

None.

**2. To deal with any business required by statute to be done before any other business.**

None.

**3. To approve as a correct record and sign the Minutes of the:-**

**3.1** Minutes of the Ordinary Meeting held on Monday 19<sup>th</sup> February 2024 (Appendix 3.1)

**4. To dispose of any relevant business arising from such minutes if not referred to in the Minutes of any Special Committee:-**

None.

**5. To dispose of any relevant business adjourned from a previous meeting:-**

None.

**6. To deal with any business expressly required by statute to be done:-**

None.

**7. To consider any planning decisions/communications from the Department of Infrastructure Planning Committee:-**

**7.1 Plans for Consideration**

(Appendix 7.1)

	PA Reference	Applicant/Address	Return Date
(a)	PA 24/00067/B	Mr M Pearce - Creg-ny-Baa Hotel	15 <sup>th</sup> March 2024
(b)	PA 24/00111/B	Mr J B Faragher - Ballaskelly Mountain Road	15 <sup>th</sup> March 2024

**8. Finance and General Purposes:-**

8.1 (P) Information Technology (IT) Contract

(Appendix 8.1)

**9. Consideration of any Reports from the Clerk or other Officer:-**

9.1 Commissioners Publicly Attended Surgeries

(Appendix 9.1)

9.2 2024 Statutory Holidays

(Appendix 9.2)

9.3 75 Main Road – Commercial Property Planning

(Appendix 9.3)

**10. Consideration of any relevant correspondence (already circulated unless indicated):-**

10.1 (P) Lawn Tennis Association – Proposal

(Appendix 10.1)

**11. To answer any questions asked under Standing Order 34:-**

To be confirmed.

**12. To answer any Motions in the order in which notice has been received:-**

None.

**13. Environmental and Technical Services:-**

None.

**14. Housing Matters:-**

14.1 (P) Pet Appeal

(CEO & Lead  
Member to  
Report)**15. Chair's Announcements:-****Dates for Diary**

Date	Organisation	Event	Time
1 <sup>st</sup> March 2024	Onchan Methodist Church	Coffee Morning	10:00 am to 12 noon
4 <sup>th</sup> March 2024	Onchan District Commissioners	Board Meeting	7:00 pm
16 <sup>th</sup> March 2024	Onchan Methodist Church	Concert with Lon Dhoo Male Voice Choir	2:30 pm
18 <sup>th</sup> March 2024	Onchan District Commissioners	Board Meeting	7:00 pm
29 <sup>th</sup> March 2024	Onchan Baptist Church	Good Friday Communion Service	10:30 am
31 <sup>st</sup> March 2024	Onchan Baptist Church	Easter Day Service	10:30 am

**16. Any other URGENT business as authorised by the Chair for consideration:**

## **PLANS LIST**

**Board Meeting to be held on 4<sup>th</sup> March 2024**

**The Lead Member of Environmental and Technical Services and the District Surveyor have viewed the applications and recommend the following:-**

Planning Application	Applicant/Address	Description
PA 24/00067/B <b>Return Date</b> <b>15/03/24</b>	Mr M. Pearce Creg-ny-Baa Hotel	Construction of water borehole.
	<b><i>Recommendation - Approve</i></b>	
PA 24/00111/B <b>Return Date</b> <b>15/03/24</b>	Mr J.B. Faragher Ballaskelly Mountain Road	Erection of an extension to an existing agricultural building.
	<b><i>Recommendation – Approve</i></b>	

# **MEMORANDUM**

<b>To:</b>	Onchan District Commissioners
<b>From:</b>	Chief Executive/Clerk
<b>Ref:</b>	Commissioners Publicly Attended Surgeries
<b>Date:</b>	28/02/24

Historically the Authority has provided an opportunity for members of the public to meet with the Elected Members of the Board at publicly attended surgeries hosted at The Hub on Second Avenue in Onchan.

At the Ordinary Meeting of the Board held on 6<sup>th</sup> February 2023 the Board agreed that the publicly attended surgeries will be held every two months and that the frequency of the surgeries be brought back before the Board for further review. Please see enclosed an extract of the minutes of the meeting.

The last Commissioners surgery was held on 13<sup>th</sup> May 2023. Since this date, no provision has been made to provide surgeries. It is noted that the Authority's officers have not received any inquiries regarding the surgeries since this time.

## **Recommendations:**

**Option 1** – Cease the provision of surgeries.

**Option 2** – Reintroduce the provision of surgeries and the Members to agree as to the frequency, dates, times, and venue. Additionally, the details of surgeries be advertised to promote engagement.

**Option 3** – Members to consider other options to engage with members of the public.

For Members consideration.



**ROSS PHILLIPS**  
**CHIEF EXECUTIVE/CLERK**

**4. Commissioners Surgeries**

The Chief Executive/Clerk advised the Board that he had approached the Members of the House of Keys for Onchan in relation to the political surgeries that they hold and the possibility of holding joint surgeries. Mr Crellin and Mr Turton confirmed that Members can accompany them to their surgeries and they provided their proposed dates.

Miss Lewin stated that she is in favour of holding joint political surgeries with the Members of the House of Keys for Onchan.

Mr Crellin stated that he wished for the Authority to hold their own surgeries as there may be some situations and vice versa some matters where the Members of the House of Keys for Onchan will not be able to assist.

Miss Williams asked for the Members preference for the surgeries to be held monthly, quarterly or none going forward.

After a discussion, it was agreed that the Commissioners Surgeries would be held every two months starting in March 2023 and reviewed later during 2023. The Chief Executive/Clerk was requested to bring the matter back to the Board.

Mr Crellin confirmed that he would attend the Commissioner Surgery for March 2023.

It was agreed that the Chief Executive/Clerk would contact the Members of the House of Keys for Onchan to request their surgery dates and advise the Members so that they can confirm their attendance.

**MEMORANDUM**

To:	ONCHAN DISTRICT COMMISSIONERS		
From:	CHIEF EXECUTIVE/CLERK		
Ref:	2024 STATUTORY HOLIDAYS		
Date:	29 <sup>th</sup> February 2024	File Ref:	

Dear Members

Below is a list of the 2024 Statutory Holidays:

Good Friday	-	29 <sup>th</sup> March
Easter Monday	-	1 <sup>st</sup> April
Early May Bank Holiday	-	6 <sup>th</sup> May
Spring Bank Holiday	-	27 <sup>th</sup> May
TT Bank Holiday	-	7 <sup>th</sup> June
Tynwald Day	-	5 <sup>th</sup> July
Summer Bank Holiday	-	26 <sup>th</sup> August
Christmas Day	-	25 <sup>th</sup> December
Boxing Day	-	26 <sup>th</sup> December
New Year's Day	-	1 <sup>st</sup> January 2025



**CHIEF EXECUTIVE/CLERK**

# **MEMORANDUM**

<b>To:</b>	Onchan District Commissioners
<b>From:</b>	Chief Executive/Clerk
<b>Ref:</b>	75 Main Road Commercial Property – Planning
<b>Date:</b>	28/02/24

The above named commercial property that is in the ownership of the Authority has recently become vacant at short notice. The property was leased to Adorn Leasing Limited (formally Manx Carephone and Monitoring Services Limited and Adorn Domiciliary Care Limited) from 2006 until 2024.

As part of the due diligence before re-letting the property it has been discovered that planning permission was not obtained prior to the previous tenant occupying the premises to allow it to be used as an office. The property currently has planning permission to be used as a doctor's surgery as approved in 1982 as per planning application reference X1887.

A Certificate of Lawful Use application will be submitted to the Planning and Building Control Directorate for their consideration to retrospectively obtain planning permission for the property to be used as an office.

The property is due to be publicly advertised for re-letting via Deanwood and the Authority's social media page and website.

For Members attention.



**ROSS PHILLIPS**  
**CHIEF EXECUTIVE/CLERK**