

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 4th September 2023 at 7:03 pm

Present: Miss Z Lewin (Chair)
 Miss K Williams (Vice Chair)
 Mr A Allen
 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)

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

C23/09/01/01

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

Not necessary.

C23/09/01/02

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

None.

C23/09/01/03

MINUTES

1. Ordinary Meeting held on Tuesday 29th August 2023

The Minutes of the Ordinary Meeting held on Tuesday 29th August 2023, copies of which having previously been circulated were considered.

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

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

Miss Lewin did not cast vote as she was not present at the meeting.

2. Staff Minutes of the Ordinary Meeting held on Tuesday 29th August 2023

To be considered In Committee.

C23/09/01/04

TO DISPOSE OF ANY BUSINESS ARISING FROM SUCH MINUTES

1. Motion

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Mr Crellin highlighted that the Chair proposed to bring a Motion forward regarding changing the minutes of the Ordinary Meeting held on Monday 10th July 2023.

Miss Lewin noted that to comply with Standing Order 31 she requires the support of four Members to bring the motion forward, and currently she feels as though she does not have enough Members to support the Motion.

Mr Crellin commented that he had not been contacted by the Chair regarding obtaining his support for the Motion and following the Ordinary Meeting held on Monday 7th August 2023 he was of the understanding that the Chair was going to contact the Members individually.

Page 6 – Questions Submitted

Mr Crellin stated that Mr Quirk brought private and confidential Staffing Minutes into the public domain which breaks the Local Government Act 1985 and this matter should be reported to the Isle of Man Constabulary by the former Chair.

Mr Quirk stated that if Mr Crellin is making an accusation he should do so in writing and with evidence to support his claims.

Mr Crellin stated that he had submitted a complaint in writing to the former Chair. [ODC 18/09/2023]

Miss Lewin interjected between Mr Crellin and Mr Quirk and concluded the discussion stating that she, the former Chair, Miss Williams and the Chief Executive/Clerk are due to meet to progress the matter with Mr Crellin.

C23/09/01/05

TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C23/09/01/06

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

None.

C23/09/01/07

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) PA23/00953 Ms M E L Griffiths – 81 King Edward Road

Members were advised that the planning application is for the removal of a chimney stack.

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 15th September 2023.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Turton and unanimously **RESOLVED** that **PA23/00953/B – 81 King Edward Road be recommended for approval.**

C23/09/01/08

FINANCE AND GENERAL PURPOSES

1. 2022/23 Quarter 1 Management Accounts

To be considered In Committee.

C23/09/01/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. Key Holder Policy

The Chief Executive/Clerk provided the Board with an overview in relation to the Authority's updated Key Holder Policy and Procedure, a copy of which having previously been circulated.

The updated Key Holder Policy and Procedure was considered and noted.

2. Net Zero Report

The report of the Chief Executive/Clerk dated 31st August 2023, a copy of which having previously been circulated was considered.

The Chief Executive/Clerk advised the Board that following the submission of the report it was noted that:

- With the exception of the current Environmental Policy, there is no reference to the Authority's climate change duties within the current Standing Orders, or any other governance document such as the Authority's Policies and Procedures;
- Currently there is no requirements within our relevant policies and procedures that insists that climate change impact assessments are undertaken when procuring services or goods;
- No person has been formally appointed as having responsibility for ensuring compliance of the Authority's climate change duties;
- Current non-existence of a climate change or emissions reductions plan relating to the Authority's service provisions; and
- Due to the level of compliance required under the above mentioned Regulations the Board will need to be aware of potential resource requirements when consideration is given to setting future District rates.

Ms Logan, Mr Allen, Mr Crellin had a discussion regarding compliance with the regulations and confirmed their support to progress the Authority's procedures to achieve greater compliance.

Ms Logan provided examples of potential schemes that could benefit the Authority's future compliance reports. Ms Logan agreed to share further details with the Chief Executive/Clerk and the District Surveyor.

3. Ocean Views

To be considered In Committee.

4. Unit A Willow House – Tenancy Update

To be considered In Committee.

C23/09/01/10

CONSIDERATION OF ANY RELEVANT CORRESPONDENCE

None.

C23/09/01/11

TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 34

None.

C23/09/01/12**TO CONSIDER ANY MOTIONS**

None.

C23/09/01/13**ENVIRONMENTAL AND TECHNICAL SERVICES**

None.

C23/09/01/14**HOUSING MATTERS****1. Rent Increase**

A copy of the report of the Housing Manager dated 23rd August 2023, a copy of which having previously been circulated was considered.

Mr Turton and the Chief Executive/Clerk provided the Board with an overview in relation to social housing rents.

Mr Turton stated that his recommendation is support a zero percent increase for 2024/25.

Mr Quirk stated that he disagrees because service provision costs are continually increasing so these need to be accounted for. Mr Quirk further stated that most likely the Authority will have to consider a District rate rise in the coming months due to increased costs, so we should be treating everyone equally.

Mr Quirk commented that most likely the Department of Infrastructure (“the DOI”) will increase the rents regardless of the Board’s recommendation due to these increased operating costs across all the housing providers

Mr Turton stated that housing tenants also pay rates so those affected will potentially be subjected to two separate increases during 2024/25, on top of any potential utility cost increases.

Mr Allen wished to highlight that regardless of the recommendation put forward to the DOI by the Board, ultimately it is the DOI who will make the final decision as seen in previous years.

After a discussion, it was proposed by Mr Turton and seconded by Mr Allen and **RESOLVED that the recommendation of the Board is that the DOI implement a zero percent increase for social housing rents for the year 2024/25.**

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

Miss Williams declared an interest and did not vote.

2. Fixed Term Tenancies Update

A copy of the report of the Housing Manager dated 24th August 2023, a copy of which having previously been circulated was considered.

Mr Turton and the Chief Executive/Clerk provided the Board with an overview in relation to fixed term tenancies.

The Chief Executive/Clerk, Mr Turton and Mr Allen discussed the progression of reviews undertaken to date. It was agreed that the Chief Executive/Clerk would enquire with the Housing Manager if other Local Authorities would share their data to compare the progress.

It was agreed that the matter would be brought back to the Board.

C23/09/01/15

CHAIR'S ANNOUNCEMENTS

1. Chair's Attendances

Miss Lewin advised the Board that she had not attended any events on behalf of the Authority since the last Board Meeting.

2. Dates for the Diary

Date	Organisation	Event	Time
6 th September 2023	Friends of Onchan Heritage	The Lost Farms and Railway of West Baldwin Reservoir	7:30 pm
15 th September 2023	St Peter's Church	Movie Night	7:00 PM
18 th September 2023	Onchan District Commissioners	Board Meeting	7:00 pm
29 th September 2023	Rotary Club of Onchan	Coffee Morning – Onchan Pensioners Club	10:00 am to 12 noon
2 nd October 2023	Onchan District Commissioners	Board Meeting	7:00 pm

C23/09/01/16

ANY OTHER BUSINESS

The Public session of the Meeting ended at 7:38 pm

C23/09/01/17

MINUTES

1. Staff Minutes Ordinary Meeting held on Tuesday 29th August 2023

See Staff Minute Book.

C23/09/01/18

TO DISPOSE OF ANY BUSINESS ARISING FROM SUCH MINUTES

1. Staffing Minutes Ordinary Meeting held on Tuesday 29th August 2023

See Staff Minute Book.

C23/09/01/19FINANCE AND GENERAL PURPOSES**1. 2023/24 Quarter 1 Management Accounts**

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

The report of the Chief Finance Officer dated 18th August 2023, a copy of which having previously been circulated was considered and noted.

The Chief Executive/Clerk provided the Board with an overview in relation to the Quarter 1 Managements Accounts.

C23/09/01/20REPORT FROM THE CLERK OR OTHER OFFICER**1. Ocean Views**

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

The Chief Executive/Clerk advised the Board that the tenant had requested permission to install two awnings to the outside of the former Arcade.

Mr Allen, Mr Crellin and Mr Turton discussed their concerns regarding the impact on other Park users.

Miss Lewin and Mr Quirk commented regarding the positive enhancement to the tenants business.

After a discussion, it was proposed by Miss Lewin and seconded by Mr Quirk and **RESOLVED to invite the tenant to meet with the Board to discuss the matter further and to obtain more information before making a decision.**

For: *Miss Lewin, Ms Logan, Mr Turton and Mr Quirk*

Against: *Miss Williams, Mr Allen and Mr Crellin*

2. Unit A, Willow House – Tenancy Update

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

The report of the Chief Executive/Clerk dated 25th August 2023, a copy of which having previously been circulated was considered.

All Members discussed the two proposals put forward.

After a discussion, it was proposed by Mr Allen and seconded by Ms Logan and unanimously **RESOLVED to offer Contract Circle Limited a tenancy as per the terms set out in the Chief Executive/Clerk's report.**

After a further discussion, it was proposed by Mr Allen and seconded by Ms Logan and unanimously **RESOLVED that all new commercial tenants be requested to provide a months' deposit to the Authority prior to the commencement of any lease.**

C23/09/01/20

ANY OTHER URGENT BUSINESS

1. Onchan Park – Water Feature

Mr Quirk asked that the electricity consumption for the water feature at Onchan Park be calculated and consideration be given to reducing its use when the seasonal activities are not operating.

It was agreed that the Chief Executive/Clerk and the District Surveyor would bring a report back to the Board.

2. Open Spaces – Grass Cutting

Mr Turton asked that prior to the public open spaces grass cutting contract being tendered that consideration is given to reducing grass cutting by implementing wild flower areas as an alternative.

It was agreed that the Chief Executive/Clerk and the District Surveyor would bring a report back to the Board.

It was noted that Mr Crellin, Miss Lewin, Ms Logan and Mr Quirk support this proposal for future consideration.

3. Birch Hill Play Park

Ms Logan and Mr Quirk advised that no replacement benches had yet been installed in the Birch Hill Play Park following their earlier requests.

It was noted that the Chief Executive/Clerk would request an update from the Authority's District Surveyor.

4. Lakeside Gardens Play Park

Ms Logan requested that a bench be installed at Lakeside Gardens Play Park outside the railings to allow those with dogs to sit as the area within the railings is prohibited to dogs.

It was noted that the Chief Executive/Clerk would pass this request to the Authority's District Surveyor.

There being no further business the meeting ended at 8:43 pm