

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 10th August 2020 at 7:00 pm

Present: Mr D Crellin (Chairman)
 Mr M Macfarlane (Vice-Chair & Lead Member for Finance and General Purposes)
 Mr C Quirk (Lead Member for Environmental and Technical Services)
 Mr A Allen (Lead Member for Housing)
 Miss K Williams

Apologies: Mr R Turton
 Mrs L Radcliffe (Chief Executive/Clerk)

In Attendance: Mr R Phillips (District Surveyor)
 Mrs S Johnson (Finance Manager)
 Mrs A Gale (Housing Manager)
 Miss A Crellin (Executive Officer/Assistant)

C20/08/01/01
TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT

Not necessary.

C20/08/01/02
BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS

Not necessary.

C20/08/01/03
MINUTES

1. **Ordinary meeting held on Monday 27th July 2020**

The minutes of the Ordinary Meeting held on Monday 27th July 2020, copies of which having previously been circulated, were considered.

Amendments:-

Page 7 – Department of Infrastructure – Local Authority Elections amend second paragraph to read “The Chairman advised the Board that the Authority will potentially be required to hold a by-election, once legal advice has been established”

Page 7 – amend Local Democracy Report to “Local Democracy Reporter”.

Subject to the above amendments, it was proposed by Mr Macfarlane and seconded by Mr Allen and unanimously **RESOLVED that the minutes be agreed as a correct record of the proceedings and be signed by the Chairman.**

C20/08/01/04
BUSINESS ARISING FROM SUCH MINUTES IF NOT REFERRED TO IN THE MINUTES

1. **Potential By-Election**

The Vice Chairman and Lead Member for Finance and General Purposes advised the Board that the Chief Executive/Clerk is in contact with the Authority’s Legal Advisers to seek clarification in relation to the holding of a potential by-election.

C20/08/01/05
BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C20/08/01/06
BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C20/08/01/07
BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C20/08/01/08
BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C20/08/01/09
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) **PA 20/00650 Mr G. Halsall - 50 Buttermere Drive**

Members were advised that the application was for the erection of raised decking.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 31st July 2020.

After Members consideration, it was proposed by Mr Quirk and seconded by Mr Allen and **RESOLVED that PA 20/00650 – 50 Buttermere Drive be recommended for approval.**

For: Mr Allen & Mr Quirk

Against: Mr Crellin, Mr Macfarlane and Miss Williams

(ii) **PA 20/00663 Mr & Mrs N Callow - 18 Mount View Road**

Members were advised that the application was for the installation of raised decking to rear elevation.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 7th August 2020.
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After a discussion, it was proposed by Mr Quirk and seconded by

Mr Allen and **RESOLVED** that **PA 20/00663 – 18 Mount View Road be recommended for approval.**

Mr Macfarlane declared and interest and did not vote.

(iii) **PA20/00720 Mr P Rowland - 26 Groudle View**

Members were advised that the application the replacement of existing glazed conservatory roof with tiles.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 14th August 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00720 – 26 Groudle View be recommended for approval.**

(iv) **PA 20/00744 Mr B Kelly – 14 Wybourn Drive**

Members were advised that the application was for alterations and an extension

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 21st August 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane unanimously **RESOLVED that PA 20/00744 – 14 Wybourn Drive be recommended for approval.**

(v) **PA 20/00758 Mr & Mrs K Bruder - Ballakilmartin Cottage, Whitebridge Road**

Members were advised that the application was for the erection of stable and equestrian yard.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is 21st August 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00758 - Ballakilmartin Cottage, Whitebridge Road be recommended for approval on the condition that it is not for business use.**

(vi) PA 20/00766 Mrs D J Broom - 15 Birch Hill Avenue

Members were advised that the application was for erection of greenhouse to the rear of the property.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 7th August 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/00766 – 15 Birch Hill Avenue be recommended for approval.**

(vii) PA 20/00778 Mr S Castle - 41 Turnberry Avenue

Members were advised that the application for the replacement of the existing conservatory..

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 21st August 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00778 – 41 Turnberry Avenue be recommended for approval.**

(viii) PA 20/00784 Mr A Crowther - 48 Majestic View

Members were advised that the application was for various alterations and the addition of an entrance canopy.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 7th August 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/00784 – 48 Majestic View be recommended for approval.**

Planning Communications**1. Planning Application 19/01115/B – Beehive Kindergarten, Hillberry Road**

The District Surveyor advised the Board that the Authority's appeal statement had been submitted to the Planning Department.

C20/08/01/10

FINANCE AND GENERAL PURPOSES

None.

C20/08/01/11
REPORT FROM THE CLERK OR OTHER OFFICER

1. **Cyber Security**

None.

2. **Equality – Single Entity**

None.

3 **Key Holder Policy**

A copy of the Key Holder Policy, having previously been circulated was considered.

After a discussion, it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED that the Key Holder Policy be approved and adopted.**

C20/08/01/12
LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. **Department of Infrastructure – Rent Setting 2021/22**

A copy of the letter dated 23rd July 2020, received from the Department of Infrastructure in relation to rent setting for 2021/22, having previously been circulated was considered.

It was agreed that further information was required and that it be brought back to the next Board Meeting.

2. **House of Keys Letter – Warden Cover Heywood Court & Springfield Court**

A copy of the letter dated 28th July 2020, received from a Member of the House of Keys for Onchan, in relation to warden cover for Heywood Court and Springfield Court, together with the reply from the Chief Executive/Clerk having previously been circulated was considered and noted.

The Chairman advised the Board that a Meeting was held at Heywood Court on Tuesday 4th August 2020, which he attended along with the Lead Member for Housing, the Chief Executive/Clerk and the Housing Manager. It was noted that 17 flats at Heywood Court were represented. The Chairman advised that it was a constructive meeting and residents had accepted that the warden services had not been taken away, and the current warden is looking after both complexes.

The Housing Manager advised the Board, that issues raised at the meeting on the 4th August 2020 had been reported. The Housing Manager informed Members that the Warden had visited both complexes and had received good feedback.

C20/0201/12
QUESTIONS

None.

C20/08/01/13
MOTIONS

None.

C20/08/01/14
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

13.1 **Hospice Isle of Man Chat Benches**

The District Surveyor advised the Board that they had previously resolved to have Chat Benches located throughout the Village.

The District Surveyor provided the Board with photographs of what the benches and signage would look like.

It was agreed that chat benches should include signage to advise members of the public that the benches are being sponsored by the Authority. It was further agreed that the District Surveyor look into signage.

C20/08/01/15
HOUSING MATTERS

1. **Quarterly Standards of Performance Data**

To be considered In Committee.

2. **Amendment to Quarterly Standards of Performance Data**

To be considered In Committee.

3. **Housing Voids**

To be considered In Committee.

C20/08/01/16
CHAIRMAN'S ANNOUNCEMENTS

1. The Chairman advised the Board that he had attended the following:-

- 30th July 2020 – Re-naming Ceremony for the flats located at Marion Road to Edward Smith Court;
- 1st August 2020 – Prize Presentation, IOM Flat Green Bowling Club

The Chairman advised the Board, the Royal British Legion are holding a short service and 2 minute silence at the War Memorial on Saturday 15th August 2020, at 10:40 am to mark VJ Day and that all Members were invited to attend.

2. **Dates for the Diary**

Date	Organisation	Event	Time
15 th August 2020	Onchan District Commissioners	Community Fun Day	10:30 am to 5:30 pm
24 th August 2020	Onchan District Commissioners	Board Meeting	7:00 pm

C20/08/01/17
ANY OTHER BUSINESS

None.

The Public session of the Meeting ended at 19:47 pm

C20/08/01/19
HOUSING MATTERS

1. Quarterly Standards of Performance Data

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

A copy of the Report of the Housing Manager dated 31st July 2020, having previously been circulated was considered and noted.

The Lead Member for Housing thanked the Officers involved in the preparation of the Report.

2. Amendment Quarterly Standards of Performance

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

A copy of the Report of the Housing Manager dated 31st July 2020, having previously been circulated was considered.

The Chairman asked that clarification be requested in relation to complaints at either officer level or political level and what the role of a Member would have.

The Housing Manager advised the Board that clarification would be requested.

3. Housing Voids

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

A copy of the Report of the Property Maintenance Manager dated 5th August 2020, having previously been circulated was considered and noted.

The Board requested that the District Surveyor pass on their thanks for the Property Maintenance Manager for his work involved in the housing voids.

C20/08/01/20
ANY OTHER BUSINESS

None.

There being no further business the meeting ended at 19:56 pm