

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 16th November 2020 at 7:00 pm

Present:

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

In Attendance:

Mrs L Radcliffe	(Chief Executive/Clerk)
Mr R Phillips	(District Surveyor)
Mrs S Johnson	(Finance Manager)
Miss A Crellin	(Executive Officer/Assistant)

C20/11/02/01

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

Not necessary.

C20/11/02/02

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

Not necessary.

C20/11/02/03

MINUTES

1. Ordinary meeting held on Monday 2nd November 2020

The minutes of the Ordinary Meeting held on Monday 2nd November 2020, copies of which having previously been circulated, were considered.

Amendments:-

Page 9 – Social Media Communications:-

Fourth paragraph amend “the Vice Chairman as” to the Vice Chairman asked.

Fifth paragraph amend “about them on sevral occasions” to about them on several occasions.

The vote - include Mr Turton as for.

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

C20/11/02/04

BUSINESS ARISING FROM SUCH MINUTES IF NOT REFERRED TO IN THE MINUTES

None.

C20/11/02/05BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C20/11/02/06BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED1. Social Media Communications

The Chairman advised the Board that a social media comment had been posted by a person with the same name as a Member. The Chairman asked the Member to confirm that this was them. The Member confirmed that it was.

The Chairman advised the Board that the comment was referring to the Officers of the Authority and that the Officers do not find the comment acceptable.

The Chairman requested that the Member explain what was meant by their comment and the minion? The Member advised that the comment can be interpreted how anyone wishes to take it.

The Chairman requested that the Member abide by the Social Media Communications Policy and that the Member refrain from making any further comments and the response was noted.

C20/11/02/07BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C20/11/02/08BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C20/11/02/09PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE1. Plans to the Board

(a) The following plans were considered by the Board.

(i) **PA 20/01137 Mr & Mrs S F Phillips - 27 Church Road**

Members were advised that the application is for Alterations and extension and replacement detached garage.

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

- No comments had been received;
- The return date for the application is 13th November 2020

The District Surveyor declared that he did not have a conflict of interest.

After a discussion, it was proposed by Mr C Quirk and seconded by Mr Macfarlane and **RESOLVED that PA20/01137 – 27 Church Road be recommended for refusal on the grounds of loss of privacy and over bearing impact on neighbouring properties.**

For: Mr Crellin, Mr Macfarlane, Mr Allen, Mr C Quirk, Mr R Turton and Miss Williams

Against: Mr D J Quirk

(ii) PA 20/01186 Mr G A Heaton – 80 Royal Avenue

Members were advised that the application is for the installation of a flue

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

- No comments had been received; and
- The return date for the application is 20th November 2020.

It was agreed that **PA 20/01186 – 80 Royal Avenue be deferred to the next Board Meeting to allow time for comments to be received from the public.**

(iii) PA 20/01206 Mr Francis & Mrs Moorcroft – 7 Maple Avenue

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

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

- No comments had been received; and
- The return date for the application is 27th November 2020.

After a discussion, it was proposed by Mr C Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/01206 – 7 Maple Avenue be recommended for approval.**

(v) PA 20/01234 Mr D W P Casey – 7 & 16 Kensington Apartments

Members were advised that the application is for the formation of one residential apartment out of two existing.

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

- No comments had been received; and
- The return date for the application is the 4th December 2020.

After a discussion, it was proposed by Mr C Quirk and seconded by Mr D J Quirk and unanimously **RESOLVED that PA 20/01234 – 7 & 16 Kensington Apartments be recommended for approval.**

(vi) PA 20/01240 Mr & Mrs J Christian – 11 Fairfield Avenue

Members were advised that the application is for an extension and rear dormer.

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

- No comments had been received; and

- The return date for the application is the 4th December 2020.

It was agreed that **PA 20/01240 – 11 Fairfield Avenue** be deferred to the next Board Meeting to allow time for comments to be received from the public.

Planning Communications

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

The District Surveyor advised the Board that the Beehive Kindergarten had submitted a further plan in relation to Conister, Hillberry Road.

The District Surveyor advised the Board that they were proposing to advise the Planning Department that the applicant has not yet addressed the Authority's queries and the Board are still in favour of refusal.

After a discussion, it was proposed by Mr C Quirk and seconded by Mr D J Quirk and unanimously **RESOLVED** that the District Surveyor write to the Planning Department to advise that the Authority still recommends refusal.

C20/11/02/10

FINANCE AND GENERAL PURPOSES

1. Draft Financial Statements for the year ended 31st March 2020

To be considered In Committee.

C20/11/02/11

REPORT FROM THE CLERK OR OTHER OFFICER

1. Health & Safety Update

The Report of the District Surveyor dated 12th November 2020, having previously been circulated was considered and noted.

The Vice Chairman thanked the District Surveyor for his work involved in producing the report.

A Member asked the District Surveyor how frequent will the site inspections be carried out. The District Surveyor advised the Board all sites will be inspected on an annual basis.

2. Fuel Purchasing Process

To be considered In Committee.

3. Eastern Civic Amenity Site Update

To be considered In Committee.

20/10/02/12

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Consultation on the draft Administration of Justice and Other Amendments Bill 2020

The Chairman advised the Board that the above mentioned consultation had been requested to be brought back to the Board meeting. The contents of which are noted.

2. Consultation in relation to the access and eligibility criteria for Mid-Rent Housing

A copy of the correspondence received from the Policy and Legislation Officer in relation the above mentioned consultation.

It was noted that the purpose of the consultation is to gather views about Mid Rent Housing and focuses on the access and eligibility aspects of mid-rent as a new affordable housing product.

It was further noted that mid rent housing is an affordable housing product designed to assist those that may not be eligible for Public Sector Housing to access a property with affordable rent, in order to assist people to save for a deposit to purchase their first home.

The Lead Member for Housing advised the Board that they had met with the Housing Manager and that there are some questions in relation to financial thresholds.

The Lead Member for Housing further advised the Board that the consultation closes on the 10th December 2020.

The Lead Member for Housing advised that the Authority's tenancy agreements are 5 year fixed tenancies and that the Housing Team has an active programme of carrying out financial assessments.

The Chief Executive/Clerk asked the Finance Manager if the Mid-Rent Housing proposal had been discussed at the Local Authority Finance Group meetings. The Finance Manager confirmed that they hadn't. The Chief Executive/Clerk advised that financial decisions cannot be made without the financial information available and the potential impact any decisions will have on the Authority's finances.

It was agreed that any comments Members have they should be submitted to the Housing Manager or Lead Member for Housing by the 3rd December 2020. It was also agreed that the consultation responses are to be brought to the Board Meeting of the 7th December 2020.

3. Isle of Man Federation of Women's Institutes

A copy of the invitation received from the Isle of Man Federation of Women's Institutes inviting Members to their Christmas Celebration at 2:00 pm on Saturday 5th December 2020, having previously been circulated was considered and noted.

Mr Turton confirmed that he would be attending the event.

3. Courts, Tribunals and Local Authority Procedures and Miscellaneous Provisions Bill 2020

A copy of the Courts, Tribunals and Local Authority Procedures and Miscellaneous Provision Bill 2020 having previously been circulated was noted.

C20/0201/12 QUESTIONS

The Chairman advised the Board that the following questions in accordance with Standing Order 34 has been received from a Member:-

1. Question:-

"With reference to question 3 on the 2nd November 2020, and the Chairman's reply, under which Standing Order was the Chairman referring to"?

Answer:-

The Chairman confirmed that it was Standing Order 68.4:-

“ A Member may not bring up historic staff matters which have been disposed of by the Board or legal proceedings without consultation with the Authority’s Legal Advisers.”

2. Question:-

“Since January 2020 to date, how many meetings have been held by the Local Authority with the following and the dates these meetings were held:-

The Police;
Department of Infrastructure;
Members of the House of Keys”?

Answer:-

The Chairman responded as follows:-

Meetings held as follows:-

Police – Level 1	29 th January, 4 th March, 15 th July, 26 th August, 28 th September, 12 th November. Meetings cancelled April – June (Covid 19)	6
DOI – Housing EPC	7 th January, 21 st July, 12 th November Meeting cancelled March (Covid 19)	3
DOI – General Housing	21 st May (virtual), 8 th September Meeting cancelled March (Covid 19)	2
DOI – Housing Mixed	28 th January and 10 th August	2
DOI – Maintenance Forum	29 th January, 28 th April (virtual) and 10 th November Next meeting 28 th November	3
DOI - Finance Officers Group	13 th March, 9 th October	2
DOI - Clerks Forum	Next Meeting 17 th November	0
DOI - H.R. Forum	23 rd July & 8 th October Next Meeting 19 th November	2
Members of the House of Keys for Onchan	10 th February and 14 th September Meeting cancelled in May (COVID-19)	1

This does not take into account statutory meetings/training sessions undertaken.

The Chief Executive/Clerk requested the purpose of the question, in which the response to the question was “when I find a reason I will let you know”.

The Chairman advised that under Standing Orders he may decline to answer any future questions.

C20/11/02/13
MOTIONS

None.

C20/11/02/14**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

None.

C20/11/02/15**HOUSING MATTERS****1. Housing Allocation Audit**

To be considered In Committee.

2. Housing Allocation Update

To be considered In Committee.

C20/11/02/16**CHAIRMAN'S ANNOUNCEMENTS****1. Attendances**

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

Saturday 7th November 2020 - Children's Poppies Service at St Peter's Church

Sunday 8th November 2020 - Onchan Remembrance Sunday

The Chairman thanked the Officers and Parks Team for their support.

The Chairman also advised the Board that he had attended the National Service of Remembrance and Re-dedication at St John's.

2. Dates for the Diary

Date	Organisation	Event	Time
20 th November 2020	2 nd Onchan Scouts Group	Annual General Meeting and Prize presentation	7:00 pm to 9:00 pm
30 th November 2020	Onchan District Commissioners	Board Meeting	7:00 pm
1 st December 2020	Onchan District Commissioners	Commissioners Surgery – Springfield Court	2:30 pm to 3:30 pm
2 nd December 2020	Onchan District Commissioners supported by the Domestic Event Fund organised and fun by Business Isle of Man	Night of Light	6:00 pm to 8:30 pm
5 th December 2020	Onchan District Commissioners	Commissioners Surgery – The Hub	11:00 am to 1:00 pm

C20/11/02/17
ANY OTHER BUSINESS

The Public session of the Meeting ended at 20:15 pm

C20/11/02/18
FINANCE AND GENERAL PURPOSES

1. **Draft Statement of Accounts for the year ended 31st March 2020**

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

A copy of the draft Financial Statements for the year ended 31st March 2020, having previously been circulated was considered.

The Lead Member for Finance & General Purposes advised all Members that they have received a new set of draft Financial Statements and that any previous copies should be destroyed. The Lead Member for Finance & General Purposes commented that the Financial Statements remain in draft as the Auditors are undertaking their audit over the next two weeks.

The Lead Member for Finance & General Purposes advised of the following changes:-

- Page 14 changes in relation to the sale of 23 & 23a Main Road;
- Capital Receipts Reserve is a new category which is a requirement of the Department of Infrastructure.

C20/11/02/19
REPORT FROM THE CLERK OR OTHER OFFICER

1. **Fuel Purchasing Process**

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

A copy of the Report of the District Surveyor dated 10th November 2020, having previously been circulated was noted.

2. **Eastern Civic Amenity Site – Update**

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

It was noted that the latest documents received from the Joint Committee had previously been circulated.

The Chairman advised the Board, that the matter is rapidly progressing and final costings need to be brought to the Joint Committee.

The Chairman advised the Board that the Chief Executive/Clerk, Lead Member for Environmental and Technical Services, District Surveyor and himself had attended the Eastern Civic Amenity Site meeting on the 12th November 2020.

The Chairman advised the Board that at the meeting he had brought the suggested compulsory purchase by a Member and advised that this would not be an option. One of the Councillors is happy to discuss this with the Member.

After a discussion, it was agreed that the District Surveyor would provide the Board with a presentation and so that a resolution can be made.

3. Housing Allocation Audit

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

A copy of the Report of the Housing Manager, dated 10th November 2020, having previously been circulated was considered and noted.

4. Housing Allocation Update

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

A copy of the Report of the Property Maintenance Manager, dated 3rd November 2020, having previously been circulated was considered and noted.

C20/11/02/20

ANY OTHER BUSINESS

1. 22 Third Avenue

A Member advised the Board that the above mentioned property is in a dilapidated state and asked if there is anything that can be done. The District Surveyor confirmed that the matter is in hand. [ODC 30/11/2020]

There being no further business the meeting ended at 21:48 pm