

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 19th October 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	

In Attendance:

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

C20/10/02/01

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

Not necessary.

C20/10/02/02

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

Not necessary.

C20/10/02/03

MINUTES

1. Ordinary meeting held on Monday 5th October 2020

The minutes of the Ordinary Meeting held on Monday 5th October 2020, copies of which having previously been circulated, were considered.

Amendments:-

Page 7 third paragraph amend "it was therefore unanimously agreed that the Resolution of the 13th July 2020 be implemented" to it was therefore unanimously agreed that the agreement made at the board meeting of the 13th July 2020 be implemented.

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

C20/10/02/04

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

None.

C20/10/02/05

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. Onchan Christmas Community Event

The Chairman advised the Board that he had an occasion to speak with the Secretary of the Onchan Silver Band, and he had informed the Secretary of the new parade route. The Secretary of Onchan Silver Band had confirmed that the Band will be attending the event.

2. Recycling Bins – Sea Cliff Road

The Chairman advised the Board that the Chief Executive/Clerk had received a complaint from a resident in relation to the recycling bins at Sea Cliff Road and that the resident is requesting that the Board re-consider installing the recycling bins at Sea Cliff Road.

The Lead Member for Environmental & Technical Services advised the Board that the recycling bins should be re-installed at Sea Cliff Road.

The Vice Chairman advised the Board that the general waste bin had remained at the site throughout and will continue to remain there. The Vice Chairman advised that reports of the recycling bins had been received to advise that they were faulty and the bins were being replaced.

It was agreed that the Chief Executive/Clerk would write to the resident to advise that the recycling bins will be replaced with plastic bins and that they will be re-installed at the discretion of the District Surveyor.

C20/10/02/06

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C20/10/02/07

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C20/10/02/08

BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C20/10/02/09

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) **PA20/01056 Mr & Mrs D Bass - 13 Eskdale Road**

Members were advised that the application is for the creation of a gable window. ^[ODC 02/11/2020]

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

- No comments had been received;
- The return date for the application is 23rd October 2020; and
- Correspondence had been issued to neighbouring properties to advise of the planning application.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/01056 – 13 Eskdale Road be recommended for approval.**

(ii) PA 20/01093 Mr A J Pennington – 45 Buttermere Drive

Members were advised that the application is for the widening of the existing driveway and vehicular access.

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

- No comments had been received; and
- The return date for the application is 30th October 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/01093 – 45 Buttermere Drive be recommended for approval.**

(iii) PA20/01117 Ms A A Newton – Flat 2, 39 Royal Avenue West

Members were advised that the application is for a Certificate of Lawful use or Development for the construction of a glazed extension to the rear.

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

- No comments had been received;
- The return date for the application is 30th October 2020; and

After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/01117 – Flat 2, 39 Royal Avenue West be recommended for approval.**

C20/10/02/10**FINANCE AND GENERAL PURPOSES****1. Housing and Garage Rent Arrears**

The Report of the Finance Manager dated 15th October 2020, having previously been circulated was considered.

The Lead Member for Finance & General Purposes advised the Board that the housing and garage rent arrears are reducing and until December 2020, the Authority is unable to take any formal action in relation to housing rent arrears.

The District Surveyor advised the Board that he meets with the Assistant Finance Manager on a monthly basis to discuss the housing and garage rent arrears. The District Surveyor further advised the Board that the Assistant Finance Manager now engages with tenants on a regular basis.

The Lead Member for Housing advised the Board, that when he attended a meeting last week, the Housing Manager had confirmed that there is currently only one housing void.

The Lead Member for Housing thanked the staff involved in relation to reducing the number of housing voids.

The Chairman thanked the District Surveyor and his team on reducing the number of housing voids.

A Member asked the Finance Manager, the current number of garages which are in arrears. The Finance Manager advised the Board that the Assistant Finance Manager has significantly reduced the number of garage rent arrears since the date of the paper.

The District Surveyor advised the Board that he would follow this up after his next meeting with the Assistant Finance Manager.

C20/10/02/11

REPORT FROM THE CLERK OR OTHER OFFICER

1. Onchan By-Election – Thursday 22nd October 2020

The Chief Executive/Clerk advised the Board that she wished to thank the Isle of Man Post Office for their swift action in rectifying the mistake in relation to the poll cards.

The Chief Executive/Clerk further advised the Board that the new poll cards had been issued on the 16th October 2020, and that this ^[ODC 02/11/2020] issue also applied to Douglas Borough Council polling cards..

The Chief Executive/Clerk further commented that once the issue had been acknowledged the Isle of Man Post Office could not have acted any more swiftly in rectifying the situation.

2. Eastern Civic Amenity Site Update

To be considered In Committee.

20/10/02/12

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Mobile Library – Home Service

A copy of the correspondence received from the Mobile Library dated 7th October 2020, having previously been circulated was considered.

After a discussion, it was agreed that the Chief Executive/Clerk would provide the Mobile Library with a copy of the Authority's crest for them to create a piece of bunting in the name of the Authority. It was requested that the Chief Executive/Clerk clarify with the Mobile Library that they are not requesting sponsorship.

2. Friends of Chernobyl's Children

A copy of the newsletter received from the Friends of Chernobyl's Children having previously been circulated was noted.

3. Breast Cancer Now – Lanterns of the Lake

A copy of the correspondence received from Breast Cancer Now dated 12th October 2020, having previously been circulated was noted.

The District Surveyors team were thanked for the assistance which they provided in relation to the event. A Member commented that it was an excellent event.

4. Harvey Briggs Onchan Library – Book Club

To be considered In Committee.

C20/0201/12

QUESTIONS

None.

C20/10/02/13**MOTIONS**

None.

C20/10/02/14**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

None.

C20/10/02/15**HOUSING MATTERS****1. Onchan District Commissioners & Manx Ex-Servicemen's Housing Organisation Policy & Guidance**

A copy of the charter made between the Authority and the Manx Ex-Servicemen's Housing Organisation having previously been circulated was considered.

The Chairman commented that some areas require updating. The District Surveyor advised the Board that they had requested a copy of the most up to date charter.

The Chief Executive/Clerk in answer to a question advised the Board that most authorities are enhancing the warden facilities through a centralised approach.

The following suggested comments were made:-

Page 5 – point 9 property viewing through the Warden in the Housing Team should be amended to Housing Team.

Page 13 – change Administrator Heywood Court to an Officer of the Authority.

The Chief Executive/Clerk advised the Board that the Authority can request that the suggested amendments be made, however, as it is not the Authority's charter the suggested amendments may not be taken on board.

2. Memorial Plaque – Heywood Court

The Chairman advised the Board that there is a large memorial plaque hung on the wall on the staircase leading to the upper level. It has been brought to the attention of the Authority that some residents have requested for the memorial plaque to be removed.

It was noted that if the memorial plaque is to be removed then a suitable alternative location would need to be found. The Chief Executive/Clerk reported to the Board that the Captain of the Parish had advised the removal of the memorial plaque would be a decision of the War Memorial Committee.

The Chief Executive/Clerk suggested that the residents of Heywood Court be asked if they are happy with the current location of the memorial plaque or if they would like the memorial plaque to be re-located. It was agreed that the Warden would ask residents whilst they are carrying out the daily ring round.

C20/10/02/16**CHAIRMAN'S ANNOUNCEMENTS****1. Attendances**

The Chairman reminded Members that the Onchan By-Election will be held on Thursday 22nd October 2020 and he wished both candidates good luck.

The Chairman also thanked the Chief Executive/Clerk and Officers for their hard work and for making sure that the Authority kept within the legislation.

2. Dates for the Diary

Date	Organisation	Event	Time
22 nd October 2020	Onchan District Commissioners	By-Election	8:00 am to 8:00 pm
2 nd November 2020	Onchan District Commissioners	Board Meeting	7:00 pm
3 rd November 2020	Onchan District Commissioners	Commissioners Surgery – Heywood Court	2:30 pm to 3:30 pm
7 th November 2020	Onchan District Commissioners	Commissioners Surgery – The Hub	11:00 am to 1:00 pm

C20/10/02/17

ANY OTHER BUSINESS

1. Commissioners Surgery – Heywood Court

It was agreed that Mr Allen and Miss Williams would be attending the Commissioners Surgery at Heywood Court on Tuesday 3rd November 2020.

2. Commissioners Surgery

It was further agreed that Mr Allen and Mr Quirk would be attending the Commissioners Surgery at the Hub on Saturday 7th November 2020.

The Public session of the Meeting ended at 19:43 pm

C20/10/02/18

REPORT FROM THE CLERK OR OTHER OFFICER

1. Eastern Civic Amenity Site Update

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

The Report of the Chief Executive/Clerk dated 15th October 2020, having previously been circulated was considered.

A Member asked if the Chairman could explain how they have come up with the split of the costs. The Chief Executive/Clerk advised that it is the rateable value of the Authority.

After a discussion it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED to approve the recommendation that the existing contractor be extended for a further 12 months and that the Authority's share of £45,543 be approved.**

After a further discussion, it was agreed that the Resolution made on the 24th August 2020 which approved funding of £13,466 (17.77%) in relation to the environmental impact assessment, (which includes a traffic and transportation assessment) drawing of plans, building control regulation etc still stand. It was further agreed that should any additional funding be required a presentation would need to be made to the Board.

C20/10/02/19

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Harvey Briggs Onchan Library – Book Club

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

Copies of the various correspondences received from users of the Harvey Briggs Onchan Library, having previously been circulated were noted.

There being no further business the meeting ended at 21:11 pm