

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 29<sup>th</sup> June 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 – Via Video Conference)
Mr A Allen	(Lead Member for Housing)
Miss K Williams	

**Apologies:** Mr R Turton

**In Attendance:**

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

**C20/06/03/01**  
**TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT**

Not necessary.

**C20/06/03/02**  
**BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS**

Not necessary.

**C20/06/03/03**  
**MINUTES**

**1. Ordinary meeting held on Monday 15<sup>th</sup> June 2020**

The minutes of the Ordinary Meeting held on Monday 15<sup>th</sup> June 2020, copies of which having previously been circulated, were considered.

Amendment – Page 6 point three amend “daughter-in-law” to daughter <sup>[ODC 29/06/2020]</sup>

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

**C20/06/03/04**  
**BUSINESS ARISING FROM SUCH MINUTES IF NOT REFERRED TO IN THE MINUTES**

None.

**C20/06/03/05**  
**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES**

None.

**C20/06/03/06**  
**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED**

None.

C20/06/03/07**BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

C20/06/03/08**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

C20/06/03/09**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 20/00384 Mrs C Stringer – 17 Governors Road**

Members were advised that the planning application was for the erection of a dormer window, blocking up of external rear windows and widening of existing vehicular access.

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

- No comments had been received; and
- The cut-off date to the application is the 29<sup>th</sup> June 2020.

After Members consideration, it was proposed by Mr Quirk and seconded by Mr Macfarlane and **RESOLVED that PA 20/00384 – 17 Governors Road be recommended for approval.**

***For: Mr Allen, Mr Quirk, Mr Macfarlane and Miss Williams  
Against: Mr Crellin***

**(ii) PA 20/00463 Mr P Berquist – 57 Governors Road**

Members were advised that the application was for a two storey annex to provide ancillary living accommodation.

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

- No comments had been received; and
- The cut-off date to the application is the 3<sup>rd</sup> July 2020.

After Members consideration, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/00463 – 57 Governors Road be deferred to the next Board Meeting to allow time for comments to be received from the public.**

***Mr Allen and Mr Crellin both declared an interest.***

- (iii) **PA 20/00527 Mr & Mrs S K Roberts – Moorhead, Hillberry Road**
- Members were advised that the application was for the erection of a dormer bungalow with an integral garage, detached double garage with living accommodation above and alterations to vehicular access.
- In answer to questions, the District Surveyor advised that:-
- No comments had been received; and
  - The cut-off date to the application is the 3<sup>rd</sup> July 2020.
- After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00527 – Moorhead, Hillberry Road be recommended for approval.**
- (iv) **PA 20/00549 Mr Winchester & Miss Welch – 10 Victoria Avenue**
- Members were advised that the application was for a detached garage with a playroom above.
- In answer to questions, the District Surveyor advised that:-
- No comments had been received; and
  - The cut-off date to the application is the 10<sup>th</sup> July 2020
- After Members consideration, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00549 – 10 Victoria Avenue be recommended for refusal on the grounds of loss of privacy.**
- (v) **PA 20/00567 Mr P Haslam/Ms M Rus – 28 Victoria Avenue**
- Members were advised that the application 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 10<sup>th</sup> July 2020.
- After a discussion, it was agreed that **PA 20/00567 – 28 Victoria Road be deferred to the next Board Meeting for comments from the public to be received.**
- (vi) **PA 20/00576 Mrs G Roberts – 15 Alberta Drive**
- Members were advised that the application was 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 cut-off date to the application is the 17<sup>th</sup> July 2020
- After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00576 – 15 Alberta Drive be recommended for approval.**

**2. Planning Communications**

None.

**C20/06/03/10****FINANCE AND GENERAL PURPOSES****1. Housing – Rental Update**

To be considered In Committee.

**2. Garages – Rental Update**

To be considered In Committee.

**C20/06/03/11****REPORT FROM THE CLERK OR OTHER OFFICER****1. Cyber Security**

None.

**2. Equality**

None.

**3. Community Fun Day**

The Report of the Events Team dated 18<sup>th</sup> June 2020, having previously been circulated was considered.

After a discussion, it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED by those members present that a Community Fun Day be held on Saturday 15<sup>th</sup> August 2020, and that all seasonal activities and entertainment be free of charge.**

**4. Needle Stick Injuries Policy**

A copy of the Needle Stick Injuries Policy having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Mr Quirk and unanimously **RESOLVED the Needle Stick Injuries Policy be approved and adopted.**

**1. Onchan Park Café Limited – Lease**

To be considered In Committee.

**C20/0201/12****QUESTIONS**

None.

**C20/06/03/13****MOTIONS**

None.

**C20/06/03/14****ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

None.

**C20/06/03/15****HOUSING MATTERS****1. Sheltered Housing – Service Provision**

To be considered In Committee.

**C20/06/03/16****CHAIRMAN'S ANNOUNCEMENTS**

1. The Chairman advised the Board that he had attended Mrs Cullen's retirement presentation at Heywood Court on Friday 26<sup>th</sup> June 2020. The Board wished Mrs Cullen a long and happy retirement.
2. **Dates for the Diary**

Date	Organisation	Event	Time
4 <sup>th</sup> July 2020	Onchan District Commissioners	Commissioners Surgery – The Hub	11:00 am to 1:00 pm
7 <sup>th</sup> July 2020	Onchan District Commissioners	Commissioners Surgery – Springfield Court	2:30 pm to 3:30 pm
13 <sup>th</sup> July 2020	Onchan District Commissioners	Board Meeting	7:00 pm

**C20/06/03/17****ANY OTHER BUSINESS****1. Commissioners Surgeries**

It was agreed that Mr Allen and Mr Crellin would attend the Commissioners Surgeries to be held on Saturday 4<sup>th</sup> July 2020 and Tuesday 7<sup>th</sup> July 2020.

***The Public session of the Meeting ended at 20:02 pm***

**C20/06/03/18**  
**MINUTES**

1. **Staff Minutes of the Ordinary Meeting held on the 15<sup>th</sup> June 2020**

The minutes of the Staff Minutes of the Ordinary Meeting held on Monday 15<sup>th</sup> June 2020, copies of which having previously been circulated, were considered.

It was proposed by Mr Macfarlane and seconded by Mr Allen and unanimously **RESOLVED by those Members present that the minutes be agreed as a correct record of the proceedings and be signed by the Chairman.**

**C20/06/03/19**  
**FINANCE AND GENERAL PURPOSES**

1. **Housing – Rental Update**

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

The Report dated 18<sup>th</sup> June 2020, having previously been circulated was considered.

The Board were advised that Tenants have been engaging with the Authority and that the matter be brought back to the Board in September 2020.

2. **Garages – Rental Update**

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

The Report dated 18<sup>th</sup> June 2020, having previously been circulated was considered.

The Board were advised that the rent arrears has reduced since the circulation of the Report, it was agreed that the same policy should apply for all arrears including garages.

**C20/06/03/20**  
**LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS**

1. **Onchan Park Café Limited – Licence**

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

A copy of the correspondence dated 1<sup>st</sup> June 2020 received from Onchan Park Café Limited, having previously been circulated was considered.

After a discussion, it was agreed that the Chairman, Vice Chairman and the Chief Executive/Clerk meet with the Tenant to discuss the conditions in relation to the Tenant applying for an occasional alcohol licence.

2. **Onchan Park Café Limited – Lease**

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

A copy of the correspondence received on the 24<sup>th</sup> June 2020, from Onchan Park Café Limited, having previously been circulated was considered

After a discussion, it was agreed that the Chairman, Vice Chairman and the Chief Executive/Clerk meet with the Tenant to discuss the early renewal request of the Tenant's lease.

C20/06/03/20

**HOUSING MATTERS**

1. **Sheltered Housing – Service Provision**

See Staff Minute Book.

C20/06/03/21

**ANY OTHER URGENT BUSINESS**

None.

*There being no further business the meeting ended at 21:34 pm*