The Reconvened Monthly Board Meeting of the Ramsey Town Commissioners was held in Town Hall, Parliament Square, Ramsey, on Thursday, 27th July, 2017, at the conclusion of a period of media training (which commenced at 6.00 p.m.).

**Present:** Mr. A. G. Cowie, Mrs. M. B. Quayle, Messrs’ P. S. Ayres, Rev’d Canon N.D. Greenwood, W. L. Hankin, J. McGuinness, and A. J. Oldham.

Apologies for absence were received from Mrs. J. Wedgwood, Messrs’ E. R. Corkish, L. Parker, F. B. R. Williams and W. G. Young.

The Town Clerk, Deputy Town Clerk, Chief Technical Officer and Finance Officer were in attendance.

(2017/18:097) **Deputy Town Clerk’s Report - Website Design:**

Members considered the Deputy Town Clerk’s Report dated 13th July, 2017, with which was appended two examples of design for the Commissioners’ website.

Resolved: Proposed by Mr. Oldham, seconded by Mr. Ayres and agreed without division to proceed on the basis of the design presented as Option 2.

(2017/18:098) **Finance Officer’s Report:**

Resolved: To note and approve the Finance Officer’s report dated 13th July, 2017, subject to the following:-

**Aged Debtors:** Members discussed the process for writing of small debts.

Resolved: Proposed by Mr McGuinness, seconded by the Chairman and agreed without Division that the Finance Officer be delegated authority at his discretion to write off aged debts which fulfil the following criteria:-

- The debt does not exceed £30.
- The debt has been outstanding for at least a period of 6 months during which the normal debt collection process has been undertaken.
- The Commission is aware that the individual / partnership / business / company has ceased to trade.
- The Commission is aware that the individual / partnership / business / company has not commenced trade under another guise.
(2017/18:098) Finance Officer’s Report: continued

*Arca Securities Limited:* Members received a verbal report from the Town Clerk on discussions with Arca Securities Limited in relation to the delivery of contracted Town Warden Services due to changes in company personnel. Members noted that the Warden Services continued to be provided to a satisfactory standard and requested officers monitor the position and provide further updates on a monthly basis.

*Overtime Reports:* Proposed by Mr McGuinness, seconded by Mr Ayres and agreed without division that future overtime reports be referred to the Establishment Committee for consideration and report as appropriate.

**Housing and Property:**

(2017/18:099) Housing and Property Manager’s Report - Small Repair / Refurbishment Capital Projects:

Members considered the Housing and Property Manager’s Report dated 12th July, 2017, advising of repair works required to the external fabric of properties at Upper Queen’s Pier Road.

Resolved: Proposed by Mrs Quayle, seconded by Mr Oldham and agreed without division that, subject to any approvals under the Capital Procedures, the Commission appoint Steven Morley Chartered Surveyors to establish a works specification for a scheme to refurbish Ramsey Town Commissioners Housing Units at No’s 47 to 59 Upper Queens Pier Road.

(2017/18:100) Ramsey Carnival:

Resolved: to record the Board’s thanks for the Ramsey Carnival Committee for their organisation and delivery of the Ramsey Carnival which was well attended and very much enjoyed by all present.

Mr Oldham, on behalf of the Committee, undertook to provide a synopsis of the 2017 event and financial report for future consideration.


Mr McGuinness reported on his attendance at a recent meeting of the Municipal Association, which was attended by the Minister for Environment Food and Agriculture, at which the potential for reconstitution of the membership of the Planning Committee was discussed. The Minister has indicated a wish to consider amending the membership of the Planning Committee to incorporate appointment of local authority representatives, and had sought a general indication of local authority views on such.
Resolved: Proposed by Mr McGuinness, seconded by Mr Oldham, and agreed without division to respond to the Minister advising that the Commission was broadly in favour of reform of the Planning Committee and looked forward to receiving more detail of the options proposed.

Matters of Establishment:

(2017/18:102) Minutes Establishment Committee:

Resolved: To note and approve the Minutes of the Meetings of the Establishment Committee held on 30th June and 17th July, 2017, subject to the following:-

Approval was granted to the offer of permanent employment in relation to two apprentices within the Housing and Properties Workforce on successful completion of their apprenticeships.

The meeting was closed at 9.45 p.m., giving a time of 4 hours for payment of attendance allowances.

Chairman