The Monthly Board Meeting of the Ramsey Town Commissioners was held in Town Hall, Parliament Square, Ramsey, on Wednesday, 17th January, 2018, at 7.00 p.m.


Apologies for absence were received from Mr. J. McGuinness.

The Town Clerk, Deputy Town Clerk, Finance Officer, Housing and Property Manager, and Minute Clerk were in attendance.

Before commencing the meeting the Chairman asked that members mark, by way of a minute’s silence, the recent deaths of Mrs. Hazel Lace Captain of the Parish of Maughold, and Mr. Robert Moughtin, Member of Maughold Parish Commissioners, who chaired the Commission’s combination Northern Civic Amenity Site Management Committee.

(2017/18:271) Minutes:

Resolved: That the Minutes of the Board Meeting held on 20th December, 2017, be confirmed and signed by the Chairman.

(2017/18:272) Matters Arising:

There were no matters arising which were not included within the agenda.

(2017/18:273) Chairman’s Report:

Resolved: To note and approve the Chairman’s Report dated 12th January, 2018, subject to the following:-

The Chairman took the opportunity to record the Board’s congratulations to the Housing and Property Manager on his success in qualifying as a member of the Chartered Institute of Housing.

Finance and General Purposes:

(2017/18:274) Town Clerk’s Report – Civil Registry:

Resolved: To note the Town Clerk’s Report dated 4th January, 2018, advising of the statistics compiled for the civil registry service provided in Ramsey.
(2017/18:275) Town Clerk’s Report – The Living Wage:

Members considered the Town Clerk’s report dated 10th January, 2018, concerning the request made by the Hon. C. Thomas, M.H.K., Minister for Policy and Reform, that the Commission host a visit from a representative from the Living Wage Foundation. Members noted that the visit would be informative and enable attendees to learn how to attain Living Wage accreditation and that there would be no costs incurred by way of transport or accommodation in bringing a representative to the Island.

Resolved: That, following a proposal by Mr. Parker, seconded by Mr. Ayres, and agreed without division, the Commission provide a venue, and thus host, a visit from a representative from the Living Wage Foundation.

(2017/18:276) Finance Officer’s Report:

Resolved: To note and approve the Finance Officer’s General Report dated 11th January, 2018, subject to the following:-

Consultation Paper - Local Government Financial Reporting Requirements: - the questions posed within the consultation were considers, in conjunction with the Finance Officer’s advice, and responses noted:-

| Q 1. | Is it more appropriate to define financial reporting requirements by organisational nature (or type) rather than by monetary value? | Yes |
| Q 2.a | Should the present outdated SORP (Statement of Recommended Practice) be replaced or simplified? | The practice should be simplified |
| Q 2.b | Are the suggested changes suitable to government bodies other than Burial Grounds? | Yes |
| Q 3. | Is the proposed non-Burial Ground accounts format suitable? | Yes - there is very little change. Changes affect “Notes:Prime Statements” |
| Q 4. | Is the proposed Burial Ground accounts format suitable? | Yes |
| Q 5. | Is an implementation year end date of 31st March 2018 reasonable? | It is felt the date could be achieved but an extension would be desirable. The provision of advice on what needs to be done to achieve the changes would be beneficial. |

 Signed: 

[Signature]
**Finance Officer’s Report Continued:**

| Q 6. | What should be the internal audit requirement threshold? | The Finance Officer advised that this is important for smaller authorities - but it is expensive. The threshold of £200,000 was set up in 2007. It was proposed by Mr. Ayres seconded by Mr. Cowie that the threshold be increased to £300,000. An amendment was proposed by Mr. Williams seconded by Mrs. Wedgwood that the threshold be increased to £400,000. A votes was taken and the amendment was carried by 7 votes to 4 Messrs’ Ayres, Cowie, Greenwood and Young voting against. |
| Q 7. | Are there any other suitable amendments? | None were identified. |

It was noted that the Finance Officer, in his personal capacity, acts as Hon. Treasurer for the Kirk Bride Burial Ground, and accordingly was able to provide informed responses on questions pertaining to burial grounds.

**Technical Assistant’s Report - Advertising Boards and Street Furniture:**

Members considered the Technical Assistant’s report dated 11th January, 2018, concerning applications received with regard to siting advertising boards on the public highway.

Resolved: That, following a proposal by Mr. Cowie, seconded by Mr. Oldham and agreed without division, the applications complying with the Board’s policy in this matter be approved:-

- HA17-007 – Ramsey Art Gallery, 2, Market Hill
- HA17-008 – RNLI Shop, 3, Market Hill, Ramsey
- HA17-009 – Xfor Limited, 10, Parliament Street
- HA17-010 – Penny Farthing, 7, East Street
- HA17-011 – Bourne Burger, 6, Parliament Square
(2017/18:278) Technical Assistant’s Report - Commemoration of Loss:

Resolved: To note and approve the Technical Assistant’s Report dated 10th January, 2018, detailing the losses during the Great War to be commemorated in the next few weeks.

Works and Development:

(2017/18:279) Town Clerk’s Report – Energy Efficiency Scheme:

Resolved: To note the Town Clerk’s Report dated 3rd January, 2018, advising of the launch of the energy efficiency scheme by the Department of the Environment, Forestry and Agriculture.

(2017/18:280) Chief Technical Officer’s Report - Planning Applications:

Resolved: That Chief Technical Officer’s Report dated 11th January, 2018, detailing planning applications received from the Department of the Environment, Food and Agriculture, under the planning consultation procedures, be noted and approved, subject to the following:-

REF NO: 3536
P.A. NO.: 17/01293/A
APPLICANT: Ramsey Town Commissioners
PROPOSED: Approval in principle for the erection of a community sport hall
NOTES: Approval in Principle
SITE: Land at Mooragh Estate, Mooragh Promenade, Ramsey

Members were provided with notes with regard to the history of the application (following two previously submitted applications, one withdrawn one refused), and proposals included to enhance and extend facilities for sport and recreation on the Mooragh Estate.


Members considered the Chief Technical Officer’s Report dated 8th January, 2018, concerning the above-titled Consultation issued by the Department of the Environment, Food and Agriculture. The Chief Technical Officer was commended and thanked for the detailed information provided within his report.

Resolved: That the following general comments/observations be made in response to the consultation:-

- Air Tightness - to be applied to new build only - concern raised about adequate ventilation;
- Energy Performance Certificates - to be applied to new build only - or otherwise as a matter of choice;
- Charging Points for Electric Vehicles - the circuitry should be in place but not necessarily charging points;
- Conservation Areas - requirements for these areas needs clarification

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Any Other Business:

(2017/18:282) Representative Report - Chamber of Commerce:

Resolved: To note the Representative Report submitted by Mr. Williams concerning the January 2018 meeting of the Chamber of Commerce, subject to the following:

Reference was made to the Lezayre Road refurbishment work and members were advised that the scheme has been revised to comprise road planing and renewing the top-coat and will now take approximately 4/5 weeks.

The Chairman thanked the public and media representatives for attending and closed the public session at 7.47 p.m.

The following items were considered in private the detail of which, having regard to data protection, matters affecting persons who cannot be named, etc., is not as extensive as that contained in minutes of matters discussed in public.

(2017/18:283) Minutes:

Resolved: That the Minutes of the Board Meeting held on 10\textsuperscript{th} January, 2018, be confirmed and signed by the Chairman.

Matters for Information:

(2017/18:284) Housing Committee:

Resolved: To note and approve the Minutes of the Housing Committee held on 9\textsuperscript{th} January, 2018, subject to the following:-

- Clause 62a) the Lead Member explained the circumstances of this clause;
- Clause 63a) Mr. Oldham declared an interest;
- Clause 65c) the problems were not unusual in properties of the age of that referred to and were arising because the chimney was not in use;
- Clause 66a) the Housing and Property Manager informed members of the criteria required to be met.


Resolved: To note the “Action Tracker”, to 12\textsuperscript{th} January, 2018, included within the agenda and the following comments made thereon, and accepting that some matters are referred to in other sections of these minutes:-

Tenant Representative - it was noted that interviews are scheduled to take place on 24\textsuperscript{th} January, 2018. Mr. Ayres advised that it had been suggested that the tenant representative attend the Level One Police Meetings. The Housing and Property Manager queried if he or one of the Housing Officers should also attend the Level One Meetings. Mr. Ayres agreed to make suitable enquiry.

Parking Queen’s Promenade - it was agreed to request the Department of Infrastructure to paint the kerbside markings as a matter of urgency.

Queen’s Pier Restoration Trust - the Town Clerk reported receipt of correspondence from the Trust asking if the Commission would purchase a forklift truck on its behalf. It was agreed that the Commission inform the Trust that it is regretted the Commission cannot do so, but look forward to hearing the report of the meeting being arranged at which ways the Commission may legally help the Trust can be identified.

Finance and General Purposes:

(2017/18:286) Town Clerk’s Report - Public Transport:

Members considered the Town Clerk’s Report dated 10th January, 2018, with regard to the public transport service provision in Ramsey.

Resolved: That, the Department of Infrastructure be informed:-

a) that, following a proposal by Mr. Cowie, seconded by Mr. Oldham, the Commission has no objection to the siting of a bus stop type shelter or shelters at the Ramsey Tram Temporary Station;
b) the Commission welcomed the trial of an on-demand service and will be interested to learn of the outcome of such trial in due course;
c) the existing service in Ramsey is considered adequate but it is felt that the timing of some of the services need adjustment.

(2017/18:287) Deputy Town Clerk’s Report - Ramsey Town Band:

Members considered the Deputy Town Clerk’s report dated 3rd January, 2018, concerning the request made by Ramsey Town Band for financial assistance towards costs incurred by the band in attending competitions in the United Kingdom. Members noted that a financial assistance, as requested, is permitted in terms of Section 328 of the Local Government Consolidation Act 1916.

A proposal by Mr. Parker, seconded by Mrs. Wedgwood that the donation to Ramsey Town Band be £2,000 per annum with effect from 2018/19.

An amendment was proposed by Mr. Corkish that Mr. Parker’s proposal be extended to include £1,000 for the three years no payments were made, it being noted that payments made previously were made on production of the accounts of the Town Band.

The amendment was put and was defeated by 9 votes to 2, only the proposer and seconder being in support.

The substantive proposal was put and was carried by 10 votes to 1, Mr. Corkish voting against. Members noted that there was still time for the accounts for 2017/18 to be produced and £1,000 support claimed.
(2017/18:288) Finance Officer’s General Report:

Resolved: To note and approve the Finance Officer’s Report dated 11th January, 2018, subject to the following:

Estimates and Revenue Expenditure - a query with regard to the income figures detailed within the appendix was answered to members’ satisfaction.

Rent Arrears - members discussed the list of tenant in arrears with their rental payments, and noted

1. the circumstances of this tenancy were explained;
4. the tenant is known to have problems which are being addressed;
14. a payment plan is in place and £600 is due.

(2017/18:289) Technical Assistant’s Report - Dog Offence…:

Members considered the Technical Assistant’s Report dated 11th January, 2018, advising of a witnessed incident of dog fouling. It was noted that previous notices had been issued for dog fouling and allowing a dog to be at large.

Resolved: That, following a proposition by Mr. Ayres, seconded by Mr. Oldham, that two fixed penalty notices be issued on this occasion, but the person named within the Clause be informed that any further breach(es) of byelaws will result in prosecution being progressed.

Mrs. Wedgwood and Canon Greenwood voted against. Mr. Corkish declared an interest and did not vote.

Works and Development:

(2017/18:290) Chief Technical Officer’s Report - Erection of Flood Barriers:

Resolved: To note the Chief Technical Officer’s Report dated 11th January, 2018, concerning the erection of flood barriers and proposals to facilitate further staff training in this regard.

Mr. Young queried the efficiency of the existing barriers and felt that any flood protection measures would be futile in view of the lack of any protection at Derby Road where the wall has been removed to provide off-street parking for police vehicles. It was agreed to bring this matter to the attention of the Department of Infrastructure.
(2017/18:291) Chief Technical Officer’s Report - Replacement Town Warden:

Members considered the Chief Technical Officer’s Report dated 10th January, 2018, concerning the options available for the provision of the Town Warden Service.

Resolved: That expressions of interest be invited and the options be further considered following receipt thereof, such consideration to include all costs over those of staff employment costs.

Housing and Property:

(2017/18:292) Housing and Property Manager’s Report - The Elms Apartments:

Members considered the Housing and Property Manager’s report dated 9th January, 2018, concerning correspondence received from the owner of The Elms, Lezayre Road, Ramsey.

Resolved: That the owner be informed that the Commission is not prepared to discuss the matter further at the present time.

(2017/18:293) Housing and Property Manager’s Report - Site Adjacent to “St. Olave’s”, Jurby Road:

Members considered the Housing and Property Manager’s report dated 9th January, 2018, concerning a request that the Commission consider property to be constructed on a site adjacent to “St. Olave’s,” Jurby Road, Ramsey. The Town Clerk advised that it would be contrary to Capital Procedure Guidelines for the Commission to enter into direct negotiations on this matter.

Resolved: That, following a proposal by Mr. Cowie, seconded by Mrs. Quayle, and agreed that the Department of Infrastructure be requested to investigate, in association with Treasury, the proposal put to the Commission.

The Town Clerk further advised that regard would have to be taken of the requirement to provide affordable housing within private development and that is generally not beneficial if public and private housing is mixed other than in separate blocks of development.

Any Other Business:

(2017/18:294) Town Clerk’s Report - Rate Arrears:

Resolved: To note the Town Clerk’s tabled report dated 17th January, 2018, with which was appended a list of current rate defaulters.
(2017/18:295) Town Clerk’s Report - Land at Riverside:

Members considered the Town Clerk’s tabled report dated 15th January, 2018, concerning the occupancy of land, adjacent to the Riverside Workshop, by the Department of Infrastructure. It was noted that a lease agreement has been in place since the Department’s first occupancy of the site, since 1st October, 2016, but not formalised due to delays in progressing the Lezayre Road refurbishment programme.

Resolved: That, following a proposal by Mr. Oldham, seconded by Mr. Hankin and agreed without division, the lease agreement from 1st October, 2016, to 30th September, 2018, be signed on behalf of the Commission.

It was noted that the rental income, established after discussion with the Government Valuer, equates to £6,000 plus V.A.T. per annum, payable quarterly.

(2017/18:295) Finance Officer’s Report - Rate Setting:

Members considered the Finance Officer’s tabled report dated 17th January, 2018, with appendices, which had been prepared following the meeting on 10th January, and the budgetary options suggested at that meeting. The Finance Officer reminded members that the rate requires, by statute, to be levied by the end of January and advised of the desirable credit balance needed at 31st March, 2019, and that which could be achieved depending upon the rate levied.

Members noted the previous discussion of budget items and the requirement to carry a closing cash balance to ensure that the authority is able to meet its cash flow requirements during the early part of the rate year, before rate income is obtained.

Discussion ensued with regard to possible further budgetary adjustments and rate implications, equating to 7p in the £ as a result of the purchase of the Courthouse, after which it was proposed by Mr. Oldham that a rate increase of 12p in the £ be applied. Mrs. Quayle’s proposal that an increase of 18p (11p general plus 7p Courthouse), be applied was seconded by Mrs. Wedgewood. Mr. Parker again proposed that an overall increase of 12p be applied.

Before debate continued it was proposed by Mr. Cowie, seconded by Mr. Williams and agreed by 9 votes to 2, Mesdames Quayle and Wedgwood voting against, insofar as they would prefer to reconvene, that Standing Orders be suspended to allow the meeting to progress to its conclusion.

Mr. Cowie reminded members that water rates are added to the Town Rate and it was probably that an increase in the water rate will be applied.

Mr. Parker’s proposal of an overall 12p increase was seconded by Mr. Ayres.

Further proposals were put by Mr. Williams and seconded by Mr. Hankin that a rate increase of 16p (9p plus 7p) be applied and by Mr. Oldham seconded by Mrs. Quayle that a 19p (12p plus 7p) be applied.
(2017/18:295) Finance Officer’s Report - Rate Setting:

The Chairman in summary indicated that the following proposals would be put to the vote and that vote achieving an overall majority would prevail:-

a) Proposed by Mr. Parker that an overall 12p rate in the £ an approximate increase of 3.45% be applied

b) amendment proposed by Mr. Williams that an overall 16p rate in the £ an approximate increase of 4.60% be applied

c) further amendment proposed by Mr. Oldham that an overall 19p rate in the £ an approximate increase of 5.46% be applied

Voting resulted as follows:-

c. On the second amendment that a 19p rate increase be applied - in favour Mesdames Quayle and Wedgwood and Messrs’ Corkish and Oldham - 4 votes - 7 against - therefore this option failed;

b. On the first amendment that a 16p rate increase be applied - in favour - Mesdames Quayle and Wedgwood and Messrs’ Corkish, Cowie, Greenwood, Hankin, Oldham and Williams. Against Messrs’ Ayres, Parker and Young. Receiving a clear majority this proposal was carried

Resolved: That the Town Rate for 2018/19 be set at 364p in the £ in accordance with the provisions of the Local Government Act 2006.

The Town Clerk asked and members agreed to embargo any comment on the matter until such time as the Town Rate is officially announced.

Matters of Establishment:

(2017/18:296) Minutes Establishment Committee:

Resolved: To note and approve the Minutes of the Meeting of the Establishment Committee held on 10th January, 2018, which had been tabled.

(2017/18:297) Ramsey Cottage Hospital:

Mr. Hankin asked members if the new Minister for Health should be invited to Ramsey to present his assurances for the future of Ramsey Cottage Hospital.

Mr. Hankin was thanked for raising the matter but advised that the Commission believe it be premature and could perhaps be better progressed, in due course, by the League of Friends.
(2017/18:298) Minutes - Budget Meeting 10th January, 2018:

The Town Clerk referred to the Commission’s policy of recording matters within public, rather than private, minutes and queried if the Minutes of the Board Meeting held on 10th January, 2018, and recorded in private, should be brought into the public domain. Members agreed that the Minutes be brought into public within the agenda for the February 2018 meeting.

The meeting closed at 10.28 p.m. giving a time of 3 ½ hours for payment of attendance allowances.

Mr. Ayres and Canon Greenwood asked that their apologies for absence from the Board Meeting to be held on 21st February, 2018, be recorded.

Chairman.