

Town Hall,
Parliament Square,
Ramsey,
Isle of Man.

www.ramsey.gov.im

15th October, 2020.

Sir/Madam,

The monthly **Public Meeting** of the Ramsey Town Commissioners will be held on Wednesday evening next, **21st October, 2020, at the Town Hall, Parliament Square, Ramsey, at 7.00 p.m.**

BUSINESS:

- 1. Apologies for Absence: Mr. W. L. Hankin**
- 2. Minutes for Adoption:** page(s): 1 - 11
 - Minutes of Board Meeting held on 16th September, 2020.
 - Minutes of Special Board Meeting held on 12th October, 2020. (to be tabled)
- 3. Matters arising not included within the Agenda.**
- 4. Chairman's Report:** page(s): 12 - 14
 - Queen's Birthday Honours List
 - Annual Civic Service of Remembrance
 - Annual Fireworks Display
 - Greenflag
 - Ramsey Group Practice Flu Clinic
 - RGS Prize Giving
 - Chief Minister's Community and Public Engagement Committee
- 5. Finance and General Purposes:** page(s): 15 - 38
 - Town Clerk's Report(s):
 - Town Boundary
 - Finance Officer's General Report(s):
 - Accounts
 - Summary of Revenue Income and Expenditure
 - Quarterly Financial Return
 - Audit and Financial Statement for the year ended 31st March, 2020.

6. Works and Development:

page(s): 39 - 45

- Town Clerk's Report(s):
 - Consultation Food Hygiene Rating Scheme
- Technical Services Manager Report(s):
 - Planning Applications
 - Appendix
 - Probation Services

7. Parks and Leisure:

page(s): 46

- Deputy Town Clerk's Report (s):
 - Events Update (to be tabled)

8. Any other Business:

page(s):

(by permission of Chairman - any will be advised)

- Matters Raised by the Public
 - ❖ None received
- Representative Report(s):
 - ❖ Northern Local Authorities Swimming Pool Board
 - ❖ Municipal Authority [sic]



Town Clerk & Chief Executive.

RAMSEY TOWN COMMISSIONERS

[PUBLIC]

The Monthly Board Meeting of the Ramsey Town Commissioners was held in the Boardroom of the Town Hall on Wednesday, 16th September, 2020, at 7.00 p.m.

Present: Mr. A. G. Cowie, Mrs. J. Wedgwood, Messrs' Rev Canon N. D. Greenwood, J. McGuinness, A. J. Oldham, L. Parker, F. B. R. Williams and W. G. Young.

Apologies: Mrs. M. D. Quayle, Mr. W. L. Hankin and Mr. N. P. Howard.

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

(2020/21:116) Minutes:

Resolved: That the Minutes of the Board Meetings held on 19th August, 2020, and the Special Board Meetings held on 24th August and 7th September, 2020, be confirmed and signed by the Chairman.

(2020/21:117) Matters Arising:

No matters were raised.

(2020/21:118) Chairman's Report:

Resolved: To note the Chairman's report dated 10th September, 2020.

Members were pleased to note the positive nature of the meeting with the Chamber of Commerce and were informed that the Flu Clinic would run all week.

Finance and General Purposes:

(2020/21:119) Town Clerk's Report - Civil Contingencies Bill:

Members considered the Town Clerk's report dated 7th September, 2020, with regard to the consultation on new legislation to replace the Emergency Powers Act, 1936, which had been used in response to Covid-19.

It was proposed by Mr. McGuinness seconded Mr. Williams that the recommendation concluding the report be accepted that "subject to any individual comments, and clarification as to the position in regard to Council of Ministers and Cabinet Office, the Bill be supported".

(2020/21:119) Town Clerk's Report - Civil Contingencies Bill Continued:

Mr. Cowie referred to concerns with regard to roles of the Council of Ministers: Cabinet Office and queried whether or not the Bill was needed, and moved an amendment that such concerns be included within a response. The amendment was seconded by Mrs. Wedgwood.

The amendment was put and carried without division.

(2020/21:120) Town Clerk's Report - Consultation Capacity Policy:

Resolved: To note the Town Clerk's report dated 7th September, 2020, advising of the consultation launched by the Department of Health and Social Care with regard to a Capabilities Policy.

It was agreed that any member wishing to do so make individual (personal) response to the consultation.

(2020/21:121) Town Clerk's Report - Consultation IOM Census:

Resolved: To note the Town Clerk's report dated 7th September, 2020, advising of the consultation seeking questions to be included in the next Isle of Man Census.

It was agreed that any member wishing to do so make individual (personal) response to the consultation.

(2020/21:122) Town Clerk's Report - Diocesan Strategy Church Buildings 2020:

Resolved: To note the Town Clerk's report dated 7th September, 2020, drawing attention to the proposed changes in structure of the Anglican Church on the Island as detailed in a consultation / strategy document available on the website of the Diocese of Sodor and Man.

(2020/21:123) Town Clerk's Report - Local Authority General Election:

Resolved: To note the Town Clerk's report dated 4th September, 2020, drawing attention to the date upon which any poll necessary for the Local Authority General Elections will be held; this would normally be the day immediately following the Boards monthly meeting.

It was further resolved, following a proposal by Mr. McGuinness, seconded by Cowie and agreed that the monthly Board Meeting in April, 2021, be held on the second Wednesday of the month, 14th April, 2021.

(2020/21:124) Finance Officer General Report:

Resolved: To note and approved the Finance Officer's general report dated 9th September, 2020, subject to the following:-

Accounts: Mr. Cowie queried the cost of debit card charges and asked about using "Apple Pay" which he understood is provided free of charge. Mr. Parker informed members that "Apple Pay" charging rates are higher. The Finance Officer was requested to investigate this matter.

Works and Development:

(2020/21:125) Town Clerk's Report – Ramsey Quayside:

Members considered the Town Clerk's report dated 7th September, 2020, to which was appended the letter dated 9th September, 2020, from the Director of Highway Services, Department of Infrastructure, concerning the Department's proposals for West Quay.

Members were pleased to note the offer to use part of Albert Road Car Park but felt no regard had been made to their queries and concerns previously raised. Mr. McGuinness expressed his disappointment of the content of the letter and of its "attitude", which could be interpreted as threatening; he expressed concern that the Commission had not been shown plans of the latest changes. It was noted, from the letter that the Department reports a positive response to the proposals, but members felt that the timing and duration of the attendance during exhibition of the plans, from which the responses were obtained, namely for 4 hours only on a working day of the week, was insufficient.

Mr. Young indicated his opposition to the whole proposal, contending all that was needed was a 2ft high wall. He felt that roadworks to improve the Quay could be undertaken if half of the quay was closed at one time. He also felt that the arrangements for fishing boat owners to unload were not suitable.

It was proposed by Mr. Parker, seconded by Mr. McGuinness that the Minister and the Director of Highway Services be invited to meet with the Commission on this proposal. Members recognised the need to remain proactive.

Mr. Young again indicated his opposition and referred to the height of electrical boxes [2 ft.] on the Swing Bridge and that this was the height required of any flood barriers. Mr. Young also informed the Board that he would instigate a petition against the proposals.

An amendment was put by Mr. Williams, seconded by Mr. Oldham that in addition an open letter of response be made enquiring why the Commission's wishes had been ignored. The amendment was carried.

2020/21:126) Deputy Town Clerk's Report – Traffic Regulation Notice - Parliament Street:

Members considered the Deputy Town Clerk's report dated 9th September, 2020, concerning the practicality of the Commission attempting to obtain a Traffic Regulations Notice, similar to that obtained during the Covid-19 to allow closure of Parliament Street and some associated road.

Resolved: That, following a proposal by Mr. Williams, seconded by Mrs. Wedgwood and agreed that a suitable application be made to the Department of Infrastructure.

(2020/21:127) Technical Services Manager's Report - Planning Applications:

Members agreed that the Technical Services Manager's Report dated 9th September, 2020, detailing planning applications received from the Department of the Environment, Food and Agriculture, under the planning consultation procedures, be noted and no objections be made to such applications, subject to the following:-

REF NO:	3771	<u>AMENDED PLANS</u>
P.A. NO.:	<u>20/00433/B</u>	
PROPOSED:	Demolition of existing buildings within yard and creation of residential development of 10 dwellings with associated roads, landscaping and parking	
NOTES:	P.A. in Detail	
SITE:	Caines' Yard, Shipyard Road, Ramsey.	

It was proposed by Mr. McGuinness, seconded by Mr. Williams and agreed by 6 votes to 2, Mrs. Wedgwood and Mr. Cowie voting against, that Standing Orders be suspended to allow consideration of this matter. After general discussion concerning vehicular access, possible strain on utilities and noting the Department of Infrastructure's maintained opposition to development of the site, it was proposed by Mr. Williams and agreed that no objection be made to the application.

REF NO:	3799
P.A. NO.:	<u>20/00949/B</u>
PROPOSED:	Installation of replacement windows, front door, roof and installation of rooflights
NOTES:	P.A. in Detail
SITE:	1, Cannell's Lane, Ramsey

It was proposed by Mr. Williams, seconded by Mr. McGuinness that no observations be submitted on this application.

An amendment was put by Mr. Oldham, seconded by Mrs. Wedgwood that a condition be requested that the replacement windows replicate the wooden sash windows in appearance. The amendment was defeated by 5 votes to 3, Canon Greenwood voting with Mrs. Wedgwood and Mr. Oldham.

The original proposal was then voted on and was carried by 5 votes to 3, Mrs. Wedgwood and Messrs' Canon Greenwood and Oldham voting against.

(2020/21:127) Technical Services Manager's Report - Planning Applications continued:

REF NO: 3802
P.A. NO.: 20/00974/B
PROPOSED: Alterations and erection of an extension
NOTES: P.A. in Detail
SITE: **17, Rheast Mooar Close, Ramsey**

It was proposed by Mr. Williams, seconded by Mrs. Wedgwood and agreed that an observation be made with regard to the proximity of the oil tank to the neighbouring property to ensure it meets current standards.

No comments were made with regard to the Appendix to this report.

Housing and Property:

(2020/21:128) Housing and Property Manager's Report – Housing Performance and Statistics 2020/21:

Resolved: To note the Housing and Property Manager's report dated 12th August, 2020, to which was appended the Housing Performance and Statistics for the first quarter for the year ended 31st March, 2021.

Any other Business

(2020/21:129) Representative Reports:

Resolved: To note the representative report submitted by Mr. McGuinness with regard to a recent meeting of the Isle of Man Municipal Association.

(2020/21:130) Tree Planting:

Mr. Oldham sought permission, on behalf of the Ramsey Branch of the Royal British Legion to plant a commemorative tree in the Mooragh Park.

Resolved: That, subject to liaison with the Head Gardener as to the type of tree and location, permission be granted.

(2020/21:131) Conservation Areas:

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Williams and agreed, a meeting be arranged with the Planning Officer and Conservation Officer to discuss conservations areas and how the planners and local authority can work together to ensure that properties in such areas can be kept in a good state of repair.

(2020/21:132) White Line Painting:

Mr. Parker again referred to the white roadline painting required to be undertaken in Parliament Street. Mr. Cowie informed members that the works were within the Department's programme, but were not a priority.

(2020/21:133) "Gas Light Pole Tops":

Mr. Young referred to two gas-light columns and queried the tops thereto. The Technical Services Manager was requested to investigate this matter.

The Deputy Town Clerk informed members that a donation had also recently been received towards funding the painting of the columns.

The Chairman closed the public session at 7.52 p.m. and moved directly to private business.

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.

(2020/21:134) Minutes:

Resolved: To note and approve the minutes of the Board Meeting held on 19th August, 2020, recorded in private.

Matters for Information:

(2020.21:135) Minutes Meeting of the Housing Committee:

Resolved: To note the Minutes of meeting of the Housing Committee held on 1st September, 2020, subject to the following:-

In response to a query made by Mr. McGuinness, the Housing and Property Manager explained circumstances with regard to breaches of tenancies and matters affecting tenants having served time in prison.

Clause 28 - the Housing and Property Manager informed members that the number of properties voided for maintenance purposes had been reduced from 10 to 2.

(2020/21:136) On-Going Matters “Action Tracker”:

Resolved: To note the “Action Tracker” to 10th September, 2020, included within the agenda and the following comments made thereon, and accepting that some matters may be referred to in other sections of these minutes:-

- **Shoprite Group** - the Town Clerk advised members of on-going discussions with representatives from Shoprite and on meetings to take place within the next couple of weeks. A further report would be provided to the next meeting.
- **Ramsey Courthouse** - Mr. McGuinness expressed concern that no statement in this matter had yet been made and therefore the Commission may have lost momentum.
- **Upper Queen’s Pier Road** - this item to be removed.
- **Bunscoill Rhumsaa Mosaic** - Mr. Oldham advised members that a Royal British Legion have on-going fund raising to provide to provide a suitable casing.
- **Cycle Path Former Railway Line** - the Technical Services Manager was requested to submit a report with regard to lighting provision.
- **Former Farmers Combine Warehouse** - it was noted that the result of the appeal hearing and decision is awaited.
- **Electric Vehicle Charge Points** - it was proposed by Mr. McGuinness, seconded by Mr. Williams and agreed that a Licence to Occupy between the Commission and Manx Utilities with regard to two spaces at Station Road Car Park be entered into and be sealed and signed on behalf of the Commission.
- **Planning Enforcement** - Mr. McGuinness expressed concern that the delay in progressing the investigation may establish a precedent for use - the Technical Services Manager was asked to follow up this matter with the Planning Enforcement Officer.

The Register of Ruinous Property and Unsightly Buildings appended to the Action Tracker was noted, subject to the following:-

- **Bleak House** - the Town Clerk informed members that he had met with the environmental health inspector to discuss further possible action.

Members noted that the Board had previously resolved to serve notice under S24 of the Building Control Act 1991, and had subsequently withdrawn such notice without prejudice to the further service of notice in the event that there was any undue delay in the process of sale.

Members noted that the leasehold interest in the former bar had now been acquired by a third party who was also seeking to acquire the interest owned by Mrs Morris. The leasehold interests of Mr Morris had been arrested by the Coroner for Ayre and Garff against outstanding private debts of Mr Morris. Mr Morris’s estate had not been settled to date, the Coroners arrests requiring to be addressed before such could be achieved, and Mr Morris’s Executor appeared not to be proceeding in any meaningful way towards settling the estate. Following the withdrawn S24 Notice there appeared to be no progress with any works to address the condition of the property.

It was proposed by Mr. Parker seconded by Mr. McGuinness and agreed that the Town Clerk seek to engage with interested parties and in tandem progress towards the recommencement of formal legal proceedings.

(2020/21:136) On-Going Matters “Action Tracker”: continued

- *19 West Quay* - to be removed from list;

Mr. Parker queried including the former Ramsey Methodist Church on Waterloo Road - it was agreed to raise this matter at the meeting with the Conservation Officer.

Reference was made to the Stanley Hotel - the Technical Services Manager advised that a response was awaited from the Brewery - it was noted that this hotel was in the conservation area.

Finance and General Purposes:

(2020/21:137) Finance Officer’s Report:

Members noted and approved the Finance Officer’s Report dated 9th September, 2020, subject to the following:-

Estimates and Revenue Expenditure - in response to a query, the Finance Officer again advised that maintenance and labour costs incurred during the Covid period would require budget review / reallocation within the next few months.

Members were informed that costs relating to Ramsey and Northern Districts Housing Committee differed because of staffing arrangements.

Aged Debtors - it was noted that some of the debtors listed have made payments since the list was compiled.

(2020/21:138) Finance Officer’s Report - Insurance Renewal Quote:

Members considered the Finance Officer’s tabled report dated 16th September, 2020, concerning the quotation received from insurance brokers for various insurances effective for 2020/21. It was noted that there was an overall increase in insurances of 3.17% from that of last year, and Members were reminded that this was the last year of a long-term brokerage agreement entered into with current brokers.

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Cowie and carried the insurances be renewed at the fees quoted and the brokerage fee be paid. It was noted that insurance against loss of rental income could only be claimed if properties were uninhabitable as opposed to uninhabited and that our IT providers did not consider Cyber insurance necessary.

Works and Development:

(2020/21:139) Technical Services Manager's Report - Lighting in the Lanes:

Members considered the Technical Services Manager's report dated 18th August, 2020, concerning the lighting in lanes between Parliament Street and the Quay. Mr. Williams proposed that the Commission decide on a preferred option and consider the matter as part of the budget process.

Members expressed concerns that wall mounted or bollard lighting could be prone to damage and water ingress.

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Parker and agreed to investigate the replacement of lighting with either new recessed lights, or similar alternative, and possible suppliers, as detailed in option 2 included within the report.

(2020/21:140) Technical Services Manager's Report - Road Surface around Boathouse:

Members considered the Technical Services Manager's report dated 9th September, 2020, concerning the condition of the "roadway" surface in the vicinity of the Boathouse in the Mooragh Park.

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Parker and agreed, the Commission agree in principle to the works with the Technical Services Manager to obtain 3 quotations therefore and submit a timeframe.

The Town Clerk reminded members that it might be possible to fund the works from the Commission's unapplied capital receipts account.

Housing and Property:

(2020/21:141) Housing and Property Manager's Report - Close Woirrey:

Resolved: To note the Housing and Property Manager's report dated 9th September, 2020, advising that he was to meet the Project Management Team of the Department of Infrastructure on 17th September to discuss proposals for the replacement of Close Woirrey. A further report will be provided on the outcome of the meeting.

(2020/21:142) Housing and Property Manager's Report - Cronk Elfin Refurbishment:

Members considered the Housing and Property Manager's report dated 9th September, 2020, concerning progress with regard to proposed refurbishment works at Cronk Elfin.

Resolved: Following a proposal by Mr. McGuinness, seconded by Mr. Williams and agreed to approve the Stage I2 Report and authority be given to progress to Stage I3.

Parks and Leisure:

(2020/21:143) Town Clerk's Report - North Ramsey Bowling Club:

Members considered the Town Clerk's report dated 9th September, 2020, advising of a meeting that had taken place with representatives from North Ramsey Bowling Green regarding to the future maintenance of the green. Members also considered a communication from the Head Gardener.

Resolved: Following a proposal by Mr. McGuinness, seconded by Mr. Williams and agreed by 7 votes to 1, Mrs. Wedgwood voting against, that the Club be informed that, although the Commission is unable to agree to all the conditions suggested, they are willing to enter into discussions with the Club.

(2020/21:144) Deputy Town Clerk's Report - Firework Display 5th November, 2020:

Members considered the Deputy Town Clerk's report dated 9th September, 2020, concerning the proposal suggested by Mr. S. Hamer, Galaxy Fireworks, for the Commission's display on 5th November.

Resolved: That, following a proposal by Mr. McGuinness seconded by Mr. Cowie and agreed by 7 votes to 1, Canon Greenwood voting against (insofar as he felt a firework display without music in itself was sufficient), that the themed display based on NHS and Key workers take place.

Members felt that the attendance of a dignitary, whilst recognising work undertaken during the Covid-19 pandemic, was not necessary.

(2020/21:145) Deputy Town Clerk's Report – Town Trail:

Members considered the Deputy Town Clerk's Report dated 9th September, 2020, concerning a request with regard to Ramsey having a trail around the town. Members were shown an illustrated example of the proposal and noted there would be no cost to the Commission. The installation would be undertaken only on Commissioners property and other property where the owner's consent had been obtained.

Resolved: That following a proposal by Mr. Williams, seconded by Mrs. Wedgwood and agreed by 6 votes to 1, that the Commission support the concept. Canon Greenwood voted against and Mr. McGuinness having declared a non-pecuniary interest, did not vote.

Any Other Business:

(2020/21:146) Proposed Attraction:

Resolved: That the Chairman be permitted to enter into negotiation concerning a potential seasonal attraction for the Town.

(2020/21:147) Ramsey Courthouse:

Resolved: That the Farmers' Market organisers be informed regretfully that the Commission is not prepared to reduce fees applied for use of the Courthouse.

It was further resolved, following a proposal by Mr. Parker, seconded by Mr. Oldham and agreed, that permission be granted for use of the Courthouse on either 2nd or 3rd October beyond the 10.00 p.m. usual deadline, to facilitate a private party.

(2020/21:148) Tractor Parade:

Resolved: That, following a proposal by Mr. Parker, seconded by Mr. McGuinness and agreed that an application be made for a road closure to facilitate parking of tractors during the Tractor Parade to be held on Saturday, 12th December, 2020.

Matters of Establishment:

(2020/21:149) Minutes Establishment Committee:

Resolved: To note and approve the Minutes of the meeting of the Establishment Committee held on 17th August, 2020, subject to the following:-

Green Flag Award - in response to a query by Mr. Parker members were informed that the Green Flag Award had an annual application fee of £320.

The meeting closed at 9.58 p.m. giving a time of 3 hours for the payment of attendance allowances.

Chairman.

**RAMSEY TOWN COMMISSIONERS
CHAIRMAN'S REPORT
OCTOBER, 2020.**

Fellow Members,

Queen's Birthday Honours List

Our sincere congratulations go to all those Manx residents recognised in the Queen's Birthday Honours List, which included Ramsey Lifeboat Cox Mark Kenyon and Ramsey RUFC's Gareth Hinge both for their outstanding contribution to the community.

For over 30 years, Mark Kenyon MBE has responded to calls as a volunteer member of the Ramsey Lifeboat team. He has been a Coxswain for over 20 years and a regular trainer at the Ramsey RNLi Station. For his outstanding contribution to the work of the RNLi in the Isle of Man, Mr Mark Kenyon has been made an MBE in The Queen's Birthday Honours List, 2020.

During the coronavirus pandemic, Gareth Hinge MBE organised a team of people to provide food and regular medicines to people in the north of the island. Alongside fellow coaches and members of Ramsey Rugby Club, he united the club with the rest of the island to come to the aid of vulnerable people. Once the team was assembled, he expanded the team to include other volunteers from the wider community. For outstanding community service from the rugby club during the COVID-19 Pandemic, Mr Gareth Hinge has been made an MBE in The Queen's Birthday Honours List, 2020.

Annual Civic Service of Remembrance

The annual Civic Service of Remembrance will take place at the War Memorial in the Courthouse Grounds, Parliament Street, commencing 10:50 a.m. on Sunday 8th November, 2020.

The Ramsey Branch of the Royal British Legion will also be holding an evening service at St. Paul's Church at 6.30 p.m.

Annual Fireworks Display:

The Commission's Annual Bonfire Night Firework Display will take place on Thursday 5th November, 2020, at the Mooragh Park with musical entertainment and food stalls being provided in the park from 6.30 p.m. The Fireworks will be discharged from 7.30 p.m.

Greenflag

I am delighted to report that the Town's Mooragh Park has again been awarded a Green Flag Award by Keep Britain Tidy.

The Green Flag award is an international award and takes into account environmental and operational management and community integration. It is testament to the hard work of the Gardening team, who, despite several weeks of lockdown and a huge backlog of vegetation and planting to manage around the town, have kept the park in pristine condition. As well as the regular users of the park, we have also hosted the Gran Fondo weekend, the tin bath races and the Family Funday, all of which were extremely well-attended and very popular. Whilst it was disappointing to be unable to complete the refurbishment of the water play feature this summer, the availability of the boating and numerous sports facilities within the park area have been warmly received and provided excellent leisure facilities on our doorstep. I am also delighted to see the success of Conrod's at the Boathouse which has complemented the existing Costa Coffee within the park.

Ramsey Group Practice Flu Clinic

It was welcome to see the success of this year's flu clinic which the Commission allowed to be hosted at the Ramsey Courthouse. A grand total of 2,794 flu vaccinations were administered during the week and the Group Practice are continuing the process by visiting care homes.

I would like to congratulate the team at Ramsey Group Practice for the professional manner in which the clinics were run especially at a time where so many vulnerable people in our community have genuine concerns about their health.

RGS Prizegiving

It was an honour to be invited to attend the Ramsey Grammar School 98th Annual Presentation of Prizes to celebrate the tremendous achievements of the students, who faced particular difficulty in such an unusual year. The event marks the final prize giving for Headteacher Annette Baker who will be retiring from that position on 18th December. I will be sad to lose such an excellent headteacher who has done so much for our young people. Our best wishes go to Mrs Baker for a long and healthy retirement.

Chief Minister's Community and Public Engagement Committee

On Monday 12th I attended the Chief Minister's Community and Public Engagement Committee along with other representatives of local commissions. The Committee is established to investigate community spirit during COVID, what was happening at local level, the community work that was done and the localised groups that were set up to support vulnerable people and how the Island can continue to encourage community and local engagement with Government.

Chairman's Report - October, 2020 - Public Continued:

I was pleased to be able to report the excellent manner in which the whole community of Ramsey pulled together in support during the Covid-19 period. Discussion also highlighted the need for community hubs, investment in shared services, and improved liaison with government departments. The Commission's own relationships with educational establishments and the police were noted for working well and as an example which should be encouraged.

14th October, 2020.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
TOWN BOUNDARY
OCTOBER, 2020 – PUBLIC**

Mr. Chairman and Members,

Following earlier discussion the Town Clerk has met with the Clerks and written to both Lezayre Parish Commissioners and Garff Parish Commissioners outlining the Commissioners desire to progress a Town Boundary Extension, and detailing the proposed revised boundary and the rational associated therewith. A media release was issued by the Commission to this effect which included the following:-

Ramsey Town Commissioners have engaged with neighbouring Lezayre and Garff Parish Authorities on proposals to extend the town boundary.

Meetings between the Clerks to the authorities outlined the Ramsey Town Commissioners plans to submit an application for a boundary extension to the Department of Infrastructure, and these are now due to be discussed by the two Boards. The draft proposals would extend the current boundary, which was established in 1992, to take areas of land and property in Lezayre and Garff into an expanded town boundary.

The criteria for boundary extensions have been established as including community of interest, overspill and land for future development. Applications for a boundary extension are made to the Department of Infrastructure under Section 6 of the Local Government Act 1986, the most recent of which being a submission made by Port Erin Village Commissioners. The process of any application for boundary extension includes the holding of a public inquiry under an independent chairperson, prior to an Order made by the Department of Infrastructure being considered by Tynwald.

The process for boundary extensions is laid out in Section 6 of the Local Government Act 1985, **a copy of which is appended.** The process provides that the Department of Infrastructure, when making a Boundary Extension Order, might consider a number of matters including the number of Members of each authority affected, and any amendment to Ward Boundaries.

The criteria for boundary extensions, provided by the Department of Infrastructure, were established in 2004 during a Tynwald debate on a proposal to extend the Douglas Town Boundary. This criteria has been restated by the Department following the public enquiry into a boundary extension application submitted by Port Erin Commissioners and is also **appended hereto.**

It is understood that both Authorities have met and had initial discussions on the proposal. The Clerk to the Lezayre Parish Commissions has contacted the Town Clerk and advised that the parish authority are to hold a special meeting on Monday 18th October and, it is understood, and indicted that the authority seek a meeting with the Ramsey Town Commissioners to discuss the proposals.

**Town Clerk's Report - Town Boundary -
October, 2020 - Public Continued:**

The opportunity to discuss the concerns of the affected authorities will enable the Commission to explain to the political members of the authorities the rationale behind the draft proposals and also to establish whether adjustments should be made on the basis of those authorities, views and whether a mutually agreeable proposal can be established.

Subject to the outcome of the meetings the matter a final report could be presented to the November meeting as to any formal boundary extension application to be submitted to the Department of Infrastructure.

Recommendation: to meet with Lezayre Parish Commissioners and offer a similar facility to Garff Parish Commissioners.

T. P. Whiteway
Town Clerk and Chief Executive.

11th August, 2020.

APPENDIX 1

Extract from the Local Government Act 1985 (taken 14 October 2020)

Section 6 Alteration to boundaries

(1) The Department may, on the application of the local authority for any district, by order alter the boundaries of the district.

(2) Before making an order under this section, the Department shall consult with every local authority whose district is affected by the proposed order, and shall hold an inquiry.

(3) An order under this section may include provision for —

- (a) the number of members of the local authority for any district affected by the order, and the terms of office of such members;
- (b) the retirement, election or appointment of members of any existing local authority, joint board, joint committee or other public body in any district or area affected by the order;
- (c) the dissolution of any existing joint board, joint committee or other public body in any area affected by the order;
- (d) the alteration or abolition of any special district affected by the order;
- (e) the vesting in the local authority for any district affected by the order, of any property, rights, liabilities and obligations of any such body as is mentioned in paragraph (b);
- (f) the adjustment of any assets and liabilities not provided for under paragraph (e) between any local authorities, joint boards, joint committees and other public bodies in any district or area affected by the order, in such manner as may be provided for by the order;
- (g) the determination by the Department of any matter arising in connection with the subject-matter of the order;
- (h) making such incidental, consequential, transitional or supplemental provision as appears to the Department to be necessary or proper for the purposes of the order.

(3A) Without prejudice to subsection (3), an order under this section may —

- (a) make temporary provision, for such period (not exceeding 10 years) as is specified in the order, with respect to rates to be levied by any authority mentioned in subsection (3)(f);
- (b) alter the boundary of any constituency which comprises any district or any part of a district affected by the order;
- (c) make transitional provision with respect to the preparation of registers of electors for any constituency, district or ward affected by the order;
- (d) cancel or alter any arrangements made for the performance by any authority mentioned in subsection (3)(f) of any functions on behalf of any other public authority;
- (e) cancel any contract entered into by any such authority in the performance of any of the functions of the authority, or in pursuance of any arrangements mentioned in paragraph (d), or amend the terms and conditions of such a contract;

(f) provide for any byelaw applying to a district or area affected by the order to apply to any other district or area so affected, or to any part of such a district or area;

(g) amend or repeal any enactment which appears to the Department to be inconsistent with, or to have become unnecessary or to require modification in consequence of, the order.

(4) An order under this section shall not have effect unless it is approved by Tynwald.

(5) Where the Department has refused to make an order under this section, the applicants for the order may present a petition to Tynwald praying that such an order be made; and Tynwald, if it considers that such an order should be made, may by resolution direct that the Department make such an order.

APPENDIX 2

Criteria for the consideration of Local Government Boundary Extensions 2004

- (1) that the promoters' area and the area/s sought are really one community;**

The Department considers this to be a straightforward matter of judgement.

- (2) that there is community of interest in all or most public services, social agencies (for example schools, doctors' surgery/ies, recreation areas and community halls) and communal requirements of the future;**

There may arise situations where those residing in the area under consideration have used the facilities of or located within the Applicant Authority. It may also be, for example, that the catchment area for childrens' schooling or registration at the local doctors' surgery/ies covers, or will be extended to cover, the proposed area to be included within the boundary extension.

- (3) that the area sought is an overspill or outgrowth of the promoters' area;**

The Department considers this to be a straightforward matter of judgement.

- (4) that, wherever possible, clear physical boundaries are followed;**

Whilst the Department regards these as highly likely to be obvious the Chief Minister¹ has said that these include matters of topography such as roads, rivers, hedges and other natural features of an area known or understood locally.

- (5) that there is insufficient acreage left for the development of the promoters' area within its borders and injury is suffered thereby;**

This is a further development of (3) in that if it is accepted that the area sought is an overspill or outgrowth then do the boundaries need to extend further in order to enable proper facilities or amenities to be provided. The Chief Minister of the day² stated, "... the people of an area that is expanding need the services and need the space,, and if that is being restricted in some way by the lack of a boundary extension then that is wrong. That might be the requirement to produce playing fields to allow recreational activity, to take control of an area, so that they can develop amenities for the benefit of the majority of people."

- (6) that the balance of advantage lies in the acceptance of the scheme, though it may generally be admitted that the area sought may be valuable in various ways to the local authority by whom they are now governed;**

The Department considers this to be entirely a matter of judgement.

Note: Applicant Local Authorities should, in submitting their applications, address each point. Similarly, any affected Local Authority wishing to comment or oppose such application should as far as possible, confine their comments to the above points. However, applicant Local Authorities should also note that these criteria are not intended to be exhaustive.

The Department considers that all of these points are important and should be addressed but than an Applicant Authority may consider that there are other points or ways of addressing the issues additionally that may support its application and so the criteria are not exclusive to anything further being brought in support of the application.

The following shall not be considered by the Inquiry under s.6 of the Local Government Act 1985:

- the financial impact on an Authority either beneficially or negatively through the rateable income of a boundary application.

What is being addressed in a boundary extension application is not the relative levels of rates as between one Authority and another or the financial implications or questions of efficiency as between Authorities. These issues are to be ruled out of order.

List of criteria has been placed in order of priority, although it's not intended to being exhaustive, or exclusive of any other relevant factors.

There is, of course no requirement that all the above points must be satisfied and one combination or another of them may be used.

**RAMSEY TOWN COMMISSIONERS
FINANCE OFFICER'S GENERAL REPORT
OCTOBER 2020 - PUBLIC**

Mr. Chairman and Members,

The following documents are appended for review and / or information:

1. A summary of accounts paid and suppliers used in September 2020 – Appendix 1.
2. Tabulated and graphical summaries of the Income and Expenditure for the period to 30th September 2020 – Appendix 2.
3. Quarterly financial information as at 30th June 2020 as submitted to the Department of Infrastructure on 24th September 2020 – Appendix 3.
4. Extracts from the draft financial statements for the year ended 31st March 2020 – Appendix 4.

Accounts

Accounts of £1,246,199.24 were paid via the General Revenue Account and accounts of £37,958.16 were paid via the Northern Civic Amenity Site Account in September 2020. Details of the accounts paid and the suppliers utilised are attached at Appendix 1.

Recommendation: To be noted.

Summary of Revenue Income and Expenditure

A summary of the 2020-21 Income and Expenditure from 1st April to 30th September 2020 together with associated graphical depiction is attached at Appendix 2. The graphical disclosures are both month-by-month and cumulative figures.

Certain elements of capital expenditure incurred have been paid through the Revenue account and are to be financed by way of capital loans. They are not disclosed as part of the disclosed 2020-21 Income and Expenditure figures and graphs and they are:

Cronk Elfin – refurbishment scheme professional fees £41,260.

Close y Chibbyr Glass – refurbishment of central heating £13,692.

Close Caarjys – heat pump installation scheme costs £110,141.

Upper Queen's Pier Road – professional fees & refurbishment costs £61,385.

Close Woirrey - redevelopment professional fees £31,197.

Recommendation: To be noted.

Quarterly Financial Return

The Commission are required to provide the Department of Infrastructure with a summary of certain financial information on a quarterly basis. The return for the first quarter of the 2020-21 financial year (April to June 2020) was submitted on 24th September 2019 - attached as Appendix 3.

Recommendation: To be noted.

Audit and Financial Statements for the year ended 31st March 2020

The annual audit fieldwork on the financial statements for the year ended 31st March 2020 has been completed. At the time of writing we await discussions with the auditors in respect of any potential adjustments or disclosures.

**Finance Officer's General Report
October 2020 - Public Continued:**

I do not envisage there being any qualification on the audit and the auditors have not raised the issue of potential qualification of the audit report.

In a normal year all Local Authorities would be required to submit their financial statements to the Department of Infrastructure by the 31st October. However, given the circumstances of this year the Department has extended the submission deadline to January 2021 although the auditors have indicated a possible sign off either late October or early November.

Appendix 4 discloses extracts from the draft financial statements for review. The full accounts are 39 pages long hence the use of extracts for disclosure purposes now. Certain items to be noted from the extracts are :

- There is a £63,769 decrease in net expenditure on General Fund services. Individual Income & Expenditure A/cs. at the back of the appendix provide further detail.
- There is a £62,800 decrease in net housing income; mainly linked to the Housing Deficiency.
- There is a £232,277 increase in net rate income.
- Overall there is a net surplus on the provision of services of £468,305, (2019 a deficit of £139,104; this deficit including a deficit of £293,775 on the transfer of the Mayfield plot to Ramsey & Northern District Housing Committee).
- The Balance sheet indicates a £157,804 increase in Fixed and Long term assets. During the year we took on £1,245,529 more long-term debt but also made repayments of £1,638,247; a net reduction of £392,718.
- Over the financial year the net assets position (as shown on the balance sheet) has increased by £558,305 to £27,746,464.

Part of the audit work involves the auditors preparing a Letter of Representation which is a method by which they seek confirmation and comfort on various items including:

- That all financial records have been made available for their review.
- That there are no material misstatements, etc.
- That we are confident that there have been no allegations of fraud or suspected fraud.
- That we are of the view that the Commission has adequate resources to continue operations for the foreseeable future.

As signing off on the accounts may be before our November meeting I now seek the Board's approval and authorisation as follows:

1. Approval of these draft financial statements.
2. Authorisation for the Chairman and Responsible Finance Officer to sign both the accounts and the auditor's Letter of Representation.

Recommendation: approval of the draft financial statements for the year ended 31st March 2020 and authorisation for the Chairman and Responsible Finance Officer to sign them and the associated Letter of Representation on completion of the audit process.

14th October 2020

N.Q. Cannell, FCCA
Finance Officer

Ramsey Town Commissioners

Accounts paid to the 30 September 2020

Appendix 1

Payee	Description	Amount (incl. VAT)
General Account		£
Banks	Bank loan repayments - capital	430,846.73
Banks	Bank loan repayments - interest	401,627.76
Staff	Wages, salaries, ITIP, NI & superannuation	181,048.55
Various	Capital project - Close Caarjys heat pumps	61,616.50
Various	Housing property repairs, maint. & safety checks	35,516.40
IOM Government	Waste disposal costs	32,559.53
Various	Legal & prof. fees - housing	22,176.00
Various	Street & decorative lighting	18,426.66
NLASPB	Swimming pool rate	14,000.00
Manx Utilities Authority	Electricity charges	7,966.05
Ellan Vannin Fuels	Fuel & oil	5,761.06
Various	Town events	4,908.46
Various	Cl. Y Chibbyr Glass - heating & kitchens	4,696.54
2Clean	Contract cleaning	3,947.56
Various	Books & library materials	3,265.52
Banks	Bank & debit card charges	2,649.65
Various	Commission property repairs, maint. & safety checks	2,030.48
Various	Refuse materials & equipment	1,929.45
Account transfers	R & N DHC rents & commercial rent refunds	1,770.48
Various	Office expenses - post, printing, stationery etc.	1,710.57
Manx Telecom	Phones	1,703.08
Various	CAT & Genny equipment	1,656.00
Various	Vehicle maintenance, repairs & licences	1,393.94
Various	IT costs	1,127.30
Various	Security & safety costs	1,032.82
Various	Park materials	430.95
Various	Media & advertising	211.20
Various	Gifts & vouchers	190.00
		<u>1,246,199.24</u>
Northern Civic Amenity Site		
Island Drainage & Groundworks	Skip haulage	18,447.60
IOM Government	Waste disposal charges	13,327.81
Various	Recycling charges	5,695.75
Manx Telecom	Phones	156.27
Various	Site maintenance & alarm checking	149.70
Manx Utilities	Heat & light	115.30
Worldpay	Debit card reader charge	46.28
Bank	Charges	10.78
Various	Office supplies & printing	8.67
		<u>37,958.16</u>

Ramsey Town Commissioners

Suppliers utilised during September 2020

Appendix 1

AB Photography Ltd.	IOM	Mac's Builders Merchants Ltd.	IOM
Antelle IT Ltd.	IOM	Magnet (IOM) Ltd.	IOM
Argon Business Systems Ltd.	IOM	MannVend Ltd.	IOM
Argon Office Systems Ltd.	IOM	Manx Control Systems Ltd.	IOM
Askew & Holts Library Services Ltd.	UK	Manx Telecom	IOM
Ballaneven Compost Ltd.	IOM	Manx Utilities	IOM
Bounce Above The Rest	IOM	Marksman Locksmith	IOM
Brew & Corkill Ltd.	IOM	Modus Architects Ltd.	IOM
Bridge Bookshop Ltd.	IOM	Northern Local Authority Swim Pool Board	IOM
Buck Recycling Ltd.	IOM	Paul Wheeler Ltd.	IOM
Carpet Doctor	IOM	Phoenix Windows Ltd.	IOM
CE Richmond Ltd.	IOM	P & M Window Cleaners Ltd.	IOM
City Electrical Factors Ltd.	IOM	Ramsey Automotive Centre Ltd.	IOM
Cleervu Aerial Specialists Ltd.	IOM	Ramsey Shipping Services Ltd.	IOM
Crumlin Plant Sales Ltd.	UK	Ramsey Skips	IOM
David Perry Electrical Contractors Ltd.	IOM	Scarab Sweepers Ltd.	UK
Egan Reid Stationery Co. Ltd.	IOM	Switched On Entertainment & Events Ltd.	IOM
Ellan Vannin Fuels Ltd.	IOM	Suez Recycling & Recovery Ltd.	IOM
Farmers Combine Ltd.	IOM	2Clean	IOM
Feltons Ironmongers	IOM	Ulverscroft Ltd.	UK
Furnitureland Ltd.	IOM	Unique Fire Protection Ltd.	IOM
G4S Secure Solutions (IOM) Ltd.	IOM	Vannin Officepoint	IOM
Go Marketing Ltd.	IOM	VPG Systems UK Ltd.	UK
Gough Electrical Ltd.	IOM	W.D.S. Ltd.	IOM
Haldane Fisher (IOM) Ltd.	IOM	WF Howes Ltd.	UK
Island Drainage & Groundworks Ltd.	IOM	Whittaker Trading Ltd.	IOM
IOM Government	IOM	Worldpay (UK) Ltd.	UK
IOM Newspapers Ltd.	IOM	Wurth UK Ltd.	UK
J P Corry (formerly Jewsons)	IOM	Yesss (IOM) Electrical Ltd.	IOM
Lighting & Illumination Tech. Experience	UK		

RAMSEY TOWN COMMISSIONERS

SUMMARY OF INCOME & EXPENDITURE TO 30 SEPTEMBER 2020 - Appendix 2

	2020-21 to date			Estimate for 2020-21		
Social Housing	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Housing Schemes	2,380,539	2,428,937	(48,398)	4,266,115	4,282,120	(16,005)
Cl. Woirrey/ Cl. y C Ghllass	6,434	636	5,798	16,500	13,500	3,000
Brookfield Court	4,302	4	4,298	15,950	17,050	(1,100)
Close ny Mooragh	9,630	0	9,630	33,700	42,700	(9,000)
Sub Total	£2,400,905	£2,429,577	(£28,672)	£ 4,332,265	£ 4,355,370	(£23,105)

Property and Assets	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Town Hall	107,319	15,372	91,947	220,100	23,900	196,200
Workshops	47,614	0	47,614	72,900	0	72,900
Public Conveniences	28,072	0	28,072	54,500	0	54,500
Courthouse - loan repayment	14,800	0	14,800	14,800	0	14,800
Courthouse - maint., H & L etc.	5,493	910	4,583	13,300	2,950	10,350
Mansail Lease	2,975	1,250	1,725	5,700	7,930	(2,230)
Lakeside Centre	3,067	3,982	(915)	5,220	11,460	(6,240)
Parklands Day Nursery	1,869	4,802	(2,933)	2,550	17,470	(14,920)
Bowling Alley	174	3,750	(3,576)	2,000	15,000	(13,000)
Non-Lease Properties	3,150	0	3,150	5,950	0	5,950
Prom Shelters, etc	5,701	0	5,701	14,350	0	14,350
Private Property Repairs	3,473	3,820	(347)	10,500	0	10,500
CCTV town centre	3,114	0	3,114	4,350	0	4,350
Apprentices	0	0	0	0	0	0
R.N.D.H.C.	15,079	11,865	3,214	56,700	62,370	(5,670)
Park assets	16,975	18,222	(1,247)	81,049	0	81,049
Sub Total	£258,875	£63,973	£194,902	£563,969	£141,080	£422,889

Works & Development	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Foreshores & Flags	403	0	403	2,300	0	2,300
Car Parks	15,785	11,893	3,892	32,800	12,780	20,020
Refuse Removal	366,672	50,315	316,357	783,762	136,000	647,762
Civic Amenity contribution	108,558	0	108,558	217,000	0	217,000
Sewers & Pumps	52,328	52,328	0	104,735	104,735	0
Street lighting & maint.	32,181	0	32,181	77,930	0	77,930
Decorative lighting & maint.	12,065	0	12,065	21,150	0	21,150
Local Services	65,817	0	65,817	106,800	0	106,800
Govt Department Agencies	0	0	0	0	0	0
Sub Total	£653,809	£114,536	£539,273	£1,346,477	£253,515	£1,092,962

Parks & Leisure	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Advertising & Entertaining	17,857	3,624	14,233	61,900	10,900	51,000
Parks & Gardens	113,262	13	113,249	269,600	600	269,000
Games Concessions	2,393	0	2,393	12,000	2,000	10,000
Public Library	63,712	3,744	59,968	140,800	11,000	129,800
Sub Total	£197,224	£7,381	£189,843	£484,300	£24,500	£459,800

Finance & General Purposes	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Administration	17,142	0	17,142	66,000	0	66,000
Office Expenses	457,429	80,059	377,370	955,042	87,500	867,542
Sundry Expenses	3,041	0	3,041	12,300	0	12,300
Miscellaneous	10,539	34,543	(24,004)	34,500	24,500	10,000
Swimming Pool	16,524	0	16,524	17,500	0	17,500
Town Band	2,000	0	2,000	2,000	0	2,000
Town Centre Management	2,699	0	2,699	4,500	0	4,500
Sub Total	£509,374	£114,602	£394,772	£1,091,842	£112,000	£979,842

TOTAL	£4,020,187	£2,730,069	£1,354,091	£ 7,818,853	£ 4,886,465	£ 2,932,388
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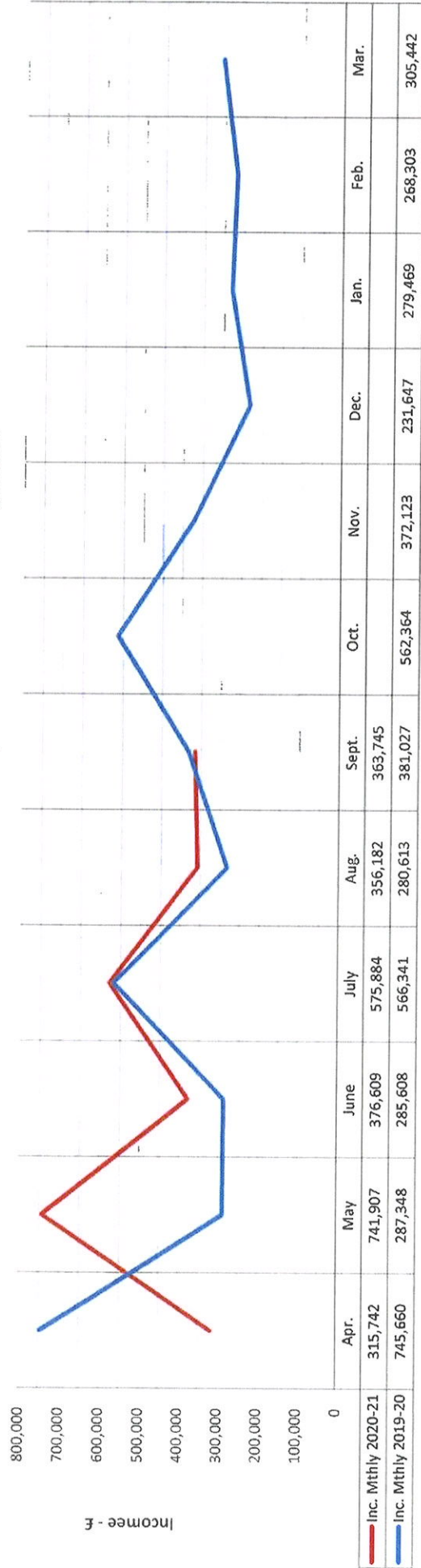
Town rates	£ -	£ 2,352,699	(£2,352,699)	£ -	£ 2,922,284	(£2,922,284)
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RAMSEY TOWN COMMISSIONERS

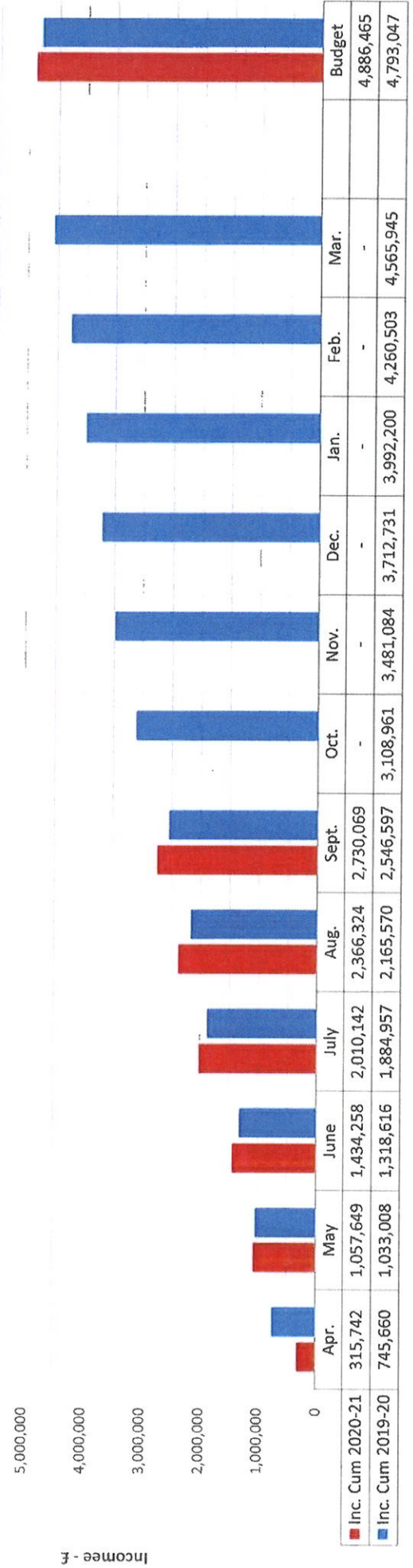
SUMMARY OF INCOME & EXPENDITURE TO 30 SEPTEMBER 2020

Appendix 2

Ramsey Town Commissioners
Month-on-month income summary 2020-21 & 2019-20 comparative



Ramsey Town Commissioners
Comparing income to budget 2020-21 (with 2019-20 comparative)

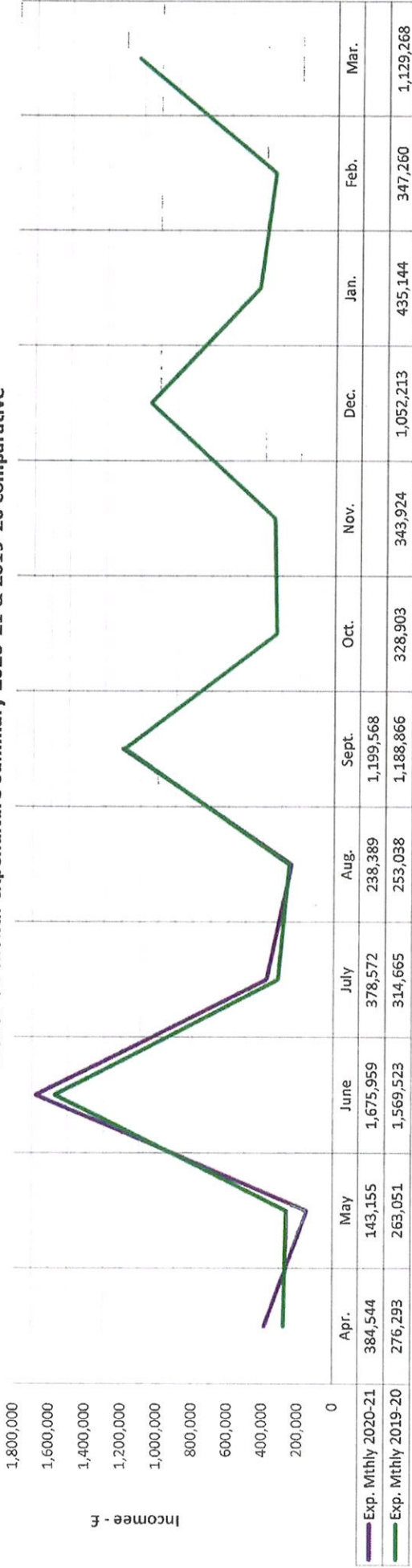


RAMSEY TOWN COMMISSIONERS

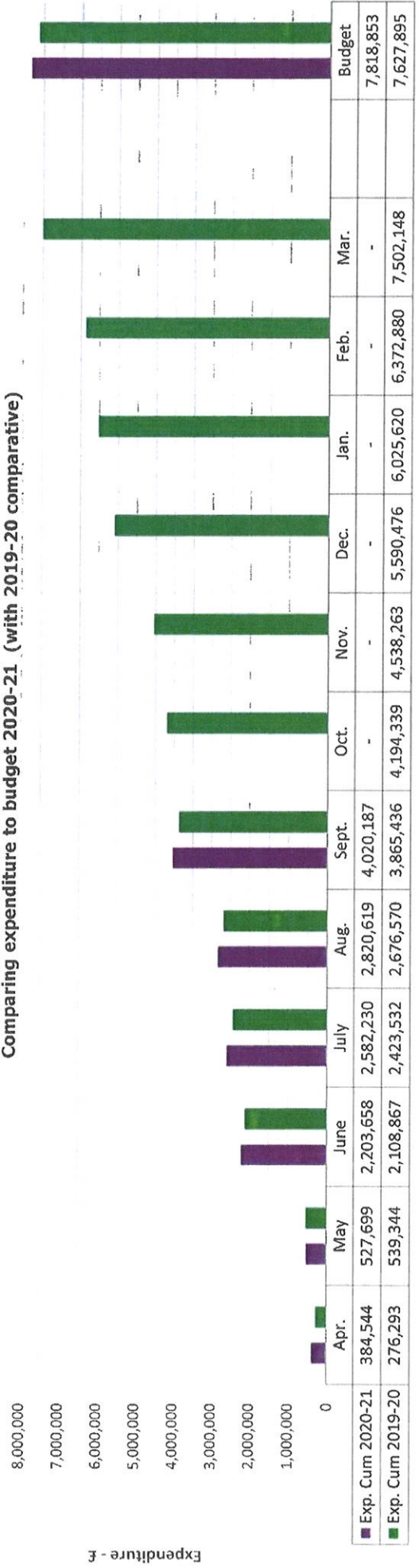
SUMMARY OF INCOME & EXPENDITURE TO 30 SEPTEMBER 2020

Appendix 2

Ramsey Town Commissioners
Month-on-month expenditure summary 2020-21 & 2019-20 comparative



Ramsey Town Commissioners
Comparing expenditure to budget 2020-21 (with 2019-20 comparative)

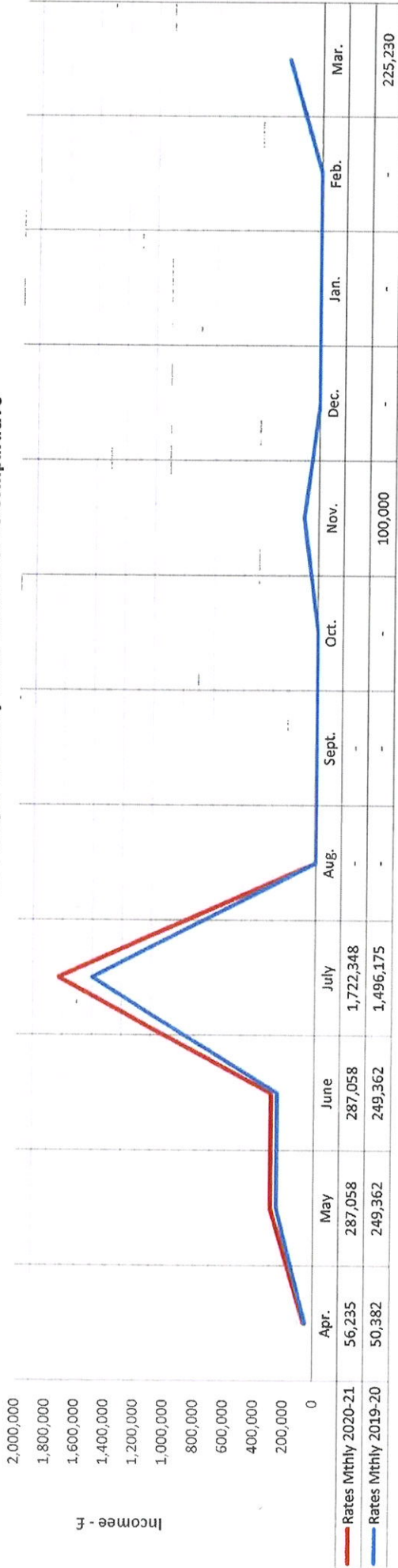


RAMSEY TOWN COMMISSIONERS

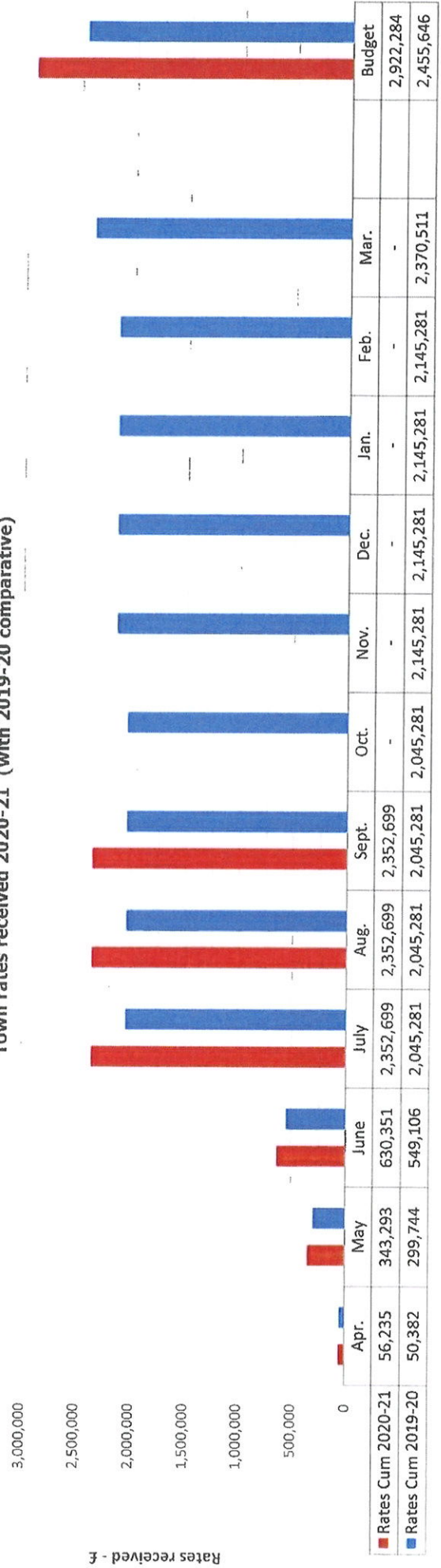
SUMMARY OF INCOME & EXPENDITURE TO 30 SEPTEMBER 2020

Appendix 2

Ramsey Town Commissioners
Month-on-month rate receipts summary 2020-21 & 2019-20 comparative



Ramsey Town Commissioners
Town rates received 2020-21 (with 2019-20 comparative)



RAMSEY TOWN COMMISSIONERS
QUARTERLY FINANCIAL INFORMATION RETURN 2020-21 : APPENDIX 3

	Quarter 1 £	Quarter 2 £	Quarter 3 £	Quarter 4 £
General Revenue				
Rates Collected (by Treasury)	630,351	-	-	-
Salaries' Cost	229,476	-	-	-
Heat and Light	3,778	-	-	-
Members' Attendance Allowance	1,489	-	-	-
Legal Fees	-	-	-	-
Capital Loan Payments	839,000	-	-	-
Insurance Costs (net of Housing ins. costs)	-	-	-	-
Computer Expenses	4,835	-	-	-
Refuse Collection Costs	142,212	-	-	-
Parks Glens (Total Costs)	59,361	-	-	-

Housing

Rents received	829,428	-	-	-
Rates paid*	492,016	-	-	-
Repairs and Maintenance	183,909	-	-	-

*Annual rates paid in first quarter

Capital

Capital Projects	Loans received in period	85,000	-	-	-
Capital Projects	Social housing developments	85,495	-	-	-

Balances at Bank

General Revenue	304,528	-	-	-
Unapplied Capital Receipts	101,038	-	-	-

Reserve bank accounts

Housing Maintenance Reserve	105,476	-	-	-
Heating Maintenance Reserve	1,605	-	-	-

Other Income

Grant Assistance	-	-	-	-
Hire of buildings	13,015	-	-	-

Public Finance Report – Appendix 4

Ramsey Town Commissioners

Statement of Accounts

For the year ended 31 March 2020

Ramsey Town Commissioners

Comprehensive Income and Expenditure Statement For the year ended 31 March 2020

	2019-20 Gross expenditure £	2019-20 Gross income £	2019-20 Net expenditure £	2018-19 Net expenditure £
Continuing operations:				
Finance and general purposes	(1,024,906)	78,564	(946,342)	(930,365)
Miscellaneous	(48,662)	50,137	1,475	(33,974)
Property	(308,840)	277,894	(30,946)	(71,803)
Works and Development	(1,567,824)	627,256	(940,568)	(896,919)
Parks and Leisure	(593,065)	134,443	(458,622)	(496,711)
Net pension current service cost	(66,000)	0	(66,000)	(75,000)
Net cost of General Fund services	(3,609,297)	1,168,294	(2,441,003)	(2,504,772)
Housing Income & expenditure account	(2,326,426)	3,230,598	904,172	896,658
Housing Deficiency	0	1,084,037	1,084,037	1,154,351
Net income from housing services (Note 8)	(2,326,426)	4,314,635	1,988,209	2,051,009
Income from General Rate Fund (Note 7)			2,670,973	2,438,696
Interest payable and similar charges			(1,689,131)	(1,744,262)
Interest and investment income			0	0
Net pension interest cost			(75,000)	(86,000)
Surplus / Deficit on disposal of fixed assets			14,257	(293,775)
Surplus / (Deficit) on provision of services			468,305	(139,104)
Other Comprehensive Income & Expenditure				
Re-measurement of net pension liability			90,000	333,000
Total comprehensive income & expenditure			558,305	193,896

The notes on pages 15 to 34 form part of these financial statements.

Ramsey Town Commissioners

Balance Sheet As at 31 March 2020

	Notes	2020 £	2020 £	2019 £	2019 £
Tangible fixed assets					
Operational assets					
Dwellings	1		51,360,982		51,449,400
Other land & buildings	1		8,538,786		8,642,256
Vehicles, plant, furniture & equipment	1		431,540		437,324
Infrastructure assets	1		79,019		86,038
			60,410,327		60,615,018
Non-operational assets					
Assets under construction	1	641,818		233,020	
Investment properties	1	1,655,250		1,655,250	
			2,297,068		1,888,270
Intangible assets	2		4,582		6,432
Long term debtors	3		1,073,995		1,118,448
			63,785,972		63,628,168
Current assets					
Debtors & prepayments	3	663,708		617,205	
Cash at bank		709,964		581,749	
		1,373,672		1,198,954	
Current liabilities					
Other creditors & accruals	4	450,671		270,557	
Short-term borrowing	5	1,736,271		1,615,723	
Finance lease liability	6	15,034		49,379	
		2,201,976		1,935,659	
Net current liabilities			(828,304)		(736,705)
Total assets less current liabilities			62,957,668		62,891,463
Long-term liabilities					
Other creditors	4	325,600		340,400	
Long-term borrowing	5	31,529,574		32,042,840	
Finance lease liability	6	0		15,034	
Pension liability	17	3,356,000		3,305,000	
			35,211,174		35,703,274
Total assets less liabilities			27,746,494		27,188,189

Ramsey Town Commissioners

Balance Sheet – continued As at 31 March 2020

	2020 £	2019 £
Financed by:		
Revaluation reserve	10,436,121	10,595,500
Capital adjustment account	15,304,082	16,990,661
Usable capital receipts reserve	38,007	10,007
Pension reserve	(3,356,000)	(3,305,000)
Heating reserve	10,919	(6,642)
General fund	5,474,054	2,781,860
Housing repairs account	(179,815)	105,548
Northern Civic Amenity reserve	19,126	16,255
	27,746,494	27,188,189

The financial statements were approved and authorised for issue by the Authority on
and were signed on their behalf by:

2020

Chairman

Responsible Finance Officer

The notes on pages 15 to 34 form part of these financial statements.

Ramsey Town Commissioners

Detailed Income and Expenditure Accounts

For the year ended 31 March 2020

Office administration and general expenses

	2020		2019	
	£	£	£	£
Rate collection costs		26,627		24,479
Audit fees		12,651		12,404
Internal audit fees		5,000		8,750
Professional fees		0		0
Legal expenses		2,189		9,068
Election expenses		32		6,623
Insurance		11,590		11,249
Heat and light		22,649		18,378
Printing, stationery, telephone & rent		55,973		54,622
Caretaker's wages		20,701		21,138
Salaries		665,609		641,792
Pensions		163,726		160,864
Staff training		671		4,989
Business continuity plans		1,913		0
Fuel & repairs for vehicle		2,700		1,289
Depreciation		32,875		33,098
Doubtful debts		0		0
		<u>1,024,906</u>		<u>1,008,743</u>
Fixed penalties	2,217		3,806	
Administration fees	<u>76,347</u>		<u>74,572</u>	
		(78,564)		(78,378)
		<u>946,342</u>		<u>930,365</u>

Miscellaneous

	2020		2019	
	£	£	£	£
Advertising		2,013		3,907
Members' expenses		4,486		7,265
Chairman's expenses		639		442
Town Band		2,000		2,000
Municipal Sunday		589		0
War Memorial		2,608		2,025
Incidental		2,414		1,462
Town Warden		14,915		15,332
Bank & debit card reader charges		14,029		12,322
Amenity byelaw regulations		380		7,720
Ramsey Town centre management		<u>4,589</u>		<u>2,072</u>
		48,662		54,547
Incidental	28,069		173	
Flat regulation fees	571		1,000	
Search fees	<u>21,497</u>		<u>19,400</u>	
		(50,137)		(20,573)
		<u>(1,475)</u>		<u>33,974</u>

This schedule does not form part of the audited financial statements.

Ramsey Town Commissioners

Detailed Income and Expenditure Accounts For the year ended 31 March 2020

Housing and Property

	2020		2019	
	£	£	£	£
Housing				
Oil and electricity	72,263		73,470	
Restroom refurbishment	0		0	
Garage repairs	330		241	
		72,593		73,711
Heating charges	84,458		61,508	
Drying tokens	742		766	
Restroom hire	780		854	
Garage rents	1,378		1,304	
		(87,358)		(64,432)
		(14,765)		9,279
Workshops				
Maintenance and insurance	53,594		53,642	
Area rent	0		(3,000)	
		53,594		50,642
Town Hall				
Maintenance and insurance	46,743		42,790	
Depreciation	57,200		57,200	
Rental & hire income	(22,848)		(24,862)	
Registry office income	(11,753)		(9,900)	
		69,342		65,228
Public Conveniences				
Contract cleaners	24,235		22,000	
Maintenance and insurance	19,947		28,189	
Cleaning materials	1,967		2,401	
Depreciation	10,640		10,640	
		56,789		63,230
Ramsey Courthouse				
Maintenance, rates & insurance	9,187		21,205	
Heat and light	4,734		3,266	
Depreciation	8,000		8,000	
Rental and hire income	(3,530)		0	
		18,391		32,471
Housing Revenue Account				
Administration charge		(152,405)		(149,047)
		30,946		71,803

This schedule does not form part of the audited financial statements.

Ramsey Town Commissioners

Detailed Income and Expenditure Accounts For the year ended 31 March 2020

Works and Development

	2020		2019	
	£	£	£	£
Amenities and services				
Foreshore, flags and deckchairs		1,683		1,437
Car Parks				
Operational costs	17,841		8,034	
Car parking spaces income	(16,394)		(15,806)	
		1,447		(7,772)
Refuse				
Wages	250,161		233,093	
Operational costs	619,243		595,686	
Depreciation	65,097		63,999	
	934,501		892,778	
Collection charges	(128,031)		(121,179)	
Sale of bins	(591)		(461)	
		805,879		771,138
Sewers and Pumps				
Government refund re sewer connections		(89,075)		(64,796)
Civic Amenity Site				
Operational costs	46,733		31,289	
Labour costs	96,193		100,319	
Waste haulage and disposal	230,636		213,933	
Rent and rates	13,030		9,256	
Depreciation	3,702		2,569	
	390,294		357,366	
Parish contributions	(355,000)		(300,000)	
Recycling and scrap income	(38,165)		(45,461)	
		2,871		11,905
Miscellaneous				
Seats, promenade shelters, street nameplates & town clock maintenance	17,559		10,236	
Street and decorative lighting maintenance	78,534		69,051	
CC TV town area	8,087		8,616	
Local services	91,830		67,682	
Property repairs private sector	1,283		1,044	
Depreciation	26,212		28,378	
		223,505		185,007
		940,568		896,919

This schedule does not form part of the audited financial statements.

Ramsey Town Commissioners

Detailed Income and Expenditure Accounts For the year ended 31 March 2020

Parks and Leisure

	2020		2019	
	£	£	£	£
Advertising and entertainment				
Publicity	449		193	
Seasonal entertaining and attractions	42,369		40,913	
Ramsey in Bloom	14,247		10,483	
TT week events	13,982		0	
	<u>71,047</u>		<u>51,589</u>	
Camper van permit income	(3,123)		(3,114)	
Advertising income	0		(200)	
TT week events	<u>(7,278)</u>		<u>0</u>	
		60,646		48,275
Amenities and Services				
Mooragh Park amusements maintenance		13,037		7,329
Mooragh Park Gardens and Land				
Wages	169,730		166,751	
Maintenance	68,173		68,285	
Skate Park	1,228		767	
Depreciation	<u>26,400</u>		<u>26,231</u>	
	265,531		262,034	
Area rents	<u>(1,113)</u>		<u>(602)</u>	
		264,418		261,432
Trading Concessions				
Rates, insurance and licences	6,426		5,854	
Courts and greens maintenance	7,912		15,981	
Maintenance of buildings	7,087		41,547	
Depreciation	<u>4,070</u>		<u>4,070</u>	
	25,495		67,452	
Rent & rates	<u>(51,943)</u>		<u>(51,814)</u>	
		(26,448)		15,638
Swimming Pool				
Rate contribution		16,524		16,443
Maintenance of Properties		4,827		8,419
Ramsey & Northern Districts Housing Committee				
Wages etc.	49,551		30,315	
Income	<u>(60,646)</u>		<u>(28,558)</u>	
		<u>(11,095)</u>		<u>1,757</u>
Parks and Leisure carried forward		<u>321,909</u>		<u>359,293</u>

This schedule does not form part of the audited financial statements.

Ramsey Town Commissioners

Detailed Income and Expenditure Accounts For the year ended 31 March 2020

Parks and Leisure - continued

	2020		2019	
	£	£	£	£
Parks and Leisure brought forward		321,909		359,293
Library				
Salaries	96,992		95,763	
Repairs and maintenance	19,231		18,483	
Depreciation	30,830		33,902	
	147,053		148,148	
Library fee income	(10,340)		(10,730)	
	136,713		137,418	
	458,622		496,711	

This schedule does not form part of the audited financial statements.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
CONSULTATION FOOD HYGIENE RATING SCHEME
OCTOBER, 2020 – PUBLIC**

Mr. Chairman and Members,

The Department of Environment Food and Agriculture is seeking views on proposals to introduce a Food Hygiene Rating Scheme (FHRS) in the Isle of Man.

The United Kingdom (UK) has operated a FHRS since 2010. Restaurants, takeaways, cafes, pubs, hotels, schools and other places where people eat out or buy food are given a hygiene rating of between '0' (urgent improvement necessary) and '5' (very good). Further information about the UK Food Hygiene Rating Scheme can be found here <https://www.food.gov.uk/safety-hygiene/food-hygiene-rating-scheme>

A FHRS is a key public health measure and an important commercial driver for businesses to achieve and maintain compliance with existing food hygiene law. It provides transparency to consumers about the hygiene standards in food outlets at the time of inspection and allows consumers to make informed choices about where they eat out or shop for food.

Since the introduction of the scheme in the UK, a continued improvement in standards of food hygiene has been seen. A FHRS is designed so that all businesses, no matter how small, can achieve the top rating by meeting the legal requirements. Any improvements that businesses need to make to get a higher rating are no more than is already required of them by law. A FHRS can also allow for enforcement team resources to be directed to poorly performing businesses.

Introducing a FHRS in the Isle of Man would contribute to the Department's commitment to maintain alignment with the UK, with regards to food safety and standards. Maintaining alignment with the UK is essential for, continued growth of the Islands food industry and trade with both the UK and European Union.

In the UK all food hygiene ratings are publicised on dedicated websites and in Wales and Northern Ireland, food businesses are legally required to display their food hygiene rating on the premises door or window. This mandatory requirement to display the rating has driven improved and sustained food safety compliance in these areas and it is likely that England and Scotland will, in the future, also make it a mandatory requirement.

Introducing a FHRS in the Isle of Man would require new legislation which it is anticipated will be issued for public consultation in late 2020/early 2021.

Town Clerk's Report – Consultation FHRS
October, 2020 - Public Continued:

The consultation seeks responses to the following questions, there are also specific questions aimed at Food Premises Operators, the suggested responses are in **bold**:-

2. Have you seen or heard of any rating schemes that tell you about the hygiene in places where you eat or buy food?

- a. **Yes**
- b. No

2a. If yes, have you used a rating scheme before to aid in your decision on where to eat or buy food?

- a. **Yes**
- b. No

2b. Which rating scheme have you used?

- a. **England**
- b. Wales
- c. Northern Ireland
- d. Scotland
- e. Jersey
- f. Guernsey
- g. Other (please state)
- h. Unknown

2c. How have you used it?

- a. **Sticker on premises**
- b. Government website
- c. **Business website and/or social media**
- d. Mobile app
- e. Other (please state)

3. Would the hygiene rating of a business affect your decision whether or not to purchase food from them?

- a. **Yes, definitely**
- b. Yes, maybe
- c. No
- d. Don't know

4. Would you eat out or buy food out more often if you had a better awareness of the hygiene and standards of the business?

- a. Yes, definitely
- b. Yes, maybe
- c. No
- d. **No, but it may affect where I shop**
- e. Don't know
- f. Other (please state)

Town Clerk's Report – Consultation FHRS
October, 2020 - Public Continued:

5. Do you think food businesses should have to prominently display their food hygiene rating on their premises?

- a. **Yes, they should have to display it**
- b. No, it should be up to them to decide
- c. Don't know

5a. Do you think food businesses should also display their ratings on their websites and/or social media pages?

- d. **Yes**
- e. No

6. We would love to hear what you think of the scheme if you have any further comments please write these below:-

The proposal provides an opportunity to inform customers about the standards being achieved by food premises, this will serve to demonstrate the good practices already in existence and encourage existing and new businesses to strive for high food hygiene standards in both their premises and staff training and application.

Recommendation: to consider the draft responses provided and amend as appropriate.

T. P. Whiteway
Town Clerk and Chief Executive.

9th October, 2020.

**RAMSEY TOWN COMMISSIONERS
TECHNICAL SERVICES MANAGER'S REPORT
PLANNING APPLICATIONS – OCTOBER, 2020**

Mr. Chairman and Members,

Copies of the following applications have been received from the Department of the Environment, Food and Agriculture, Planning and Building Control Division under the planning consultation procedures. The applications are listed for consideration subject to comments where appended. Hyperlinks are provided on the P.A. No. to link to the plans which are available on the IOM Government website.

REF NO: 3789 **AMENDED PLANS**
P.A. NO.: 20/00726/B
PROPOSED: Roofing works, removal of chimney stacks, installation of rooflights and formation of a balcony
NOTES: P.A. in Detail
SITE: **Armadale House, North Shore Road, Ramsey**

REF NO: 3803
P.A. NO.: 20/01015/CON
PROPOSED: Registered Building consent for the installation of replacement antenna
NOTES: Registered Building
SITE: **Albert Tower, Lhergy Frissell, Maughold**

REF NO: 3804
P.A. NO.: 20/01043/B
PROPOSED: Creation of a bin and oil tank store (retrospective)
NOTES: P.A. in Detail
SITE: **Shoprite Supermarket, Bowring Road, Ramsey**

REF NO: 3805
P.A. NO.: 20/01062/B
PROPOSED: Installation of bi-fold doors (retrospective), erection of extension to replace existing conservatory and landscaping works
NOTES: P.A. in Detail
SITE: **Fairfield House, Fairfield Avenue, Ramsey**

REF NO: 3806
P.A. NO.: 20/01063/B
PROPOSED: Proposed erection of a 3 bed dormer bungalow
NOTES: P.A. in Detail
SITE: **Land to the west of 17, Royal Park, Ramsey**

REF NO: 3807
P.A. NO.: 20/01071/B
PROPOSED: Erection of decking and installation of decking (retrospective)
NOTES: P.A. in Detail
SITE: **19, Laurys Avenue, Ramsey**

REF NO: 3808
P.A. NO.: 20/01080/B
PROPOSED: Residential development of 181 dwellings with associated drainage, highway works and public open space
NOTES: P.A. in Detail
SITE: **Land at Lower Milntown Farm (Fields 134278, 134279, 134280, 134281, 134282, 134283, 134284, 134288 & 134289) & a strip of land between Auldyn River and Auldyn Meadows, off Lezayre Road**

REF NO: 3809
P.A. NO.: 20/01084/B
PROPOSED: Variation of condition 1 of PA 16/00939/B, erection of a detached dwelling with integral garage, to extend period of permission for a further four years
NOTES: P.A. in Detail
SITE: **Plot adjacent to 28, Clifton Drive, Ramsey**

REF NO: 3810
P.A. NO.: 20/01090/B
PROPOSED: Erection of an extension to existing garage
NOTES: P.A. in Detail
SITE: **Pomeroy, Richmond Road, Ramsey**

REF NO: 3811
P.A. NO.: 20/01097/B
PROPOSED: Erection of a two storey extension with balcony
NOTES: P.A. in Detail
SITE: **5, Palm Winds, The Vollan, Ramsey**

B. Wallace
Technical Services Manager

14th October, 2020.

R.T.C. - TECHNICAL SERVICES MANAGER'S REPORT
APPENDIX I - SUMMARY OF PLANNING APPLICATIONS – OCTOBER, 2020

<i>P.A. No.</i>	<i>Proposed Work(s)</i>	<i>Site</i>	<i>R.T.C. Recommendation</i>	<i>D.o.I. Correspondence</i>
20/00362/B	Erection of a detached dwelling	Plot off Crescent Road adjacent to 3, Lheaney Grove and north west of Okara, Crescent Road	Meeting held: 18/09/2019	10/10/19 Application REFUSED 29/10/19 APPEAL requested 13/08/20 Application REFUSED
R.T.C. 3763			No Objection	08/10/2020 Application WITHDRAWN

R.T.C. - TECHNICAL SERVICES MANAGER - APPENDIX II - SUMMARY OF PLANNING APPLICATIONS – OCTOBER, 2020

<i>P.A. No.</i>	<i>Site & Proposed Work(s)</i>	<i>Details</i>
20/00362/B R.T.C. 3763	Plot off Crescent Road adjacent to 3, Lheaney Grove and north west of Okara, Crescent Road Erection of a detached dwelling	<p>The refusal is for the following reason(s):</p> <p>The loss of a significant number of currently healthy and attractive mature trees from this designated woodland area and consequent loss of green space would have a negative visual impact on this part of the street and which would be detrimental to the appearance of the character of the site and the local area contrary to Environmental Policy 42 and General Policy 2(b), (c) and (f) of the Isle of Man Strategic Plan 2016.</p> <p>The loss of trees associated with the proposed development would unduly impact on local ecology reducing the extent of available habitat and therefore resulting in a net loss of biodiversity contrary to Environment Policy 1 and General Policy 2(d) of the Isle of Man Strategic Plan 2016.</p> <p>The development of the land as previously developed land outside the settlement boundary would fail to improve the landscape or wider environment contrary to General Policy 3(c) of the Isle of Man Strategic Plan 2016.</p>

**RAMSEY TOWN COMMISSIONERS
TECHNICAL SERVICES MANAGER'S REPORT
PROBATION SERVICES
OCTOBER, 2020 – PUBLIC**

Mr. Chairman and Members,

For a number of years we have had a mutual partnership with Probation Services, providing work for or supplementing our workforce with groups or individuals needing to carry out community service.

In the past the probationers have carried out tasks such as weeding, cutting grass, putting the sand back on the beach, litter picking, clearing the lanes and specific projects like clearing areas to prevent antisocial behaviour within the town and painting benches for the 'Happy to chat' initiative.

From the 1st October 2019 until 23rd September 2020 (minus Covid months) Probation Services supplied us with 195 people carrying out a total of 975 hours of work, which equates to £11,068.50 based on the minimum wage of £7.85 and double time for Sundays.

Probation Services have recently acquired a new manager, who has requested that in exchange for supplying us with people to undertake work (which is at no cost to us), would we be willing to either supply training for their supervisors or provide equipment for the probationers to use, to undertake their work with ourselves and others.

Recommendation: Agree to include Probation Service Supervisors with any training that we undertake that may be of use to them.

B. Wallace.
Technical Services Manager

6th October, 2020.

**RAMSEY TOWN COMMISSIONERS
REPRESENTATIVE REPORTS
OCTOBER, 2020 – PUBLIC**

Mr. Chairman and Members,

The following Reports have been submitted by Mr. McGuinness:-

“Northern Local Authorities Swimming Pool Board:

The swimming pool continues to be a credit to the town and the North with facility, staff and cafe excelling post lockdown.

Following the successful management of the LED Light installation responsibility to move the Entrance renovation project forward has been divested to the Pool management from DESC and this has resulted in excellent progress made with a hopeful completion for next Summer. This will reduce the impact a Westerly wind has on the opening of the facility which will correct an issue that has been in place since the building was completed.

Municipal Authority

Tim Baker was the guest speaker at the Municipal Authority this month, he was accompanied by a couple of staff and the progress of Douglas Prom was briefly discussed with the Municipal Authority generally understanding of the situation the DOI find themselves in and accepted Mr Baker's viewpoint that poor communication was the main issue. Tim didn't provide much in the way of a presentation although he did mention on a couple of occasions that he did not wish to impose any reforms upon the Local Authority structure on the Island but is supportive of any mergers that Authorities choose to embark upon themselves.

A round the table Q&A session followed which mainly focussed on requests for speed limit reviews and maintenance on specific roads from the various members. I attempted to discuss the recent visit from the DOI regarding 20mph zones but there seemed to be some confusion between the DOI's scheme and Mr Shimmin's motion in Tynwald in the response so I abandoned the questioning. Mr Baker brought up the Quayside regeneration plan and indicated he was intending to accept the offer of discussion.

The matter of Civic Amenity Sites having a consistent policy of operation was brought up and the DOI expressed a willingness to reinstate the regular meetings held between the 4 CA sites to help this.

Finally, one of Onchan Commissioners' representatives raised the matter of LA's having a vexatious complaint policy or standards. They had apparently been dealing with a correspondent whom they deemed to be a vexatious complainant and had obtained guidance on implementing such a policy. They were interested to know whether other Authorities had or would consider adopting such a policy.”

October, 2020.