

**MINUTES OF THE ANNUAL GENERAL MEETING OF BRADDAN PARISH
COMMISSIONERS**

held in the Commissioners' Office, Close Corran, Union Mills, Braddan at 2pm on
Thursday 3 May 2018.

In Attendance:

| | |
|--------------------|----------------------------------|
| Mr A Jessopp | Chairman |
| Mr J Quaye | Vice Chairman |
| Ms C Corkill | |
| Mr N Mellon | |
| Mr J C Whiteway | Clerk |
| Miss M J Radcliffe | Deputy Clerk and Finance Officer |

AGM18/01 Welcome by the Chairman

The Members were welcomed to the meeting by the Chairman.

AGM18/02 Apologies for absence

Apologies for absence were received from Mr Dentith.

AGM18/03 Issue of Summons / Agenda

It was noted that all members had received Summons/Agenda at least three clear days before the date of the meeting.

AGM18/04 Minutes of Previous Meeting

The Minutes of the 2017/2018 AGM, which had been previously approved, were noted.

AGM18/05 Chairman's Report

The following report was given by the Chairman:

Before I take a look back at the work of the Commissioners in the last year I will comment on the wider issues facing the island in the coming year or so.

The island has the uncertainty of Brexit to contend with along with growing pressure from outside forces to change the way it operates as a financial centre. Add to that the apparent downward trend in population numbers, particularly in the younger aged groups, then we really do have some serious thinking to do about our future prospects.

However, it is not as though the island hasn't faced similar problems in the past, but perhaps this time a more ethical and sustainable solution will be settled upon. The local authorities have a responsibility to challenge central government if it appears they are heading down the route of making a 'quick buck' to shore up revenues rather than developing longer term strategies as ultimately many mistakes made by central government end up costing the island's ratepayers.

Moving on to the business of the Commissioners, I am relieved to be able to report the sale of Cronkbourne Village to Arragon Jaguars Ltd has taken a significant step forward with the recent exchange of contracts between the two parties. Admittedly there are still a few issues that need to be resolved in, hopefully, the next six months, but I am optimistic that all will be dealt with long before the end of this year.

I am even more pleased to report our plan to build a new housing development on the former Snugborough Farm site has made much better progress than the sale of Cronkbourne Village and it seems very likely work will start on construction later this year.

The authority continues to make good progress with the proposed development at Strang Corner Field, and at a meeting earlier this week the Board received reassuring financial information and advice regarding the viability of the project. I am very keen to see the project proceed, as it is the type of development the island community needs and will also be a clear demonstration of the confidence the Commissioners have in the future of our parish and the island in general.

We continue to invest in the youth of the parish with further enhancements planned for Grianagh Park, including the first public toilets in Braddan. The plans to encourage more use of the old railway line by walkers and cyclists has also received a welcome boost with the announcement by the government to make a significant investment in promoting 'Active Travel'; which will include a hard surface on the whole length of the Heritage Trail.

It is however unfortunate another decision by the Board to switch to a private contractor for its recycling and waste collection services has not yet delivered on the expectation of an improved service; and we apologise for any ongoing issues. It is hoped all the identified shortcomings will be rectified soon, and our contractor has assured us they are working hard to bring the service up to the standard required. In the meantime I urge all residents who have access to the kerbside collection service to persevere and continue to make full use of the service.

Traffic issues continued to plague some of our residents, but I think we are at last making a little bit of progress in reaching a reasonable resolution for some of the longer standing issues.

Greater cooperation, and joined up working, between local authorities is still a key aim for the Board, and we continue to hold joint meetings with other local boards to share our thoughts. The joining of housing waiting lists is working well and I hope this momentum can be maintained in the next few years.

As the next stage of the area plan for the East seems to be taking an eternity to produce the Commissioners have been giving more consideration to the areas they will or will not support for zoning. The outcome of those discussions will be forwarded to the Cabinet Office so they can give further consideration to the Commissioners' views on the proposals made so far.

Finally, it was a pleasure to make a presentation to our Finance Officer earlier this year in recognition of her 25 years of service to the parish. I was also pleased we were able to maintain the rate at 200p for 2018 and to continue to invest in the parish at the same time; and I am confident the Board will be able to deliver further benefits to the ratepayers in the coming years at a very competitive level of rate.

In conclusion, I wish to acknowledge the hard work of the other Commissioners and staff over the last year and thank you all.

AGM18/06

Clerk's Report

The following **Report** was given by the Clerk:

2017/18 was a very busy year with a multitude of different happenings, events and decisions to be made, so much so that the Commissioners returned to fortnightly meetings.

There were four major projects than ran the entire length of the year,

The first was the sale of Cronkbourne Village where we were continually thwarted by legal wrangles over land ownership which has now run on to the

next year.

The second was the Strang Corner Field project which continued to move forward with the scheme ever so slightly downsized to save money (without impacting greatly on the functional content). A decision was taken to move the project to tender stage before the final determination is made on the future of the project later in 2018

The third related to housing, and the principle of taking over the management of some of the Central Government owned houses at Cronk Grianagh was agreed. Work continued throughout the year to agree the terms and conditions of the contract which was planned to happen in May 2018

Finally at the start of the year the Commissioners made the appointment of the Ellis Brown partnership to lead the Snugborough Farm project. The scheme, comprising of 30 housing units, 6 1 beds and 24 2 beds, moved on at a pace with the appointment of a project team, detailed design completed and it being submitted for planning approval early in this year.

Some of the other key aspects or highlights of the year where:

In April the contract with a new contractor for waste and kerbside collection commenced. You will see in our Minutes that we have worked throughout the year to try and get over the teething problems with the service, for what is a new business venture for the contractor.

In May the Commissioners purchased more Smiley SIDS in an effort to control or avert speeding problems in the Parish. The new machines are now able to produce a lot more data which has been helpful.

The Commissioners responded to the Preliminary Publicity on the Eastern Plan with their main thrust being their desire for brown field sites in Douglas to be developed first to help the regeneration of Douglas before any green field sites in rural areas are developed.

The Board also participated in the consultation on the changes to Local Government legislation and they like other Authorities await feedback from that exercise.

Again we had very generous donations made at the Memorial Hall in our TT collection boxes and the charities were chosen Rob Vine and TT Riders Association.

July saw our 4th Parish Day, organised by Mr Dentith, ably assisted by Paul Parker our Community Warden and others, and was again a success. Miss Corkill produced a fabulous presentation on the history of the Parish and we were honoured with the presence of the Lieutenant Governor who opened the occasion and the Chief Minister Mr Quayle and his wife who were very much "hands on" on the day

The newly extended skate park was again tested to its fullest with another Skate Jam organised by the skateboard group. Again a great success with further compliments passed on to the Commissioners for this much used facility in the Parish that is envied by other Authorities.

August saw the Commissioners involved in the consultation exercise on high level means testing, and the staff joined forces with Marown Commissioners, the Police and the Department of Infrastructure to plan for the following TT fortnight to try and prevent motor vehicles using the Heritage Trail which is an annual

concern.

An important matter in September was the launch of the Eastern Area Shared Housing Waiting list. The Commissioners are now part of the list together with the Department of Infrastructure and Garff Commissioners and this allows much wider opportunities for applicants to be housed in the East of the Island.

On internal matters we saw the transfer of the historic Minutes books to the Public Records Office for safe keeping and obviously research purposes, and a review of Standing Orders and the Members/Offices code of conduct took place.

In November the Board agreed for plans to be drawn up for a scheme to introduce level access bathrooms in Millennium Close. A lead consultant was appointed and the scheme commenced in March.

Braddan continues to be at the forefront of the development in local authority legislation with Paul Parker our Community Warden leading on the wider use of fixed penalty notices for breaches of the Byelaws.

1st January saw the application of the Freedom of Information Act to all Local Authorities which is a significant issue for everyone. The open disclosure policy that has been adopted by the Commissioners for many years will, I feel, be a benefit and will hopefully mean that we don't get many requests.

Back to housing, and not widely advertised were the results of Customer Feedback survey from our tenants which showed the Authority in a very positive light, and we intend to continue in that fashion when we take over the management of the Cronk Grianagh houses in May 2018.

I should report the Commissioners gratitude for the input and advice from Mr Shimmins MHK who was a very regular attender at their meetings, and also from Mr Quayle MHK who attendance was obviously hampered due to his role as Chief Minister.

In closing my report I hope next year to report that our long term projects have reached a conclusion.

AGM18/07

Finance Officer's Report

The following **Annual Financial Report – Year ending 31 March 2018** was given by the Finance Officer:

Annual Financial Report – Year ending 31 March 2018

This financial year started with a balance of £12,002,018 in our reserves, of which £990,357 is held in the general revenue fund and £90,735 in the housing repairs reserve.

The accounts for the year ending March 2018 are in the process of being drafted and are not yet in a stage to enable me to declare indicative figures for the year end. In the coming weeks I will be working with the support of Ian Begley from SMP to pull the accounts together. In the next month the Board will be asked to consider drafts of the Financial Statements before they are issued to the Auditors Grant Thornton who is due to start the Audit testing on 2nd July.

Our Internal Auditors Evolution Accounting have examined some interesting themes in the year including, a risk update session, our document retention policies and GDPR.

The Parish Rate reduced for the fourth consecutive year from 205p in the £ to 200p in the £, a reduction of 2.4%. The Parish Rate Book has grown by the addition of 6 new properties, 4 of which were new homes. The Rateable value of the Parish has increased by 5,418 resulting in an increase in income of £10,836.

The General Rate fund started the year with an arrears balance of £3,695 brought forward, just £485 still remains at the year end, but we are continuing to pursue recovery from the two ratepayers concerned. At March 2018 the balance carried forward for rates was a credit of £499 made up of £956 in arrears and £1,454 of rates paid in advance. The arrears equate to 0.09% of the total rate due for the year and arise from 7 properties.

In the year allowances of £15,186 have been granted to charities under Section 74 of the Rating Act.

The rent increase for the year was 2% the average rental value of our properties is £97.66. Rent arrears at the year-end amounted to £1,232 and relate to just four accounts.

There were high numbers of void properties this year with 35 properties spending a total of 1,149 weeks void in the year, 22 of these properties are being held void at Cronkbourne pending sale, these properties account for 1,048 void weeks. The remaining 13 properties spent an average of 8 weeks vacant. The total loss in rental income amounts to £90,666. The total budget spent on maintenance of Void properties was £35,046 an average of £947 per property.

Salary costs for the year increased by £13,636 due to pay increases, changes in working hours and Parish day. The authority has a dedicated team of 5 staff, who collectively have 79 years of experience. Three members of staff are on the out of hours on-call rota and between them they received 21 call outs in the year, 52% of which were on a Saturday and Sunday, 81% of which related to housing matters. Days lost to sickness absence in the year amounted to 27 which is 2%

Our five Board members have had a busy year; there were 25 board meetings with an average meeting length of 3 hours. Between them the five Members claimed attendance allowances covering 443 hours of meetings of which 55 hours was spent preparing, reading and researching, and 269 hours in Board meetings and 119 hours spent attending the other meetings, seminars and events. This equates to an average time commitment of 17 hours a month.

Domestic waste disposal charges at the EFW increased to £82.87 per tonne; and commercial waste disposal rate remained at £165 per tonne. The Parish disposed of 278 tonnes of commercial waste and 1,234 tonnes of domestic waste. Domestic waste shows an increase of 118 tonnes over the previous year.

The Kerbside Collection service collected 83 tonnes of recyclable waste; a reduction of 27 tonnes on the previous year. The average weight per household is 61kg. The total was made up of 37 tonnes of paper and card (2017: 38 tonnes), 36 tonnes of glass (2017: 55 tonnes), 5 tonnes of plastics (2017: 8 tonnes), and 5 tonnes of steel and aluminium (2017: 9 tonnes). Recycling accounts for just 6% of all the waste disposed by the residents of Braddan, but we continue to work towards a target of 14%, encouraging recycling wherever possible.

AGM18/08

Election of Officers

The Chairman vacated the Chair and the Clerk invited nominations for the Chairmanship of the Authority for the Municipal Year commencing 3rd May 2018.

a. To elect a Chairman for the 2018/2019 Municipal Year

Mr Jessopp was nominated by Mr Quaye and the nomination seconded by Ms Corkill

There were no further nominations and Mr Jessopp was elected by unanimous vote.

Mr Jessopp thanked the members for their support and assumed the Chair.

b. To elect a Vice Chairman for the 2018/2019 Municipal Year

Mr Mellon nominated himself and the nomination was seconded by Mr Quaye.

There were no further nominations and Mr Mellon was elected by unanimous vote.

c. To elect two representatives to serve on the Richmond Hill Consultative Committee

Mr Jessopp was nominated by Mr Mellon and the nomination seconded by Miss Corkill.

Mr Dentith was nominated by Mr Dentith and the nomination seconded by Miss Corkill .

There were no further nominations and Mr Jessopp and Mr Dentith were elected by unanimous vote.

d. To elect a representative to serve on the Eastern Civic Amenity Site Committee

Mr Dentith was nominated by Mr Jessopp to attend the ECAS Committee meetings and the nomination seconded by Miss Corkill.

There were no further nominations and Mr Dentith was elected by unanimous vote.

e. To elect a representative to serve on the Municipal Association

Mr Mellon was nominated by Mr Quaye and the nomination seconded by Miss Corkill.

There were no further nominations and Mr Mellon was elected by unanimous vote.

f. To elect five representatives to serve on the Public Inquiry Committee

It was **unanimously resolved** that all the Board members would serve on the Public Inquiry Committee.

g. To elect a representative to serve on the Braddan Endowment Fund

Mr Mellon was nominated by Mr Jessopp and the nomination seconded by Mr Quaye.

There were no further nominations and Mr Mellon was elected by unanimous vote.

AGM18/09

Register of Interests

The Clerk distributed new forms to all those present.

CHAIRMAN'S
INITIALS

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AGM18/10

Attendance Allowance and Travelling Costs Policy

It was **unanimously resolved** that no member would charge an attendance allowance fee for attending Civic Sundays as they were a social gathering.

It was further **unanimously resolved** to continue with the Policy of not charging travelling expenses and not to claim for broadband charges.

AGM18/11

Motions for discussion

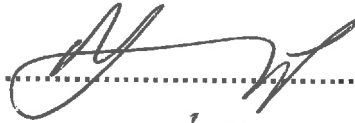
There were no motions for discussion.

AGM18/12

Any Other Business

There were no matters for discussion

There being no further business, the meeting closed at 2.35pm.

.....Signed

17/5/18.....Date

CHAIRMAN'S INITIALS

