

**MINUTES OF BRADDAN PARISH COMMISSIONERS**  
**Held at the Commissioners' Office, Close Corran, Union Mills at 2pm Thursday 4 August**  
**2022**

**In Attendance**

Mr A C R Jessopp Chairman  
 Mr A Morgan (virtual)  
 Mr J Quaye  
 Mr P Scott  
 Mr N Mellon  
 Mr J C Whiteway Clerk  
 Miss M J Radcliffe Deputy Clerk & Finance Officer

**22/338 Apologies for absence**

There were no apologies for absence.

**22/339 Declaration of Interest**

There were no Declarations of Interest received.

**22/340 Issue of Summons / Agenda**

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

**22/341 Deferral of Matters on the Agenda to Private**

It was **unanimously resolved** to defer Item 5 - Tenancy Agreements – Homestay and Item 6 Tenancy Agreement for signing to Private.

**22/342 Minutes of previous Meeting**

The Minutes of the Public Meeting held on 21 July 2022 were **unanimously approved** as a correct record of proceedings.

**22/343 Matters Arising**

**i) PR and Marketing: Minute 22/316(i)**

The Clerk advised that the first meeting with the marketing agency had been scheduled for 5<sup>th</sup> August.

**ii) Recycling Contract Minute 22/329**

The Clerk advised that, after negotiation, he had been able to restrict the increase in the 2022/23 recycling contract price with Douglas to 4.5%.

It was **unanimously resolved** to note that the contract was due to expire and had to be renegotiated for 2023/24.

Mr Mellon joined the meeting at 2.15pm.

**iii) Jubilee Terrace and Coronation Terrace Roofs: Minute 22/336(1)**

The Clerk advised that it had been determined that 8 out of the 18 tenants presently used the open chimneys.

It was **unanimously resolved** to determine how many would like to retain the chimneys after the roofs had been removed.

**iv) Old Smithy: Minute 22/336(3)**

It was **unanimously resolved** to note that the matter was now in the hands of the Environmental Health office.

**22/344 Questions from Members of the Public**

There were no members of the public in attendance.

**22/345 Matters for Consideration from Section 2**

There were no matters for consideration from Section 2.

**22/346 Chairman's announcement**

There was no Chairman's announcement.

**22/347 Environmental Issues**

There were no Environmental Issues raised.

**22/348 Mullen Doway – Update**

The following matters were noted:

- 1) **Snagging list:** work was ongoing, but only minor matters needing to be addressed.
- 2) **Post Contract completion Report:** had been submitted
- 3) **Completion certificate:** had been submitted.
- 4) **Fire certificate:** was produced
- 5) **Final account:** was awaited

**22/349 Strang Corner Field – Update**

The following matters were noted:

- 1) **Roadway via Ballaoates Road :** A quote from Brian Hall re Highways assessment was awaited. The meeting with the Planning Officer was expected shortly
- 2) **Play area:** A design had been submitted by Proludic (an equipment supplier) and a design from Wickstead was awaited.
- 3) **Cost risk areas:** A meeting was to be arranged with the Project Manager and QS to discuss estimated sums. There was a potential request from consultants for additional fees due to an extended contract period.
- 4) **Electric car points:** Ongoing discussion with MUA.
- 5) **Floodlights:** these were simply removed with no apparent consequences.
- 6) **Failed Drainage:** there is a drainage pipe from the laundry through the centre of the field that is damaged and no laid deep enough. Discussion was to be held with hospital about funding its replacement.
- 7) **Nursery:** Still awaiting price comparison astroturf v wetpour or rubber mulch. The tenant also advised that she wanted to retrofit a door access system for every door in the building. She was advised to inform March of her plans to ensure it did not impact on the M&E infrastructure.
- 8) **Commissioners' office:** discussions were ongoing re internal design.
- 9) **Dental Surgery:** matter re protection against xray was ongoing.
- 10) **Coffee shop:** Discussions with Paul Dunne and March have taken place and the tenants requirements had been put forward. M&E design work for the area was now required and a fee proposal for that work had been accepted.
- 11) **Air tightness/roof:** Site Supervisors concerns had been allayed to some extent following visit to the island of the roof design team. He will continue to monitor.
- 12) **Solar:** There was a potential cost increase due to building requirements to accept and maintain the panels.

**22/350 Lewin – Bankruptcy**

There were no matters for consideration.

**22/351 Section 1****Invoices for approval**

It was **unanimously resolved** to approve the following invoices in excess of £2k that required the authorisation of the Board:-

- JRB Enterprise Ltd – Dog waste bags - £3109
- Mullen Consulting Ltd – Strang Corner Field - £4053 & £4893
- Douglas Borough Council – Eastern Civic Amenity Site – share of costs - £93,261
- Cedar Consulting Ltd – Interim Valuation No. 13 – Strang Corner Field – £235,475
- March Consultants Ltd – Strang Corner Field - £3,600
- Kay Associates Ltd – Strang Corner Field - £5,934
- Joe Doyle Plumbing & Heating – 25 Cronk Grianagh - £4,155
- Joe Doyle Plumbing & Heating – 15 Snugborough Avenue - £2838
- Dept of Infrastructure – Energy from Waste Plant Charges – June 2022 - £19,474
- Kinrade Bros. (Haulage) Ltd – Litter/Dog Bin – External Cleaning Contract – July 2022 - £2,448

**22/352 Hartford Homes Development – Public Open Space**

Careful consideration was given to a revised proposal from Hartford Homes that reduced the area they wished the authority to adopt to 11 acres, which included woodland and shrubbery.

A discussion was held on whether the authority should in fact just adopt the play areas, but concern was expressed about their present outgoings caused by the new community centre, and whether they would have sufficient resources to fund additional work despite any additional rate income.

The payment of annual fees by the development company and the deposit of a bond were both discussed.

In conclusion it was **unanimously resolved** to advise Hartford Homes that under their present financial position the authority would not enter into a Section 13 agreement with them, but did not rule out a change of mind in the future.

**22/353 Document Retention Policy**

The comprehensive document produce was considered and there was a lengthy discussion on the period staff records should be retained, and that matter was to be subject to further research.

However the Commissioners **unanimously resolved** to adopt the document.

**22/354 Annual Rental Setting – 2023/2024**

Consideration was given to a letter from Mr Kermode of 26<sup>th</sup> July 2022 seek suggestions on the increase in social house rents for 2023/24.

After a lengthy discussion, and unfortunately because of the present state of the economy and the rising cost of maintenance, with great regret it was **unanimously resolved** to suggest that the rents for 2023/24 should be increased by 6%.

**Planning****22/355 Planning Applications**

It was **unanimously resolved** to approve the following planning application:-

PA22/00795/B - Erection of a double storey rear extension and a single storey side extension - 85 Cronk Grianagh Estate, Braddan, Isle of Man, IM4 4RR

**22/356 Planning Approvals**

It was **unanimously resolved** to note the following planning approvals: -

PA21/01368/B - Replacement of existing vehicle test centre building with construction of a new industrial building - Former Vehicle Test Centre, Ballafletcher Road, Cronkbourn, Braddan, Isle Of Man, IM4 4QJ

PA21/01369/B - Redevelopment of the Vehicle and Driving Test Centre Site including Refurbishment and Extension of the Existing Building - Vehicle Test Centre, Ballafletcher Road, Cronkbourn, Braddan, Isle Of Man, IM4 4QJ

PA22/00637/B - Installation of replacement windows and patio doors - Flat 7 Mount Rule House Mount Rule, Braddan, Isle Of Man, IM4 4HP

**Private**

**22/357 Tenancy Agreement for signing**

It was **unanimously resolved** to approve the following tenancy agreement for signing: Property 042 & Tenant 478.

**22/358 Tenancy Agreements - Homestay**

A further report from the Community Warden regarding the policy adopted by other authorities in terms of tenants allowing guests into their property was considered.

The matter related to not only during TT and Grand Prix Weeks, but also during other times of the year.

The Commissioners attention was brought to the Tenants Handbook and it was clear that the basic principle was that, under no circumstances, could a tenant vacate their property and sub-let it.

If tenants wished to have guests in the property during the race periods they must register with the Homestay arrangement, receive prior approval from the Commissioners and remain in residence during the guest stay.

Should evidence be produced to indicate that the policy had been ignored, a Notice to Quit will be issued under Clauses 2(d) and 2(i) of the five year tenancy, or Clauses 2(d) and (h) under the "life-time" tenancy agreement and steps would be taken to take possession of the property.

It was **unanimously resolved** to issue a final warning to two tenants who had found to have breached the Commissioners policy advising that any future occurrences will result in a Notice to Quit.

**22/359 Section 2**

It was **unanimously resolved** to note the following items from Section 2:-

1. Rent Arrears
2. Report on Waste Strategy – Department of Infrastructure – May 2022
3. Electoral Commission
4. Road Traffic Notice - A5 Richmond Hill Braddan temp 20 mph 25.07.22

**22/360 Any other Business**

- 1. Mr Quaye asked that a No Dog Fouling sign should be installed at The Downs where a number of people had been observed allowing their dogs to foul the street and not remove the excrement.

**22/361 Date of Next Meeting**

The date for the next meeting was set for:-

18 August 2022

There being no further business, the meeting ended at 6pm.

Signed  .....

Date 18/8/22 .....

