SOUTHERN SHELTERED HOUSING JOINT BOARD

ORDINARY BOARD MEETING

26th OCTOBER 2020

AGENDA – OPEN SESSION

Item Number	Item	Action Required
1.	**OPENING OF THE MEETING**	
1.1	Welcome, Apologies & Declarations	As required by Board members
2.	**MINUTES**	
2.1	Minutes of the Ordinary Meeting held on the 28th September 2020	For Board approval
3.	**MATTERS ARISING - None**	
4.	**MOTIONS – None**	
5.	**FINANCE**	
5.1	Invoices for payment in October 2020	For Board approval
6.	**HEALTH, SAFETY & ENVIRONMENTAL PERFORMANCE**	

6.1	Projects Update	For noting
7.	**PUBLIC CORRESPONDENCE & COMMUNICATIONS**	
7.1	RYC Event fundraising notification	For noting
8.	**POLICY & RESOURCES**	
8.1	Covid-19 Update	For Board discussion
8.2	Meeting dates 2020/21	For Board discussion
9.	**PUBLIC CONSULTATIONS – None**	
10	**ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)**	

Item5.1

SOUTHERN SHELTERED HOUSING JOINT BOARD

Invoices to be paid in October 2020

Date	Inv #	Supplier	Details	Housing	Total Net	VAT	Total Cost	NL Coc
05/10/2020	28017	4Ts Window Cleaners	MC/CV/RYC/MH Window cleaning	MC/CV/RYC/MH	£285.00	£0.00	£285.00	5275
14/08/2020	INV-0937	Adorn Leasing Limited	MC Monitoring Charges 14.08.20 to 13.11.20	MC	£916.50	£183.30	£1,099.80	5120
14/08/2020	INV-0936	Adorn Leasing Limited	RYC Reayrt y Chrink 14.08.20 to 13.11.20	RYC	£1,521.00	£304.20	£1,825.20	5120
26/08/2020	INV-0939	Adorn Leasing Limited	CV Cooil Veg Monitoring 26.08.20 to 25.11.20	CV	£234.00	£46.80	£280.80	5120
01/10/2020	INV-0945	Adorn Leasing Limited	SF- Carephone monitoring charges 1.10.20 to 31.12.20	SF	£585.00	£117.00	£702.00	5120
21/09/2020	44075	Andrew McEwan	RYC 31- Supply&fit kitchen, RYC 59- Repair lock	RYC	£3,085.00	£0.00	£3,085.00	5000
21/09/2020	44075	Andrew McEwan	MC 3OA- Supply & fit doors & new door handles	MC	£180.00	£0.00	£180.00	5000
24/09/2020	C02122	Appliance Doctors Ltd	RYC Phase 1 Washing Machine Callout inc Labour charge	RYC	£115.00	£23.00	£138.00	5000
07/10/2020	C02184	Appliance Doctors Ltd	Washing Machine Callout charge		£40.00	£8.00	£48.00	5000
21/09/2020	G20C3083	Colas (IOM) Ltd	Hozelock pressure qty 3		£68.00	£13.60	£81.60	5275
09/10/2020	1453	Colebourn Ltd	RYC Phase 2 9kg white washing	RYC	£274.99	£55.00	£329.99	5000
21/09/2020	1210606	ELLAN VANNIN FUELS	SF- 1401L oil	SF	£434.31	£21.72	£456.03	5160
16/10/2020	1212250	ELLAN VANNIN FUELS	SF- 1000L delivered 16.10.20	SF	£310.00	£15.50	£325.50	5160
31/07/2020	34500	Garage Door & Gate Automation Company	MC 29- Callout 29/6 & 21/7 door not working	MC	£165.00	£33.00	£198.00	5000
31/05/2020	34104	Garage Door & Gate Automation Company	CV 1- Callout by Tom to Block 1, door stuck open	CV	£60.00	£12.00	£72.00	5000
29/05/2020	34070	Garage Door & Gate Automation Company	MC 3- Callout by Tom to Block 1, Auto door not working	MC	£60.00	£12.00	£72.00	5000
20/10/2020	1706	Heattech Ltd	RYC Change trv head on bedroom radiator	RYC	£31.50	£1.58	£33.08	5000
20/10/2020	1705	Heattech Ltd	RYC 29 clear air lock on bath tap	RYC	£26.50	£1.33	£27.83	5000
20/10/2020	1704	Heattech Ltd	MC 42 Supply & fit 600x600 radiator	MC	£26.50	£1.33	£27.83	5000
20/10/2020	1703	Heattech Ltd	RYC 31- Supply & fit new bathroom wallboard & flooring	RYC	£4,280.00	£214.00	£4,494.00	5000
20/10/2020	1702	Heattech Ltd	MC 30A- Supply&fit new shower tray & kitchen& bathroom floor	MC	£1,591.00	£79.55	£1,670.55	5000
				Subtotal	**£14,289.30**	**£1,142.91**	**£15,432.21**	

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20/10/2020	1701	Heattech Ltd	MC 31- Supply & fit new kitchen flooring	MC	£491.00	£24.55	£515.55	5000
20/10/2020	97630	INFO TECH SYSTEMS	SF Callout due to care point failure, system reset	SF	£45.00	£9.00	£54.00	5000
07/10/2020	24000	Island IT	Sian Outlook Issues	MC	£27.50	£5.50	£33.00	5155
08/09/2020	2112338	J Qualtrough & Co	MH 16, fluorescent tube	MH	£5.24	£1.05	£6.29	5000
26/09/2020	2116405	J Qualtrough & Co	PVC Gauntlet		£2.88	£0.58	£3.46	5000
30/09/2020	140480	JD Faulkner Ltd	Remover deck for welding, weld & refit	CB	£105.00	£21.00	£126.00	5000
31/08/2020	20/2646	Liftmann	CB Creggan Beg service to stairlifts visit 2 of 2	MH	£210.00	£42.00	£252.00	5240
30/09/2020	20/2743	Liftmann	MH Service to passenger Lift Monthly- visit 9 of 12	MH	£98.00	£19.60	£117.60	5240
29/09/2020	961181482	Manx Gas	MC Gas 27.8.20 to 28.9.20	MC	£2,712.08	£135.60	£2,847.68	5160
29/09/2020	961181480	Manx Gas	CV Gas 27.8.20 to 28.9.20	CV	£1,076.57	£53.83	£1,130.40	5160
29/09/2020	961181481	Manx Gas	RYC Gas 27.8.20 to 28.9.20	RYC	£4,495.07	£224.75	£4,719.82	5160
24/09/2020	32916	Manx Glass & Glazing	RYC 10, Oil & service restrictor as requested	RYC	£36.00	£7.20	£43.20	5000
25/09/2020	32920	Manx Glass & Glazing	MC 30- Oil & Service Patio door	MC	£72.00	£14.40	£86.40	5000
25/09/2020	32921	Manx Glass & Glazing	MC 30A Supply & Install window handle to lounge window	MC	£78.50	£15.70	£94.20	5000
01/10/2020	14213269	Manx Telecom	SF & MH Phone Oct 2020	SF & MH	£173.50	£34.70	£208.20	5200
14/08/2020	U1636737	Manx Utilities	RYC 60 Power 21/7/20 to 11/8/20	RYC	£5.09	£0.25	£5.34	5000
21/09/2020	U1650936	Manx Utilities	MC 31B, Power 10/8/20 to 07/09/20	MC	£6.34	£0.31	£6.65	5160
22/09/2020	1051/28677	MC Locksmith	RYC 22 Service fit cylinder & garrison master keyed cylinder	RYC	£82.90	£16.58	£99.48	5000
29/09/2020	1051/28760	MC Locksmith	RYC 31- locksmith fit new cylinders & keys cut	RYC	£154.52	£30.90	£185.42	5000
01/10/2020	13397	Orb Limited	Payroll Admin charges Sep 2020		£56.50	£11.30	£67.80	5220
23/09/2020	3910	PSM Commissioners	DLO wages & Equipment Sep 20		£3,664.97	£732.99	£4,397.96	5000
				Subtotal	**£13,598.66**	**£1,401.79**	**£15,000.45**	

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21/10/2020	3938	PSM Commissioners	DLO wages & Equipment Oct 20		£4,175.90	£835.18	£5,011.08	5000
01/10/2020	3825	PSM Commissioners	Admin fee Q3: Oct 20 to Dec 20		£11,169.05	£2,333.81	£13,502.86	5220
21/04/2020	53294	Quine & Cubbon	10x order books- new job		£194.70	£38.94	£233.64	5150
04/08/2020	53527	Quine & Cubbon	4x receipt books		£59.64	£11.93	£71.57	5150
30/09/2020	9559	Reliance Security	CV Check fire alarm & clean fire alarm detector	RYC	£157.50	£31.50	£189.00	5240
11/10/2020	RJT1687	Richard J Taylor Decorating	RYC 31- decoration of all internal areas expect bathroom	RYC	£1,140.00	£228.00	£1,368.00	5000
30/09/2020	112	Southern Civic Amenity Site Board	Green waste		£19.63	£3.92	£23.55	5010
24/09/2020	136274	Stewart Clague Services	MC 30A Attended site door bell fault	MC	£167.50	£33.50	£201.00	5000
07/10/2020	136545	Stewart Clague Services	RYC Replace Faulty lights & circuit reset	RYC	£189.34	£37.87	£227.21	5000
09/10/2020	136574	Stewart Clague Services	RYC 31 EICR. replace 3 pendants & 9w lamps & shaver light	RYC	£171.50	£34.30	£205.80	5000
19/10/2020	136809	Stewart Clague Services	MC 31B Investigate fault to shaver light switch	MC	£50.00	£10.00	£60.00	5000
19/10/2020	136810	Stewart Clague Services	RYC 18 EICR,replace 3 pendant light & extractor fan	RYC	£263.71	£52.74	£316.45	5000
19/10/2020	136811	Stewart Clague Services	MC 31C EICR	MC	£112.50	£22.50	£135.00	5000
07/10/2020	2209	Terry Crook	35 MC Strip 8 tiles, retile roof, dispose & fit new felt	MC	£345.00	£69.00	£414.00	5000
07/10/2020	8238	Test & Maintenance Services Ltd	MH Carry repairs to lighting, to replace sent lamps	MH	£186.66	£37.33	£223.99	5240
14/10/2020	8263	Test & Maintenance Services Ltd	SF & MH Monthly fire alarm & emergency light testing	SF & MH	£82.50	£16.50	£99.00	5240
25/09/2020	50635	WDS Limited	RYC Phase 3 Hygienic Hand Rub	RYC	£44.00	£8.80	£52.80	5275
				Subtotal	**£18,529.13**	**£3,805.82**	**£22,334.95**	
				Total	**£46,417.09**	**£6,350.52**	**£52,767.61**	

Item 6.1

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PROJECTS UPDATE

Mill Hope & Sandfield Boilers

A quotation to commission the required reports has been received and is on the private Agenda due to commercial sensitivity.

Reayrt y Chrink handrail replacement

The galvanised rails have been received and work has commenced on site.

Reayrt y Chrink – Flats 1&3

On hold until 2021.

Parking Order

The Parking Order has now been submitted to the Attorney Generals Chambers for final sign off, it will then be brought to the Board for approval.

Item 7.1

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PUBLIC CORRESPONDENCE

Afternoon all

Just to let you know that the Fund Raiser Fair held on Saturday at Reayrt y Chrink raised £1,050.00 including donations made to us. £350 is being given to each of the following:- The Royal British Legion Colby Branch, Port St. Mary Lifeboat and Friends of Nobles (for use in the children's ward)

Thanks

Item 8.1

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COVID-19 UPDATE

Community Rooms

A discussion was had with a Member of Castletown Commissioners regarding the closure of Sandfield community room, the Commissioner was advised to direct any complainants to the Clerk for discussion, no complaints regarding the community room being closed have been received to date.

Covid plan

Housing were approached to request if they had a plan in place regarding a second wave of covid detailing what stages they would request certain restrictions to be in place, this is not in place at the moment however we hope it will be soon and will continue to make our own assessments and arrangements in the meantime.

Item 8.3

SOUTHERN SHELTERED HOUSING JOINT BOARD

MEETING DATES FOR 2020 - 2021

2020 Meeting Dates	
30th November 2020	
21st December 2020	
25th January 2021	
22nd February 2021	
29th March 2021	
26th April 2021	