SOUTHERN SHELTERED HOUSING JOINT BOARD
ORDINARY BOARD MEETING
28th JUNE 2021
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 24th May 2021	For Board approval
3.	**MATTERS ARISING - None**	
4.	**MOTIONS – None**	
5.	**FINANCE**	
5.1	Invoices for payment in June 2021	For Board approval
6.	**HEALTH, SAFETY & ENVIRONMENTAL PERFORMANCE**	
6.1	Projects Update	For noting
7.	**PUBLIC CORRESPONDENCE & COMMUNICATIONS**	
8.	**POLICY & RESOURCES**	
8.1	Meeting dates 2021	For Board discussion
9.	**PUBLIC CONSULTATIONS - None**	
10	**ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)**	

SOUTHERN SHELTERED HOUSING JOINT BOARD- Invoices to be paid in June 2021

Date	Inv #	Supplier	Details	Housing	Net	VAT	Total Cost	NL Code
07/06/2021	28257	4Ts Window Cleaners	Window cleaning - MC/CV/RYC /MH - June 21	MC/CV/RYC/MH	£285.00	£0.00	£285.00	5240
01/04/2021	INV-0971	Adorn Leasing Limited	Monitoring charges - 01.04.21 to 30.06.21 SF		£585.00	£117.00	£702.00	5120
27/04/2021	INV-0973	Adorn Leasing Limited	Monitoring charges - 27.04.21 to 26.07.21MH		£487.50	£97.50	£585.00	5120
14/05/2021	INV-0976	Adorn Leasing Limited	Monitoring charges - 14.05.21 to 13.08.21 MC		£916.50	£183.30	£1,099.80	5120
14/05/2021	INV-0975	Adorn Leasing Limited	Monitoring charges - 14.05.21 to 13.08.21 RYC		£1,521.00	£304.20	£1,825.20	5120
08/06/2021	INV-0978	Adorn Leasing Limited	CV - 26/05/21 TO 25/08/21	CV	£234.00	£46.80	£280.80	5120
12/05/2021	11RYCAM	Andrew McEwan	11RYC kitchen worktops and door closers	11RYC	£610.00	£0.00	£610.00	5000
13/05/2021	1230252	EVF	Oil - SF - 1139L - 13/05/21	SF	£495.47	£24.77	£520.24	5160
20/05/2021	1230623	EVF	Oil - SF - 1065L - 20/05/21	SF	£473.93	£23.70	£497.63	5160
04/06/2021	1231197	EVF	Oil - 2102L - MH	MH	£935.39	£46.77	£982.16	5160
27/05/2021	1231179	EVF	Oil - 1101L - SF	SF	£489.95	£24.50	£514.45	5160
03/06/2021	1231393	EVF	Oil - 761L - SF	SF	£355.58	£17.78	£373.36	5160
10/06/2021	1926	Heattech Ltd	11RYC - new bathroom	11RYC	£4,398.00	£219.90	£4,617.90	5000
01/04/2021	A00500669	IOM Government - Treasury Div, Rates	Rates 21-22 RYC	RYC	£42,384.09	£0.00	£42,384.09	5250
01/04/2021	A0050670	IOM Government - Treasury Div, Rates	Rates 21-22 CV	CV	£10,594.80	£0.00	£10,594.80	5250
				Subtotal	**£64,766.21**	**£1,106.22**	**£65,872.43**	

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01/04/2021	A0050661	IOM Government - Treasury Div, Rates	Rates 21-22 MC	MC	£24,601.92	£0.00	£24,601.92	5250
01/04/2021	A0050801	IOM Government - Treasury Div, Rates	Rates 21-22 SF	SF	£17,481.44	£0.00	£17,481.44	5250
14/05/2021	2155902	J Qualtrough & Co	MH - Door repair	MH	£12.93	£2.59	£15.52	5000
08/05/2021	2153956	J Qualtrough & Co	MH/SF Stairs - wonder wipes and sprat	MH/SF	£30.14	£6.03	£36.17	5000
31/05/2021	21/3419	Liftmann	Stairlift - No2 - MC - new batteries	MC	£60.00	£12.00	£72.00	5240
27/05/2021	961182440	Manx Gas	CV - Gas - 27/04/21 to 26/05/21	CV	£1,180.08	£59.00	£1,239.08	5160
27/05/2021	961182442	Manx Gas	MC - Gas - 27/04/21 to 26/05/21	MC	3,128.41	156.42	3,284.83	5160
27/05/2021	961182441	Manx Gas	RYC - Gas - 27/04/21 to 26/05/21	RYC	3,969.30	198.47	4,167.77	5160
21/05/2021	33411	Manx Glass & Glazing	MC - service window and install handles	MC	237.50	47.50	285.00	5000
21/05/2021	33412	Manx Glass & Glazing	15MC - supply and install window parts	15MC	340.62	68.12	408.74	5000
03/06/2021	33466	Manx Glass & Glazing	31RYC - New restrictor on window	31RYC	50.95	10.19	61.14	5000
01/06/2021	14988225	Manx Telecom	Telephone charges - SF and MH - June 21	SF/MH	237.54	47.51	285.05	5200
17/05/2021	U1788553	Manx Utilities	21RYC - Void power - 150221 to 230421	21RYC	14.89	0.74	15.63	5000
19/05/2021	1051/30674	MC Locksmith	52MC - replace oval cylinder	52MC	88.53	17.71	106.24	5000
				Subtotal	**£51,434.25**	**£626.28**	**£52,060.53**	

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Date	Inv #	Supplier	Details	Housing	Total Net	VAT	Total Cost	NL Code
24/05/2021	1051/30721	MC Locksmith	39MC - replace faulty parts on door	39MC	87.58	17.52	105.10	5000
31/05/2021	1051/30818	MC Locksmith	35A MC - replace broken spindle	35A MC	35.00	7.00	42.00	5000
01/06/2021	14921	Orb Limited	Payrol May 21		56.50	11.30	67.80	5220
31/05/2021	SI16320	Positive Solutions HR	Harmonisation - First stage		675.00	135.00	810.00	5260
10/06/2021	4190	PSM Commissioners	SSHJB - Annual Support - 50 properties - 01/04/21 to 31/03/2		545.00	109.00	654.00	5155
10/06/2021	4189	PSM Commissioners	Flymo - plastic blades		336.90	67.38	404.28	5240
10/06/2021	4191	PSM Commissioners	Hygeine hand rub		220.00	44.00	264.00	5275
10/06/2021	4192	PSM Commissioners	Cleaning Materials - September 21		209.43	41.89	251.32	5275
10/06/2021	4193	PSM Commissioners	Replace broken tile and gardening blade		101.70	20.34	122.04	5000
10/06/2021	4194	PSM Commissioners	DLO wages - October 20		4,355.92	871.19	5,227.11	5000
10/06/2021	4195	PSM Commissioners	49RYC/71RYC - Replace roof tile and port erin call point	49RYC/71RYC	156.00	31.20	187.20	5000
10/06/2021	4196	PSM Commissioners	SF /MH aseet condition report and sustainability	SF/MH	1,793.50	358.70	2152.2	5000
10/06/2021	4197	PSM Commissioners	43RYC - Roof inspection and work	43RYC	130.00	26.00	156	5000
10/06/2021	4198	PSM Commissioners	11CV - EICR report - March 21	11CV	308.08	61.62	369.7	5000
				Subtotal	**9,010.61**	**1,802.14**	**10,812.75**	

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Date	Inv #	Supplier	Details	Housing	Total Net	VAT	Total Cost	NL Code
01/07/2021	4199	PSM Commissioners	Admin Fee - Quarter 2 - Jul 21 to Sept 21		11,169.05	2,233.81	13402.86	5220
10/05/2021	9901	Reliance Security	CV - replace faulty emergency light fitting block A	CV	118.00	23.60	141.6	5240
11/05/2021	9903	Reliance Security	MC - Emergency lights replacement	MC	221.00	44.20	265.2	5240
25/05/2021	9937	Reliance Security	MC - replace batteries fire alarm system	MC	130.00	26.00	156	5240
21/05/2021	9929	Reliance Security	RYC - Supply and programme one additional door access token	RYC	53.00	10.60	63.6	5240
01/06/2021	RJT1719	Richard J Taylor Decorating	11RYC- Decoration - All internal areas	11RYC	600.00	120.00	720	5000
31/05/2021	140736	Stewart Clague Services	11CV - Cooker switch repair	11CV	75.29	15.06	90.35	5000
31/05/2021	140689	Stewart Clague Services	12CV - Pull cord- electrical	12CV	47.98	9.60	57.58	5000
15/05/2021	8910	Test & Maintenance Services Ltd	SF MH Fire alarm checks - May 21	SF/MH	82.50	16.50	99	5240
03/06/2021	8972	Test & Maintenance Services Ltd	SF/MH - Fire alarm checks - June 21	SF/MH	82.50	16.50	99	5240
20/04/2021	92961	Unique Fire Protection	Fire extinguisher service and fire blankets		47.15	9.43	56.58	5240
21/05/2021	60945	WDS Limited	Cleaning materials - May 2021		149.73	29.95	179.68	5275
17/05/2021	2857	Window Maintenance Services	48RYC - fit fix chrome flag hinges to french door service	48RYC	75.00	15.00	90	5000
				Subtotal	**12,851.20**	**2,570.25**	**15,421.45**	
				Total	**£138,062.27**	**£6,104.89**	**£144,167.16**	

SOUTHERN SHELTERED HOUSING JOINT BOARD- Invoices to be paid in June 2021

Breakdown of invoices to be paid by supplier

Row Labels	Sum of Total Cost
4Ts Window Cleaners	£ 285.00
Adorn Leasing Limited	£ 4,492.80
Andrew McEwan	£ 610.00
EVF	£ 2,887.84
Heattech Ltd	£ 4,617.90
IOM Government - Treasury Div, Rates	£ 95,062.25
J Qualtrough & Co	£ 51.69
Liftmann	£ 72.00
Manx Gas	£ 8,691.68
Manx Glass & Glazing	£ 754.88
Manx Telecom	£ 285.05
Manx Utilities	£ 15.63
MC Locksmith	£ 253.34
Orb Limited	£ 67.80
Positive Solutions HR	£ 810.00
PSM Commissioners	£ 23,190.71
Reliance Security	£ 626.40
Richard J Taylor Decorating	£ 720.00
Stewart Clague Services	£ 147.93
Supplier	£ -
Test & Maintenance Services Ltd	£ 198.00
Unique Fire Protection	£ 56.58
WDS Limited	£ 179.68
Window Maintenance Services	£ 90.00
Grand Total	**£ 144,167.16**

Item 6.1

SOUTHERN SHELTERED HOUSING JOINT BOARD

PROJECTS UPDATE

Mill Hope & Sandfield Boilers

A meeting between with the Clerk, consultant and Department has been requested.

Mobility Scooter Charging Stations

The project has been moved to McGarrigle Architects, who assisted with the original plans for charging stations and is progressing.

Reayrt y Chrink – Flats 1&3

Tender documents are being prepared.

Mill Hope Roof

The work has commenced.

RYC Smoke detector installation

The first phase of installing the smoke detectors has commenced. This will be removed from future Agendas and the Board will be notified towards the end of the financial year once the project is complete.

Cooil Veg door replacement

The replacement external doors have been ordered.

Removal of redundant fuel tanks

This project is now complete and will be removed from future Agendas.

Item 8.1

SOUTHERN SHELTERED HOUSING JOINT BOARD

MEETING DATES FOR 2021

2021 Meeting Dates	
19th July 2021	If required
22nd July 2021	**LA Elections**
30th August 2021	Bank holiday – meeting to be moved
27th September 2021	
25th October 2021	
29th November 2021	
20th December 2021	