

PLEASE NOTE:

The attached Minutes are yet to be confirmed by the Commissioners as a true and correct record of proceedings at the various meetings, and the recommendations of the various committees are yet to be approved by the Commissioners.

A handwritten signature in black ink, appearing to read 'J.E.S. Smith', with a large, stylized flourish at the end.

**J.E.S. SMITH
CHIEF EXECUTIVE/CLERK**

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday 1st July 2002 at 7.00 p.m.

Present: Mr S.T. Black, J.P. (Chairman)
Mr G.K. Astill
Mr D. Crellin
Mrs E.J.C. Kelly (from 7.05 p.m.)
Mr M.J. Kennaugh
Mr E.D.R. Killey (from 7.05 p.m.)
Mr A.T.W. Norton
Mr H.L.G. Parkin
Mr D.J. Quirk
Mr J.K. Watterson

In Attendance Mr M.J. Williams (Deputy Clerk)
Mr E.K. Convery (District Surveyor)

C02/07/01/01

MINUTES

The minutes of the public section of the ordinary meeting held on Tuesday 28th May 2002, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

C02/07/01/02

BUSINESS ARISING

1. C02/05/02/02(1) - Human Rights Act 2001

The Deputy Clerk reported receipt of a letter dated 11th June 2002 from the Local Government Unit Manager at the Department of Local Government and the Environment, which confirmed that arrangements had been made for the Human Rights Co-Ordinator to give a talk on Human Rights at the Commissioners' Offices on Friday 26th July 2002 commencing at 2.00 p.m.. It was confirmed that contact would be made with other Authorities to see if any other Members wished to attend.

Messrs Black, Norton, Quirk and Watterson confirmed their intention to attend.

2. C02/05/02/08(3) - Bemahague Elderly Persons Complex

The Deputy Clerk advised that in accordance with the wishes of the Commissioners, an invitation has been extended to His Excellency the Lieutenant Governor to tour the construction works at the Elderly Persons Complex Site at Bemahague. The Commissioners invitation had been acknowledged and had been referred to the next planning meeting for His Excellency and a further response was awaited.

C02/07/01/03

BUSINESS ARISING FROM PREVIOUS MEETINGS

None.

C02/07/01/04

CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:-

1. Football Competition for under 8's

The Chairman advised that a Football Competition was to be hosted by the Commissioners on Thursday 4th July 2002, at the Onchan Stadium, commencing at 9.30 a.m..

2. Civic Sunday - 26th May 2002

The Chairman advised that the collection which had been taken on Civic Sunday had amounted to £455 and that the Vicar was making arrangements for the collection to be donated to the Isle of Man Parkinsons Society.

3. Golden Jubilee Fair

The Chairman advised that the fair which had been held 1st June 2002, as part of the Commissioners arrangements to mark the Golden Jubilee of Her Majesty the Queen, had been a great success. He recorded his thanks to all who had been in attendance.

C02/07/01/05

QUESTIONS

The following questions were received and answered:-

1. Mr. Quirk to ask the Chairman of the Board - *'Reference Abandoned Vehicles, Commercial Vehicles and Trailers*
 - 1.1 *Which Department is responsible for ensuring that abandoned vehicles and trailers that are left on the highway are removed and what is the procedure?*
 - 1.2 *What powers do Onchan Commissioners have in relation to abandoned vehicles and trailers on and off the highway?*
 - 1.3 *What has been the cost to the ratepayers for the removal of abandoned vehicles for the past two years?'*

The Chairman referred the question for answer by the Chairman of the Works and Cleansing Committee, Mr Parkin, who answered as follows:-

- 1.1 *If the vehicle was on the highway the responsibility for its removal was with the Police. In cases where it was brought to the attention of the Commissioners, it was reported to the Police.*
 - 1.2 *If the vehicle was untaxed, appeared to have been abandoned and was on Commissioners' land, the Commissioners had the power to remove it having served notice thereon. If the vehicle was on the public highway, the responsibility for its removal lay with the Department of Transport or the Police. If the vehicle was on private land and was in such condition as to be detrimental to the amenities of the district it could be removed either by the Department of Local Government and the Environment or the Local Authority under the powers vested in that Authority by Section 14 of the Local Government (Miscellaneous Provisions) Act 1984.*
 - 1.3 *The cost of removal of vehicles to the Onchan ratepayers in the last two years amounted to £160.*
2. Mr. Quirk to ask the Chairman of the Board - *'Maple Avenue Road Adoption/Grass Verges*
 - 2.1 *Can you please update me with the date that these roads will be adopted?*
 - 2.2 *Are there any outstanding works required in the Maple Avenue area?*
 - 2.3 *Who is responsible for cutting the grass verges and other areas in Maple Avenue and Hawthorn Close?*

2.4 *What powers can Onchan Commissioners use to support the residents of the above with reference to this problem''.*

The Chairman referred the matter for answer by the Chairman of the Works and Cleansing Committee, Mr. Parkin, who answered as follows:-

- 2.1 The responsibility for adopting the roads rested with the Department of Transport, Highways Division, and to date no information had been received to indicate when such adoption was likely.
- 2.2 Any outstanding works would be identified by the Department of Transport who would require such works to be completed by the Developer prior to adoption.
- 2.3 Until such roads were adopted the responsibility for grass cutting and maintenance of the shrubs lay with the developer. However, the Commissioners were aware that grass verges which lay between the rear of properties and garden fences on individual plots had been sold as part of such plots and were therefore the responsibility of the individual property owners.
- 2.4 Whilst the Commissioners had no specific powers to support the residents, the officers were always prepared to discuss and advise residents as far as they were able in such matters.

3. *Mr. Quirk to ask the Chairman of the Board - " Area adjacent to the top of Birch Hill and Ballachrink Farm*

- 3.1 *What is the current planning permission for this area, after the Local Onchan Plan endorsed by Tynwald?*
- 3.2 *Are Onchan Commissioners aware that there is activity on this site with JCBs removing hedges and surveyors marking out in the fields?*
- 3.3 *Are there any detailed plans currently approved available for inspection in the Commissioners; Office or has the date of these plans lapsed?''*

The Chairman referred the question for answer by the Chairman of the Works and Cleansing Committee, Mr. Parkin, who answered as follows:-

- 3.1 The land was zoned as "open space" in the current Onchan Local Plan approved in Tynwald 21st March 2000 and which came into affect on 1st April 2000. It was noted in policy O/TRT/P/7 paragraph 3.26 that the land was considered appropriate for the extension of a golf course with the new buildings located close to and amongst the existing farm complex and utilising existing attractive buildings where possible.
- 3.2 The Commissioners' Officers were aware that the owners of the land were carrying out a tree planting scheme on areas of the land.
- 3.3 There was no current planning approval on the land. However, detailed planning approval had been obtained for the rebuilding of Ballachrink Farm buildings in 1997 but that approval was now time expired.

C02/07/01/06

HOUSING COMMITTEE MINUTES

The minutes of the public section of the Housing Committee meeting held on Monday 3rd June 2002, copies of which having previously been circulated were considered. The following matters were arising therefrom:-

1. **H02/06/01/03(1) - Tour of Onchan District Commissioners' Housing Estates**

The Deputy Clerk asked that consideration be given to the setting of a date for the tour of the Onchan District Commissioners' Housing Estates when considering meeting dates later in the evening.

2. **H02/06/01/09(1) - Ashley Park - Trees**

In answer to enquiry from Mr Quirk, the Deputy Clerk confirmed that it was usual practice for trees which had been removed by the Onchan District Commissioners be replaced.

C02/07/01/07

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Housing Committee meeting held on 3rd June 2002, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C02/07/01/08

WORKS AND CLEANSING COMMITTEE MINUTES

The minutes of the public section of the Works and Cleansing Committee meeting held on Monday 10th June 2002, copies of which having previously been circulated were considered. The following matters were arising therefrom:-

1. **WC02/06/05(a) - Officers Report - Delays in Refuse Collection**

Mr Parkin made reference to the recent delays which had occurred in relation to refuse collection within the Onchan District, caused by a period of ill health. Mr Parkin expressed his thanks to the refuse collection staff and to the Building Control Officer for their work in doing all that they could to reduce the effect upon the service provided to rate payers, and for getting the service back on track as quickly as possible.

2. WC02/06/05(e) - Kerbside Collection

Mr Parkin made reference to the letter received from Mr Karran, MHK, enquiring whether the Commissioners would look into the possibility of being the first Local Authority to carry out a road side collection for recycling. Mr Parkin pointed out that the Authority had always been a front runner in relation to recycling matters, and the question of a kerbside collection for composting had been referred to the Department of Local Government and the Environment. A response from that Department was awaited.

3. WC02/06/05(h) - Pavement Sweeping

Mr Parkin referred to the comments which had been received with regard to the pavement sweeper, particularly in relation to Harbour Road. Mr Parkin confirmed that the pavement sweeper did travel throughout the district, covering everywhere that it could on a comprehensive schedule of works.

4. WC02/06/05(e) - Kerbside Collection.

Mr Quirk enquired whether there had been response from the Department of Local Government and the Environment on the Commissioners proposals for the collection of composting materials by way of a kerbside collection. Mr Parkin was not aware of any response. Mr Quirk then enquired as to progress which had been made to establish a site at the Southern Civic Amenity Site for the management of Composting Materials. The District Surveyor was asked to investigate this matter and report to the Works and Cleansing Committee in that regard.

Mr Norton advised that he had obtained details of a recycling kerbside collection system which was being undertaken in Cumbria. The information was passed to the District Surveyor for information.

5. WC02/06/12(a) - Disabled Parking Spaces

In answer to enquiry from Mr Kennaugh, the District Surveyor advised that the matters raised at the Works and Cleansing Committee had been referred to the Department of Transport for consideration and a response would be provided to the Works and Cleansing Committee in due course.

Mr Norton enquired whether the difficulties with the use of the reserved space at the Post Office had been raised with the Police and the District Surveyor confirmed that it had.

C02/07/01/09

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Works and Cleansing Committee meeting held on 10th June 2002 be and are hereby received. There were no resolutions contained therein, requiring the consent of the Board.

LEISURE AND AMENITIES COMMITTEE MINUTES

The minutes of the public section of the Leisure and Amenities Committee meeting held on Monday 17th June 2002, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. LA02/06/07(c)(iii) - Golden Jubilee Fair

Mr Astill confirmed that in his view, the Golden Jubilee Fair had been very successful. In answer to enquiry from Mr Quirk, Mr Astill confirmed that the question of having a fair on an annual basis had yet to be considered by the Leisure and Amenities Committee.

2. LA02/06/04(e) - Tree Stump

In answer to enquiry from Mr Quirk, Mr Astill confirmed that he had recently visited the Onchan Park and confirmed that the tree stump was still present and he regarded it as being dangerous. Mr Quirk enquired as to when it was intended that the stump be removed. It was agreed that the District Surveyor would examine the issue the following day.

3. LA02/06/07(c)(i) - Mugs

Mr Astill confirmed that the primary school children who had been provided with a mug, to mark the Golden Jubilee of Her Majesty the Queen, had been very appreciative of the gesture.

4. LA02/06/11(b) - Tom Christian MBE

In answer to enquiry from Mr Quirk, the Deputy Clerk advised that some difficulty had been experienced in confirming the times of the visit to the Commissioners' Office for the following day, and that he would confirm the latest information, at the end of the meeting.

5. LA02/06/11(f) - Youth Fund

Mr Quirk added his congratulation to Commissioners Crellin and Norton for their initiative and work in collecting £130 at the recent Jubilee Fair, the money having been given to the Onchan Youth Development Fund.

6. LA02/06/03(j) - The Big One

Mr Watterson made reference to the success of the event known as 'The Big One' which had taken place at Onchan Park Stadium on Wednesday 5th June 2002. Mr Watterson commented that it would be wonderful if other events could fill the Onchan Stadium as well as that event in T.T. week. Mr Watterson also conveyed his best wishes for a speedy recovery to Mr Derry Kissack who had been involved in a recent motorcycle accident and had been unable to take part in 'The Big One'.

C02/07/01/11

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Leisure and Amenities Committee meeting held on 17th June 2002 be and are hereby received. It was further **RESOLVED** that the following resolution contained therein, which required the consent of the Board, be approved:-

- (a) *that Mr Tom Christian, MBE, should be received in the Boardroom by the Chairman of the Commissioners and any other Commissioners available subject to timing and date yet to be agreed.*

C02/07/01/12

POLICY AND FINANCE COMMITTEE MINUTES

The minutes of the public section of the Policy and Finance Committee meeting held on Monday 24th June 2002, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. PF02/06/04(2) - Rates Collected

Mr Killey advised that the collection of rates was proceeding satisfactorily again, and reminded Members and the public that any rates that had not now been paid would not receive any discount, that opportunity having expired on 30th June 2002.

2. PF02/06/04(1) - I.T. Internet/Website

In answer to enquiry from Mr Quirk the Deputy Clerk confirmed that there was no standard protocol in place for dealing with incoming email messages within the Commissioners' messages. Mr Quirk requested that the Policy and Finance Committee look at this issue at its next meeting.

Mr Quirk suggested that a page be added to the Commissioners' website for receipt of electronic comment from the rate payers of the district, such as reporting difficulties with street lighting and the like. This matter would be considered by the Policy and Finance Committee. Mr Quirk enquired whether it was possible to identify how many "hits" had been made upon the Onchan Commissioners website locally, and how many "hits" had been received from off island. Mr Killey did not believe that this was possible.

3. PF02/06/05(1) - Isle of Man Local Government Pension Scheme

Mr Quirk enquired whether the Onchan District Commissioners' Staff had been provided with a copy of the relevant material from the annual report and accounts in respect of the Isle of Man Local Government Pension Scheme. Mr Killey agreed that copies of the report should be available for staff, if they are required, and confirm that a copy would be made available at the Commissioners' Office if the staff wished to view same.

C02/07/01/13

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Policy and Finance Committee meeting held on 24th June 2002, be and are hereby received. It was further **RESOLVED** that the resolution contained therein requiring the consent of the Board be approved as follows:-

1. *That the said payments from revenue account as detailed on the list attached to the minutes be endorsed.*

C02/07/01/14

RURAL COMMITTEE MINUTES

The minutes of the public section of the Rural Committee meeting held on Wednesday 19th June 2002, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. R02/06/03(a) - Planting at the Pinfold

Mr Watterson confirmed that this was a matter which the Rural Committee would continue to press.

2. R02/06/07(b) - Beating of the Bounds

Mr Watterson confirmed that the "Beating of the Bounds" was to take place on 24th July 2002. The purpose of the "Beating of the Bounds" was explained to Members for information.

C02/07/01/15

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Rural Committee meeting held on 19th June 2002 be and are hereby received. There were no resolutions contained therein requiring the consent of the Board, other than in respect of planning recommendations.

C02/07/01/16

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Planning Decisions/Communications from the Department of Local Government and the Environment Planning Committee

PA Number	Description	Comment
01/2306	Approval in Principle for Dwelling and Land forming part of 106 Summerhill Road	ODC Recommendation: Refusal Initial Planning Decision: Refusal Reasons for refusal reported. Period for request of review expired.
02/0107	Extension, 6 Groudle Road	ODC Recommendation: Refusal Initial Planning Decision: Refusal Reasons for refusal reported.

01/1211	30 Central Drive - Erection of Boundary Wall and Creation of Parking Area.	ODC Recommendation: Approval Planning Decision On Review: Approval Appeal Inspector approved the application subject to the submission of a new layout, taking account of the Onchan District Commissioners' concerns in relation to the entrance and impact on pavement.
01/2656 B	Extension, 12 Groudle Road	ODC Recommendation: Approval Initial Planning Decision: Approval Review requested by neighbours.

2. **Proposed New Secondary School At Bemahague, Onchan**

The District Surveyor reported receipt of a letter dated 17th June 2002 from the Director of Education with regard to the proposed new Secondary School at Bemahague, Onchan. The letter had been received in response to a Commissioners' letter, following enquiries which had been made from residents in the area. The Director of Education confirmed that the current position was that the Department had indeed just appointed the Design Team and the Project Manager was liaising with the Gas Company to relocate the gas main around the perimeter of the field, as enabling works to be carried out in this current year. Access to the site would be from Hillberry Road through the new road being created for the Manx Blind Welfare Development. The Department had liaised with the Department of Transport already and had discussed the need for other access routes for pedestrians and/or emergency vehicles. These included a bridge or tunnel across from Governors Hill to the west and from Wybourn Drive via Number 52 to the east. He stated that these ideas were subject to further development and approvals and so the purchase of the Wybourn Drive house was part of prudent forward planning. In the short term, it would be used for staff accommodation but would be considered for pedestrian and emergency vehicle access in the development scheme so as to encourage travel to school on foot and to spread the access points so that they did not concentrate all pedestrians and vehicles at one location.

The Director of Education pointed out that this was a summary of the main site related points and the Department still hoped to start construction in 2004/05 or earlier if possible. The Director of Education indicated that he would ask the Project Manager keep the Commissioners advised when there were further updates.

The District Surveyor confirmed that the matter had been referred to the Eastern Sector Traffic Management Liaison Group for information.

In answer to enquiry from Mr Quirk, the District Surveyor confirmed that the Officers first became aware of the proposals in respect of Wybourn Drive during the first week in June, 2002, when enquiries were received in relation to drainage matters regarding the proposed construction. Mr Quirk enquired whether a plan had been submitted with the request and the District Surveyor confirmed that it had. However, the plan was purely schematic, and contained no detail that could be relied upon on making any judgements since the project was at its earliest stage and the plan was simply indicative of what might be considered for the site. It was not an approved plan. Mr Quirk enquired whether the plan was in public domain and the District Surveyor reiterated his advice that it was not a plan upon which to make any judgements as it was just diagrammatic in nature.

Mr Killey commented that the Commissioners were pleased to see the possibility of a secondary school being constructed within the Onchan District, and that it was no secret that it was proposed for the school to be constructed at the Bemahague site. Indeed the Onchan Local Plan had recognised this. Mr Watterson agreed with the comments of Mr Killey but added that concerns had increased with the suggestion that there may be increased traffic on Wybourn Drive. This would provide difficulties in parking for instance. He confirmed that he had been approached by two residents in Wybourn Drive who were concerned that they would be over-run with heavy traffic.

The District Surveyor confirmed that residents of Wybourn Drive had approached the Department of Education directly in this matter, and the Minister for Education had responded to one of those residents in similar terms to the letter received by the Commissioners from the Director of Education. The letter addressed to the resident was read to the meeting. *Noted.*

3. Select Committee on Playground Facilities for Children

The Deputy Clerk reported receipt of a letter dated 25th June 2002, from the Clerk to the Committee, advising that a Select Committee on Playground Facilities for Children had been established by a resolution of Tynwald in May 2002. It had now begun to collect evidence and the Clerk had been directed to write to the Commissioners to seek the views of the Authority on the provision of children's playground facilities within the Commissioners' boundary and the future development of such facilities. The Committee was very keen to hear the ideas which the Commissioners had to progress the provision of the facilities and would be grateful to receive the Commissioners' views, in writing, by Wednesday 31st July 2002.

It was confirmed that after it had received written evidence, the Committee may well decide to take oral evidence and if any Members or officials would be interested to give oral evidence, the Committee would be pleased if the Commissioners could indicate this in their written reply.

The Deputy Clerk confirmed that the resolution of Tynwald stated that a Select Committee of 3 members should be established to examine the provision of play areas and playing fields for children within residential areas and investigate:-

- (a) ways of supporting Local Authorities in providing such facilities; and
- (b) the use of Section 18 of the Town and Country Planning Act 1991 to provide such facilities.

The Deputy Clerk understood that the Honourable D. Cretney MHK, Mrs H. Hannan MHK and Mr W. Henderson MHK had been elected to serve on the Committee.

Mr Parkin indicated that he had had the opportunity to speak with Mrs Hannan, MHK, recently in respect of the matter, Mrs Hannan having raised the issue at Tynwald in the first place. Mrs Hannan would welcome any comments that the Onchan District Commissioners could make in this regard. On the proposal of Mr Quirk, seconded by Mr Watterson, it was agreed that the matter be referred to the Leisure and Amenities Committee for consideration, and that the non-Committee members of the Board be invited to attend that meeting.

C02/07/01/17
CLERK'S REPORT

None .

C02/07/01/18
DISTRICT SURVEYOR'S REPORT

None .

C02/07/01/19
MOTIONS

None .

There being no further business the meeting terminated at 7.55 p.m.

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday, 29th July 2002, at 7.00 p.m.

Present: Mr E.D.R. Killey (Chairman)
Mr G.K. Astill
Mr S.T. Black, J.P.
Mr M.J. Kennaugh
Mr H.L.G. Parkin

In Attendance Mr J.E.S. Smith (Chief Executive/Clerk)
Mr A.S. Booth, F.C.A. (Finance Officer)

PF02/06/01
MINUTES

Minutes of a meeting held on 24th June 2002, copies of which having previously been circulated, were taken as read, confirmed and signed.

PF02/06/02
BUSINESS ARISING

There were no matters arising from the minutes of the last meeting other than those dealt with in the Clerk's and Finance Officer's reports and those matters listed separately on the agenda paper.

PF02/06/03
MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising from the minutes of previous meetings other than those dealt with in the Clerk's and Finance Officer's reports and those matters listed separately on the agenda paper.

PF02/06/04
FINANCE OFFICER'S REPORT

The Finance Officer's report, copies of which having previously been circulated was considered and arising therefrom:-

1. **I.T. - Internet/Website**

Finance Officer added to this section of his report advising that a digital camera had been purchased for use mainly by the Surveyor's Department and the software on the Building Control Officer's computer was being upgraded in order to process the photographs and the total cost was estimated to be approximately £400.

2. **Rates Collected**

It was noted that the total estimated collectable rates and cash received in the current financial year to 23rd July 2002 compared with the previous financial year were as follows:-

2002/03 estimated amount collectable including arrears brought forward	
£1,098,373	
2002/03 collected to 23 rd July 2002 less refunds	£ 898,300
(81.78%)	

Comparative figures

2001/02 estimated amount collectable including arrears brought forward	
£1,031,869	

3. Revenue Account Payments

The list of payments from revenue account during the month of June 2002, copies of which having previously been circulated, were considered and it was **RESOLVED*:-**

... *That the said payments from revenue account as detailed on the list attached to the minutes be endorsed.*

4. Statutory Audit - 2001/02

It was noted that auditors had completed their audit and examination of the Authority's systems documents and statements. The statutory accounts for the year 2001/02 had been published and were awaiting the signature of the public auditors KPMG. The audited Rate Fund Summary for the year ended 31st March 2002 and a detailed Income and Expenditure Summary for the same period would be published on the Commissioners' website.

PF02/06/05

CORRESPONDENCE AND OTHER COMMUNICATIONS

1. Audit Act 1983

Copies have been circulated of a letter received from the Department of Local Government and the Environment advising that the Standing Committee on Expenditure and Public Accounts had recently been considering the question of Local Authority Accounts and the delay of some Local Authorities in submitting audited accounts within the timescale specified within the Audit Act and Accounts and Audit Regulations. Regulation 4 of the Accounts and Audit Regulations 1994 made under the Audit Act 1983 states that:-

''All the relevant bodies shall ensure that all accounts are prepared as soon as practicable after 31st March of each year or such other date as the Finance Board may direct in accordance with Section 3 of the Act and presented for audit within 6 months following that date unless otherwise agreed with the Finance Board.''

Both the Standing Committee and the Department had expressed concern regarding the failure of some Local Authorities to comply with the requirements of the act in relation to the submission of accounts and the Director of Corporate Services had therefore been directed to write to the Clerks of all Local Authorities and Burial Authorities reminding them of the requirements of the Audit Act 1983 and the Accounts and Audit Regulations and of the fact that the Public Accounts Committee was currently investigating the situation.

Copies had also been circulated of a reply sent by the Chief Executive/Clerk stating that the Onchan Authority is we understand the first authority to complete and present its annual accounts for audit each year. The accounts to 31st March are finalised and presented for audit by the beginning of June and audit completed and the accounts signed by the end of July.

The letter and reply were noted.

2. IOM Municipal Association - Local Government Employees

Read letter from the Secretary of the Municipal Association with reference to the increase in wages awarded by Whitely Council and seeking information from Local Authorities as to the number of employees employed under the Whitely Council Memorandum of Agreement.

It was agreed that the requested information be supplied.

PF02/06/06

MATTERS REFERRED BY COMMISSIONERS/OTHER COMMITTEES

There were no matters which had been referred to the Policy and Finance Committee for consideration in public.

PF02/06/07

RECOMMENDATIONS WITH POLICY OR FINANCIAL IMPLICATIONS FROM OTHER COMMITTEES

It was **RESOLVED** that the following recommendation from the Works and Cleansing Committee meeting held on 15th July 2002 be endorsed:-

1. *To approve two persons from the Authority attending the June 2003 Institute of Waste Management Exhibition and Conference at Torquay.*

PF02/06/08

OTHER BUSINESS

There was no other business for consideration in public.

PF02/06/09

MEETING DATE

It was agreed that the next ordinary meeting of the Committee be held at 7.00 p.m. on Monday 2nd September 2002.

There being no further business the meeting terminated at 8.23 p.m.

Minutes of a meeting of the **HOUSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 8th July 2002 beginning at 7.00 p.m.

Present: Mr M.J. Kennaugh (Chairman)
Mr S.T. Black, J.P.
Mr D. Crellin
Mrs E.J.C. Kelly
Mr A.T.W. Norton (*from 7.35 p.m. following Commissioners' Surgery*)

In attendance: Mr M.J. Williams (Deputy Clerk)
Mr A.B. Sutherland (Housing Maintenance Manager)
Mrs S. Dougherty (Administrative Assistant)

H02/07/01/01
MINUTES

The minutes of the meeting of the Committee held on Monday 3rd June 2002, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

H02/07/01/02
MATTERS ARISING FROM THE MINUTES

1. H02/06/01/03(1) - Tour of Onchan District Commissioners' Housing Estates

It was RESOLVED:-

That the tour of the Commissioners' housing estates would take place on 25th July 2002, commencing at 6.30 p.m..

The tour would take place on foot, starting from the Commissioners' Office first visiting the area of Nursery Avenue. Non-Housing Committee Members would also be invited to attend.

H02/07/01/03
MATTERS ARISING FROM PREVIOUS MEETINGS

None.

H02/07/01/04
HOUSING AND OTHER ESTATES BUSINESS

1. Maintenance Report

A copy of a report prepared by the Housing Maintenance Manager dated 2nd July 2002, in relation to housing and other estates business, was circulated. The following matters contained within the report were noted:-

(a) H02/06/01/4(1) - Replacement of Fencing - School Road

The Housing Maintenance Manager confirmed in his report that the project was now 90% complete.

(b) H02/06/01/04(2) - Cleaning of Roofs - Meadow Close, Hackett Close and Nursery Avenue

The Housing Maintenance Manager confirmed in his report that the Contractor was making steady progress and that the project was now 60% complete.

2. Tenancy Report

A written report had been prepared by the Deputy Clerk dated 3rd July 2002, in relation to tenancy issues, the content of which was noted. There were no matters arising for public discussion.

3. H02/06/01/09(1) - Ashley Park - Trees

The Housing Maintenance Manager confirmed that four trees had been removed with the approval of the Department of Agriculture, Fisheries and Forestry. Limbing of trees had also taken place.

The Housing Maintenance Manager advised, however, that comment had been received from one of the residents in the area in Ashley Park, that an insufficient number of trees had been removed. The Housing Maintenance Manager commented that only those trees approved for removal by the Department of Agriculture, Fisheries and Forestry could be so removed but that further limbing might be carried out in that area. *Noted.*

4. Onchan District Housing Byelaws - Garden Maintenance

The Deputy Clerk advised Members that Officers were mindful of the requirement to ensure that the gardens to the Commissioners' Housing properties were properly maintained, such maintenance being a responsibility of the tenants. Efforts were to be made to ensure compliance with the terms of tenancy agreements, and indeed with the terms of the Onchan District Housing Byelaws 2000. The Deputy Clerk reminded Members that failure to comply with proper instruction to maintain the gardens as required would mean that a tenant would be guilty of an offence and be liable, on summary conviction to a fine not exceeding £1,000. *Noted.*

H02/07/01/05

SPRINGFIELD COURT MATTERS

1. Maintenance Report

A report had been prepared in relation to maintenance matters at Springfield Court by the Housing Maintenance Manager dated 2nd July 2002, such report having been circulated to the Members with the agenda. The report was noted.

2. Fire Extinguishers

The Housing Maintenance Manager confirmed that a regular inspection of the fire extinguishers at Springfield Court had been carried out by the supplier and the recommendations received therefrom, in relation to the replacement of certain fire extinguishers and some additional units, were being acted upon. *Noted.*

3. Springfield Court - Tree

Mr Black reported comments received from one of the tenants at Springfield Court in relation to a tree to the top side of the Complex, specifically in relation to the limbing thereof. The Housing Maintenance Manager was asked to investigate same.

H02/07/01/06

GARAGE MATTERS

1. Garage Doors - Ballachrink Drive

The Housing Maintenance Manager reported completion of the painting of the garage doors of those units on Ballachrink Drive.

2. Access to Garages

The Housing Maintenance Manager confirmed that notices had been erected to a number of garages in the Ballachrink Drive and Barrule Drive area, reminding drivers that they must not park in front of garages so as to restrict access to those units by the tenants thereof. More signs had, in fact, been ordered and would be erected to additional garage units in Barrule Drive when ready.

H02/07/01/07

PLANNED HOUSING MAINTENANCE

None.

H02/07/01/08

HEALTH AND SAFETY BUSINESS

The Housing Maintenance Manager confirmed that there had been no accidents or incidents in relation to the Housing Committee activities since the last meeting of that Committee. *Noted.*

H02/07/01/09

OFFICERS REPORT

None.

H02/07/01/10

OTHER CORRESPONDENCE/COMMUNICATIONS

None.

H02/07/01/11

FINANCIAL MATTERS

The Deputy Clerk advised that there was no financial report in respect of the activities of the Housing Committee for the current financial year to date.

H02/07/01/12
OUTSTANDING MATTERS

None considered this month.

H02/07/01/13
MATTERS REFERRED BY THE BOARD/OTHER COMMITTEES

None.

H02/07/01/14
ANY OTHER BUSINESS

1. Commissioners' Surgery

It was noted that the next Commissioners' Surgery would take place on Thursday 8th August 2002 commencing at 6.30 p.m..

2. Date of Next Meeting

It was noted that there would not be a meeting of the Housing Committee during the month of August, in accordance with the Commissioners' Policy. The next ordinary meeting of the Committee, therefore, would be held on Monday 16th September 2002, commencing at 7.00 p.m.

There being no further business, the meeting closed at 9.55 p.m.

Minutes of a meeting of the **LEISURE AND AMENITIES COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 22nd July 2002 at 7.06pm.

Present: Mr G.K. Astill (in the chair) Messrs S.T. Black JP, A.T.W. Norton, D.J. Quirk and J.K. Watterson.

In attendance: Peter Kelly (Administration) and R.C. Quane (Amenities Officer)

LA/02/7/1

MINUTES

Minutes of the meeting held on 17th June 2002, copies of which having previously been circulated, were taken as read, confirmed and signed.

LA/02/7/2

MATTERS ARISING

There were no matters arising from the minutes that were not already on the agenda.

LA/02/7/3

PLAYGROUNDS/PARKS

a) Playground Log Books

The Amenities Officer advised that the log books were in his office awaiting signature. In answer to question, he informed members that the only item requiring attention was the carriage for the train in the Taverners Playground. Mr Quirk enquired whether the Chairman had had the opportunity to go around the playgrounds with the Amenities Officer to look at the equipment. The Chairman replied that he had and a lot of equipment needed painting.

b) Amenities Officer's Report

Copies of the report had been circulated prior to the meeting and was noted with the following matters being discussed further:-

i) Swing Seats

The Amenities Officer advised that the seats had now arrived and would be fitted in the near future. In answer to question, he replied that the seats were for one block of swings in particular at Onchan Park.

ii) Security Fencing

Members viewed the brochures produced by the Amenities Officer. After further discussion it was agreed that an outline price should be calculated for the replacement of that section of fencing from the toilets adjoining car park No 2 to the squash club via the children's playground. This would be phase 1 and would incorporate the removal of the existing Australian holly bushes.

iii) Tree Stump

Mr Watterson commented that the area looked a lot better now that the tree stump had been removed. Mr Quirk commented that he felt it was a pity that a contractor had to be brought in and that it was not undertaken by the commissioners' own staff. Mr Watterson pointed out that it was not possible to hire a machine as large as the one used by the contractor. Mr Quirk then asked whether a new tree was to be planted to replace the old one which had fallen down to which the Amenities Officer responded that it was not possible to plant a tree in the same location as the root and trunk still existed 6 inches below the ground. He would however, have a look on site to see if there was another location where a new tree could be placed.

c) STRI Report

Copies of the report as prepared by the Sports Turf Research Institute in respect of the bowling greens had been circulated prior to the meeting and were noted. The report by the agronomist indicated that the flat green was coming on nicely but a considerable amount of work required to be carried out during the autumn on the crown green which would necessitate an earlier than usual closing. The Amenities Officer to calculate the time required to undertake the work specified and a date for the closing of the greens to be given to the clubs.

d) Astro Turf

The Administrative Officer reported having written to the Director of Leisure enquiring as to the potential availability of the astro turf from the National Sports Centre once lifted. The Director of Leisure had replied that the work had been complete and the old astro turf had been cut up by the contractor. Noted.

e) Jubilee Playground - Schemes

The Administrative Officer reported that there were now four schemes and a further contractor was visiting the office on Friday in order to obtain the brief. Noted..

f) District Map

The Administrative Officer reported correspondence sent to Atlas Maps and the subsequent visit by their regional sales director who handed over a copy of the Douglas/Onchan map. The map had been fully updated in respect of Onchan. The firm were prepared to let the commissioners copy the map without infringement of copyright and furthermore it was their intention to send the map on disc. The advertising map which the firm wished to erect in Onchan Park was to be located on the gable wall of the stadium block facing the main path and car park No 1. Noted.

g) The Big One

The Administrative Officer reported receipt of a cheque in payment from the Southern Motorcycle Club for the hire of the stadium. Letter also reported as sent to Mr Derry Kissack in Ward 7 at Nobles Hospital wishing him a speedy recovery following his accident in TT Week. Noted.

LA/02/7/4

OPEN SPACES

a) Amenities Officer's Report

Copies of the Amenities Officer's report had been circulated prior to the meeting and were noted with the following points being discussed further:-

i) Jubilee Playground

Members noted the fence had been extended and a new sign erected but the temporary seats were yet to be installed. With regard to the gift of land adjoining the Jubilee Park, in answer to question, the Administrative Officer reported that it was his intention to survey the route of the paths which had been established by the public over the land to coincide with the paths to be installed by the donor as part of the agreement.

ii) Port Jack Glen

Mr Quirk produced a copy of the ordnance survey sheet upon which a local resident had marked three cherry trees, four clumps of iris and two groups of shrubs as a landscaped scheme that could be carried out. Mr Quirk enquired whether the Amenities Officer had received a reply from the MEA as yet in respect of taking a power supply from within the sub station. When the Amenities Officer replied in the negative Mr Quirk advised that he had made enquiries through his brother and it appeared that it would be possible to take a supply but there may be a payment to make. The Administrative Officer pointed out that when the new shelter was built at the top end of the glen special provision was made so that an electricity supply could be taken from the shelter at any time. It appeared that the shelter was closer to the pond where the fountain was intended but no decision was taken by the committee in this regard.

Mr Quirk suggested that the whole scheme be phased and that only the fountain be undertaken during the current year. The Amenities Officer had produced costing in respect of a pump but pointed out that whilst he had based this on a low voltage system for safety reasons the manufacturers were phasing out this type of

equipment. Mr Quirk saw no problem in using 240 volt subject to there being current breakers. After further discussion it was agreed that Mr Quirk would speak to Mr James Vickers from the Onchan Rotary Club to progress matters further.

b) Memorial Seats

The Administrative Officer reported that the seat in memory of Peter Jackson had now been installed in the Taverners Playground area but was awaiting the engraved plaque. Written confirmation had been received from the Onchan Branch of the Royal British Legion in respect of the type and location for the seat to be placed in memory of the late Mr Pollard.

A further request had been received for a seat to be placed in Port Jack Glen. Mrs Susan Holt wished to donate a bench in memory of her late husband. After a brief discussion it was agreed that permission should be granted for a concrete ended seat in Port Jack Glen to be located within one of the enclaves provided for seating.

Mr Quirk made reference to one of the enclaves and the fact that the stonework was generally broken down and part of it was within the ponds. The Amenities Officer replied that he had been in touch with a local firm of stonemasons but was unable to gain their services to rebuild the wall.

LA/02/7/5

PUBLIC CONVENIENCES

a) Amenities Officer's Report

Copies of the report had been circulated prior to the meeting and were noted with the following item being discussed further

Toilet Block adjacent to No 2 Car Park

Mr Quirk enquired whether, when the electrician was repairing the lights he removed the collection of dead insects from within the diffusers. The Amenities Officer replied that he had not visited the site since but it was part of the instruction given. Mr Quirk then made reference to ivy growing on the wall which to his knowledge had not yet been removed.

b) Toilet Refurbishment

The Administrative Officer informed members that he had been advised by the Surveyor that the tender documents for the new toilet block in Main Road were due to be sent out in early August.

LA/02/7/6

PUBLIC LIBRARY

a) Librarian's Report

Copies of the Librarian's report had been circulated prior to the meeting and were noted with the following item being discussed further

Manx Dyslexia Association

The association, who have special books in the library, have requested approval for a drop in session to take place on Saturday 28th September between 1pm and 4pm. **Agreed** that this can take place.

The Administrative Officer reported that Miss Elissa Killey who had been a temporary member of staff during the illness of a permanent member of staff, was leaving the library at the end of July. Agreed that a letter of thanks be sent to her for the very pleasant and efficient manner in which she had carried out her duties.

b) Amenities Officer's Report

Copies of the Amenities Officer's report in respect of repairs carried out or required at the library had been circulated prior to the meeting and were noted without further comment.

LA/02/7/7

PROMOTIONS/ADVERTISING/PUBLIC INFORMATION

a) Advertising

i) Isle of Man Courier

The Administrative Officer reported that advertising space was taken in the Isle of Man Courier for one issue to promote the half price offer on Tynwald Day as part of the commissioners contribution to the Tynwald Week celebrations.

ii) The Church Leader

The advertisement which was appearing monthly in the Church Leader for the summer months and which had been praised previously for the fact that it brought an immediate response by way of enquiries for visits by church groups, had received editorial comment within the newspaper. The proprietors had now added colour to the commissioners' advertisement at no additional cost. Noted with pleasure.

iii) Manx Radio

The Administrative Officer reported that he sent two reminder faxed messages to Manx Radio in respect of a summer campaign once the school holidays had commenced. He finally received a telephone call to advise that the person who had been dealing with the advertisement the previous year was on long term sickness at the moment and the messages sent since April had been placed in his tray and not attended by anyone else. Consequently a meeting was held on Friday morning and an offer was made that for the same price as the previous year; Manx Radio would provide three times as many advertisements for the same price. Faxed confirmation was to have been received prior to the meeting but nothing had arrived to date. After discussion it was agreed that should the quotation be in line with the offer made then it should be accepted and the matter progressed as soon as possible.

c) Queen's Golden Jubilee

i) Street Parties

The Administrative Officer reported on the three street parties and the involvement of the commissioners in providing the road closing barriers, signs and the road closing orders. Letters of thanks had been received from the organisers of the street parties in Seaview Road and Buttermere Drive.

The Administrative Officer further added that in the case of Seaview Road Mrs McKibbin of Mountfield Road had paid for a set of Jubilee stamps to be presented to each child attending the party. Mrs McKibbin had unfortunately passed away suddenly on 15th July. Members noted this with sadness.

ii) Football Competition

With regard to the Football Competition letters of thanks had been sent to the organiser and the two referees. A small presentation was also made to them at the event by the Chairman on behalf of the Board. Mr Watterson advised that having been present he was aware how appreciative the teams were that the competition was laid on and that there was plenty of room within the stadium for those teams awaiting a match to exercise and practice. Mr Quirk informed the meeting that Mr Callow who had organised the competition unfortunately had to leave early as he received a message that his mother was unwell. Consequently he had not been able to use the voucher for the café which had been provided for him. Agreed that a new voucher should be issued.

iii) Sale of Mugs and Spoons

The Administrative Officer reported that the mugs were selling extremely well and there were now only a few left. The spoons, which were being sold below cost price, were selling but obviously not as well as the mugs. Noted.

d) Web Site

The Administrative Officer reported that of recent a number of updates had been made to the web site with particular regard to the list of clubs and societies. There had been some changes to the biographies of the commissioners and it was intended to add some additional photographs to the web site shortly.

The Administrative Officer further reported that he had requested that a digital camera be purchased which could be used by the Surveyors Department with particular regard to nuisance abatement matters and could also be used for adding additional photographs to the web site particularly relevant to presentations, special events etc.

e) **Film Project**

The Administrative Officer advised that he had been contacted by a researcher for a film which maybe made in the Isle of Man about football. Consequently they had viewed Onchan Stadium and in particular the changing rooms beneath which were of the right period. Everything would depend on whether the go ahead is given by the Isle of Man Film Commission.

f) **Civic Receptions**

The Administrative Officer reported on the civic receptions given to Lady Loch and Tom Christian MBE from the Pitcairn Isles. Photographs of both receptions will be added to the web site. A letter of thanks had been received from Lady Loch which was read to the meeting, a separate letter had been sent to the Board Chairman.

g) **Concessionary Rates**

The Administrative Officer reported that the annual arrangements had been made with the Children of Chernobyl for the free use of facilities in Onchan Park and that a concessionary rate for tennis had been given to "Include" an educational charity. Several children's parties had been given concessionary rates.

h) **Any Other Matters**

The Administrative Officer reported on the following:-

- i) An anonymous donor had provided two photographs of cycle racing in Onchan stadium during the 1950s.
- ii) The Department of Tourism had forwarded a 1970s Onchan Holiday brochure which had been handed to them. A letter of thanks had been sent to the person who the department thought were the donors
- iii) An enquiry had been received in respect of the occupant of the Hague Farm in the early part of the 20th Century. This had been established from the rate books and the information provided to the UK enquirer.

LA/02/7/8

YOUTH & COMMUNITY CENTRE

a) **Amenities Officer's Report**

Copies of the Amenities Officer's report had been circulated prior to the meeting and were noted with the following matters being discussed further:-

i) **Front Door Lock**

In answer to question, the Amenities Officer advised that the front door was covered by the internal CCTV security system and therefore the tampering with the lock must have occurred after the system had closed down. Under the circumstances it was agreed that the timing should be altered to run for an additional 2 hours.

ii) **Central Heating System**

The Amenities Officer reported that the person taking over the playgroup in September had had an inspection carried out of the premises and had queried whether the radiators could be adapted so that they ran at no more than 40 degrees. The technicality of such an operation was discussed and it was agreed that the youth centre was built and equipped for general rather than specific purposes. Noting that the heating comes on from 8am

until 9.30am, on the suggestion of the Amenities Officer, it was agreed that this should be altered to 7.30am until 9am which would mean the radiators would be on cool down at the time the children arrived.

LA/02/7/9

OUTSTANDING MATTERS

Copies of the list of outstanding matters had been circulated prior to the meeting and was noted without further comment.

LA/02/7/10

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

There were no matters for consideration in public.

LA/02/7/11

CORRESPONDENCE/OTHER COMMUNICATIONS

a) Manx Model Boat Club

Letter reported as received from the club secretary thanking the commissioners for the generous use of the lake in Onchan Park for the Mannanan Festival on Saturday 22nd June. The club were also appreciative of the facilities offered in the main grandstand so that the boats could be displayed when not in the water.

Mr Quirk informed members that the club had an excellent web site and suggested that consideration be given to linking that site to the commissioners own web site.

c) Ballachurry Playground

In answer to question from Mr Quirk, the Administrative Officer reported that a letter had been received from a resident in Wybourn Grove regarding previous correspondence with the office in respect of the problems experienced by older children playing football in the infants' playground. This matter was being handled at managerial level in the Surveyor's department.

As a follow on to that subject Mr Black enquired whether the grass was cut and the pitch marked out in the kickabout area. The Amenities Officer replied that the grass was cut by the contractor but the pitch had not been re-marked out of recent.

LA/02/7/12

ANY OTHER BUSINESS

a) Date of Next Meeting

Monday 30th September 2002 at 7pm.

b) Changing Rooms

Mr Quirk made reference to the memorandum distributed following the visit of the FA representative and enquired whether the necessary work had been undertaken to the hot water cylinder. The Amenities Officer replied that nothing had been undertaken. Agreed that this should be carried out as soon as possible before the rooms are used again.

c) Boiler House

Mr Quirk advised that the boiler house under the stadium still did not have a lock on it and therefore when the public were attending the stock car races they could quite easily gain access to the boiler house. Matter to be resolved by the Amenities Officer.

d) Onchan AFC

Mr Quirk advised the members that he understood some of the leading officials of Onchan AFC had resigned and there was to be an extraordinary meeting to be held in the Manx Arms Hotel the next evening if any of the commissioners wished to attend. He also suggested that perhaps a meeting be held with the new officers in

August despite the commissioners' policy of not holding meetings during that month. There was no seconder to this proposal.

Meeting terminated 10.56pm.

Minutes of a meeting of the **RURAL COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Wednesday 24th July 2002 at 6.05pm.

Present: J.K. Watterson (in the Chair), Messrs J.M. Bulley, B.H. Moore and A.T.W. Norton

Apologise: Mrs E.J.C. Kelly

In attendance: Peter Kelly (Administration) & B.T. Price (Building Control Officer)

R/02/7/1
MINUTES

Minutes of the meeting held on 19th June 2002, copies of which having previously been circulated, were taken as read, confirmed and signed.

R/02/7/2
MATTERS ARISING

a) **Creg-na-Baa Back Road**

Letter reported as sent to the Department of Transport pointing out the break up in road surface at the entrance to the new motor cross course alongside the Creg-na-Baa Back Road.

b) **Grass Cutting**

Letter reported as sent to the Department of Transport regarding the practice of depositing the grass cuttings along Bibaloe Beg Road following cutting of the verges at the junction with Whitebridge.

c) **Beating of the Bounds**

The Administrative Officer reported arrangements made in respect of the hire of a mini-bus and also catering arrangements at the Creg-na-Baa for the tour which was to commence at 7pm.

R/02/7/3
OUTSTANDING MATTERS

The list of outstanding matters had been circulated prior to the meeting with the following matters discussed further:-

a) **Planting at the Pinfold**

The Building Control Officer advised that he not received any further communication from the department.

b) **Amal Road Sign**

The Administrative Officer reported that due to staff illness and holidays the Amenities Officer had not been able to arrange for the sign to be erected. Site to be viewed during the Beating of the Bounds.

R/02/7/4

MATTERS FROM PREVIOUS MEETINGS

Nil.

R/02/7/5

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

R/02/7/6

PLANNING MATTERS

a) Planning Decisions

The Building Control Officer reported on the receipt of the following planning decisions:-

PA 02/263 Erection of replacement dwelling incorporating existing garage, Mullen-E-Corran, Sir Georges Bridge, Abbeylands for Mr G. Lyndon and Mrs H. Simpson – *Approved subject to the building only being used as a private residence.*

PA 01/2083 Partial rebuilding and refurbishment of farm cottage for tourist accommodation and erection of stables, Ballakissack Farm, Little Mill Road for Mr R.D. Kissack –*ON REVIEW – Approved subject to the work being in accordance with the plans submitted, stables only to be used for keeping horses and associated equipment/feed, the midden to be relocated, foul and surface water drainage to be installed in accordance with plan, evergreen shrubs to be planted between the tourist accommodation and Hillberry Manor, eastern elevation of tourist accommodation to be in natural stone to match adjoining buildings, tourist accommodation only to be occupied by bona fide tourists.*

b) Reviews

A Review has been sought in respect of

PA 02/292 Conversion and extension of industrial unit to two holiday cottages with ancillary facilities, Ballacain House, Little Mill Road for Mr & Mrs R. Corkill

The Building Control Officer read examples of the letters of objection submitted by adjoining property owners and the Review was at their request. Noted.

The committee had no further comments to make relevant to any Review submission by the commissioners.

R/02/7/7

ANY OTHER BUSINESS

a) Time and Date of next meeting

Wednesday 2nd October 2002 at 5.15pm.

b) Pro-tem Arrangement

After discussion it was agreed that when Rural Planning Applications are received in the period up to the next meeting notification should be sent to all commissioners advising that plans are available for inspection. If the Chairman feels it is necessary for a brief meeting to discuss any individual plan then that course of action will be taken.

Meeting terminated 6.55pm.

Minutes of a meeting of the **WORKS & CLEANSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 15th July 2002 at 7.00pm.

Present: Messrs H.L.G. Parkin (in the chair) S.T. Black JP, D. Crellin, D.J. Quirk and J.K. Watterson.

In attendance: J.E.S. Smith (Clerk), E.K. Convery (Surveyor) and Peter Kelly (Administration)

WC/02/7/1
MINUTES

Minutes of the meeting held on 10th June 2002, copies of which having previously been circulated, was taken as read, confirmed and signed.

WC/02/7/2
MATTERS ARISING

The following matters were arising:-

a) **White City - Wayleave**

The Surveyor advised that a further meeting had been held with the architect for Heritage Homes and he was proceeding with a design. The Surveyor added he had "favourable vibes" as to what the scheme would be like and the offer that was to be made. Mr Quirk commented that at the end of the day it was up to the commissioners to decide and up to now they had not seen any designs. The Surveyor responded that he had given the information to the architects as to the accommodation that was required and they were working on that basis. The Clerk pointed out that any scheme would be laid before the commissioners for consideration when available. Mr Quirk then added that in the past wayleaves issued by the commissioners were usually settled on a monetary basis. It may be that what is proposed is an attractive scheme but at the end of the day the commissioners have to consider value for money which may be offered by others in tendering. In his opinion the architect was preparing a scheme not knowing what the commissioners themselves would accept.

The Clerk commented that the Port Jack Toilets had been on the commissioners' agenda for many years in respect of refurbishment/rebuild and this was all the more important now that it stood at the foot of a prestigious building. Mr Watterson wondered whether the development company were progressing this scheme as an acknowledgement of the commissioners' requirement of it being in lieu of monetary compensation for the wayleave and if that were the case then it met his concerns and the matter should progress. The Surveyor offered to try and obtain a set of plans in time for the next meeting.

Mr Quirk then made reference to the reinstatement around the surface water pipe which was the subject of the wayleave. He said he was not satisfied with what had taken place and he produced photographs for the members to see. The Surveyor responded by saying that the reinstatement had not taken place as yet. Mr Quirk then added that nothing was getting done and the pipe had been installed for quite sometime. The Chairman commented that if the commissioners pressed for the reinstatement it might affect their compensation packet. Mr Quirk replied that they were two separate issues.

b) **Vist of His Excellency to Bemahague Complex**

The Clerk advised that there was nothing further to report in respect of a date. Noted.

c) **IWM Exhibition – June 2003**

The Clerk advised that details of the exhibition had been circulated. Mr Quirk commented that there were no costings attached thereto. The Clerk responded that the urgency at the moment was to reserve spaces as accommodation was limited in Torquay and this exhibition/conference usually proved extremely popular. Mr Crellin enquired whether in the Clerk's opinion attendance at the exhibition was beneficial. The Clerk replied that it was and the commission could send a representative at approximately 3-year intervals. Mr Black stated that he did not believe in attendance at such exhibitions and felt that the Department of Local Government and the Environment should send a representative who could then report to all the local authorities. Mr Watterson said he agreed to a certain degree; it was perhaps not totally necessary but it was of benefit. When he attended the recent exhibition at Anglesey he regarded it as a two-day learning curve. There was the opportunity to talk to other local authorities who had experienced the same problems in the past and learn from their experiences. Mr Crellin commented that if it was beneficial then the commissioners should keep up to date with developments. Mr Quirk suggested the Clerk should investigate the cost of sending two delegates. The Clerk replied that the last time a deputation from the commissioners went they flew to Exeter, hired a car and then there was accommodation costs on top of that. It was a three-day round trip.

Mr Watterson proposed that the Chief Executive, an appropriate member of the Surveyors department and a political member should attend. There was no seconder. Mr Quirk proposed that two persons should attend and that the decision as to who this should be to be discussed at a later date. The proposal was seconded by Mr Crellin.

***RESOLVED**

“that two places should be booked for the IWM exhibition in Torquay in June 2003”.

WC/02/7/3

MATTERS ARISING FROM PREVIOUS MEETINGS

Nil.

WC/02/7/4

REFUSE COLLECTION AND OTHER CLEANSING BUSINESS

a) **Officer's Report**

Copies of the Building Control Officer's report had been circulated prior to the meeting and was noted with the following matter being discussed further:-

Hako Pavement Sweeper

The Surveyor reported that representatives of the manufacturers had been on the Island to inspect the machine. With DoT using tarmacadam for pavements in preference to slabs or concrete then the amount of grit picked up by the sweeper was greater than that normally experienced by these machines elsewhere in the UK. Noted.

b) Civic Amenity Site

The Clerk advised that no meeting had taken place as yet but it looks as if it will be on 2nd August. He then reported on correspondence between the Clerk to Braddan Commissioners and the Planning Department with regard to the revised planning application.

c) **Path Royal Avenue to Churchyard**

Copy of a letter as received from the Parish Clerk of St Peter's Church had been circulated prior to the meeting. Mr Quirk commented that he understood the Surveyor was writing to the owner of the adjoining land regarding the overhanging leylandii trees. With regard to the proposals in the letter from St Peter's Church, it was agreed that this matter should be progressed with DoT at officer level.

d) **Any Other Business**

Mr Watterson enquired whether the refuse vehicles were having regular checks by the drivers/staff. The Surveyor responded that of recent there had been less break downs in the vehicles which he was sure was a result of the checking process. Vehicle logs were submitted once a week. Noted.

WC/02/7/5

STREET LIGHTING

a) **Officer's Report**

Copies of the District Surveyor's report in respect of street lighting, had been circulated prior to the meeting, and was noted with the following point being discussed further

Meadow View

The Surveyor advised that one column was in position but did not have its lantern head as yet.

b) **Manxbuild Exhibition 9th July**

The Surveyor and the Clerk attended the exhibition. They came across a firm ESF who provided street furniture and undertook schemes. Details were to be sent to architects preparing streetscape scheme for the commissioners. It was noted that ESF charge for their services. Further development in street lighting with the use of LED connected to solar panels was also noted.

c) **Any Other Business**

i)

Mr Black enquired whether there were still lights which were to have post top adapters. The Surveyor replied that what had been identified had been carried out. Mr Black commented that he thought there was still more to do. The Clerk informed members that the allocation for such works had been spent.

ii)

Mr Quirk drew to the attention of the meeting that street light HR17 was permanently out and HR26 was on all day. Noted.

WC/02/7/6

DRAINAGE FUNCTION

a) **Officer's Report**

Copies of the District Surveyor's report had been circulated prior to the meeting and was noted with the following matter being discussed further

Drainage Area Study

The Surveyor elaborated on the reasons for extending the drainage area study beyond Lakeside to cover Ashley Park and Birch Hill. The Department of Transport were aware and concurred with the proposals. Noted.

WC/02/7/7

PLANNING MATTERS

a) Planning Communications

There was one planning application where the recommendation of the commissioners and the planning decision differed.

PA 01/1346 Three garages, land behind Greenfield Cottages, Main Road.

The commissioners had recommended refusal on this application which was the same decision by Planning Committee at the initial and review stages. At Appeal however the Inspector recommended approval and the Minister concurred.

b) New Applications

Minutes of the meeting held on 10th July 2002 to consider planning applications, having been circulated, were taken as read, confirmed and signed.

WC/02/7/8

HEALTH AND SAFETY BUSINESS

a) Officer's Report

Copies of the report had been circulated prior to the meeting and was noted with the following item being discussed further:-

Mount Murray Development

Mr Quirk noted that an on site meeting regarding refuse collection was yet to take place but enquired as to what was happening in the meantime. The Surveyor replied that refuse was being collected using the commissioners' pick up vehicle and then transferring same to a refuse lorry.

b) Any Other Business

Mr Watterson enquired whether it was possible to have more information from the Works Department in respect of health and safety matters. The Surveyor replied that he was conscious as to the lack of information being provided. Mr Watterson suggested as an example, details on practices used by the sewer operatives. The Surveyor replied that both operatives had recently been on a jetting procedure course at Ramsey. Noted.

WC/02/7/9

CAPITAL AND REVENUE PROJECTS

a) Officer's Report

Copies of the officer's report had been circulated prior to the meeting and was noted with the following items being discussed further.

i) Hawthorn Villa - Extension

The Surveyor advised that he had received a copy of the plans that day but had not had time to study them. Under the circumstances he wished to do so before laying them before the committee.

ii) **Willow House – Air Conditioning**

The Surveyor reported that instructions had been given to the contractor to proceed. Noted.

iii) **Port Jack Railings - Refurbishment**

The Surveyor informed members that both himself and the Housing Maintenance Manager were to survey the railings and establish what was required with particular regard to sand blasting and painting. Some railings would need replacing all together. Mr Quirk commented that where the culverts had been installed without a wayleave there was a section of railing missing and persons could fall down the sheer drop. The Surveyor agreed to investigate.

WC/02/7/10

BUILDING CONTROL

There were no matters for discussion or consideration.

WC/02/7/11

HIGHWAY AND TRAFFIC MATTERS

a) Disabled Parking Spaces

The Surveyor advised that in respect of the reserved space adjoining the side of the post office, DoT were proposing to build out the pavement as at the top of Church Road to create a proper parking space. Mr Watterson enquired whether bollards were also to be placed on the pavement to prevent post office vehicles mounting same when they were emptying the post box.

The Surveyor further added that DoT were proposing to create a disabled persons space opposite the rear of the Co-op in Elm Drive in an area that at one time was reserved for taxis.

b) Visibility Summerhill Road/The Park

The Surveyor informed members that DoT were very conscious of the difficulties experienced and were looking to ways of moving the parking away form the corner.

c) Any Other Business

i) Stoney Road

Mr Crellin once again drew to the attention of the meeting that there were two reserved spaces in Stoney Road. One was for the doctor's surgery and the other was for a person with a disability who resided in the top house of Avondale Road. They had since moved and that space was now available and should be designated for disabled persons.

ii) Anti Skid

Mr Crellin enquired when the anti skid surfacing was to be placed either side of the zebra crossing on Avondale Road. The Surveyor reminded members that DoT had stated this was undertaken by a specialist contractor from the UK and therefore awaited their next visit.

iii) Abandoned Vehicles

Mr Quirk informed the meeting that there were still abandoned vehicles in the vicinity of the tennis courts at the junction of Belgravia Road and Royal Drive. He added that the tax disc on the camper van parked there was now out of date.

iv) Church Avenue

Mr Black enquired whether the commissioners had approved the reserved car space in Church Avenue. The Surveyor responded that such spaces were created by DoT but he was aware that they were undertaking a survey of all spaces at the moment to see which could be removed.

v) Pavement Conditions

Mr Quirk enquired whether the Hako Pavement Sweeper driver had drawn up a list of pavements requiring attention as requested by the committee. The Surveyor responded that he had spoken with the driver who said there were very few pavements needing attention.

vi) Government House Hedge

Mr Quirk commented that thistle and briars were now growing out of the hedge along Governors Road.

WC/02/7/12

FURTHER REPORTS FROM CLERK/SURVEYOR

Smiths (Formerly Downtys)

The Clerk advised that he understood the Department of Trade and Industry had an agreement to purchase the factory and adjoining land. The intention is that it would become an industrial park. Mr Quirk enquired whether the commissioners should write to the department advising that they had been trying to purchase the land for sometime for housing purposes. He also suggested that they should be advised that if the land was to be put up for sale the commissioners would be interested. The Clerk reminded members the land was zoned for light industrial purposes. Mr Watterson commented that there was a desperate need for light industrial buildings for small businesses as well as general storage buildings for commercial purposes. Here was an ideal opportunity for such buildings to be erected to help the smaller concerns. Mr Quirk suggested that the commissioners could at least write and ask what plans the department had for the land.

WC/02/7/13

CORRESPONDENCE/OTHER COMMUNICATIONS

Isle of Man Transport – Bus Shelter

Letter reported as received from the Director of Public Transport advising that the old wooden bus shelter at Port Jack had been replaced with a new steel/glass shelter for which they would be responsible for cleaning. The letter further requested that the commissioners assisted in deterring persons from sticking posters and other advertising material onto the shelter. Noted. Mr Quirk advised that he had previously suggested that the Department of Tourism and Leisure be requested to clean the bus shelter at the junction of Central Drive and Royal Avenue. The Surveyor advised that he would write a follow up letter.

WC/02/7/14

OUTSTANDING MATTERS

Copies of the list of outstanding matters had been circulated prior to the meeting and was noted with the following matters being discussed further:-

3(1) Second Avenue – Street lighting – *Delete as now carried out*

3(2) Three additional lights (Meadow Close/Springfield and Church Avenue)- *Delete as work now carried out*

WC/02/04/02/03 Roads, Snugborough Trading Estate.

Mr Watterson asked for an update in respect of this problem. The Clerk advised that the commissioners' advocate had taken away the abstract of title for the refuse depôt together with correspondence between the Clerk to Braddan Commissioners, the site owner, etc to study. He was doing this with a view to see if the commissioners could take any action to make the owners or others make up the roads. Noted.

8 Possible land purchase for future development

Mr Quirk asked whether the Clerk could contact Mr Richard Senior to see if a response was forthcoming to some of the enquiries.

WC/02/7/15

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

WC/02/7/16

ANY OTHER BUSINESS

a) **Next Meeting**

Monday 23rd September 2002 at 7pm.

b) **Meeting with DoT and Police**

After discussion it was agreed that the alternative dates of 17th October or 24th October be passed to the other parties for consideration.

c) **Police Station**

Mr Crellin commented he was pleased to see that the fence at the rear of the police station had been fixed.

d) **Nursery Avenue Lane**

Mr Quirk drew to the attention of the meeting that there was a burnt out pick up and stock car on part of the lane owned by the commissioners. The Surveyor advised that his department was aware of the situation and the appropriate action would be taken.

e) **Ballachurry**

Mr Quirk made reference to abandoned vehicles in the Bemahague Avenue/Lhon Vane Close area. The Surveyor advised that he had spoken to McArds the owners of the block of garages and adjoining forecourt and they were to take the appropriate action as in the past.

f) **Scrap Cars**

Mr Quirk advised that he had been instructed by Commissioner Kennaugh to pass on to the commissioners the information that the cost of removing scrap cars had gone up to £50 and this could result in more abandoned vehicles being left on the roadside or waste land.

Meeting terminated 11.01pm.