

IN PUBLIC

16th May 2003

PLEASE NOTE:

1. *That the attached Minutes have yet to be confirmed by the Authority/Committees as true and correct record of proceedings at the various meetings; and*
2. That the resolutions of the various Committees, marked with an asterisk (*), are subject to the approval of the Authority.



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

IN PUBLIC

ONCHAN DISTRICT COMMISSIONERS

*Hawthorn Villa,
Main Road, Onchan.*

IN PUBLIC

16th May 2003

Sir/Madam,

You are hereby summoned to attend an ORDINARY meeting of the Authority to be held in the boardroom at the offices of the Board to transact the undernoted business at:

7.00 p.m. on Monday, 19th May 2003

which will be followed by a meeting of the Board in Committee.

Yours faithfully,

J.E.S. SMITH
CHIEF EXECUTIVE/CLERK

AGENDA

The order of business at every meeting of the authority shall be in accordance with that laid down in Standing Order No 4 unless varied by the Chairman at his discretion or by a resolution duly moved and seconded and passed on a motion which shall be moved and put without discussion.

1. To approve as a correct record and sign the Minutes of the:-
 - 1.1 Ordinary meeting held on 14th April 2003 *(Minutes - APPENDIX 2)*
 - 1.2 Annual meeting held on 6th May 2003 *(Minutes - APPENDIX 2A)*

2. To dispose of business (if any) remaining or arising from the above said meeting

3. To dispose of business (if any) remaining or arising from meetings held prior to the last ordinary meeting.

IN PUBLIC**ODC MEETING 19th May 2003****IN PUBLIC**

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4. Chairman's Announcements
-
5. Questions - As may be asked by members under the provisions of Standing Order No 7(2). *(Circulated)*
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6. To receive and consider reports, minutes and recommendations of committees. The chairman of the respective committees to report.
- 7.1 Housing Committee
- Meeting held 22nd April 2003 *(Minutes – APPENDIX 3)*
 - 7.2 Works and Cleansing Committee
- Meeting held 30th April 2003 *(Minutes – APPENDIX 4)*
 - 7.3 Leisure and Amenities Committee
- Meeting held 28th April 2003 *(Minutes – APPENDIX 5)*
 - 7.4 Policy and Finance Committee
- Meeting held 12th May 2003 *(Minutes – APPENDIX 6)*
 - 7.5 Rural Committee
- Meeting held 7th May 2003 *(Minutes –*
APPENDIX 7)
-

Note:

Standing Order No 7(1) provides that *“A member of the Authority may ask the chairman of a committee any question upon an item of the minutes, report or recommendations of a committee when that item is under consideration by the Authority.”*

Other questions may be asked, after due notice in writing under the provisions of Standing Order No 7(2).

8. To consider letters, petitions, memorials and other communications.
- 8.1 Planning decisions/communications from the D.L.G.E. Planning Committee
(Schedule -
APPENDIX 8)
 - 8.2 Clerk of Tynwald's Office re: Tynwald Garden Party – 6th July 2003
 - 8.3 Sergeant J. Mitchell re: Transfer from Onchan Community Police
 - 8.4 Inspector P.N. Hoggett re: Personnel in 'B' Division (circulated)
 - 8.5 Invitation to view the new Nobles Hospital
 - 8.6 Any Other Communication
-

9. To consider any report from the Clerk or the Surveyor.
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10. To consider Motions in the order in which notice has been received. *(ref Standing Order No 5)*

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Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday 14th April 2003 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
 Mr M.J. Kennaugh
 Mr E.D.R. Killey
 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)

C03/04/01/01
MINUTES

The minutes of the public section of the ordinary meeting held on 10th March 2003, copies of which having previously been circulated, were considered.

Mr. Quirk questioned the reference in minute C03/03/01/01 to the fact that he and Mr Black did not vote in relation to an amendment to the minutes. The Deputy Clerk confirmed that his meeting notes specifically recorded Mr Quirk and Mr Black having not voted. *Noted.*

The minutes were agreed as a correct record of proceedings and signed by the Chairman.

C03/04/01/02
BUSINESS ARISING

1. C03/03/01/02(2) - Heywood Court Matters

The Deputy Clerk confirmed that the date of the official opening at Heywood Court had been set at 8th May 2003, and that usual preparations for such an event were in hand. The District Surveyor confirmed receipt of a request from the Joint Ex-Servicemen's Association for permission to plant trees at Heywood Court and it was agreed that the detail of such a request would be considered later in the meeting.

Mr Quirk wondered whether the opportunity could be granted to the Onchan W.I. to plant trees at Heywood Court. Mr Parkin suggested that any such request should be submitted in writing, and would be considered.

2. C03/03/01/16(4) – Island Spring Clean/Anti-Litter Campaign

The Deputy Clerk had circulated with the agenda a copy of a letter received dated 2nd April 2003 from the Local Government Unit at the Department of Local Government and the Environment which confirmed that the launch of the Department's Anti-Litter Campaign had changed to 22nd April 2003. It also confirmed that there would be a focus weekend for events such as litter picks and this would be the weekend of 21st/22nd June 2003. The Deputy Clerk confirmed that a subsequent email from the Department confirmed that the focus weekend had changed to the previous week, that is 14th and 15th June 2003 to avoid clashing with the Parish Walk. *Noted.*

3. C03/03/01/16(5) – Local Government (Miscellaneous Provisions) Bill 2003

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The Deputy Clerk had circulated with the agenda copies of a letter received from the Local Government Unit Manager at the Department of Local Government and the Environment, dated 17th March 2003, in which she confirmed that the Department, in proposing an extension to the tenure of Office of Councillors/Commissioners to 5 years, was seeking to avoid a clash with the elections to the House of Keys.

The letter confirmed that a number of Local Authorities had misgivings as to whether this change would be beneficial and felt that it was too long a commitment for Councillors/Commissioners to make. The Department had therefore decided, with the support of the Council of Ministers, to amend the proposed bill to the effect that all Members of the Local Authorities were to hold office for at term of four years. It was proposed that the changes would take effect from 2004.

The Chief Executive/Clerk had received a copy of the Local Government (Miscellaneous Provisions) Bill 2003, which, if passed by the branches of Tynwald would put the proposals of the Department in this regard into effect. The Chief Executive/Clerk had been unclear about the intention of the Bill as it related to the Onchan Rural Committee and had established that the intent was to have the membership of the Onchan Rural Committee to be on the same footing as membership of the Onchan District Commissioners. The matter was to be clarified by way of an amendment to the Bill in due course.

Mr Parkin advised that he had been able to see the logic behind the previous suggestion that membership of the Local Authorities should last for five years, and indeed the urgency of changing legislation to allow for the elections to take place 2 ½ years after the House of Keys General Election in mid 2004. He, however, considered the latest suggestions to be a retrograde step and was aggrieved that there had been no consultation on the proposal to change the term of office to four years.

Mr Quirk concurred arguing that Onchan District Commissioners had supported the introduction of a five year term. He drew attention to the fact that the letter confirming the Department's change of view had been received by the Commissioners on 18th March 2003 but had only been circulated to Members that weekend. He sought the early circulation of such documentation.

Mrs Kelly concurred with the views expressed by Mr Parkin and suggested that the Commissioners should make their views known in any case in writing.

Mr Killey understood that part of the reason for changing to the general election for Local Authorities was to try to encourage more of the public to vote in relation to Local Authorities. He suggested that Members of the House of Keys ensure that their vote counted in relation to the election of Members of the Legislative Council.

Mr Watterson understood the argument that a five year term of office for some Authorities might be too long. He also noted that a general election for Local Authorities would only coincide with the House of Keys General Elections once every 20 years. He did not believe that a change in the tenure of office to four years was a hindrance and represented a middle of the road approach.

Mr Parkin considered that the issue had been brought through hurriedly. He accepted that candidates in the 2003 Annual Commissioners Election had been made aware of the possibility of a change in legislation but this had not been the case for candidates of the previous election who had been elected for a three year term of office. Mr Parkin considered that when the matter was being progressed hurriedly to try to achieve and establish a permanent 2 ½ year gap between the House of Keys General Election and a General Election for Local Authorities, the speed under which the change was being brought forward was understandable. However, if it were not to establish a 2 ½ year gap between the General

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Elections, he could not understand the need to rush the change in legislation without consultation.

Mr Quirk argued that certain Members may well have been discriminated against following their election in 2002 for a three year period. Indeed there was a financial implication for those candidates who, having sought and been successful in gaining election for a three year period, would now have to fund a further election within that three year period through no fault of their own. Mr Parkin concurred, adding that as well as the candidates, the electors had been unaware that the election in 2002 would only be for a two year period.

Mr Crellin suggested that a commencement of the new arrangement in 2005 may be fairer, when all existing Commissioners elected in April 2002 for a three year term would serve their full term, and those elected subsequently in 2003 and 2004 would know that it was for a limited time. Mrs Kelly, who had been elected in 2002, considered this to be a fairer option.

On the proposal of Mr Parkin, seconded by Mr Quirk, it was **RESOLVED** that a letter be issued to the Department of Local Government and the Environment expressing disquiet that a change in the tenure of office had been proposed without consultation with the Authorities, and suggesting that a change in implementation to 2005 would avoid any suggestion that Local Authority Membership had been cut short without prior knowledge. Messrs Black and Killey voted against the resolution.

4. **C03/03/01/05(2) – Questions – Public Health Amendment Act 2000 (Refuse Disposal Charges)**

Mr Quirk enquired whether there had been any further correspondence received from the Commissioners' legal advisors with regard to the proposed implementation of refuse disposal charges. The Deputy Clerk was not aware of any further correspondence in that regard.

C03/04/01/03

BUSINESS ARISING FROM PREVIOUS MEETINGS

None.

C03/04/01/04

CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:-

1. **Annual Election – April 2003**

The Chairman referred to the uncontested re-election of three Commissioners in April 2003 and welcomed back Messrs Crellin and Parkin for a further term of office with the Onchan District Commissioners. The Chairman himself had been returned for that further term of office.

2. **Captain of the Parish**

The Chairman was pleased to confirm that he had recently been talking to the Captain of the Parish, Mr Harvey Briggs, who was recovering following recent surgery. The Chairman reported that he was pleased that Mr Briggs was recovering well and was back on his feet again.

3. **Compost Bins**

The Chairman confirmed that all of the allocation of compost bins for the Onchan District Commissioners had been allocated and that a waiting list of over 150 additional names had

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been compiled. It was hoped that additional compost bins would be made available on the waiting list in the near future.

C03/04/01/05
QUESTIONS

The following question had been submitted by Commissioner D.J. Quirk, under the provisions of Standing Order Number 5:-

1. To Chairman, Onchan District Commissioners, ref: Non-payment of Local Authority Rents

- (i) What is the policy of Onchan District Commissioners with reference to the recovery of outstanding rent?**
- (ii) Who was responsible for taking action against tenants for non-payment of rents?**
- (iii) What are the costs of taking action through the Courts for the recovery of non-payment of rent; and**
- (iv) Who pays for the cost of taking action against tenants for the recovery of debt?**

The Deputy Clerk responded as follows:-

- (a) in dealing with rent arrears, the Commissioners try to be understanding and supporting of their tenants. Letters are issued in the first instance, to try to encourage payments and indeed try and establish an informal arrangement to clear the outstanding balance. If there is no response, or if agreed payments are not maintained, a more formal approach is adopted, starting with the issue of notice to quit the premises. Ultimately, where there is no effort to clear the arrears, the Commissioners must consider Court Action to repossess the property. At all stages, however, the Commissioners' staff will discuss or advise on any difficulties, referring tenants to other agencies for advice if appropriate.
- (b) In short, it is the Commissioners who are responsible for taking action against tenants for non-payment of rent, both formal and in more serious cases, formal action.
- (c) The cost of Court Action varies from case to case and is entirely dependent upon developing circumstances. Formal action can be taken through the Small Claims Court, if it is simply an attempt to recover outstanding balances. The costs of this are somewhat cheaper than the second option of applying to the High Court for repossession, together with judgement in respect of the arrears. In both cases, there is time taken by Officers to prepare submissions and evidence to support the claim, but in relation to repossession issues, the Commissioners' Advocate is also employed to present the case at Court. It is not uncommon for legal costs to exceed £500 in a case and sometimes this can be quite a bit more.
- (d) As part of the Central Government funding arrangements in relation to Housing Authorities, an allowance is made to cover the cost of administration, presently 5% of rents receivable per annum. In theory, this is provided to cover administrative costs, including taking action to recover housing debts. In Onchan, however, the administration allowance does not cover all administrative costs in relation to housing so there is an impact upon the general costs of the Authority which is funded through the rates.

*IN PUBLIC***C03/04/01/06****HOUSING COMMITTEE MINUTES**

The minutes of the public section of the Housing Committee meeting held on Monday 17th March 2003, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. H03/03/01/04(1) – Ashley Park - Pavements

The Chairman of the Housing Committee, Mr Kennaugh, confirmed that works to improve the pavements in the Ashley Park Estate were almost complete.

2. H03/03/01/05(1) – Visit

Mr Kennaugh confirmed that Messrs Astill and Crellin, who had toured the Springfield Court Complex had found the premises to be in satisfactory condition.

3. H03/03/01/06(1) – Staffing

Mr Kennaugh confirmed that Mrs Cullen had indeed taken up her position as Warden at Heywood Court Elderly Persons Complex.

4. H03/03/01/05(2) – Recycling Bins

In answer to enquiry from the chairman, the Deputy Clerk confirmed that the possibility of providing recycling bins at Springfield Court was under consideration.

Mr Quirk suggested that consideration should also be given to the provision of recycling bins at Heywood Court. Mr Watterson commented, however, the economies of scale had to be taken in to account. If it were only possible to provide smaller recycling bins, collection may not be economical to undertake. Most residents at both Springfield Court and Heywood Court had friends and relations who were both fit and active and who would be able to transport recyclable materials to existing recycling bin sites including those provided at the Commissioners' Office. Mr Quirk asked that the Housing Committee review the situation in relation to Heywood Court.

Mr Parkin argued that the provision of recycling bins would be better targeted at areas within the district where larger families resided. This would provide the most cost effective way of improving recycling arrangements.

5. H03/03/01/05(3) – Lift Maintenance Contract

Mr Watterson referred to reports which had been received during the previous few months both from the Commissioners lift maintenance contractors and from an independent assessor in relation to a risk assessment of the lifts at Springfield Court. The Deputy Clerk confirmed that neither of the risk assessments had identified matters which had required urgent attention, but that further consideration was being given to the implications of those risk assessments for report back to the Housing Committee in due course.

6. H03/03/01/06(4) – Laundry Room

Mr Watterson acknowledged that plumbing had been provided in each flat for the provision of individual washing machines for tenants at Heywood Court, but enquired whether a hole had been provided in the side of the base unit to allow access of the washing machine waste pipe in to the main waste disposal pipe provided within that base unit. The District Surveyor confirmed that a hole had not been provided since it was not certain that all tenants would require an individual washing machine and would avoid the necessity of damaging the appearance of the base unit for the resident unnecessarily, if no washing machine was to be

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installed. He added, however, that arrangements had been made upon request, to ensure that the appropriate hole was made in order that waste water from the washing machine may be disposed off in the waste pipes provided.

C03/04/01/07**RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Housing Committee meeting held on 17th March 2003, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C03/04/01/08**WORKS AND CLEANSING COMMITTEE MINUTES**

The minutes of the public section of the Works and Cleansing Committee meeting held on Monday 24th March 2003, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. W03/3/4(c) – Bin Weighing System/Vehicle Conversion

The Chairman of the Works and Cleansing Committee, Mr. Parkin, referred to the leaflet which had been issued to all residents in relation to waste disposal. He confirmed that the Authority was looking to reduce the waste load, and requested the assistance of the residents of the district in reducing their household waste.

2. WC/03/03/10(a) – Reserved Spaces

In answer to enquiry from Mr Norton, Mr. Parkin confirmed that Works and Cleansing Committee did not anticipate any delay in response incurred for the member of the Lifeboat Crew as a result of the decision not to support the application for the provision of a reserved space. Mr Parkin reminded Members that there was a sufficient space within the curtilage of the property, at the rear, for the applicant to provide his own off-street parking space and so not interfere with on-street parking in the area.

3. WC/03/3/14 – Outstanding Matters – Pavement, Furman Road

In answer to enquiry from Mr Norton, the District surveyor confirmed that the matter had been drawn to the attention of the Department of Transport and was awaiting their response.

*IN PUBLIC***4. WC03/03/14 – Outstanding Matters – Adoption of Roads and Lane, Marion Court**

In answer to enquiry from Mr Norton, that this was part and parcel of the consideration being given by the Department of Transport to the adoption of Marion Road.

5. WC03/03/14 – Flooding Problems – 82, 84 and 86 Summerhill Road

In answer to enquiry from Mr Astill, the District Surveyor confirmed that the matter had been referred to consultants for attention. Mr Crellin sought assurance that the matter would not simply be left as it was a serious issue. The District Surveyor assured Mr Crellin that this would not be the case, but, as with all drainage works referred to the Consultants, the Onchan District Commissioners had to fall in to line with demands Island wide.

In answer to further enquiry, the District Surveyor confirmed that the Commissioners own staff had cleaned out as much of the route of the water course as possible.

6. WC03/03/04(c) – Bin Weighing System/Vehicle Conversion

Mr Quirk enquired whether contact had been made with the commercial organisations with regard to the changes in bin collection arrangements which were approaching. The District Surveyor confirmed that a programme of assessment and personal visit was being undertaken to ensure that all commercial premises had the correct number of bins. He took the opportunity to remind public that refuse collectors would not be able to collect any materials which were not left in a bin. Mr Parkin highlighted this issue further.

7. WC03/03/06(a) (ii) – Alberta Drive

In answer to enquiry from Mr Quirk, the District Surveyor confirmed that the ditch must be piped in within the Kerrocoar Drive development. Mr Quirk stated that Mrs MacDowell continued to be concerned about blockages to the culvert and Mr Quirk suggested that the ownership of each section be established. The District Surveyor confirmed that this was under investigation. Mr Quirk stated that neither Mr Nichols or Mrs MacDowell had been visited by the developer. The District Surveyor commented that there was no greater water passing through the culvert now than there had been in the past.

Mrs Kelly had noted the comment with regard to a concrete mixer being washed out and further commented that she had visited Port Jack Glen and had witnessed white water in the Port Jack Glen stream. She wondered whether the two issues were connected but the District Surveyor commented that this was unlikely to be the case. He added that the main surface water drainage ran in to the Port Jack Glen stream and that there had been incidents in the past with discoloured water which had been traced to masonry paint being discarded into the surface water drainage system. Mr Quirk suggested that a check should be undertaken on the Commissioners' own land to establish that a cement mixer had not been washed out in this matter. *Noted.*

The Chairman referred to an issue which had been raised with him relating to a manhole in the Ballachrink Drive area. The District Surveyor confirmed that the manhole was on the list of manhole covers which required attention.

C03/04/01/09**RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Works and Cleansing Committee meeting held on 24th March 2003, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board

*IN PUBLIC***C03/04/01/10****LEISURE AND AMENITIES COMMITTEE MINUTES**

The minutes of the public section of the Leisure and Amenities Committee meeting held on Monday 31st March 2003, copies of which having previously been circulated, were considered. The following matters were arising:-

1. LA/03/3/3(h) – Easter Opening

The Chairman of the Leisure and Amenities Committee, Mr. Astill, confirmed that he had visited the Onchan Park that afternoon and, despite the fact that the attractions were not yet open, the Park had been busy. He referred to a broken window in the café in Onchan Park.

The Deputy Clerk confirmed that Onchan Park was to open between 10.00 a.m. and 6.00 p.m. over the Easter Weekend. The District Surveyor added that there would be some restricted opening hours after Easter prior to 1st May 2003, in accord with the Leisure and Amenities Committee minutes.

2. LA/03/3/8(c) – Good Neighbour Award

Mr Norton made reference to the suggestion that the Commissioners should initiate a good neighbour award scheme for the district. Mr Killey was supportive of the suggestion of recognising good neighbours but was concerned as to who would have to make the very difficult judgement in relation to any award. Mr Watterson expressed his support for the sentiments, but felt that a good neighbour simply wanted to care for residents in the neighbourhood, and added that it would be difficult to try to reward or recognise such actions. He would be fearful of omitting any individual from such judgement. He believed that the Commissioners should not proceed with the suggestion. Mr Crellin enquired as to how a good neighbour would be defined. Mr Quirk suggested that guidance notes were already available from such schemes which had been launched elsewhere. He suggested that the neighbourhood watch schemes could become involved in making recommendations. Mr Parkin agreed with the sentiments of Mr Watterson adding that the intention was commendable, but that in practice, it would be difficult to fulfil.

On the proposal of Mr Parkin, therefore, it was **RESOLVED** that consideration of the proposal to introduce a good neighbour award scheme would be adjourned sine die.

3. LA/03/3/4(a)(ii) – Flower Bed

Mrs Kelly had noted that the Parks Staff had utilised pesticides to kill off weeds alongside the footpaths in Port Jack Glen, but that, in doing so, had scorched and killed off an area of grass land alongside the weeds. Mrs Kelly commented that this detracted from the looks of the Glen and asked the Parks Staff to take more care with the use of pesticides in the future.

*IN PUBLIC***4. LA/03/3/6(c) – Librarian**

Mr. Parkin echoed the congratulation which had been recorded from the Committee to the Librarian on passing “The Diploma by Computing via the Internet”.

5. LA03/3/8(a) – Website

Mr Parkin extended congratulation to the Administrative Officer for the tour of Onchan which had been made available on line.

6. LA03/3/11(b) – Ferguson Tractor

Mr Parkin commented that the future of the Ferguson Tractor had been discussed many times over a number of years. He confirmed that he had not changed his view that the tractor did not owe anything to the Commissioners, nor was it providing any difficulty in storage. He held the view that if the tractor was to be sold, a link with the past would have been lost. Mr Parkin held the view that the Tractor should be maintained in its current condition and that to dispose of the tractor would be foolhardy.

Mr Quirk stated that he had visited the refuse vehicle garage at Snugborough where the tractor was in storage and had noticed that the tractor had been stored against one of the walls. He commented that the tractor was supposed to be covered up and that tooth marks were evident on the paintwork from where the bin lifters had marked the body work. He commented that the tractor was “rusting to death”. He was aware that a number of people wanted to buy the tractor and did not regard the vehicle as being particularly wonderful.

The Chairman sought a vote upon the resolution of the Leisure and Amenities Committee. Speaking in relation to that motion, Mr Watterson expressed the view that the value of the tractor to the Commissioners was held in terms of heritage rather than monetarily.

7. LA03/3/3(g) – Onchan AFC

Mr Quirk commented that he had been invited by the Onchan Football Club to inspect the showers following their usage following their game on the previous Saturday. The showers had been left secure but he had revisited the showers on the Sunday and found flooding in the passageway. He confirmed his view that there was a valve which was passing water. He suggested that the accusation made against Onchan Football Club, that they had left the shower running was incorrect. He asked that when the shower valve was addressed, the shower tray be examined as that appeared to be leaking.

Mr Killey enquired as to how much Onchan Football Club were paying for each hire of the Onchan Stadium for their matches. Mr Quirk commented, in return, that the Club were endeavouring to improve facilities at the stadium.

8. LA03/3/8(b) – Torchlight Procession

Mr Quirk commented that he thought that the Leisure and Amenities Committee had decided to continue with the Torchlight Procession. Mr Parkin commented that the difficulty had been with the flaming torches, when weather conditions were not ideal. Mrs Kelly commented that more glow sticks should be used and on the suggestion of Mr Killey, the matter was referred back to the Leisure and Amenities Committee for further consideration.

9. LA03/03/11(c) – Crown Green

Mr Quirk confirmed that the plaque which had been reported missing had now been found.

10. LA03/3/3(b)(ii) – Fencing

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Mr Killey made reference to the amount of damage being caused at Onchan Park and expressed serious concern in that regard. The District Surveyor confirmed that the Police had been notified of any damage caused on every occasion and video tapes had been handed to the Police for perusal. There were, however, difficulties which were not covered by close circuit television, such as the riding of BMX bicycles on pitch and putt golf course. In answer to enquiry, he confirmed that the close circuit television did cover the front of Onchan Park Café. He had been informed in the previous week that the infrared element of one of the cameras had not been operating properly. He advised that the CCTV system which had been installed had been at the cheaper end of the market, and the Commissioners had been aware that it would be inadequate, in some circumstances, to result in Police prosecutions. The District Surveyor confirmed that if an upgrade was required, he would arrange for estimates to be prepared.

He was aware that the advice of the Police recently received was that to prevent vandalism, adequate lighting had to be provided. He had read one report which suggested that adequate lighting was approximately seven times more effective than close circuit television in the prevention of crime.

Mr Crellin enquired whether any of the crimes of vandalism at Onchan Park had been detected by the Police. It was acknowledged that there were more regular patrols now at Onchan Park and the Deputy Clerk confirmed that there had been recent correspondence between the Administrative Officer and the Community Policeman in this regard.

11. LA03/3/6(b) – Amenities Officer Report

Mr Watterson enquired whether an assessment could be made as to whether the office of the Librarian, the entrance to the toilets and the toilets themselves, within the Library, with a view to redecoration.

12. LA03/3/09(a) – Chief Minister

The Deputy Clerk confirmed that the Administrative Officer had written to the Secretary of the Golden Jubilee Trust, at the Office of the Chief Minister, to enquire whether a full-size fibre glass cow could be stored indoors and whether the Chief Minister's Office or the Golden Jubilee Trust would provide public indemnity insurance for the cows. A response had been received confirming that the Golden Jubilee Trust had insured the cows both against damage and public liability. It also confirmed that the intention was for the cows to be placed in the open, in a place accessible to the public. Each cow would be on a concrete plinth which would make them unsuitable for an inside location.

Among the suggestions made for the positioning of such cows were Port Jack Glen, the grass bank at the Whitebridge and Lazy Corner.

*IN PUBLIC***13. LA03/3/3(b) (iii) – Bumper Boats**

The Deputy Clerk confirmed that the proposal to purchase a new Honda engine for back up for the bumper boats was for a four stroke engine rather than a two stroke engine as specified in the resolution.

C03/04/01/11

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Leisure and Amenities Committee meeting held on 31st March 2003, be and are hereby received It was further **RESOLVED** that the following resolutions contained therein requiring the consent of the Board be approved as follows:-

1. ***to purchase a Honda four stroke engine as a back up for the bumper boats at a cost of £349.***
2. ***to recommend to the Board that a Civic Reception be held for the Onchan Ladies Choir to celebrate their Ruby Anniversary.***

It was further **RESOVLED** that the following resolution which required the consent of the Board be not approved:-

- (a) ***that the original Ferguson tractor as purchased by the Commissioners for Onchan Park be sold.***

Messrs Kennaugh, Norton and Quirk voted for the resolution.

C03/04/01/12

POLICY AND FINANCE COMMITTEE MINUTES

The minutes of the public section of the Policy and Finance Committee meeting held on Monday 7th April 2003, copies of which having previously been circulated, were considered, the following matters were arising therefrom:-

1. PF03/04/04(4) – Rates Collected

The Chairman of the Policy and Finance Committee, Mr Killey drew attention to the excellent level of rates collected, once again, for the 2002/03 financial year.

C03/04/01/13

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Policy and Finance Committee meeting held on 7th April 2003, 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 lists attached to the minutes be endorsed.***

IN PUBLIC**C03/04/01/14****RURAL COMMITTEE MINUTES**

The minutes of the public section of the Rural Committee meeting held on Wednesday 2nd April 2003, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. R/03/4/6(b) – High Hedges

The Deputy Clerk suggested that the Rural Committee and Works and Cleansing Committee appeared to be of like mind with regard to the consultation paper received in relation to high hedges.

2. R/03/4/8(b) – Four Wheel Drive Club

Mr. Watterson confirmed that this had already been reported to the previous meeting of the Board.

3. R/03/4/7(b) - Reviews

In answer to enquiry from Mr Black, it was unclear whether neighbours had determined to continue with their objection in this regard.

C03/04/01/15**RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Rural Committee meeting held on 2nd April 2003, be and are hereby received. It was further **RESOLVED** that the resolution contained therein requiring the consent of the Board be approved as follows:-

- that the Committee supports in principle the proposals subject to the administration and policing being carried out entirely by Department of Local Government and the Environment.***

C03/04/01/16**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
02/1898	Upgrade of Units, Plots 14 to 38, Groudle Glen Holiday Cottages, Groudle Road	ODC Recommendation – Approval Initial Planning Decision – Approval
02/1897	Units to Houses, Plots 1 to 13, Groudle Glen Holiday Cottages, Groudle Road	ODC Recommendation – Approval Initial Planning Decision – Refusal Reasons reported, views to be submitted by 21 st April 2003
02/1755	4 Apartment Blocks with Parking Provisions and Landscaping, Land adjacent to and including “Far End”, King Edward Road	ODC Recommendation – Refusal Planning Decision On Review – Refusal Review decision reported, Appeal Hearing requested

2. Richmond Hill Consultative Committee – Minutes

IN PUBLIC

The Minutes of the meeting of the Richmond Hill Consultative Committee held on 23rd January 2003 had been previously circulated.

Mr Quirk clarified that in the minute relating to the Energy from Waste Plant, it had been suggested that the Local Authorities for Douglas, Onchan and Braddan would be called upon to supply waste for a testing period. Mr Quirk understood that this would not now be the case and some pre-package material would be used.

3. Data Protection Act 2002

The Deputy Clerk had circulated with the agenda copy of a letter received dated 17th March 2003 from the Data Protection Supervisor in relation to the Data Protection Act 2002.

The Deputy Clerk further confirmed that in a response, the Chief Executive/Clerk had confirmed that the letter received would be reported to the Commissioners that evening, and had requested organisation of staff awareness courses for the line managers and, subsequently, for the Commissioners, who would be affected by the provisions of the new Act.

Mr Quirk confirmed that he was registered in his own right under the terms of the Data Protection Legislation.

Mr Quirk once again made reference to the fact that the letter had been received on 18th March 2003, but that it had only been circulated to Members that weekend. Mr Quirk argued that correspondence should be circulated to Members at an earlier date.

4. The Disabled Persons (Badges for Motor Vehicles) Regulations 2002

The Deputy Clerk had circulated with the agenda a copy of a letter received 26th March 2003 from the Department of Transport Legislation Section, referring to changes which were to take place in the design of the parking badge for disabled persons. *Noted.*

5. Policing Plan 2003/2004 and Strategic Plan 2003/2006

The Deputy Clerk had circulated with the agenda copies of a letter received dated 10th March 2003 from the Chief Constable, forwarding copies of the Policing Plan 2003/2004 and the Strategic Plan 2003/2006.

Mr Quirk, once again, drew attention to the fact that a letter had been received on 11th March 2003 and had only been circulated to Members that weekend. Mr Parkin confirmed that the circulation of letters in this way was in accord with Board Policy and was a procedure which he was happy. Mr Crellin commented that practices and policies would evolve.

6. The Town and Country Planning (Fees for Applications) Order 2003

The Deputy Clerk had circulated with the agenda copies of a letter received dated 24th March 2003, confirming the approval of the Town and Country Planning (Fees for Applications) Order 2003. *Noted.*

*IN PUBLIC***7. Constitution (Legislative Council) Bill 2003**

The Deputy Clerk made reference to the Constitution (Legislative Council) Bill 2003, a Private Members instrument which had been designed to provide the direct election of Members of the Legislative Council. He confirmed that it provided for the election of eight members of Legislative Council and specifically drew attention to the fact that the proposed electoral areas for purpose of Council Elections contained in schedule 1 to the Bill suggested that the east region, covering the Local Government District of Onchan, the Village District of Laxey, and the Parish Districts of Braddan, Lonan and Marown would be represented by two Members.

At the request of Mr Quirk, it was agreed that copies of the Bill would be circulated.

8. The National Anthem and the Royal Anthem

The Deputy Clerk had circulated with the agenda copies of a letter received dated 6th March 2003, from the Clerk of Tynwald, advising of a resolution passed by Tynwald in January 2003 with regard to the protocol which Tynwald had approved in relation to the public playing or signing of the Anthems "O Land of Our Birth" and "God Save the Queen". *Noted.*

C03/04/01/17
CLERK'S REPORT

None.

C03/04/01/18
DISTRICT SURVEYOR'S REPORT

None.

C03/0301/19
MOTIONS

None.

There being no further business the meeting terminated at 8.45 p.m..

IN PUBLIC

Minutes of the **ANNUAL MEETING** of the Onchan District Commissioners held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Tuesday, 6th May 2003 at 7.00 pm.

Present

Mr S.T. Black
Mrs E.J.C. Kelly
Mr M. Kennaugh
Mr E.D.R. Killey
Mr A.T.W. Norton
Mr H.L.G. Parkin
Mr D.J. Quirk
Mr J. K. Watterson

Apologies

Mr G.K. Astill
Mr D. Crellin

In attendance

Mr J. E. S. Smith (Chief Executive/Clerk)
Mr M.J. Williams (Deputy Clerk)
Mr E.K. Convery (District Surveyor)

Mr Black took the chair for the commencement of the meeting.

C03/05/01/01**DECLARATION OF ACCEPTANCE OF OFFICE**

Messrs Black and Parkin, re-elected to the Board at the recent uncontested Commissioners' election, were invited to sign their Declaration of Acceptance of Office.

C03/05/01/02**APPOINTMENT OF CHAIRMAN 2003/04**

Mr Black sought nominations for the election of Chairman of the Onchan District Commissioners for the year 2003/2004.

On the proposal of Mr Parkin, seconded by Kennaugh, it was unanimously **RESOLVED** that Mr E.D.R. Killey be elected Chairman of the Onchan District Commissioners for the forthcoming year commencing on 1st May 2003.

The Chain of Office of the Chairman was presented to Mr Killey by Mr Black.

The Chain of the Chairman's Lady was presented to Mrs Killey by Mrs Black.

Mr Killey welcomed attendees on behalf of the Commissioners to the Annual Meeting, and thanked them for attending. He thanked Members for his election to the position of Chairman, a post which he would be proud to fulfill. Mr Killey publicly thanked Mr Black for all the work that he had undertaken as Chairman of the Commissioners in his year of office.

Mr Killey suggested that the 2003/04 municipal year would be a busy year for the Authority, with both refuse collection and planning issues already coming to the fore.

Mr Killey referred to a concert which had been organised during Millennium Year at the Onchan Youth and Community Centre, involving local artists and asked that the Leisure and Amenities Committee consider the establishment of the Onchan Concert as an annual event to be organised by the Commissioners.

Mr Killey thanked the officers for their support, and, in anticipation, for all the work that they would undertake in the forthcoming year. He also expressed his thanks to the Chairman and Members of

IN PUBLIC

Committees for the work that they would be undertaking. He stated that he believed that the Onchan District Commissioners were a progressive Local Authority and would continue to be so.

Finally, Mr Killey expressed his particular thanks to his wife and family for all of the support which they had given to him in his years as an Onchan District Commissioners.

C03/05/01/03

APPOINTMENT OF VICE-CHAIRMAN 2003/04

The Chairman invited nominations for the position of Vice-Chairman to the Board. On the proposal of Mr Watterson, seconded by Mr Norton, it was unanimously **RESOLVED** that Mr H.L.G. Parkin be elected as Vice-Chairman of the Onchan District Commissioners for the year commencing on 1st May 2003.

C03/05/01/04

ELECTION OF CHAIRMEN AND MEMBERS OF COMMITTEES

On the proposal of Mr Quirk, seconded by Mrs Kelly, it was unanimously **RESOLVED** that the Chairmen and membership of the various Committees of the Authority be established in accordance with the recommendations of the Selection Committee. *A copy of the adopted membership of the Committees is attached at Appendix One to the Minutes.*

There being no further business the meeting closed at 7.10 p.m.

IN PUBLIC

Minutes of a meeting of the **HOUSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 22nd April 2003 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

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

H03/04/01/01
MINUTES

The minutes of the meeting of the Committee held on Monday 17th March 2003, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

H03/04/01/02
MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes which were not referred to elsewhere on the agenda.

H03/04/01/03
MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising from previous meetings which were not referred to elsewhere on the agenda.

H03/04/01/04
HOUSING AND OTHER ESTATES BUSINESS

The Committee considered a number of matters relating to housing and estates issues. Most of these matters relating either to individual housing or housing estate issues were of a personal nature. However, the following issue was considered:-

1. **Ashley Park – Pavements**

In his written report, the Deputy Clerk had confirmed that at the meeting of the Board held on 14th April 2003, Mr Kennaugh had confirmed that works to the pavements at Ashley Park had been completed.

H03/04/01/05
SPRINGFIELD COURT MATTERS

There were a number of matters raised in relation to Springfield Court Elderly Persons Complex. Of these issues, the following were general matters raised, not being of a personal nature:-

*IN PUBLIC***1. Warden's Office**

In his written report, the Housing Maintenance Manager had confirmed that the decoration of the Warden's Office had been programmed to take place in May 2003.

2. H03/03/01/05(2) – Recycling Bins

In his written report, the Deputy Clerk expressed considerable doubt that a recycling bin placed at Springfield Court would be utilised by all of the residents and also expressed concern that any proposed site would be away from over-sight by residents and possibly be prone to attention from youths. He did not believe that there was a satisfactory alternative position for a recycling bin without detracting from the appearance of the Complex and without seriously affecting the parking provision, already limited, in relation to the Complex. He went on to state that he would contact the Department of Local Government and the Environment who were responsible for the collection of materials from such recycling bins, to establish their policy in the matter.

A further suggestion was made that recycling bins be placed in the car park in front of the houses on First Avenue. The Deputy Clerk indicated that any further consideration or decision would hinge upon the response upon the Department of Local Government and the Environment with regard to their collection policy.

3. H03/03/01/05(3) - Lift Maintenance Contract

In his written report, the Deputy Clerk had confirmed that reports had previously been received from both the lift maintenance contractor and an independent firm in relation to a risk assessment undertaken on the lifts at Springfield Court. This was left with officers to assess and report back on the result of those assessments. He confirmed that some of the very simple issues which had been raised as part of the assessment had been addressed. That said, some of the more expensive issues raised by the Commissioners' own lift maintenance contractor were not exactly the same as those raised by the independent assessor and so the matter did need to be brought to a conclusion. The Deputy Clerk indicated that he and the Housing Maintenance Manager would report back to the next meeting of the Committee in relation to the issue but reminded Members that none of the issues raised were of an urgent nature.

H03/04/01/06**HEYWOOD COURT MATTERS****1. H03/03/01/06(4) – Communal Lounges**

In his written report, the Deputy Clerk confirmed that furniture had been ordered in respect of the communal lounges, to be delivered on or before 25th April 2003, he confirmed the arrival on the Island of some of the furniture but this had yet to be delivered. It was still intended that the whole of the Order would be available by Friday 25th April 2003.

2. H03/03/01/06(5) – Hairdressers Room

In his written report, the Deputy Clerk confirmed that the room which had previously been referred to as the Hairdresser's Room would now be referred to as the Appointments Room. The Deputy Clerk also confirmed that he had yet to contact the Community Chiropody Service with regard to the use of that facility but that he would do so over the next few weeks. He also confirmed that he had already been contacted by a Mobile Hairdresser who wished to utilise the hairdressing room for clients within Heywood Court. He was arranging for any such enquiries to be routed through the Warden who would have control of the facility.

H03/04/01/07**GARAGE MATTERS**

*IN PUBLIC***1. Pot Holes**

In his written report, the Housing Maintenance Manager confirmed that all pot holes and entrances to the Complex of Barrule Drive Garages had received tarmacadam.

2. H03/03/01/07(1) – Ashley Park – Garages

In his written report, the Deputy Clerk confirmed that options with regard to the garages at Ashley Park, which had been raised at the previous meeting, had yet to be progressed. The issue which was under consideration was whether there would be a better use of land between numbers 50 and 51 Ashley Park, where there were a number of garages with restricted usage, such garages not necessarily being used for the storage of vehicles.

The Deputy Clerk appreciated the need to undertake the assessment but was sure that Members would also appreciate that in recent months there have been issues regarded as more pressing relating to the turnover of vacant housing property, the opening of Heywood Court and so on which had taken priority. The Deputy Clerk confirmed that the required review would be undertaken as soon as priorities allowed.

H03/04/01/08**PLANNED HOUSING MAINTENANCE****1. Upgrade of Electrical Wiring – Ashley Park (60 units)**

In a written report, the Housing Maintenance Manager had confirmed that the contractor had completed work to 41 Ashley Park and intended to complete four other Ashley Park properties prior to the formal contract commencement date, taken advantage of the fact that the properties were empty.

H03/04/01/09**HEALTH AND SAFETY BUSINESS**

The Housing Maintenance Manager confirmed that there were no incidents or accidents to report. The next sub-Committee meeting had been arranged to take place on 29th April 2003.

The Deputy Clerk and Housing Maintenance Manager were aware of a number of questions which had been submitted to the Chairman of the Board from Commissioner Watterson in relation to Health and Safety and this had prompted the officers to begin a review of health and safety in as much as it related to the operation of the Housing Committee.

In answer to enquiry, the Housing Maintenance Manager referred to minutes of a recent meeting of the Health and Safety Sub-Committee which among other things, confirmed discussions on necessary training, equipment checking, equipment testing and so forth.

The Deputy Clerk confirmed that although the review had commenced, it would be ongoing over forthcoming months, and continually thereafter.

*IN PUBLIC***H03/04/01/10**
OFFICERS REPORT

None.

H03/04/01/11
OTHER CORRESPONDENCE/COMMUNICATIONS

None.

H03/04/01/12
FINANCIAL MATTERS

The Chief Finance Officer had confirmed that end of years figures in relation to housing maintenance expenditure, elderly persons complex maintenance expenditure and non-government housing department expenditure would be circulated in due course.

H03/04/01/13
OUTSTANDING MATTERS

None considered this month.

H03/04/01/14
MATTERS REFERRED BY THE BOARD/OTHER COMMITTEES

None.

H03/04/01/15
ANY OTHER BUSINESS**1. Commissioners' Surgery**

It was noted that the next Commissioners' Surgery was due to take place on Thursday 22nd May 2003, commencing at 6.30 p.m.

2. Date of Next Meeting

It was noted that the next ordinary meeting of the Committee would be held on Tuesday 27th May 2003, commencing at 7.00 p.m.

3. Final Meeting

The Deputy Clerk referred to the fact that the meeting which was drawing to a close was the final meeting of the Housing Committee in the current municipal year. He considered the year to have been difficult for the housing department staff and thanked the Members for their patience and support during the year.

The Chairman extended his gratitude also to the Members of the Committee for their work during the year and to the officers of the Committee for their efforts.

There being no further business, the meeting closed at 9.40 p.m.

IN PUBLIC

Minutes of a meeting of the **WORKS AND CLEANSING COMMITTEE** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Wednesday 30th April 2003 at 7.00 p.m.

Present: Mr H.L.G Parkin (Chairman)
 Mr S.T. Black, J.P.
 Mr D. Crellin
 Mr D.J. Quirk
 Mr J.K. Watterson

In Attendance Mr J.E.S. Smith (Chief Executive/Clerk)
 Mr E.K. Convery (District Surveyor)

WC/03/04/01
MINUTES

Minutes of the meetings held on 24th March and 10th April 2003, copies of which having previously been circulated, were taken as read, confirmed and signed.

WC/03/04/02
MATTERS ARISING

There were no matters arising from the minutes other than those dealt with in the officers' reports and those matters listed separately on the agenda paper.

WC/03/04/03
MATTERS ARISING FROM PREVIOUS MEETINGS

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

WC/03/04/04
WASTE MANAGEMENT AND OTHER CLEANSING BUSINESS

(a) Officer's Report

Copies of the Officer's report had been circulated prior to the meeting and was noted. Surveyor further reported:-

(i) Street Sweeper

Considerable problems had been experienced with the Hako mini-sweeper over a three week period and it had been necessary for the operator to work some overtime to catch up when the sweeper returned to service.

(b) Home Compost Bins

The Clerk reported that all 340 compost bins supplied by the Department of Local Government and the Environment had been issued delivered to residents of the district and a further 200+ names were on a reserve list. The Department advised that there was a balance of bins surplus to requirements at another Local Authority which were to be redistributed to Authorities with reserve lists. After that supply had been exhausted an order would be placed with the suppliers for the balance required. *Noted.*

(c) Bin Weighing System/Vehicle Conversion

IN PUBLIC

Clerk reported that Engineers from Terberg would be on the Island to undertake the vehicle conversion and installation of the bin weighing system in week commencing 12th May 2003. The computer software would also be installed and a database was being prepared from the rates records. A survey of commercial premises had commenced and a letter would be sent to all traders in the near future. *Noted.*

Clerk advised that it would be necessary to obtain a supply of gravity locks for sale to those traders who did not have a secure storage area for their bins.

Letter received from the Department of Local Government and the Environment was reported which advised that the contents of Local Authorities' litter bins would be classified as domestic for charging purposes. The Committee further noted that it would be necessary to seek a similar classification for refuse collected from certain premises that were not domestic but neither were they commercial. For example, the churchyard, community halls such as the British Legion and the Pensioners' Club, the Hospice Charity Shop, etc. *Noted.*

(d) Rural Area

It was noted that the take over of refuse collections within the rural area by the Commissioners' staff from the private Contractor had been undertaken without any major problems and a letter from the Contractor was read in which he thanked the Commissioners for their custom over the years and understood the reason for the transfer which was due to the introduction of the waste disposal charges.

(e) Unauthorised Tipping

Mr Quirk referred to the likely increase in fly tipping when waste disposal charges become effective and it was agreed that a register be kept to record all such incidents of fly tipping throughout the district.

WC/03/04/05**STREET LIGHTING/SIGNS/SEATS AND OTHER STREET FURNITURE****(a) Officer's Report**

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

(i) King Edward Road/Port Jack – Street Lighting Scheme

It was noted that the installation of the new street lights had been completed but that Mr Quirk again referred to the fact that the Contractor, the Manx Electricity Authority, had not to date painted the columns and requested that the Surveyor obtain from the Contractor a date by which the painting would be completed.

(ii) 2003/04 Street Lighting Schemes – Kaighen's Lane and Cronk Lane

It was agreed that the Manx Electricity Authority be requested to carry out a survey and prepare a plan with costings for the lighting of Kaighen's Lane and Cronk Lane the main pedestrian way through the Birch Hill Housing Estate.

(iii) Street Lighting Survey

It was further agreed that arrangements be made for the Committee to tour the district to establish areas where there was some requirement for further street lighting improvements to be carried out.

(iv) Late Night/All Night Street Lighting

IN PUBLIC

Copies had been circulated of a letter from Police Constable Alan Wright of the Onchan Community Police with regard to crime prevention within the district. He had noticed that the street lighting in the majority of cases goes out at midnight and expressing the view that it would be an effective crime prevention measure if the street lighting was allowed to stay on longer, especially in areas of the village which are main thoroughfares.

After discussion, it was agreed that the District Surveyor meet with Constable Wright to discuss the matter with a view to reporting back with recommendations.

WC/03/04/06
PORT JACK TOILETS

The Surveyor reported that he had submitted a draft plan of a new conventional building to a specialist firm that supplies stainless steel fittings and paneling with a request that they supply an estimated costing for the supply of such specialist units. The Surveyor would then be in a position to provide a total budget cost for the replacement of the existing toilet building. *Noted.*

WC03/04/07
DRAINAGE FUNCTION

(a) Officers' Report

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

(i) Sewer Rehabilitation Contract

Surveyor reported that a pre-contract meeting was to be held the following day with the Consultants and Contractors and in a reply to a question from Mr Crellin confirmed that he would discuss with them the problem which had been identified in Summerhill Road. Surveyor was requested to report back on the proposed remedial works that were to be undertaken to the said sewer.

(ii) Drainage Ditch – Rear of Alberta Drive

Mr Quirk referred to the problem reported at the previous meeting and was concerned that Heritage Homes had not carried out the clearance of the watercourse as they had promised and had not communicated with the residents who were affected by the mud which had been washed down the stream from the building site at the rear of Alberta Drive/Kerrocoar Drive. He further reported that the stream in Port Jack Glen had been discoloured the previous weekend. Surveyor undertook to again take the matter up with Heritage Homes to contact the residents and to report back to the Commissioners at the next Board meeting.

(iii) Wayleave

In response to a question from Mr Quirk, the Clerk confirmed that he had written to the Commissioners' Advocate with regard to a wayleave for the storm water pipe laid by Heritage Homes across land owned by the Commissioners. A response was awaited. *Noted.*

WC/03/04/08
PLANNING MATTERS

A. Planning Communications

IN PUBLIC

A schedule of planning communications from the Planning Committee of the Department of Local Government and the Environment have been circulated prior to the meeting. The Surveyor reported as follows:-

PA Number	Description	Comment
02/2300	Extension to rear and side of dwelling, 1 Maple Avenue	ODC Recommendation – Approval Planning Decision – Refusal Review requested.
02/1894	Conversion of Garage to create private study area Majestic Apartments – King Edward Road	ODC Recommendation – Refusal Planning Decision – Refusal Review Decision – Refusal
02/1897	Units to Houses, Plots 1-13 Groudle Glen Holiday Cottages	ODC Recommendation – Approval Planning Decision – Refusal Oral Review to take place 23 rd May 2003
02/1676	Summerhouse and Garden Shed and Roadside Fencing, 49 Seacliff Road	ODC Recommendation – Approval Planning Decisions – Approval to Garden Shed, Refusal for Summerhouse and roadside fencing Appeal lodged.
02/2016/B	20 Second Avenue, Front Porch	ODC Recommendation – Refusal Planning Decision – Refusal On Review – Refusal

B. New Applications

The following planning applications were considered and it was **RESOLVED**:-

That it be recommended to the Planning Committee of the Department of Local Government and the Environment that the same be **APPROVED**:

PA Number	Description	Comment
03/0043	<u>Land adj 87 Royal Avenue – Mr Bradshaw</u> 2 Town houses and parking	(notify 87 & 93 Royal Avenue)
03/0046	<u>18 Belgravia Road – Mr M. Cubbon</u> <u>Garage</u>	
03/0054	<u>1 Willow Close – Mr & Mrs A. Craine</u> <u>Rear extension and sunroom</u>	(notify 4 & 7 Willow Close)
03/0098	<u>13 Groudle Road – Mr A.E. Barrow</u> <u>Detached garage</u>	
03/0126 3	<u>Birch Hill Avenue – Mr & Mrs Goldsmith</u> <u>Conservatory</u>	
03/0131	<u>Plot 30, Manor Park – Moyard Ltd</u> <u>Dwelling and garage (amendment no.2)</u>	(notify 14, 15 & 16 Wentworth Close)
03/0145	<u>12 Bemahague Avenue – Mr D. Knightwood</u> <u>Replacement double doors</u>	
03/0170	<u>7 Briarfield Avenue – Mr & Mrs Corkill</u> <u>Conservatory</u>	
02/2416	<u>9 Howe Road – Mr & Mrs J. Ryan</u> <u>Extension and new garage (amended plans)</u>	
02/2111	<u>Plot 1A, Land Off Groudle Road – Heritage Homes Ltd</u> <u>Dwelling and garage (amended plans)</u>	

IN PUBLIC

The following new applications were considered:-

- (i) **PA03/0127 - Land between Ballachrink Farm, Maple Avenue and Birch Hill Crescent – Residential Development – Heritage Homes Limited**

It was agreed that this potentially controversial planning application be referred to the Board for consideration.

The following planning applications were considered and it was **RESOLVED**:-

That it be recommended to the Planning Committee of the Department of Local Government and the Environment that the same be approved subject to the following observations/conditions:

- (ii) **PA03/0096 - 31 Governors Road – Mr D.J. Ingham - Replacement windows**

“The opening windows on the front elevation to be sliding sash.”

C. Alpine Lodge, Strathallan Lane

Mr Quirk referred to the unauthorised use of this property for residential purposes, expressing the view that the three month period granted by the Planning Committee for the use to cease was nearing expiration. Surveyor was requested to clarify the expiry date and if the property had not been vacated to take the matter up with the Planning Enforcement Officer.

WC/03/04/09

CAPITAL AND REVENUE SCHEMES

(a) Officer’s Report

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

(i) Main Road Toilets

Surveyor advised that the scheme had progressed to the point that demolition of the old toilet building was imminent and provided the Method Statement was acceptable to the Department of the Local Government and the Environment the building would be demolished on Sunday 11th May 2003 which would result in there being no public toilets available until the scheme was completed.

Mr Watterson requested and it was agreed that a public notice be displayed at the site advising that public toilets were available during opening hours at the Library and Commissioners’ Offices on Main Road and apologising for any inconvenience during the interim period.

(ii) Port Jack Railings

Mr Quirk referred to the continual deterioration of some of the railings and the Surveyor was requested to expedite the proposed replacement/refurbishment scheme.

WC/03/04/10

BUILDING CONTROL

There were no matters relevant to building control for reporting. *Noted.*

*IN PUBLIC***WC/03/04/11****HIGHWAY AND TRAFFIC MATTERS****(a) Victoria Avenue**

Mr Quirk and Mr Black referred to complaints that they had received from residents of Victoria Avenue that Corkills Garage Limited were parking vehicles in the Avenue which prevented residents from parking near to their homes. Mr Quirk advised that the residents had asked whether it was possible to introduce disc parking in the Avenue and he understood that the Department of Transport was looking in to it. Surveyor advised that he was aware that such a request had been made and was being looked into by the Department of Transport but referred to an earlier request that a one-way traffic system be introduced in the Avenue but this had been rejected by the Department of Transport. He was also aware that the Department was reluctant to extend disc parking as it only transferred the problem from one area to another.

(b) Manhole – Ballachrink Drive

Mr Quirk referred to the manhole in the roadway by Onchan School which he had previously reported and required some relatively minor remedial works being carried out. Surveyor was requested to check the manhole and arrange for the remedial works to be undertaken.

WC/03/04/12**DOG FOULING AND ABANDONED VEHICLES**

Copies had been circulated of a report from Canine Care for the quarter ending February 2003. The Byelaw Enforcement Officer, Mr R. Payne, referred in the report to action which he had taken in response to complaints received from the public in areas where there had been regular dog fouling. He was of the opinion that over the years the dog owning public had become more responsible and in the majority of cases clean up after their dog with offences that do occur being committed late at night when they cannot be observed. He responded to complaints and was able to correct problem areas that showed up from time to time. Mr Payne also referred to amendment to the Dogs Act which he understood was to be introduced in the near future which would improve the situation especially in particular with the introduction of fixed penalty fines.

Mr Payne also referred to the number of abandoned vehicles which he had dealt with and a report had also been circulated by the Building Control Officer listing the abandoned vehicles which had been served with a Notice and subsequently removed either by the owners or by a Contractor instructed by the Commissioners. The Committee requested that where a vehicle is removed for which there is a cost that this be charged to the owner if it's possible to identify the same.

WC/03/04/13**FURTHER REPORTS**

There were no further reports from the Clerk or Surveyor for consideration in public.

WC/03/04/14**CORRESPONDENCE/OTHER COMMUNICATIONS**

There was no further communications to report in public.

WC/03/04/15**OUTSTANDING MATTERS**

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

*IN PUBLIC***(a) WC/00/11/19(b) – Rescheduling of Rounds and Working Practices – Refuse Collections**

It was agreed that this was an going managerial matter and did not require a policy decision by the Committee.

(b) W00/03/19(b) – Properties abutting lanes rear of Nursery/Church Avenues/Elm Drive.

Mr Quirk referred to the lane to the rear of the Nursery Avenue properties which abuts the site of the former Nursery Hotel which was littered with rubbish. Surveyor was requested to investigate and take appropriate action.

(c) W98/17/14(a), W99/09/03(a) – Adoption of Roads, Marion Court and Heywood Park

Mr Quirk referred to these outstanding matters and requested that the Surveyor press the Department of Transport to expedite the adoption of the said roads for future maintenance.

(d) Possible land purchase for future development

Mr Quirk requested that a letter be sent to the Department of Local Government and the Environment enquiring as to the progress of the possible purchase of land abutting Ridgeway Road for a first time buyers scheme.

WC/03/04/16**MATTERS REFERRED BY BOARD/OTHER COMMITTEES**

There were no matters referred by the Board or other Committees for consideration in public.

*IN PUBLIC***WC/03/04/17**
ANY OTHER BUSINESS

None.

WC/03/04/18
MEETING DATE**1. Next Meeting**

It was agreed that the next ordinary meeting of the Committee be held at 7.00 p.m. on Monday 2nd June 2003.

There being no further business the meeting terminated at 9.50 p.m.

IN PUBLIC

Minutes of a meeting of the **LEISURE AND AMENITIES COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 28th April 2003 at 7.46pm.

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) Ray Quane (Amenities Officer)

LA/03/4/1
MINUTES

Minutes of the meeting held on 31st March 2003, copies of which having previously been circulated, was taken as read, confirmed and signed.

LA/03/4/2
MATTERS ARISING

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

LA/03/4/3
PLAYGROUNDS/PARKS

a) Playground Log Books

The Amenities Officer reported that the log books were ready for signing by the Chairman and there were no matters that he felt necessary to report to the committee. Noted.

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) Concrete Grandstand

The Amenities Officer reported that it was going to cost somewhere in excess of £700 in order to put guttering on the front of the concrete grandstand. He described it constructed and there appeared to be a stop end running the full length with individual outlet holes along the frontage. The Administrative Officer suggested that perhaps if the holes were plugged then the water once hitting the stop end could be guided with a tilting fillet to either end of the grandstand where a simple rainwater head and drop spout could be fitted. The Amenities Officer to investigate.

ii) Football Pitch

Members noted the quotation for the carrying out of verti-drain treatment to the football pitch. A discussion then took place as to when this should be undertaken. Concern was expressed about the effect of stock cars travelling over the pitch once the treatment was carried out which may compact the ground and then there was the question of sand blowing onto the stock car track after spreading on the pitch. On the proposal of Mr Norton it was agreed that the work should be carried out as soon after TT Week as possible.

*IN PUBLIC***iii) Concrete Stand**

Members noted that the Amenities Officer had accepted a price for painting the grandstand.

iv) Stadium Shower

It was noted that specifications had been sent out to three plumbing contractors for the work necessary in connection with the showers in the changing rooms and these were due to be returned on 2nd May 2003.

c) Missing Petrol Can

The Administrative Officer reported that to the best of his knowledge nothing further had happened since the Deputy Clerk wrote to the police requesting compensation in respect of the petrol can and lock that went missing. Mr Quirk requested that the matter be taken up with the investigating police officer.

d) Toilet Doors

The Amenities Officer reported that work on repairing/replacing the damaged doors had been started that day.

e) Park Bylaws

Copies of the Pleasure Park Bylaws as they currently stood had been circulated to members. Mr Quirk commented that there was an obvious need for upgrading. Mr Watterson commented that it was not the bylaws that were letting the commissioners down but the enforcement of them. The Administrative Officer offered to go through the bylaws and make some recommendations to the next meeting.

f) Park Inspection

The list of items noted at the time of the park inspection was considered. Viz:-

Cold frames tidy up – done.

Repair to fencing cut by skateboarders at tennis court – done but not very well executed.

Rubbish trapped behind wire on upper tennis courts – not yet carried out. The Administrative Officer suggested that the wire be shortened to the height of the upper level thus any rubbish blowing down the gap would be more accessible on the tennis courts than trapped behind the wire.

Sheeting required to shelter at flat green – done.

Cost of replacement doors for green keepers hut following attack by vandals – invoice not yet available to pass to the police. Mr Quirk commented that the Amenities Officer should obtain the crime number from the police for future correspondence.

Roofing repairs to shelter crown green – to be done during the current week.

Cleaning required under train in playground – not jet washed as the price was too high. Has been brushed out. Mr Watterson suggested detergent and scrubbing brushes be used as well.

Wooden framed swings require change of seats – seat obtained not yet fitted.

Rocking horse – running board replaced.

Top fence – not yet jet washed and timber treated as price for jet washing was expensive.

All signs requiring cleaning – some cleaned, others yet to be done.

Seats with slab/concrete bases required opposite swings – yet to be done.

Additional seats opposite timber equipment – not yet undertaken. Mr Quirk suggested concrete ended seats.

Weeding at edge of car park no 2 – executed before Easter.

Wash down and paint concrete grandstand – instructions given.

IN PUBLIC

Tyres down side of bushes/fencing – not yet removed.
 Tree stump near stock car entrance – litterbin not yet purchased and placed over the stump.
 Retruf bare patches – waiting for turf to be cut - very dry at the moment.
 Amusement arcade windows to be cleaned – tenant not yet advised.
 Central entrance to stadium requires to be pressure washed – work carried out.
 Fencing by bins requiring repairing – not yet undertaken.
 Abandoned van – removed prior to Easter. Mr Quirk requested that recovery costs be sought from the last registered owner.

g) Fencing

The Amenities Officer presented brochures showing different type of fencing available for the side of Onchan Stadium facing the children's playground. These showed a supply price of £27.50 per running meter for galvanised angle section with split top 2.4 metre high. Posts are £25 each were required at 3 metres centres. A galvanised mesh was £128 per panel being 2.4 metre high and 3 metres in length. Posts were required at 1.5 metre centres. An Expamet type galvanised material was £40 per running metre at 2.8 meter high. After discussion, on the proposal of Mr Quirk, seconded by Mr Norton it was agreed that quotations for the erection of the "new generation" palisade fencing with twin prong curved top be obtained from contractors.

h) Easter Opening

The Administrative Officer reported on the takings for the Easter period which were in excess of the previous year. As the school holidays had changed the facilities were open for a limited period each day during the week prior to Good Friday and the week prior to that the putting was available through the café tenant. Members commented that the weather obviously greatly assisted with the takings although after Good Friday the weather did decline.

j) Financial Report

Copies of the Financial Report for the end of the financial year had been circulated prior to the meeting and were noted after the Administrative Officer ran through the various headings and highlighted the savings or over expenditure as appropriate.

m) STRI

The Administrative Officer reported that the agronomist from the Sports Turf Research Institute was due to visit the bowling greens at Onchan Park on Thursday 8th May commencing at 1.30pm. The clubs and relevant staff to be advised.

n) Friends of Chernobyl

Letter reported as received from the secretary of the Friends of Chernobyl's Children (Isle of Man) requesting the use of facilities at Onchan Park once again. The proposed dates for the visit are 13th July to 10th August. Agreed subject to the usual terms and conditions.

*IN PUBLIC***p) Bowling Green Insurance**

Letter reported as sent to the secretary of the Isle of Man Flat Green Bowling Club following receipt of confirmation from the commissioners' insurers that the club would need to take out its own insurance policy to cover public liability/third parties. Noted.

q) Park Resident

Letter read in full as sent in reply to a resident of Onchan Park covering the various points raised by them in their letter reported to the last meeting. Noted.

LA/03/4/4
OPEN SPACES**a) Amenities Officer's Report**

Copies of the Amenities Officer's report had been circulated prior to the meeting and was noted without further comment.

b) Port Jack Glen Bottom Entrance/Ground Force

The Administrative Officer showed the dimensions which he had now taken of the relevant vehicles and present wall/pillars and advised that he would produce a plan based on that information. He was concerned however over stability of the arched sign and indicated that the present concrete copings would certainly have to be replaced in any event and these could contain a degree of stiffening for the arch.

With regard to the request for Ground Force to do a "make over" on the glen a telephone message had been received from the Ground Force office on 16th April advising that as they had already filmed one edition of Ground Force in the Isle of Man they would not be returning. When asked if they would kindly put this in writing they replied "we do not write letters".

c) Jubilee Park

Letter reported as sent to Messrs Corlett Bolton in an effort to try and expedite the legal work for the hand over of the land in question. Noted.

d) Centenary Park

The Administrative Officer reported on further discussion with Oxford Brookes University and on the fact that he met students on site on Easter Monday morning at the commencement of their survey. Since that time the Chairman had also visited the site and each member of the survey team was presented with a copy of "The Onchan Story" a photograph of the presentation was now included on the web site. The students now had an eight-week period in which to convert their survey into plan form together with suggestions for layout etc. This was all part of their course/examination work and in due course copies would be provided for the commissioners.

Mr Quirk enquired whether the current erection of a new dwelling at Cronk-ny-Mona Corner had resulted in any transgression over the boundary. The Administrative Officer reported that during his site visit on Easter Monday he could not see any evidence of same although the erection of a fence on the boundary line maybe advisable for the future.

e) Lakeside Gardens

Letter reported as received from a resident of Groudle View regarding the footpaths running through the play area in Lakeside Gardens, commenting that they were too narrow and in wet

IN PUBLIC

weather ponding occurred. The same complainant was also concerned about children playing football within the designated playground area. The Administrative Officer reported that the developer of Lakeside Gardens had designed his footpaths to act as the drains for the land which because of the topography become water logged but his scheme was not successful. Subsequently, after the take over of the area by the commissioners, considerable expenditure occurred for the installation of land drains. Mr Quirk suggested that the sewer team be requested to investigate the soakaways and drains. With regard to playing football within the play area, the Amenities Officer was to erect suitable signs prohibiting football within that location.

LA/03/4/5**PUBLIC CONVENIENCES****a) Amenities Officer's Report**

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

i) Main Road Toilets

Mr Quirk commented that work on the new toilets in the centre of the village appeared to be slow. The Amenities Officer reported that a lot of the work was being carried out inside the building and nothing would be obvious from the outside.

ii) Port Jack Toilets

Mr Norton reported a broken pane of glass in the Port Jack Toilets.

LA/03/4/6**HEALTH AND SAFETY MATTERS****a) Amenities Officer's Report**

Copies of the report had been circulated prior to the meeting and were noted.

i) Manual Lifting Course

The Amenities Officer reported that a course on "manual lifting" had been held that day with all eight members of the park staff attending.

ii) Weed Spraying

Mr Quirk commented that the weed spraying of the paths in Port Jack Glen would have appeared to have resulted in over spray either side of the path. The Amenities Officer reported that it may have been windy at the time of spraying.

*IN PUBLIC***LA/03/4/7**
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 matters being discussed further:-

i) Computer Usage

Mr Norton commented that Age Concern have run courses for retired persons to use computers and perhaps they could do so in the Onchan Library.

ii) Lunchtime Opening

Mr Quirk queried the lunchtime opening. The Administrative Officer gave details of the times and how there used to be a greater closing time over the lunch period and equally how it was discovered on a Saturday there was very little usage in the period in question and so Saturday lunchtime closing corresponds with the rest of the week. This also gives the staff time to have lunch.

iii) Coffee

Mr Norton commented that in a certain bookshop in Strand Street it was possible to purchase coffee and browse through books. Members were reminded that this had been suggested previously but the library did not lend itself for catering arrangements for which the staff had not been employed in any event.

iv) Toilets

Mr Watterson commented that he had recently looked at the public toilet and outer lobby in the library and suggested that this needed freshening up with a coat of paint. He also commented on the librarian's office which seemed to have a lot of notices on the wall and suggested that perhaps a proper notice board should be provided.

b) Financial Statement

A financial statement for the end of the financial year in respect of the library had been circulated prior to the meeting and were noted.

LA/03/4/8
YOUTH & COMMUNITY CENTRE**a) Amenities Officer's Report**

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

i) Low Surface Temperature Radiators

The Amenities Officer reported this work had not commenced as it needed to be carried out when nobody was in the building. Work to be undertaken as soon as possible.

ii) Management Committee

IN PUBLIC

Mr Norton enquired whether there was anything for the attention of the Leisure and Amenities Committee from the recent meeting of the Youth and Community Centre Management Committee. The Amenities Officer reported that there was nothing to bring up. The question of painting the end room queried by Mr Norton resulted in the Amenities Officer advising that no allowance had been provided in the budget. There would however be a freshening up prior to Civic Sunday.

b) Financial Report

Copies of the financial statement for the year-end in respect of the Youth and Community Centre had been circulated prior to the meeting and were noted.

c) Break In

The Amenities Officer reported that there was no further update from the police. Mr Quirk suggested that the crime number be obtained and a written update be requested.

d) Damage to Door

The Administrative Officer reported that following the Deputy Clerk's letter sent via the police to the culprit, the full cost of repair to the door had been received with a note of apology.

e) Alterations

Mr Norton commented that he had received suggestions from the Archery Club that there should be a disabled person's access direct into the sports hall and also there should be toilets for the disabled at this level and elsewhere within the building. The Amenities Officer reported that the Archery Club had a key to the fire escape door at the lower level so access was always available. The Administrative Officer pointed out that with regard to future facilities at the Youth Centre this was a matter which the Management Committee should consider and put forward for consideration. Mr Quirk suggested that the Surveyor should produce a plan showing the proposals. After further discussion it was agreed that the Management Committee should look at any future work required so that the necessary financial provision could be made in next year's estimates if appropriate.

LA/03/4/9**PROMOTIONS/ADVERTISING/PUBLIC INFORMATION****a) Website**

The Administrative Officer reported receipt of the latest figures from WebOne UK which showed a continued increase in interest in the commissioners' website with the average number of page views per day now standing at 257 and the average number of user sessions per day to 231. The information supplied also indicated that the site was getting prominence with search engines and the band width usage is now approaching 2 Kbytes a month.

The Administrative Officer reported that during his recent visit to Liverpool he had written another 17 pages for part two of the Tour of Onchan. He explained to members that his visits to his son in hospital were taken as part of his annual leave but by working three hours per day for five days a week he was able to claim back two of the five days booked. It was by this method that he was able to devote the time to the website. The Administrative Officer was thanked by Mr Norton. He was also congratulated by Mr Watterson in the way in which he was able to deal with the various enquiries which came in as a result of the website. During the past month these had related to Wellington Mill, Tremisary Lodge, Mount William and the Poland family.

b) Torchlight Procession

IN PUBLIC

The Chairman advised that he had spoken with Mr Kniveton and then commenced to list some of the points raised. Mr Quirk commented that the Chairman was only going over the same ground as had been stated in Mr Kniveton's letter. He personally thought that because the weather was not good at the last Torchlight Procession it affected the general atmosphere. Mr Black expressed concern over the flames of the burning torches. Mr Quirk again suggested that perhaps Mr Geoff Corkish could be involved to help "gee things up".

c) **Noble Occasion**

The Administrative Officer listed the sixteen Onchan groups and societies who had now indicated that they wished to take part. Letter sent to the present two Noble Trustees inviting them to attend and unveil and plaque. No reply to date. Notification received from the King Edward Bay Golf Club that they would not be taking part. The Manx Model Boat Club wished to put on a static display and would need space for six tables. The Administrative Officer produced a nineteen page document of extracts which he had taken from the Village Commissioners minute books over a period of years in relation to the establishment of the School Road Playing Fields, the purchase of Hawthorn Villa and the financial assistance from the Noble Trustees. He had not as yet completed his research which would be fitted in when time permitted.

He advised that he intended to contact the Reverend Elworthy regarding Punch and Judy but members informed him that Reverend Elworthy was currently unwell. An attempt to find an alternative was to be made. With regard to bouncy castle, Mr Quirk advised that the Onchan Rotary Club owned a bouncy castle.

The Administrative Officer produced a draft outline of the plaque to be placed on the entrance gate pillars. The layout and wording of such was approved.

d) **Football Competition**

The Administrative Officer read letters as sent and received in connection with the proposed junior football competition. The matter rested with the letter sent to Onchan Football Club seeking confirmation that it was them who wished to put on the competition. Mr Quirk advised that the football club had a meeting the following day and a reply would be forthcoming shortly.

d) **CowParade**

Letter reported as sent to the secretary of the Golden Jubilee Trust enquiring as to arrangements for insurance etc in respect of the cows. Reply read from which it was noted that the Golden Jubilee Trust had insured the cows against damage and public liability. Cows were not regarded as being suitable for placing in inside locations as they were on a concrete plinth. After brief discussion it was agreed that a cow should be placed at Lazy Corner.

*IN PUBLIC***f) Advertising**

The Administrative Officer showed copy as used for advertising the Easter opening of Onchan Park in the Examiner and Courier. Confirmation was also given that space had been taken in the Isle of Man Church Leader for the May, June, July and August editions to advertise Onchan Park. Contact had been made by one of the insular banks enquiring as to a staff night and details had been provided.

LA/03/4/10**OUTSTANDING MATTERS**

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

LA/03/4/11**MATTERS REFERRED BY BOARD/OTHER COMMITTEES****Meeting with Youth Workers**

It was agreed that should take place on Wednesday 7th May 2003 at 7pm. Invitation to be extended to other members of the Board to attend.

LA/03/4/12**CORRESPONDENCE****Island in Bloom**

Notification received from the Department of Tourism that the Island in Bloom Competition was to be held again during the coming year. Entries to be received by 30th May 2003.

LA/03/4/13**ANY OTHER BUSINESS****a) Date of Next Meeting**

Monday 9th June 2003 at 7pm.

b) Port Jack Glen

Mr Quirk commented that both the ponds now contained silt and several of the edging stones were falling into the stream.

c) Thanks

The Chairman expressed his thanks to everyone present for their support throughout the past municipal year.

Meeting terminated at 11.09pm.

IN PUBLIC

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday, 12th May 2003, at 5.35 p.m.

Present: Mr H.L.G. Parkin (Chairman)
 Mr M.J. Kennaugh
 Mr E.D.R. Killey
 Mr J.K. Watterson (from 5.45 p.m.)

Apologies: Mr G.K. Astill

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

PF03/05/01
MINUTES

Minutes of the meeting held on 7th April 2003, copies of which having previously been circulated, were taken as read, confirmed and signed.

PF03/05/02
BUSINESS ARISING

There was no business 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.

PF03/05/03
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.

PF03/05/04
FINANCE OFFICER'S REPORT

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

1. Rates Collected

It was noted that the total estimated collectable rates and cash received in the current financial year to 6th May 2003 compared with the previous financial year were as follows:-

2003/04 estimated amount collectable including arrears brought forward	£1,405,728
2003/04 collected to 6 th May 2003 less refunds	£ 292,110 (20.77%)

Comparative figures

2002/03 estimated amount collectable including arrears brought forward	£1,098,373
2002/03 collected to 6 th May 2002 less refunds	£ 247,998(22.58%)

*IN PUBLIC***2. Revenue Account Payments**

The list of payments from revenue account during the month of April 2003, copies of which having previously been circulated, was considered and it was **RESOLVED***:-

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

3. Debtors

The list of general debtors copies of which having previously been circulated was considered. Total sum outstanding as at 8th May 2003 was £52,353.17 which compared with an amount of £117,117.24 outstanding as at 2nd April 2003, the sum collected since the last meeting therefore being £64,764.07.

PF03/05/05**HEALTH AND SAFETY AT WORK – ADMINISTRATION SECTION**

Clerk reported that a meeting of Senior Officers was to be held on the 28th May 2003 to review the Authority's Health and Safety Policy, the requirement for further risk assessments and to appraise the implementation of the Policy in the different sections. The report was noted.

PF03/05/06**CORRESPONDENCE AND OTHER COMMUNICATIONS****1. Onchan Live at Home Scheme – Flag Day**

The Clerk reported receipt of an application from a recently formed charity - "Onchan Live at Home Scheme" to hold a Flag Day in the Village – a street collection to raise funds for the charity. It was **RESOLVED***:-

That permission be granted to the Charity to hold a street collection in aid of funds on a suitable date to be agreed with the Clerk subject to compliance with Section 5 of the General Byelaws.

2. The Isle of Man Local Government Pension Scheme

Copies had been circulated of a letter received from the Douglas Borough Treasurer as Treasurer to the Isle of Man Local Government Pension Scheme with regard to new issues arising from the Superannuation Regulations 2003. The new regulations governing the Isle of Man Local Government Pension Scheme were approved by Tynwald on 20th February 2003 and brings the scheme in to line with provisions for Local Government Employees in the United Kingdom. The provisions introduce a significant number of changes and further information will be published in due course. Issues that had to be addressed immediately were outlined in the letter:-

- (i) **new employer contribution rates effective from 1st April 2003** - The Treasurer reminded employing Authorities that following the results of the Pension Fund Valuation as at 31st March 2001, employer's contributions were increased on 1st April 2003 and 1st April 2004 in accordance with a schedule prepared by the Actuaries. In the main this increased employer's contributions by 1% in each of the two years.
- (ii) **Late payment of contributions** – It was a requirement of the Regulations that employer and employee contributions be paid into the Pension Fund by no later than the 19th of the following month and failure to comply may result in action being taken by the regulatory bodies for pension schemes.

IN PUBLIC

- (iii) **Ill health retirement – Medical Certification** – The Regulations required that before ill health benefits could be brought into payment or deferred benefits paid on ill health grounds an independent medical practitioner who was qualified in occupational health medicine and approved by the Borough of Douglas in its capacity as administering authority for the Pension Fund must issue a Certificate of Permanent Ill Health. The Pensions Committee agreed that Certificates signed by Dr R.D. Jefferson would be accepted for these purposes and all cases must therefore be referred to him for certification at the Employer's expense.
- (iv) **Additional voluntary contributions** – The Regulations allowed Members to make payments to Additional Voluntary Contribution Scheme (AVC). The Pension Fund had appointed Norwich Union as an AVC provider and further information would shortly be available.

It was agreed that the letter be noted.

PF03/05/07

MATTERS REFERRED BY COMMISSIONERS/OTHER COMMITTEES

None to report in public.

PF03/05/08

RECOMMENDATIONS WITH POLICY OR FINANCIAL IMPLICATIONS FROM OTHER COMMITTEES

None to report in public.

PF03/05/09

OTHER BUSINESS

There was no other business for consideration in public.

PF03/05/10

NEXT MEETING

It was agreed that the next ordinary meeting of the Committee be held at 5.30 p.m. on Monday 16th June 2003.

There being no further business the meeting terminated at 6.25 p.m.

IN PUBLIC

Minutes of a meeting of the **RURAL COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Wednesday 7th May 2003 at 5.19pm.

Present: Mr J.K. Watterson, (in the chair), Messrs S.T. Black, J.M. Bulley and B.H. Moore

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

R/03/5/1
WELCOME

The Chairman welcomed members to the first meeting of the new municipal year and gave a special welcome to Mr Black who is joining the committee for the first time.

R/03/5/2
MINUTES

Minutes of the meeting held on 2nd April 2003, copies of which having previously been circulated, was taken as read, confirmed and signed.

R/03/5/3
MATTERS ARISING

The following matters were arising from the minutes:-

a) **Street Lighting Hillberry Corner**

Letter reported as received from the Manx Electricity Authority giving a quotation for the erection of a five-metre streetlight at Hillberry Corner. The quotation was higher than anticipated by the committee. It was also noted that the position on the plan was different to that which had been requested. Under the circumstances it agreed that the Administrative Officer should confirm the location and check out the price with the Building Control Officer in respect of single lights that have been erected within the urban ward of recent.

b) **Clucas Laundry Chimneys - Registration**

The Administrative Officer reported fax as sent to the Conservation Officer and the subsequent submission made on behalf of the commissioners including the provision of a 19th century print showing the former sailcloth works with three chimneys in position at that time. Acknowledgement received from the Chief Executive of DOLGE but no further communication. Noted.

*IN PUBLIC***c) Post Codes**

Letter reported as received from the Postal Support Manager in response to the reminder letter sent on 28th March 2003 regarding some of the postal addresses shown for property in Onchan being listed as Douglas.

In his reply he explained the difficulty within their own working system whereby certain areas were covered as an addition to a Douglas round and therefore for sorting purposes were better listed as Douglas. The writer did however accept the commissioners' point and offered that in those incidences there could be a reversal to the previous situation which listed the address as Onchan, Douglas. After discussion it was agreed that this was an acceptable compromise which at least brought the name Onchan into play so that people were aware as to the local authority administrative area in which they were situated.

d) High Hedges

The Chairman reported that the recommendation to the Board was accepted. It was uncertain as to who would now be writing to Mr John Rimmington to advise as to the views of the Board.

e) Litter Bins and Litter Pick

Letter reported as received from the Local Government Unit Manager advising that the contents of litter bins and any litter collected as part of a "litter pick" would be charged at the domestic rate. Members expressed surprise that the department should on the one hand be encouraging local authorities to carry out litter picks and on the other hand then charge them for the privilege. There was not to be a litter pick in the Rural Ward in any event.

f) Refuse Collection

The Building Control Officer reported that with the exception of one or two minor queries the change over to collection by the commissioners' own staff had gone smoothly without major incident. Mr Moore queried why refuse in his area was collected in a pick up truck to which the Building Control Officer replied that the refuse vehicle could not get fully down Bibaloe Beg Road. Mr Moore pointed out that the previous contractor's vehicle was the same size but in fact he turned in the entrance of a specific property and so did not negotiate the tight corner in question. Agreed that the Building Control Officer should view the previous procedure with the refuse foreman. He pointed out, however, that should the commissioners purchase a smaller vehicle in the future then it would be used to collect Bibaloe Beg Road properties.

*IN PUBLIC***R/03/5/4****OUTSTANDING MATTERS****a) Ballacreech Corner – Unloading of Vehicles**

The Building Control Officer reported that he was not aware as to whether the Surveyor had attended an Eastern Sector Joint meeting with police and Department of Transport of recent in order to raise the matter. Noted.

R/03/5/5**MATTERS FROM PREVIOUS MEETINGS**

Nil.

R/03/5/6**MATTERS REFERRED BY BOARD/OTHER COMMITTEES**

Nil.

R/03/5/7**PLANNING MATTERS****a) Planning Decisions**

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

PA 02/2507 Extension to side of dwelling, Kiunys Bungalow, Ashley Road, Onchan for Mr & Mrs P. Wade – *Approved without any special conditions.*

PA 02/2441 Erection of decking to create sun terrace Glen Bower, Little Mill Road for Mr M.I. Macauley – *Approved subject to a condition that the proposal must not impede the flow of water in the storm water drain shown as a stream behind the property. Noted.*

b) Review

Members noted that the commissioners request for Reviews in respect of the following had been accepted.

PA 02/1929 Erection on unit for storage, display and sale of furniture with associated design administration and car parking, Unit 18, Tromode Industrial Estate, Carr's Road, Tromode for Clucas PLC

PA 02/2135 Approval in principle for the refurbishment of derelict farmhouse and barn, Ballairge, Abbeylands for Mrs D.E. Harvey

*IN PUBLIC***c) Appeals****PA 02/986 Approval in principle for conversion and extension of building to dwelling at Ballacashin, Abbeylands for Mr & Mrs G. Owen**

The Administrative Officer reported having attended the Appeal on behalf of the commissioners. He reminded members that the commissioners' case was based principally on a previous planning approval for the erection of a bungalow on the site which restricted the use of the former farmhouse to either demolition or agricultural use. It was a further condition to that approval advising that at no time should the old property be used for habitable purposes. The applicant on the other hand presented a case relevant to the effect of the proposals on the countryside and worked on the surmise that because the planning condition was 27 years old it could be ignored. The Administrative Officer had pointed out in his summing up that applications were made for the removal or variation of planning conditions even 30 years after they were imposed. The recommendation of the Planning Inspector is awaited.

R/03/5/8**ANY OTHER BUSINESS****a) Time and Date of next meeting**

Wednesday 11th June 2003 at 5.15pm.

b) Election of Vice-Chairman

On the proposal of Mr Bulley, seconded by Mr Black it was unanimously agreed that Mr B.H. Moore should be Vice-Chairman for the municipal year.

c) Windy Corner

The Administrative Officer reported that a message had been received at the office to the effect that that stone wall at Windy Corner had now been rebuilt further back and this left the Welcome to Onchan sign standing out by itself. Agreed that the sign be viewed and a decision taken as to whether it was necessary to reposition same.

d) Welcome to Onchan

Mr Moore queried whether the Welcome to Onchan sign at Cronk-ny-Mona Corner had been removed. The Administrative Officer replied that it was placed in a detachable socket so it could be taken down during motor sport events. Site to be visited and the status quo established.

e) Beating the Bounds

The Chairman enquired whether members wished to Beat the Bounds this year. On the basis that there were no new commissioners to be initiated as to the extent of Onchan then it was agreed not to hold Beating of the Bounds this year.

f) IOM Municipal Association

The Chairman announced that the AGM of the Municipal Association was on 22nd May 2003 at Bradda Glen. He enquired whether the two rural members had received

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an invitation. They replied that they had not. The Chairman further commented that in the past they had been advised of such meetings and trusted the appropriate steps would be taken.

g) Scollag Road

The Chairman commented that the Scollag Road had been closed of recent times due to flooding and he was very concerned that the drainage works started by DoT but now put on hold should be progressed as soon as possible particularly as the commissioners concerned over ponding on this road was brought to their attention 11 years ago. He requested that a letter be sent to DoT drawing this matter to their attention.

Meeting terminated at 6.45pm.