

*IN PUBLIC*

26<sup>th</sup> February 2004

**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.

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

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

*IN PUBLIC***ONCHAN DISTRICT COMMISSIONERS***Hawthorn Villa,  
Main Road, Onchan.*

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**IN PUBLIC**

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**26<sup>th</sup> February 2004**

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, 1<sup>st</sup> March 2004**

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

Yours faithfully,

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

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**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 26<sup>th</sup> January 2004 *(Minutes - APPENDIX 2)*
  - 1.2 Extraordinary meeting held 9<sup>th</sup> February 2004 *(Minutes - APPENDIX 2A)*

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2. To dispose of business (if any) remaining or arising from the above said meeting
  - 2.1 Waste Collection Services Advisory Group *(Minutes circulated)*
  - 2.2 Any other business arising.

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3. To dispose of business (if any) remaining or arising from meetings held prior to the last ordinary meeting.
  - 3.1 Proposed Second Conservation Area – Onchan Village *(Letter to report)*
  - 3.2 Any other business arising

*IN PUBLIC***ODC MEETING 1<sup>st</sup> March 2004****IN PUBLIC**

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4. Chairman's Announcements
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5. Questions - As may be asked by members under the provisions of Standing Order No 7(2) after due notice in writing.
- 5.1 Questions submitted by Commissioner D.J. Quirk (*Circulated*)
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6. To receive and consider reports, minutes and recommendations of committees. The chairman of the respective committees to report.
- 6.1 Housing Committee  
- Meeting held 2<sup>nd</sup> February 2004 (*Minutes – APPENDIX 3*)
- 6.2 Works and Cleansing Committee  
- Meeting held 9<sup>th</sup> February 2004 (*Minutes – APPENDIX 4*)
- 6.3 Leisure and Amenities Committee  
- Meeting held 16<sup>th</sup> February 2004 (*Minutes – APPENDIX 5*)
- 6.4 Policy and Finance Committee  
- Meeting held 23<sup>rd</sup> February 2004 (*Minutes – APPENDIX 6*)
- 6.5 Rural Committee  
- Meeting held 18<sup>th</sup> February 2004 (*Minutes – APPENDIX 7*)
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- 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).
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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 Road Transport Licensing Committee, Mr J.K. Watterson (*Circulated*)
- 8.3 DOLGE/WOMU re: Compost Bins 2004 (*circulated*)
- 8.4 Report of the Department of Local Government and the Environment on Local Authorities and Government Housing Eviction Consultative Body (*circulated*)
- 8.5 Report by the Tynwald Select Committee on Playground Facilities for Children
- 8.6 Isle of Man Constabulary re: - Anti-Social Behaviour Orders – Protocols (*circulated*)
- 8.7 Any Other Communication
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9. To consider any report from the Clerk, Surveyor or other Officer of the Authority

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10. To consider Motions in the order in which notice has been received. (*ref Standing Order No 5*)

None.

**IN PUBLIC**

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday 26<sup>th</sup> January 2004 at 7.00 p.m.

**Present:** Mr E.D.R. Killey, J.P. (Chairman)  
 Mr G.K. Astill  
 Mr S.T. Black  
 Mr D. Crellin  
 Mr M.J. Kennaugh  
 Mr H.L.G. Parkin  
 Mr A.T.W. Norton  
 Mr D.J. Quirk  
 Mr J.K. Watterson

**Apologies** Mrs E.J.C. Kelly

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

**C04/01/03/01**  
**MINUTES**

The minutes of the public section of the ordinary meeting held on 15<sup>th</sup> December 2003, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and were signed by the Chairman.

**C04/01/03/02**  
**BUSINESS ARISING**

**1. C03/12/02/14(1) – Onchan District Act and Rating Differential**

The Chief Executive/Clerk confirmed, for the record, that the Onchan District (Differential Rating) Order 2003 was considered at the January 2004 Sitting of the Tynwald Court and failed to pass. The Chief Executive/Clerk referred to matters which had arisen. The first related to a legal interpretation of Section 4(2) of the Onchan District Act 1986. The advice received by the Department of Local Government and the Environment, from the Attorney General's Chambers, was that the section in question could only be used to amend the rate in the Rural Ward. It could not be used to amend the Ward boundaries within the Onchan District. In addition, Section 9 of the Local Government Act 1985, which would ordinarily allow the establishment of Wards within a Local Authority area, was specifically excluded from application in the Onchan District through the Onchan District Act 1986. The existing Wards, therefore, could only be amended with primary legislation.

The Chairman asked that a copy of the written confirmation of the verbal advice, when received, be circulated to Members.

The Chairman went on to quote from Chapter F, paragraph 2(1), headed Local Government Finance and contained within the folder entitled "General Information for Local Government Members and Officers" issued by the Department of Local Government and the Environment. The paragraph stressed that rates were a tax on the occupation of property. Mr Watterson acknowledged the clarification made by the Chairman but believed that the full picture had not been presented. He referred to proceedings at the meeting of the Board held on 15<sup>th</sup> January 2003, clarifying that his objection to the making of the Order related to the procedure. Mr

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Watterson believed that the ratepayers considered the payment of rates to be for services provided. He suggested that there had been breaches in procedure and pointed out that he could well have taken the matter further. Mr Watterson suggested that if he had taken the matter to Court and sought an injunction, the cost to the Authority could have been in the region of £30,000.

Mr Quirk pointed out that at the meeting on 15<sup>th</sup> January 2003, the Commissioners had not considered the Onchan District (Differential Rating) Order 2003, but only the motions which had been presented for consideration. Board Members formed their view freely at that meeting. Mr Quirk suggested that the time was right for the Authority to take stock and to seek a legal opinion as to the procedures to be adopted, pointing out that the issue of the inequality in rates would not go away. The Chairman confirmed that he had already instructed the Chief Executive/Clerk to seek such legal opinion.

Mr Watterson enquired as to how the properties at Ashley Hill had been included in the Urban Ward if an extension to the Urban Ward could not be achieved without primary legislation. The Chief Executive/Clerk confirmed that there had not been a boundary extension since the Onchan District Act 1986 had been passed.

The Chief Executive/Clerk reported receipt of a letter dated 25<sup>th</sup> January 2004 from Mr J.R. Kniveton, MLC, with regard to the recent Tynwald debate, and the letter was read to the meeting. Mr Kniveton took the opportunity to explain his reason for voting against the motion in Tynwald, pointing out that in his view, one of the main reasons for the failure of the motion was a lack of consultation between the Onchan District Commissioners and the Rural Committee. He added that before the motion was presented, there appeared to have been no consultation with the Onchan Members of Tynwald. He felt that it could be said that if the four Onchan Members who had voted against the motion had been persuaded to give their support, then this would have made a huge difference to the result. Mr Kniveton added that if the differential had been removed over a period of four or five years, and the question of representation had been sorted out at the same time, then the motion may well have received more support. Mr Kniveton stated that he was sure that he could support the Differential Rating Order, amended as suggested, and felt that Tynwald and the other Onchan residents would also support this stance.

Mr Kniveton suggested that the Commissioners call a private meeting with the political members from the Onchan area to thrash out the wording of an acceptable motion. He was confident that the matter could then be cleared up commenting that the failed motion had caused a certain amount of bitterness in Onchan between residents in the Urban Ward and the Rural Ward and indeed Mr Kniveton was inclined to think that this may also be so between Commissioners. Mr Kniveton stated that Onchan had always been a happy, successful district where all concerned had pulled together, worked together and been successful together. He beseeched all to come together, remove any division and talk together. Mr Kniveton reiterated that he was not against the principle of a new Rating Differential Rating as long as consultation and negotiation had taken place.

The Chairman commented that two Members of Tynwald had indicated to the Commissioners how they were going to vote but had not voted in that manner.

Mr Black held the view that there had been ample time for consultation between the initial consideration of the motions and the making of the Order. He commented that some Tynwald Members did not appear to know that Onchan District was now one Authority, some speaking as though there were still two separate Authorities within the District. Mr Crellin commented that if nothing else, residents in the Urban Ward were clearer about the arrangements in relation to the Rural Ward. He suggested that the topic had received a good airing and proposed new business.

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The Chairman confirmed that the Commissioners would seek a meeting with Members of Tynwald in this regard.

**2. C03/12/02/02(1) – Onchan District Act 1986 – Rural Ward Rate - Order**

The Chief Executive/Clerk had circulated with the agenda a copy of a letter received by email by Mr Quirk, from a Mr Higgins, referring to the Tynwald decision in respect of the Order.

Mr Watterson referred to letters which had been received during the recent newsletter consultation process, which the Chairman had previously agreed would be circulated. The Chairman suggested that as the decision of Tynwald was now known, he saw no advantage to the circulation of the letters which would be dealt with individually. Mr Watterson continued to seek the circulation of the letters and the Deputy Clerk was instructed to make the appropriate arrangement.

**3. C03/12/02/02(2) – PA03/1066 – Creation of Skateboard Facility – Onchan Park**

The Chief Executive/Clerk confirmed that he had received a letter following the previous meeting of the Board, from Mr Quirk who had expressed concern that the Commissioners may have been misled by the Chairman of the Board over the kickabout/basketball and skateboarding site. Mr Quirk had perused the full Board minutes from the 28<sup>th</sup> July 2003 and had found that it had been resolved that option 1 in the report of the District Surveyor dated 21<sup>st</sup> July 2003 in relation to the proposed skateboard area and kickabout area on existing tennis courts at Onchan Park be progressed, such progression including the submission of an application for planning approval in respect of the provision of a skateboard park and kickabout area on the top tennis courts.

Mr Quirk sought an inquiry into the matter and referred the Chief Executive/Clerk to Standing Order 13 – Rescission of Preceding Resolution.

The Chief Executive/Clerk confirmed that it had been his recollection that the earlier resolution was that public opinion to the proposal was to be tested by the submission of a planning application. The Chief Executive/Clerk had examined the memorandum which contained “Option 1” which stated that the Board should explore the possibility of the adaptation of the top two tennis courts. He did not believe, therefore, that the Board had been misled in this matter.

**4. C03/12/02/16(2) – Local Elections**

The Chief Executive/Clerk referred to the request from Mr Quirk to the provision of the Voters List in electronic form. The Chief Executive/Clerk understood that the cost would be approximately £100 per copy but that the Authority was only obliged to provide its election candidates with a copy in written form. Mr Quirk indicated that he had undertaken some research himself, and that he understood that only one fee would be payable and that the file could be copied. He reminded Members of the rules in relation to data protection. Mr Quirk suggested that enquiries be made of the Information Systems Division in this regard, as to whether a copy of the Voters List could be purchased in electronic form and copied. The Chairman instructed that arrangements be made to purchase an electronic copy of the Voters List and that advice be obtained as to whether that could be copied to candidates at the Local Government Election.

The Chief Executive/Clerk had circulated with the agenda a copy of a letter received dated 19<sup>th</sup> December 2003 from the Local Government Unit Manager at the Department of Local Government and the Environment with regard to the Local Authority Elections in 2004. The letter confirmed that the Department had decided to set the date for Local Authority Elections as Thursday 22<sup>nd</sup> April 2004. The letter went on to advise that secondary legislation was required to

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facilitate the issue of polling cards and for the polling stations to be open between 8.00 a.m. and 8.00 p.m.. The Department hoped that this would be progressed to the January Sitting of Tynwald and if passed meant that Local Authorities would be responsible financially for ensuring voters had an official poll card. The letter advised that these were issued by Treasury at a charge of approximately 30p per card. The Department was liaising with the Information Systems Division over the issue and the purpose of the correspondence was to point out the financial costs which would need to be borne in mind. It would be necessary to ascertain location of Polling Stations for recording on the cards and Local Authorities would be required to provide that information.

The letter went on to state that the Department was arranging for the new rules to be issued, as soon as possible, if approved by Tynwald. The Department was also looking in to the viability of one publication of notice of election in an attempt to minimise costs. Also, a leaflet was being produced for information to prospective candidates and copies would be distributed to Local Authorities nearer the time. The Department would also undertake to do some public notices informing the general public of the changes to the election process in the run up to the day.

The content of the letter was noted.

The Chief Executive/Clerk reminded Members that it had been the Commissioners' policy that the Chairman of the Board or if the Chairman was a candidate at an election, the Vice-Chairman of the Board would be appointed as Returning Officer. As a general election was to be undertaken with all Members, if standing, involved, it may be necessary to appoint a third party as Returning Officer. It was agreed that this appointment would be considered In Committee.

Mr Quirk requested the issue of a copy of the new election rules when available.

The Chairman confirmed his intention to stand for re-election in April 2004, thus indicating the need to appoint someone else as Returning Officer.

**5. C03/12/02/11(10)- Tractor**

Mr Crellin made reference to the record of debate in relation to the Ferguson Tractor. He endorsed the remarks attributed to Mr Quirk, believing that the tractor which had been purchased for the opening of Onchan Park in 1951 was an asset to Onchan. Mr Parkin concurred advising that he had in recent years been involved in driving the tractor to Cregneash to a heritage event, and that the tractor had attracted a great deal of interest. Mr Crellin proposed the expenditure of a small amount of money to renovate the Ferguson Tractor to working order. The proposal was seconded by Mr Astill.

Mr Quirk indicated that he would be able to support the motion provided the tractor were to be used, suggesting that it may be appropriate to explore the possibility of loaning the vehicle to a third party to ensure such use. Mr Watterson drew attention to the fact that the tractor was not painted in its original colour nor in its original configuration furthermore, it may be necessary to change the tyres on the machine for practical usage. A vote was taken on the proposal and it was **RESOLVED** that a small amount of money be expended in relation to the Ferguson Tractor to renovate the machine to working order.

*The resolution passed by five votes to four.*

**C04/01/03/03**

**BUSINESS ARISING FROM PREVIOUS MEETINGS**

None.

*IN PUBLIC***C04/01/03/04****LOCAL GOVERNMENT ACT 1985 – SECTION 10(2) AND SCHEDULE 2**

The Chief Executive/Clerk reminded Members of the need to pass a resolution in relation to the payment of attendance and travelling allowances for Members for the forthcoming financial year. On the proposal of Mr Watterson, seconded by Mr Norton it was **RESOLVED** *that attendance allowances be paid to Members of the Onchan District Commissioners in the financial year commencing 1<sup>st</sup> April 2004. Furthermore, that attendance allowances be paid to members for their attendance at the Ordinary meetings of the Onchan District Commissioners, Housing Committee, Works and Cleansing Committee, Leisure and Amenities Committee and Policy and Finance Committee during the year commencing 1<sup>st</sup> April 2004.*

*Mr Quirk voted against the proposal.*

**C04/01/03/05****CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:-

**1. Local Elections**

The Chairman announced that the first general election for Local Authorities would take place in 2004, with voting taking place, if necessary, on 22<sup>nd</sup> April 2004. Nominations must be submitted to the Returning Officer prior to 5.00 p.m. on 29<sup>th</sup> March 2004 and the Chairman confirmed that nomination papers would be available through the Chief Executive/Clerk at the Commissioners' Offices.

The Chairman also confirmed that the arrangements for representation of the Rural Ward, changes for which had recently been discussed by the Authority, would remain unaltered for the election in 2004. The Rural Commissioner and Rural Committee Members would be voted for by the voters in the Rural Ward.

**C04/01/03/06****QUESTIONS**

None.

**C04/01/03/07****HOUSING COMMITTEE MINUTES**

The minutes of the public section of the Housing Committee meeting held on Monday 22<sup>nd</sup> December 2003, copies of which having previously been circulated, were considered. Arising therefrom:-

**1. H03/12/01/02(3) - Apprenticeships**

Mr Quirk hoped to persuade Members to continue the employment of apprentices with the Authority. He argued that apprentices enabled a degree of continuity in the staffing of the Authority and provided an opportunity for young persons to enter in to the industry. Mr Quirk also stated that he believed that this to be in accord with the policy of Central Government and because of the financial packages available for the employment of apprentices, the cost to the Authority was small. He believed that the employment of apprentices could only be of benefit.

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In answer to enquiry from Mr Kennaugh, the Deputy Clerk confirmed that the issue of the Housing Report from the Department of Local Government and the Environment was expected shortly. The Committee had taken the view that a formal decision be deferred until the implications of that housing report from the Department had been assessed. Mr Kennaugh, however, confirmed his support for the continuation of apprenticeships.

**2. H03/12/01/04(5) – 72 Ballachrink Drive - Tree**

Mr Quirk made reference to the resolution of the Committee with regard to the tree in the garden of 70 Ballachrink Drive. The District Surveyor confirmed receipt of written confirmation, that day, that the tree did have rot within it. Mr Quirk expressed surprise at the timing of the receipt of the letter and that the reported rot had not been recorded previously. Mr Quirk requested a copy of the letter from the Forrester. Following a short exchange of views between Mr Quirk and the District Surveyor, the Chairman confirmed that the professional advice required by the Housing Committee had now been received and the tree would now be removed. Mr Quirk enquired as to what would replace the tree in accordance with policy. The Chairman confirmed that an amenity tree would be provided.

**3. H03/12/01/14(1) – Sheltered Housing Acceptance Policy**

Mr Black suggested that the Department of Local Government and the Environment had changed the policy upon the receipt of sheltered housing applications since it had originally been issued the previous year. Mr Black argued that the original criteria did not refer to property ownership but that the latest advice received from the Department in relation to that criteria did. The Deputy Clerk confirmed that the policy had not changed since its introduction. He did, however, suggest the policy was generally quite loose, and that the advice offered by the Department related to the interpretation of the policy.

**C04/01/03/08****RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Housing Committee meeting held on 22<sup>nd</sup> December 2003, be and are hereby received. It was further **RESOLVED** that the resolution contained therein requiring the consent of the Board be approved:-

1. ***That if the Chief Forester were to confirm the existence of rot within the tree to the front garden at 70 Ballachrink Drive, that such tree should be felled.***

**C04/01/03/09****WORKS AND CLEANSING COMMITTEE MINUTES**

The minutes of the public section of the Works and Cleansing Committee meeting held on Monday 5<sup>th</sup> January 2004, copies of which having previously been circulated, were considered. There were no matters arising therefrom.

**C04/01/03/10****RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Works and Cleansing Committee meeting held on 5<sup>th</sup> January 2004, be and are hereby received. It was further **RESOLVED** that the resolution contained therein requiring the consent of the Board be approved as follows:-

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1. ***“to recommend acceptance of the proposal of Braddan Parish Commissioners that the administrative cost for the issue of permits to use the Eastern Civic Amenity Site be increased from £1 to £1.25”.***

Mr Black commented that the residents in the Rural Ward contributed only half of the amount of those residents in the Urban Ward in relation to the running costs of the Civic Amenity Site.

**C03/07/01/11**

**LEISURE AND AMENITIES COMMITTEE MINUTES**

The minutes of the public section of the Leisure and Amenities Committee meeting held on Monday 12<sup>th</sup> January 2004, copies of which having previously been circulated, were considered. The following matters were arising therefrom:-

1. **LA/04/01/04(g) – Proposed Skateboard Park – The Next Step**

Mr Quirk made reference to his suggestion that Mr Nigel Kane, Youth Worker, be involved in the meeting with the Chairman of the Committee and the Surveyor with regard to the skateboard park and five-a-side facility. Mr Quirk argued that such involvement could only be of benefit to the Commissioners. The District Surveyor confirmed that he had had dealings with Mr Kane previously, and would contact him again in this regard.

2. **LA/04/01/09(c) – Christmas Lights Competition**

Mr Astill considered that the Christmas Lights Competition had not been as successful in the current year due to the low number of entries.

*IN PUBLIC***3. LA/04/01/09(b) – Torchlight Procession**

Mr Astill referred to the success, once again, of the Onchan Torchlight Procession.

**4. LA/04/01/05(a)(ii) – Laxey Corner Seat**

Mr Crellin enquired whether the complainant in respect of the positioning of the Lazy Corner seat had received a written response to his complaints. The District Surveyor confirmed that the original complaint had been responded to and that the complainant had been provided with environmental nuisance diary forms for completion. Mr Crellin enquired whether the imposition of an Anti-Social Behaviour Order might be appropriate in this case. The District Surveyor confirmed that there was occasional disturbance with the gathering of skateboarding youths in the area, but also that the seat was often used as a resting point late at night for people travelling home from public houses. The District Surveyor understood that the complainant was aware of the situation but was sure that the matter would be on the agenda for consideration at the Leisure and Amenities Committee meeting.

**5. LA/04/01/04(d) – Parks Foreman**

Mr Kennaugh referred to the discussions at the Committee and enquired why Mr Quirk had insisted that there be political representation on the interview panel for the post of Parks Foreman. The Chairman simply confirmed that the Committee had resolved that there would be political representation on the interview panel and in answer to enquiry, the Chief Executive/Clerk confirmed that this would not normally have been the case. The Chairman suggested that the necessity for political representation on an interview panel would be considered in each case and dealt with on its merits.

Mr Kennaugh held the view that the position of Parks Foreman was a skilled job and did not agree that the politicians would be in a position to make any sort of judgement with regard to an applicant carrying out his duties.

Mr Watterson took the opportunity to advise the meeting that the former Parks Foreman, Mr Eddie Kennaugh, had recently been ill and to convey the best wishes of the Board for his recovery. These sentiments were echoed by Board Members.

**C04/01/03/12****RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Leisure and Amenities Committee meeting held on 12<sup>th</sup> January 2004, be and are hereby received. It was further **RESOLVED** that the resolutions contained therein requiring the consent of the Board be approved as follows:-

1. ***“that the Surveyor be instructed to make a planning application for the provision of a skateboard park in the corner of the playground at the School Road Recreation Ground and also to carry out whatever else was necessary in order to do so.”***

Mr Norton enquired whether planning approval would be required for the establishment of a five-a-side and basketball facility at the Rec. The District Surveyor confirmed that this would be the case if there were any works of an engineering nature. Mr Crellin enquired whether it would be appropriate to advise those neighbours directly affected of the submission of the Planning Application. The District Surveyor considered it likely that the Commissioners would like this to be undertaken.

2. ***“to refer to the Board the possibility of holding a Village Fair in Onchan Park during 2004.”***

***IN PUBLIC*****C04/01/03/13****POLICY AND FINANCE COMMITTEE MINUTES**

The minutes of the public section of the Policy and Finance Committee meeting held on Monday 19<sup>th</sup> January 2004, copies of which having previously been circulated, were considered. Matter arising:-

**1. PF04/01/04(3) – Debtors**

Mr Quirk sought clarification with regard to the debt outstanding for charges made to residents in the Rural Ward in respect of waste collection. Reference was made to the minute, which confirmed that £1,953 remained outstanding in this regard. In answer to enquiry from Mr Crellin it was confirmed that the outstanding balances would be pursued. In answer to further enquiry from Mr Quirk, it was further confirmed that the debts were now approximately three months old.

**C04/01/03/14****RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Policy and Finance Committee meeting held on 19<sup>th</sup> January 2004, be and are hereby received. It was further **RESOLVED** that the resolution contained therein requiring the consent of the Board be approved as follows:-

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

**C04/01/03/15****RURAL COMMITTEE MINUTES**

The minutes of the public section of the Rural Committee meeting held on Wednesday 14<sup>th</sup> January 2004, copies of which having previously been circulated, were considered. Matters arising:-

**1. R04/01/02(c) – King Edward Bay Golf Course**

Mr Watterson reminded Members that whilst the works at the King Edward Bay Golf Course were within the Urban Ward, such works were clearly visible from within the Rural Ward. He advised that works were to continue at that site for a further 18 months.

**2. R04/01/03(b) – Registration of Chimneys – Clucas Laundry**

Mr Watterson confirmed that the latest notes and plans which had been received in relation to this matter appeared to contain conflicting information. The matter had been raised further with the Department by the Administrative Officer.

**3. R04/01/03(a) – Ballacreech Corner – Uploading of Vehicles**

In answer to enquiry from Mr Norton, Mr Watterson confirmed that the owner of the vehicle at Ballacreech Corner had been spoken to by the Police.

**C04/01/03/16****RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Rural Committee meeting held on 14<sup>th</sup> January 2004, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

**IN PUBLIC****C04/01/03/17****LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS****1. Planning Decisions/Communications from the Department of Local Government and the Environment Planning Committee**

The following planning communications were noted:-

<b>PA Number</b>	<b>Description</b>	<b>Comment</b>
03/1465	Additional Use of Holiday Cottage to Permanent Accommodation ancillary to main dwelling, 59 Governors Road	ODC Recommendation – Refusal Initial Planning decision - Approval ODC to seek review ( <i>Mr Norton voted against</i> )
02/1897	Conversion of Units to Houses, Plots 1 to 13, Groudle Holiday Village	ODC Recommendation – Approval Planning decision On Review – Approval Decision noted.
03/1093	Formation of Lay-by to provide recycling collection facility, land adjacent to Hague Crescent/Strathallan Road	ODC Recommendation – Approval Planning decision On Review - Refusal ODC to submit appeal ( <i>Messrs Black, Killey and Quirk voted against</i> )

**2. Peel Town Commissioners – Civic Sunday 2004**

The Chief Executive/Clerk reported receipt of a letter dated 8<sup>th</sup> January 2004 confirming that Peel Town Commissioners were to hold their Civic Sunday Service on Sunday 27<sup>th</sup> June 2004 at 11.00 a.m..

**C04/01/03/18****CLERK'S REPORT**

None.

**C04/01/03/19****DISTRICT SURVEYOR'S REPORT****1. Health and Safety Report**

The Building Control Officer, in his role as Health and Safety Co-Ordinator, submitted a health and safety report which had been circulated with the agenda. In addition thereto, a copy of the health and safety policy summary had also been circulated, and it was noted that this was to be presented to staff at half day training sessions to continue throughout February.

Mr Watterson drew attention to first aid training and suggested that it be ensured that any first aid training undertaken was the appropriate course for first aid at work. *Noted.*

**C04/01/03/20****MOTIONS****1. Motion Number 29 – Commissioner D.J. Quirk**

*IN PUBLIC*

*That Onchan District Commissioners consider the following:-*

- (1) Review of all the Committees' duties and functions;*
- (2) That the full Board minutes be made available to all Board Members seven days before the full Board meeting; and*
- (3) That the Commissioners issue a newsletter twice a year.*

The motion was proposed by Mr Quirk and seconded by Mr Norton.

In relation to the first part of the motion, Mr Quirk advised that the Authority was about to commence a four year term of office and that it was an appropriate time to carry out a review of the conduct of business of the Authority. He suggested that a special committee be formed to undertake the review and report back to the full Board, further suggesting that the Committee consist of two elected members and an officer. Mr Quirk himself indicated that he favoured the often discussed option of having a full Board to discuss all issues. He further clarified that he would welcome any input on the motion from the officers of the Authority.

A vote was taken on the first part of the motion which failed.

*For: Messrs Black, Crellin, Norton and Quirk*  
*Against: Messrs Astill, Kennaugh, Killey, Parkin and Watterson*

In relation to the second part of the motion, the Chief Executive/Clerk sought clarification of the intent. Mr Quirk confirmed that the intent of the motion was to have all papers for the meeting of the Board circulated seven days prior to the meeting. The Chief Executive/Clerk confirmed that under the present system, seven days notice of the meeting could not be achieved since the Policy and Finance Committee meeting was held on the Monday prior to the Board and the minutes would need to be written thereafter. Mr Quirk suggested that the Board meetings be held on a six week cycle, with one week notice thereof.

Mr Parkin referred to the growing pressure on the Senior Officers of the Authority highlighting difficulties with waste as one of the issues which was adding to those difficulties. Mr Crellin referred to discussions which he had held with an unnamed person, who had expressed disbelief that Members were given just three days notice of the matters to be discussed at the Board meeting.

The Chief Executive/Clerk suggested an alternative might be to move the ordinary meeting of the Board from a Monday evening to a Wednesday evening which would give Members a greater opportunity to peruse the minutes. Mr Quirk suggested that this option be explored and that a report be prepared by the Chief Executive/Clerk for Members. Mr Watterson held the view that any changes to the structure should be instigated politically and should not be brought forward by the officers.

The Chairman confirmed that the motion, as proposed, could not proceed in that it could not be complied with under the present system. However, it was left with the Chief Executive/Clerk to establish whether it was practical for Members to attend the ordinary Board meeting on another day of the week, other than Monday, to give more opportunity to Members to read the agenda, minutes and papers.

In relation to third part of the motion, the Chief Executive/Clerk enquired as to whom the Board envisaged would prepare such documents. Mr Quirk suggested that it was for the Chief Executive/Clerk to delegate to the appropriate officer. Mr Watterson accepted the principle of the motion, but suggested that it would be more appropriate to require the issue of a newsletter on an annual basis.

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Mr Quirk as proposer of the motion and Mr Norton and seconder to the motion, confirmed their agreement to an amendment thereto, to read “that the Commissioners issue a newsletter at least once a year”.

Mr Kennaugh enquired as to what topics it was envisaged would be covered by the newsletter. He enquired whether it would take the form of a press release. He enquired further whether the newsletter would be posted and was concerned about the additional expenditure. It was suggested, however, that an annual newsletter could be incorporated with the rate demands issued by the Authority.

A vote was taken and the motion, as amended, was passed as follows:-

***“that the Commissioners issue a newsletter at least once a year”.***

*For: Messrs Astill, Black, Crellin, Killey, Norton, Parkin, Quirk and Watterson*  
*Against: Mr Kennaugh*

**2. Motion No 30 – Commissioner D.J. Quirk**

*That the Onchan District Commissioners consider the following:-*

- (1) that Onchan District Commissioners as the Local Authority for Onchan arrange to have a meeting with Mrs A. Craine, MHK, Member responsible for housing in the Department of Local Government and the Environment; and*
- (2) that as part of the meeting, take into account that there is land at Dowty’s and other areas in Onchan which could be available for Local Authority use.*

The motion was proposed by Mr Quirk, seconded by Mr Black.

Mr Quirk indicated that the proposed meeting would give the opportunity for the Commissioners to discuss options for the use of land within Onchan for housing purposes.

Mr Kennaugh argued that the matter should be referred to the Housing Committee since they were the Committee responsible for that matter. He believed that that would fulfil proper procedure.

Mr Watterson indicated that he would vote against the motion, acknowledging that the former Dowty Land was now under the control of the Department of Trade and Industry. Mr Watterson held the view that the District was short of small light commercial units and considered the former Dowty Land as appropriate for such use. He highlighted the objections which were recently made in relation to the proposed development at Birch Hill, specifically relating to perceived traffic congestion issues. He believed that the development of land at Dowty’s for housing would also increase congestion.

Mr Quirk suggested that he had clarified with the Department that the land was contained in the Department’s land bank under the control of the Department of Local Government and the Environment. He commented that he did not mind whether such a meeting was held in private or in public, but felt it important that the Local Authority had a say in the future use of the land in question.

Mr Parkin understood that the development of the former Dowty Land for housing purposes may be contrary to the Onchan Local Plan and as such, in promoting the use of the land for housing, the Commissioners would be in the same position as the would be developers of the Ballachrink

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Farm Estate. He considered that this would set a precedent which would be used by other developers.

Mr Kennaugh proposed an amendment to the first part of the motion, to change the wording to require that the proposal that the Onchan District Commissioners, as the Local Authority for Onchan, arrange to have a meeting with Mrs A. Craine, MHK, Member responsible for housing within the Department of Local Government and the Environment, be referred to the Housing Committee for consideration. The proposal was seconded by Mr Parkin.

A vote on the amended motion was taken and it was subsequently **RESOLVED** that the Onchan District Commissioners as the Local Authority for Onchan arrange to have a meeting with Mrs A. Craine, MHK, Member responsible for housing within the Department of Local Government and the Environment, be referred to the Housing Committee for consideration.

*For: Messrs Astill, Crellin, Kennaugh, Parkin and Watterson*  
*Against: Messrs Black, Killely, Norton and Quirk*

The Chairman ruled that in view of the decision in relation to the first part of the motion, the second part thereof must fall.

***There being no further business the meeting terminated at 8.40 p.m.***

**IN PUBLIC**

Minutes of an Extraordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 9<sup>th</sup> February 2004 beginning at 7.00 p.m.

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

**In attendance:** Mr. J.E.S. Smith (Chief Executive/Clerk)  
 Mr. M.J. Williams (Deputy Clerk)  
 Mr. A.S. Booth (Chief Finance Officer)  
 Mr. E.K. Convery (District Surveyor)

**C04/02/01/01****REPORT BY THE CHAIRMAN OF THE POLICY AND FINANCE COMMITTEE ON THE FINANCIAL YEAR TO 31<sup>ST</sup> MARCH 2004 AND THE ESTIMATES FOR THE YEAR TO 31<sup>ST</sup> MARCH 2005**

The Chairman invited Mr. Parkin, Chairman of the Policy and Finance Committee, to make his report.

Mr Parkin stated that it was his duty as Chairman of the Policy and Finance Committee, to report on the probable financial result of the Authority's activities for the year to 31<sup>st</sup> March 2004 and on the estimates for the forthcoming year to 31<sup>st</sup> March 2005 which had been agreed and were set out in detail in the document circulated to Members.

He acknowledged that Onchan's record over the years had been one of stability with steady growth, carrying out all of the functions of a fully functioning Local Authority and providing the amenities and services required by the community.

He also stated that prior to the current financial year, the annual increase in the rate levied had been reasonable, usually in line with inflation, together with a modest increase for growth. However, when the estimates were prepared for the 2003/04 financial year, it was necessary to make provision for possible expenditure which was beyond the Commissioners' control and resulted in an increase of 22.8% in the rate.

Mr Parkin confirmed that it had been explained at that time that provision had to be made for the payment of domestic waste disposal charges and for the conversion of the refuse collection vehicles, installation of bin weighing equipment and associated computer hardware and software within the office – all items associated with the imposition by the Government of its "Polluter Pays Policy" sometimes referred to as the "User Pays Policy". £42,000 had been included for domestic waste disposal charges; the cost of the bin weighing equipment etc was £50,000 and a sum of £60,000 had been included for the possible introduction of a kerbside collection of green waste which at the time was part of Government's recycling strategy. The latter proposal did not come to fruition as the Department of Local Government and the Environment had not been prepared to support a central composting facility to which the green waste could be delivered for processing.

Mr Parkin went on to confirm that provision had also been included in the 2003/04 estimates for additional costs anticipated with the move of the Eastern Civic Amenity Facility from the site at the Snugborough

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Trading Estate to the larger site at the Middle River Industrial Estate. Again the additional provision made was not required in the current financial year, due to the disagreement between the Waste Operations Management Unit of the Department and the Joint Douglas, Onchan and Braddan Committee, over the layout design of the new Civic Amenity Site. It had been further necessary to create a new post in the management structure – the position of Waste Operations Development Officer who had assumed responsibility for the management of the waste collection and disposal service. All of that additional expenditure fell under the general heading of waste collection and disposal and was in consequence of the introduction by Government of the waste disposal charges, the “User Pays Policy” and Government’s waste management strategy.

Mr Parkin went on to add that all of the stated estimated additional costs provided in the estimates for the 2003/04 financial year totalled £221,000 which was equivalent to a rate of 33p (an increase of 18.9%) over the rate levied in the previous year. He confirmed that without those provisions, the increase would have been a modest 7p or 4%.

Mr Parkin recalled that at the same time last year there was a lot of uncertainty as to what level of charges to be imposed, when they were going to be introduced and what other unforeseen costs might be encountered during the year. However, although provision was made for the kerbside collection of green waste and the establishment of a larger civic amenity site, neither transpired and the sums provided had added to the surplus at the end of the financial year.

Mr Parkin considered that in many respects, it had been a satisfactory year financially, with higher than anticipated income being received from a number of sources, and less than anticipated expenditure under many headings. The surplus in the general rate fund on the 1<sup>st</sup> April 2003 was £221,841 and it is estimated that the surplus at the end of the financial year to be carried forward to 2004/05 would be in excess of £330,000, and this is after transferring £100,000 to Revenue Reserves.

Mr Parkin turned to the year ahead, confirming that provision has been included in the estimates for the revenue charges on borrowings for the project that was again delayed in 2003/04 but would hopefully proceed in the early part of the forthcoming financial year. That was the extension of the Hawthorn Villa Offices, the replacement of the old garage off School Road and an extended car park to the rear of the office building. This garage was required for the Commissioners’ Works Department vehicles and the extended car park would provide an additional 12 much needed parking spaces.

He confirmed that provision had also been included for the revenue charges on borrowings for the following possible capital projects which have been agreed in principle:-

- (1) Replacement of the workshop and store building known as Pennington Hall in Marion Road with a new purpose built facility for the Parks Department;
- (2) Further street lighting improvements;
- (3) Refurbishment of the public toilets at Port Jack;
- (4) Provision of a skateboarding facility;
- (5) Further upgrading of the children’s playground in Onchan Park;
- (6) Resurfacing of the car park and replacement of fascias and rainwater goods at the Youth and Community Centre; and
- (7) Provision of parking lay-bys Ballachrink Housing Estate.

Mr Parkin confirmed that it had again been necessary to provide for domestic waste disposal charges and for the anticipated higher cost of the Civic Amenity Site when it moved to the new site at Middle River. It had also been necessary to include a contingency provision for higher legal and consultants fees if it proved necessary to employ such experts to present the Commissioners’ case at planning appeal hearings in connection with such major proposed developments as the new school and in particular the proposed housing development at Ballachrink Farm. It had also been decided to fund certain purchases and works out of Revenue Reserves including:-

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- (1) a new refuse collection vehicle to replace the oldest vehicle in the fleet;
- (2) replacement of a tipper vehicle for the Parks Department;
- (3) installation of a new computer control system at the Library; and
- (4) replacement of the office photocopier.

Mr Parkin reported that with the commissioning of the Energy from Waste Plant there would be a significant saving in travelling time to the waste disposal point and that the Commissioners were therefore looking to take up the spare capacity that this provided by offering to extend the waste collection service to other areas. He reiterated that the Authority supported the establishment of five Waste Collection Authorities on the Island and had submitted proposals to the Department of Local Government and the Environment for Onchan to provide the waste collection service to the Eastern Local Authorities, excluding Douglas. The Department had set up a Waste Collection Services Advisory Group which was to report to the Minister by the 1<sup>st</sup> April 2004. The Chief Executive/Clerk was a member of the Advisory Group and it was understood that the three options being considered were the status quo, five collection authorities or a single all Island collection Authority. Mr Parkin confirmed that the Commissioners awaited with interest the outcome of the deliberations and the Minister's decision which, if it required a change in legislation, would not be effective until the 1<sup>st</sup> April 2005 at the earliest.

Mr Parkin confirmed that provision had been made in the estimates for expenditure under the various headings allowing for estimated inflation and known increases. The Commissioners had included estimated income from the various sources before arriving at the net sum required to be met from the rates. He thanked the Chairmen and Members of the Standing Committees for adhering to the estimates in the current financial year and on behalf of the Board expressed grateful appreciation to the Chief Executive/Clerk for the excellent way that he and his staff had coped with what had been a difficult year from an administrative point of view. He also expressed thanks to the Chief Finance Officer, and the staff under his control for their efforts during the year. The Chief Finance Officer had maintained his usual control of all financial matters and together with his staff again ensured virtually 100% collection of all income.

Mr Parkin concluded that the total ratebourne expenditure estimated for the year to 31<sup>st</sup> March 2005 was £1,541,472 and further confirmed that there would be significant surplus at the end of the current financial year carried forward at the 1<sup>st</sup> April 2004 in the sum of £337,074 after transferring to revenue reserves £100,000. It had been proposed that the Commissioners estimate for a surplus at the end of the 2004/05 financial year the sum of £79,527 and in order to achieve all of the above expenditure it was, as always, necessary as provided under Section 353 of the Local Government Act of 1916, to levy a rate for the forthcoming year.

Mr Parkin was delighted to advise that following careful and diligent consideration the Commissioners were able to reduce the rate from the previous years 215p to a rate of 200p in the pound for 2004/5. A rate of 200p in 2004/05 equated to a decrease of 15p or 7% over the 2003/04 rate of 215p.

Mr Parkin understood from the Chief Executive/Clerk that this was the first time Onchan had taken such a course of action. Mr Parkin was delighted to propose that a rate of 200p in the pound be levied by this authority for the 2004/05 financial year. The proposal was seconded by Mr. Kennaugh.

Mr. Quirk enquired as to whether it was considered that the purchase of the bin weigh equipment and software represented value for money and an appropriate method for charging. The Chief Executive/Clerk confirmed that although there were continuing difficulties with the equipment, the officers were working to resolve the problems. He added that a reasonable charge would be levied of the commercial organisations for refuse disposal, in accord with the Public Health Act 1990. It was expected that the systems would be fully operational in the near future.

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A vote was taken and it was **RESOLVED that a rate of 200p in the pound be levied by the Onchan District Commissioners for the 2004/05 financial year.** *Mr. Quirk voted against the motion.*

The Chairman echoed the comments of Mr. Parkin, thanking the Commissioners and staff for their hard work in the current financial year. He went on to thank Mr. Parkin for his excellent report.

*Meeting terminated at 7.14 p.m.*

**IN PUBLIC**

Minutes of a meeting of the **HOUSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday, 2<sup>nd</sup> February, 2004, beginning at 7.05 p.m.

<b>Present:</b>	Mr M.J. Kennaugh	(Chairman)
	Mr S.T. Black	
	Mr D. Crellin	
	Mrs E.J.C. Kelly	
<b>Apologies:</b>	Mr E.D.R. Killey, J.P.	
<b>In attendance:</b>	Mr M.J. Williams	(Deputy Clerk)
	Mr A.B. Sutherland	(Housing Maintenance Manager)
	Mrs S. Dougherty	(Administrative Assistant/Housing Officer)

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**H04/02/01/01**  
**MINUTES**

The minutes of the meeting of the Committee held on Monday, 22<sup>nd</sup> December 2003, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

**H04/02/01/02**  
**MATTERS ARISING FROM THE MINUTES**

The following item was arising from the minutes, which had not been referred to elsewhere on the agenda:-

**1. H03/12/01/14(1) – Sheltered Housing Acceptance Policy**

In accordance with the wishes of the Committee, the Deputy Clerk had circulated the original documentation received which confirmed the criteria for acceptance on to waiting lists in relation to sheltered housing. Mr Black pointed out that the document contained no reference to any monetary requirement or house valuation. The Chairman suggested that the policy was designed to allow some flexibility for the Sheltered Housing Authorities in dealing with their applications. The Deputy Clerk stated that this had been included during discussions on the policy by the Director of Estates and Housing.

Mr Crellin enquired whether the policy was applied across the Island and the Deputy Clerk confirmed that this had been the intent of the introduction of a uniform criteria. However, he was not aware as to how individual Sheltered Housing Authorities were dealing with sheltered housing applications and that the practice of the implementation of the policy may be different from area to area.

Mr Black suggested that the Sheltered Housing Authorities had no right to object to an application made where the applicant had medical circumstances. *Noted.*

**H04/02/01/03**  
**MATTERS ARISING FROM PREVIOUS MEETINGS**

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

**H04/02/01/04**  
**HOUSING AND OTHER ESTATES BUSINESS**

*IN PUBLIC***1. Maintenance Report**

The Housing Maintenance Manager had prepared a report on maintenance issues relating to housing and other estates business, which had been circulated with the agenda. There were no matters arising therefrom which were not dealt with elsewhere on the agenda.

**2. Deputy Clerk's Report**

None.

**3. H03/12/01/04(5) – 72 Ballachrink Drive - Tree**

In accord with the comments made at the meeting of the Board held on 26<sup>th</sup> January 2004, the Deputy Clerk had circulated with the agenda copies of the letter received dated 22<sup>nd</sup> January 2004 from the Arboricultural Officer which confirmed the presence of stem decay in the mature poplar adjacent to the Ballachrink Drive properties. It further confirmed that though the stem decay was not extensive, such decay was likely to spread and weaken the tree further. It went on to confirm that a licence had already been issued for its removal.

The Deputy Clerk confirmed, therefore, that in accord with the previous decision of the Committee, endorsed by the Board, the tree would be removed.

A short discussion ensued relating to the type of tree which might be planted in place of the poplar tree. It was recognised that care would have to be taken in relation to the species used, but that the Deputy Clerk confirmed that an appropriate tree would be planted in its stead.

**4. Gas Leak – Hackett Close**

The Deputy Clerk confirmed that two residents of Hackett Close had been required by Manx Gas Limited to vacate their homes following the discovery of gas fumes within the building cavities. The cause had been a leak from a gas main close to those properties to the rear thereof.

The Housing Maintenance Manager confirmed that some weeks previously, a tenant in Hackett Close had reported the existence of foul smells and whilst Manx Gas Limited had been called to investigate, no evidence of gas had been detected during their visit. Precautionary action was taken to flush sewer and drains in the vicinity. However, gas leaks had now been identified at that same property, and the leaks had been contained. More permanent works to address problems with the gas main were to be undertaken, but it had been discovered that the retaining wall for a lane running between Hackett Close and Ashley Park had been constructed over the gas main and the retaining wall had had to be removed to allow remedial works to the gas main. A scheme for the reinstatement of that retaining wall was under consideration, to avoid the reinstatement over the gas main. The cost of these works would fall upon the Authority and the Committee would be kept aware of developments in this regard.

**5. Occupancy Survey**

The Deputy Clerk confirmed that the annual exercise for collating details of the occupants of the Commissioners' housing stock had commenced, and indeed a reminder letter had been issued to those occupants from whom a response had not been received. More details in relation to the returns from that survey would be given when available, but the Deputy Clerk confirmed that specific attention was being had to the situation with lodgers in the Commissioners' stock.

*IN PUBLIC***H04/02/01/05****SPRINGFIELD COURT MATTERS****1. Maintenance Report**

No matters for report at meeting.

**2. Deputy Clerk's Report**

None circulated.

**3. Recycling Bin**

The Deputy Clerk had circulated with the agenda a copy of a letter received from the Waste Minimisation and Recycling Officer at the Department of Local Government and the Environment which confirmed the answers to enquiries made on behalf of the Committee. The letter confirmed that the Waste Operations Management Unit of the Department would regularly collect the contents of the bin for recycling newspapers and that there would be no cost implication for the Onchan District Commissioners in the provision of the facility. The Officer went on to confirm that as soon as a date had been identified for the delivery of the recycling bin, she would contact the Housing Maintenance Manager as had been requested who would then arrange for the appropriate anchoring arrangement to be fitted. *Noted.*

**H04/02/01/06****HEYWOOD COURT MATTERS****1. Maintenance Report**

The Housing Maintenance Manager had prepared a report on maintenance issues relating to Heywood Court, which had been circulated with the agenda. There were no matters arising therefrom.

**2. Deputy Clerk's Report**

None.

**H04/02/01/07****GARAGE MATTERS**

There were no garage matters to be reported.

*IN PUBLIC***H04/02/01/08****PLANNED HOUSING MAINTENANCE**

The following matters were confirmed in relation to planned housing maintenance:-

**(a) Planned Housing Maintenance Survey Update**

The submission of the amended document to confirm the outcome of the update to the Housing Maintenance Survey was still awaited.

**(b) Upgrade of Electrical Wiring – Nursery Avenue, The Park and School Road**

The Deputy Clerk confirmed that the electrical testing scheme in relation to the Nursery Avenue properties at Scheme 1 (13 units) was underway.

**(c) Upgrade of Electrical Wiring – Barrule Drive**

Nothing to report.

**(d) Replacement of Fascias etc – Ashley Park**

The Deputy Clerk had circulated with the agenda a copy of a letter dated 26<sup>th</sup> January 2004 which confirmed approval from the Department to borrow a sum of money not exceeding £120,000 to defray the cost of replacement fascias, soffits and rainwater goods in respect of the Ashley Park units. *Noted.*

**(e) Replacement of Fascias, etc – Hackett Close/Meadow Close/Nursery Avenue**

The Deputy Clerk had circulated with the agenda a copy of a letter received dated 26<sup>th</sup> January 2004 confirming approval from the Department to borrow a sum of money not exceeding £64,500 to defray the cost of replacement fascias, soffits and rainwater goods to properties in Meadow Close, Nursery Avenue and Hackett Close – a total of 36 units. *Noted.*

**(f) Roof Refurbishments – The Park Bungalows**

The Deputy Clerk had circulated with the agenda a copy of a letter received dated 26<sup>th</sup> January 2004 confirming approval from the Department to borrow a sum of money not exceeding £53,000 to defray the cost of roof refurbishment at The Park Bungalows. *Noted.*

**H04/02/01/09****HEALTH AND SAFETY BUSINESS**

No report.

**H04/02/01/10****OFFICERS REPORT****1. Tenancy Leaflet**

The Deputy Clerk advised that arrangements were in hand to draft the Tenancy Leaflet issued to remind tenants of various issues and responsibilities with the rent review letter issued in March. He asked that if any Member had any issue which they felt ought to be included in the information leaflet, that this be brought to his attention as soon as possible. *Noted.*

*IN PUBLIC***H04/02/01/11****OTHER CORRESPONDENCE/COMMUNICATIONS****1. Local Authority Rents**

The Deputy Clerk confirmed receipt of a letter dated 27<sup>th</sup> January 2004 from the Department of Local Government and the Environment which confirmed that the Council of Ministers had agreed that rents for public sector housing for the year 2004/05 should be increased by 5%. It also confirmed that the maintenance allowance should remain at 33 $\frac{1}{3}$  % of rents collectable, the administration allowance remain at 5% of rents collectable and that in relation to sheltered housing, that the community facility reserve fund should remain at 10% of rents collectable.  
*Noted.*

**2. Quarterly Housing Return**

The Deputy Clerk had circulated with the agenda copies of the letter received from the Housing Policy Manager requiring completion of the proformer quarterly housing return to the Department of Local Government and the Environment. He confirmed that whilst most of the information had now been gathered, the return had not yet been submitted as there had been other issues which had taken priority. It was hoped that the return would be submitted in the very near future.

**H04/02/01/12****FINANCIAL MATTERS**

None for report this month.

**H04/02/01/13****OUTSTANDING MATTERS**

None.

**H04/02/01/14****MATTERS REFERRED BY THE BOARD/OTHER COMMITTEES**

The Deputy Clerk had circulated with the agenda a copy of Motion number 30 which had been considered at the public sitting of the Commissioners on Monday 26<sup>th</sup> January 2004. The Motion had stated:-

*“That Onchan District Commissioners consider the following:-*

1. *that Onchan District Commissioners as the Local Authority for Onchan, arrange to have a meeting with Mrs A. Craine, MHK, Member responsible for housing in the DOLGE;*
2. *that as part of the meeting, take into account that there is land at Dowty’s and other areas in Onchan which could be available for Local Authority use. “*

The Deputy Clerk confirmed that an amendment to the Motion had been moved at the Board meeting, and it was subsequently **RESOLVED**:-

***“that the proposal that the Onchan District Commissioners, as the Local Authority for Onchan, arrange to have a meeting with Mrs A. Craine, MHK, Member responsible for housing in the DOLGE, be referred to the Housing Committee for consideration”.***

The Chairman considered that any invitation issued to Mrs Craine to meet with the Authority should have a clear reason for the request to be stated. The debate should be focused upon the pre-defined issues.

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Mrs Kelly was concerned that the Board were shortly to go out of office and suggested that the matter be deferred for consideration early in the next municipal year.

In answer to enquiry, the Deputy Clerk considered that there was a value for regular contact to be maintained between the Commissioners and Members of the Department on the various issues affecting the Authority.

On the suggestion of the Chairman, it was subsequently **RESOLVED**\*:-

***to recommend to the Board that the proposal that the Onchan District Commissioners arrange to meet with Mrs Craine, MHK, Member responsible for housing in the Department of Local Government and the Environment, be endorsed, that a formal agenda for such meeting be compiled and that Members be asked to confirm, at the meeting of the Board on 1<sup>st</sup> March 2004, any items in relation to housing which would be raised with Mrs Craine.***

**H04/02/01/15**

**ANY OTHER BUSINESS****1. Commissioners' Surgery**

It was noted that the next Commissioners' Surgery was due to take place on Thursday, 4<sup>th</sup> March 2004, 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 Monday, 8<sup>th</sup> March 2004, commencing at 7.00 p.m.

**3. Sheltered Housing – T.V. Licences**

The Deputy Clerk had circulated with the agenda a copy of a memorandum which he had issued to the Chairman of the Board, following an enquiry received, detailing the situation with regard to television licensing in the sheltered housing facilities. The memorandum also covered the situation where tenants who were over the age of 75 years were entitled to a free television licence. The Deputy Clerk asked that if Members were approached by any tenant in relation to television licensing, that the requests or comments be referred to him and arrangements would be made for a refund of the £5 television licence fee charged by the Commissioners in relation thereto.

***There being no further business, the meeting closed at 10.10 p.m.***

**IN PUBLIC**

Minutes of a meeting of the **WORKS & CLEANSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 9<sup>th</sup> February 2004 at 7.18pm.

**Present:** Mr J.K. Watterson (in the chair), Messrs D. Crellin, E.D.R. Killey JP, A.T.W. Norton and D.J. Quirk

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

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**WC/04/2/1**  
**MINUTES**

Minutes of the meeting held on 5<sup>th</sup> January 2004, copies of which having previously been circulated, were taken as read. Mr Norton referred to item WC/04/1/4(e) Christmas Trees. He advised that when this matter was discussed and the meeting was told that it was too late to make arrangements for the current year he suggested that the subject should be considered in time for next year. This latter sentence had not been recorded. In response to question, Mr Norton advised that he would like it recording in the minutes against his name. Consequently the minutes were altered and initialled by the Chairman. The minutes were then put, confirmed and signed.

**WC/04/2/2**  
**MATTERS ARISING**

**a) Communications**

The Surveyor reported that since the last meeting the Building Control Officer had investigated further the question of whether to continue with radios or to provide outside staff with mobile phones. He had been in contact with the current supplier of the radios who advised that it was not possible to have a pager system with the present radios as the commissioners were not the sole user of that particular band. The Chairman enquired if the system was changed so that the commissioners were a sole band user what cost implication would there be. The Surveyor advised that he was not in a position to answer that question although he doubted that being a sole user was a possibility. He offered however to obtain further information. With regard to the radios problems had been experienced in the past when the refuse vehicles were at the Point of Ayre and contact was not able to be made, he advised that once the incinerator comes on line that was a problem which would no longer exist. The Chairman further commented that another factor to be taken into account was that charges for mobile phone calls had come down by approximately a third of recent.

**b) Windermere Drive**

Mr Norton enquired as to the present position regarding the moving of the Windermere Drive road sign nearer to the junction with Whitebridge Road. The Surveyor replied that it had not been moved as yet. The operative who normally attended to road signs had been on sick leave for sometime and furthermore there were other signs that were missing and their replacement has taken preference.

*IN PUBLIC***WC/04/2/3****MATTERS ARISING FROM PREVIOUS MEETINGS****Land Slip Hague Crescent**

Copies of a letter as received from MacOwan Collett Consulting Engineers who had been appointed by the commissioners to investigate land stability following the landslide in October 2002 had been circulated. Members noted that they had now written to one of the property owners in Strathallan Road requesting a copy of their engineer's report and that MacOwan Collett had also been appointed structural engineers for the demolition of the Aquadrome/Summerland complex. Mr Crellin commented that the letter to the commissioners and the letter to the property owner in Strathallan Road was in December 2003 and he queried whether there had been any further communication. The Surveyor replied that nothing further had been heard to which Mr Crellin enquired whether the office staff pushed things along or not. The Surveyor agreed to chase up the matter.

**WC/04/2/4****WASTE MANAGEMENT AND OTHER CLEANSING BUSINESS****a) Officer's Report**

Copies of the report as prepared by the Building Control Officer had been circulated prior to the meeting and was noted with the following matters being discussed further:-

**i) Staff**

Mr Crellin queried why the report had been prepared by the Building Control Officer and not the Waste Operations Development Officer. The Surveyor responded.

**ii) Vehicle Maintenance Contract**

The Surveyor reported that two contractors had expressed an interest in tendering for the vehicle maintenance contract but there was a need to do health and safety check first.

**iii) Special Collections**

Members noted from the report that the proposed extension of the refuse collection area from April it would probably result in the special collection service having to be terminated. The Clerk commented that this had not been totally ruled out as yet. Mr Crellin felt there was need for it to continue and Mr Norton stated that it was a good community service provided by the commissioners. Mr Crellin requested that before the service was discontinued if that had to be the case the matter should come back to the committee. A list of items collected during the period 13<sup>th</sup> February 2003 to 13<sup>th</sup> January 2004 together with the charges made for same had been circulated and was noted.

**b) Waste Collections Service**

Letter circulated as received from a local authority on the west coast of the Island enquiring if the commissioners were prepared to tender for the collection and disposal of its commercial and domestic refuse. Given the present and proposed commitments of the commissioners refuse staff it was agreed that a letter should be sent advising that the commissioners regretted that they were unable to tender due to commitments.

**c) Waste Minimisation**

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Email as received from Kenny Valerga of DOLGE regarding recycling and waste minimisation had been circulated prior to the meeting. The email contained a message from Joanne Hetherington of the Waste Operations Management Unit advising that Hospice Care had a furniture shop which collected furniture for resale. There were however conditions as to what they were prepared to accept. The memo further suggested that the Mailing Preference Service allows householders to be removed from direct marketing mail lists which should sufficiently reduce the amount of unwanted junk mail. Toner cartridges and mobile phone recycling was available through the Red Cross and all local authority offices have received a colour copy of the Isle of Man Civic Amenities Recycling Site Maps. The Surveyor commented that he had not seen the map as yet. Noted.

**d) Civic Amenity Site – Snugborough**

The Clerk reported that there had been a certain amount of cross correspondence of recent but he hadn't seen the final document yet in respect of tenders for running the Snugborough Site until its replacement comes on line. He understood that the tender documents were to be distributed shortly.

**e) Civic Amenity Site – Middle River**

The Clerk reported that he had perused the revised draft agreement noting that the word "omit" should be "permit" on the penultimate line in clause 4. The matter was now in the hands Jeremy Callin of Messrs Quinn Kneale.

**f) Waste Collections Services Advisory Group**

Copies of the minutes of the Advisory Group meeting of 6<sup>th</sup> January 2004 had been circulated prior to the meeting and were noted. The Clerk advised that he had forwarded the amended proforma to DOLGE. Mr Killey enquired as to why some authorities were represented on the Advisory Group by commissioners when Onchan had been told it was to be represented by officers. The Clerk advised that he asked the same question at the very first meeting of the group and had been told that some of the boards preferred to be represented by a commissioner particularly if they had some technical experience. Noted.

**WC/04/2/5****STREET LIGHTING/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) Church Road Lighting**

The Surveyor reported that everything was now awaiting the MEA.

**ii) New Schemes 2003/04**

The Surveyor reported that having obtained the quotations for Kaighens Lane, Cronk Lane and replacement heads the matter now awaited approval to the petition for borrowing powers for £40,000. Noted. Mr Quirk queried from whom prices were sought for this work which the Surveyor replied that it had been previously agreed by the Board that for Capital Schemes the

*IN PUBLIC*

MEA alone would be requested to quote. Mr Quirk suggested the scope should be broadened to include other contractors.

**iii) Street Light Timing**

The Surveyor reported that there had been a number of requests for morning lights particularly those areas where the coach collected pupils for the Buchan and King William's College. He suggested that following the next planning sub committee meeting a tour of the district could take place to look at the various areas. The Chairman advised that he had received a complaint regarding the darkness at the bus stop opposite the end of Second Avenue in the mornings.

**iv) Port Jack Toilets**

The Surveyor reported having spoken to the quantity surveyor regarding the cost of stainless steel fittings. The quantity surveyor had expressed concern regarding the stability of the building and as a result Curtins had been asked to do an inspection. Mr Quirk enquired why it had taken so long to get to this stage? Mr Crellin added that this was first time he had heard anything about stability of the building. Mr Quirk then added that they seemed to be going round in a massive circle. The Surveyor replied that it would be wrong to spend money refurbishing the toilets if the building itself was not stable.

The Surveyor continued that Curtins had noticed severe cracking on the back of the building which appeared to result from contraction of the solid rendering. The cracking also occurred internally on the tiles which would need to be totally replaced. It was also a concern over the use of asbestos cement in the soffits of the building and roof tiles had been damaged due to stones being thrown from above and this may have affected the timbers underneath. A report was to be provided by the quantity surveyors to do a comparison of refurbishment against new build. Members requested that this be available for the next meeting.

Mr Quirk expressed his disappointment that this matter had been on the list for a long time and another summer season was approaching yet still nothing would be done. Mr Killey agreed that the matter had been talked about for a long time and he referred to the self cleansing toilets which are to be found in Liverpool city centre. The Clerk advised that this had been investigated in the past and they cost £80,000 for a single unit with a £20,000 per year service contract for cleaning etc. Mr Quirk suggested that the Surveyor should investigate alternative module units which bolt down and then have a skin of brick built around them which would be a quick option in terms of replacement. Mr Crellin sought assurance that the report would be available covering all aspects in time for the next meeting.

**v) Main Road Street Furniture**

The Administrative Officer reported that prior to the reinstatement of the bus shelter National Transport erected a pole which was concreted into the new paving. A bus request stop sign was attached to the pole but once the shelter was erected that sign was transferred to the shelter leaving the pole standing by itself. After brief discussion it was agreed that a public notice sign should be erected on the pole indicating the location of the public conveniences.

**vi) Other Matters**

Mr Quirk queried why there were two street lights not functioning in Elm Drive/Elm Tree Road and one of which had not had a lamp head in position for sometime. The Surveyor to investigate.

Mr Quirk also drew to the attention of the meeting the fact that the paving blocks had sunk once again in the vicinity of the second Jubilee Lamp at the entrance to the Village Green. The Surveyor to investigate and remedy.

*IN PUBLIC***WC/04/2/6**  
**DRAINAGE FUNCTION****a) Officer's Report**

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

**Manhole Cover Replacement**

The Surveyor commented that he understood the programme from manhole cover replacement was due to start during the current month. Noted.

**WC/04/2/7**  
**PLANNING MATTERS****a) Planning Communications**

There were no planning decisions at the initial stage where the decision of the Planning Committee and the recommendation of the commissioners differed. There were however requests for Review and Appeal which he reported.

**b) Other Planning Matters**

Mr Quirk commented that he had previously requested that the Building Control Officer investigate work that was taking place in the vicinity of the former entrance to Lag Birragh Park and also the positioning of large tanks close to the clubhouse at the King Edward Bay Golf Course. The Surveyor replied that the matters had been referred to the Planning Enforcement Officer. Noted.

**WC/04/2/8**  
**CAPITAL AND REVENUE SCHEMES****Officer's Report**

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

**Hawthorn Villa Project**

Mr Norton noted that approval had been given to stage 5 but enquired when anything was likely to happen. The Surveyor responded that tender documents should be issued by the end of the current month. Mr Crellin commented that the price seemed to have gone up a lot to which the Surveyor replied that part of the increase was due to widening of the building by a further metre and the rest due to other minor alterations to the plan of which he had full details in his office if Mr Crellin would like to peruse them.

**WC/04/2/9**  
**HIGHWAY AND TRAFFIC MATTERS****a) Disabled Parking in front of Library**

***IN PUBLIC***

Mr Norton commented that following a recent interview between the Leisure and Amenities Committee and the Librarian the suggestion was put forward that perhaps a disabled parking space could be accommodated in front of the library as the spaces at the rear were too far away for somebody severely disabled. The Surveyor replied that he had investigated the matter and in addition to the 6 metre length for a car itself a further 5 metre taper was required at either end and a depth of 2.4 for the parking space to allow for a car door to be opened without interfering with the flow of traffic in Main Road. It was not therefore going to be practical to accommodate this in the space available. After a brief discussion it was agreed that the matter should be referred to the Department of Transport for their views.

b) **Kerrocoar Drive etc**

Mr Quirk commented that he had raised on several occasions the fact that the pavement had not been reinstated at Kerrocoar Drive and the road surface where the new road from Kerrocoar Close abuts it had also not been top coated. The Surveyor responded that the Building Control Officer had referred the matter to DoT. Mr Quirk commented that the matter had already been referred to the Department of Transport when they had the joint meeting on 2<sup>nd</sup> December 2003 and he would have thought action would have been taken by now.

c) **Kelvin Road**

Mr Quirk commented that the work adjoining the disabled parking space at the top of Kelvin Road alongside the Post Office was not finished and he further commented that one of the road gullies had been covered over with concrete as a result of the build out.

d) **Groudle Road**

Mr Norton commented that some of the potholes had been filled with tarmac but had not been rolled and levelled. The Surveyor replied that it was the usual practice to put in a base coat and then leave for settlement before applying a topcoat.

e) **Marion Road**

Mr Norton enquired as to what was happening in respect of filling the potholes in the lane at the top end of Marion Road. The Surveyor responded that he had asked for quotations for making up and to date only one quotation had been received. He was chasing one of the other contractors for a price. Mr Quirk suggested that the specification be checked to ensure that what was carried out was bringing the road up to adoption standard. He further suggested that contact be made with the other two firms who had been asked to tender in order to expedite a price. After further discussion on the proposal of Mr Crellin it was

**\*RESOLVED**

***“that if it was not possible to obtain alternative tenders for the carrying out of the tarmacadam work to the lane at the top of Marion Road then the one price already received be accepted on the grounds that the work was to be treated as an emergency due to the state of the road”.***

f) **Public Footpath to St Peter’s Church**

Mr Crellin queried what was happening in respect of the overhanging leylandi trees which he thought it already been agreed should be cut back to the line of the boundary. The Surveyor responded that the parks staff had had an attempt at doing the job but it had now been decided to engage Cleanaway to do the work. They had been instructed to cut the bushes back as high as possible. The account to be rendered to DoT.

*IN PUBLIC***WC/04/2/10**  
**FURTHER REPORTS**

There were no further reports from the Clerk or Surveyor.

**WC/04/2/11**  
**CORRESPONDENCE/OTHER COMMUNICATIONS**

*Nil.*

**WC/04/2/12**  
**OUTSTANDING MATTERS**

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

W/98/7/14(a) Adoption of roads and lanes – Marion Court - Mr Quirk enquired as to the present position to which the Surveyor replied that the matter was being dealt with.

W/99/09/03(a) Adoption of roads – Heywood Park - Mr Quirk enquired as to the present position to which the Surveyor replied that the work was done and adoption had been requested.

W/00/03/19(b) Properties abutting lanes rear of Nursery, Church Avenues/Elm Drive – Mr Crellin enquired as to the present position in respect of a report regarding the state of the lanes. The Surveyor advised that the matter had been referred to the Bylaw Officer.

WC/01/07/18(e) Complete repairs and redecoration Port Jack Railings – In answer to a question from Mr Quirk, the Surveyor responded that the majority of repairs had been undertaken and now what was left was mainly of a painting nature. Mr Quirk suggested that as there was a financial provision in the estimates for this work that quotations should be received from painters for carrying out the work as obviously the commissioners own painter was unable to undertake the work along with everything else.

WC/03/11/02(b) Carved stone sign – Heywood Court – Mr Crellin enquired whether Mr Hector Duff had come back to the commissioners. The Surveyor replied that he had received a telephone call from Poortown Quarry advising that somebody had been down there looking at stones but he had not heard anything from Mr Duff or anyone else connected with Heywood Court to date.

WC/02/04/02/03 Roads, Snugborough Trading Estate – The Chairman asked for an update in respect of any likelihood of repairs to this roadway. The Surveyor responded that the Building Control Officer had attended a meeting before Christmas with representatives of Braddan Commissioners and others. The Surveyor was aware that the Building Control Officer had written off since requesting an update on progress. The Chairman responded that the biggest difficulty seemed to be large commercial vehicles were parked opposite the principal pot holes which restricted traffic flow and the ability to avoid the potholes.

**WC/04/2/13**  
**MATTERS REFERRED BY BOARD/OTHER COMMITTEES**

*Nil.*

*IN PUBLIC***WC/04/2/14****ANY OTHER BUSINESS****a) Time and Date of Next Meeting**

Monday 15<sup>th</sup> March 2004 at 7pm.

**b) Lazy Corner**

Mr Crellin pointed out that there was an advertising sign for Absolute Scaffold at Lazy Corner. The Surveyor advised that he had noticed it that evening as well and arrangements would be made for its removal in the morning.

**c) Manx Arms Car Park**

Mr Killey requested that thanks be placed on record to whoever it was that was responsible for having two vehicles removed from the Manx Arms Car Park that had been there for some considerable time.

**d) Maintenance**

The Chairman pointed out that there were four lights under the canopy and one on the steps at the front entrance to the commissioners' offices which were not lit.

**WC/04/2/15****MINUTE SEPARATION**

The Clerk advised that he had placed this matter on the agenda as a new item to enable the committee to decide which items from the meeting that had taken place should be recorded in public and which in committee. After a brief and general discussion it was agreed that the present system of the minutes clerk deciding which should be recorded in which section seemed to work well. The matter was therefore left with the officers.

**Meeting terminated at 9.11pm.**

***IN PUBLIC***

Minutes of a meeting of the **LEISURE AND AMENITIES COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 12<sup>th</sup> January 2004 at 7.00pm.

**Present:** Mr G.K. Astill (in the chair), Messrs E.D.R. Killey JP (until 9.25pm), A.T.W. Norton, D.J. Quirk and Mrs E.J.C. Kelly.

**In attendance:** Peter Kelly (Administration) Ray Quane (Amenities Officer)

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**LA/04/1/1**  
**MINUTES**

Minutes of the meeting held on 1<sup>st</sup> December 2003, copies of which having previously been circulated, was taken as read, confirmed and signed. The Chairman took the opportunity to convey the compliments of the season to members.

**LA/04/1/2**  
**SILENCE**

The Administrative Officer advised members of the recent passing of Mr Ernest Dobson who was the first parks foreman at Onchan Park being employed there from the time of its opening in 1951 until 1975 when he moved to Douglas Corporation. He further added that the crown green owed its excellence to the work put in all those years ago by Mr Dobson who also acted as caretaker of the park by residing at no 1 The Park and therefore was always on call. Members stood for a minutes silence.

**LA/04/1/3**  
**MATTERS ARISING**

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

**LA/04/1/4**  
**PLAYGROUNDS/PARKS**

a) **Playground Log Books**

The Amenities Officer stated that these were ready for signing by the Chairman. He advised that one of the firms who had originally indicated they could supply a replacement train was prepared to obtain alternative prices from different installers for their product. Mr Quirk enquired whether items could be installed by the commissioners' own staff to which the Amenities Officer replied that it was down to insurance. Mr Quirk responded that if everything was installed in accordance with the manufacturer's instructions then this should not make any difference.

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) **Stadium Perimeter Fencing**

Mr Quirk enquired whether the fencing was now secure. The Amenities Officer replied that it was but he was contemplating suggesting that the return length of car park no 1 be fenced in a similar manner.

ii) **Flat Green**

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The Amenities Officer advised that he had now ordered new scoreboards for each of the lanes on the flat green. The cost was approximately £600.

**iii) Rewire – Pennington Hall**

Mr Quirk enquired whether the parks operatives had been advised that they could only use the power points supplied. The Amenities Officer advised that this was not the case as the power points had not yet been fitted. Mr Quirk suggested that each employee should be requested to sign a note agreeing to do so. The Amenities Officer informed the meeting that the electrician had undertaken the annual check on all electrical appliances. The majority of items had passed but a couple had cracked leads which had since been replaced.

**iv) Christmas Trees**

The Amenities Officer advised that the small Christmas trees had been taken down from the properties throughout the centre of the village and had been shredded in the park.

**v) Petrol Licence**

The Amenities Officer advised that the petrol licence for the store close to the boating lake had been received that day.

**c) Police Matters**

The Administrative Officer advised that he had placed this matter on the agenda in case there was anything which had come out of the joint meeting with representatives of DoT and the police under the auspices of the Works Committee. Mr Quirk enquired whether work was now complete on repairing the crown green shelter to which the Amenities Officer advised that he was hoping work would commence that week.

**d) Parks Foreman**

The Amenities Officer advised that there had been five applicants and that letters had gone out to obtain references for same. Mrs Kelly asked for the names of the candidates to which the Administrative Officer advised that it was not usual to divulge names of candidates as obviously they had applied in confidence. Mr Quirk enquired as to who was to sit on the interviewing panel. The Administrative Officer replied that the matter was in the hands of the Deputy Clerk at present. Mr Quirk suggested that there should be a political member on the panel either the Chairman of the Board or the Chairman of the Committee. The Administrative Officer responded that it was not usual to have a political input for a job of that nature and it was only usually a senior post within the office where political members sat on the interviewing panel. Mr Quirk insisted that there be political representation as in his opinion at the end of the day that political member was responsible to the Board should the selected candidate prove unsuccessful. He again repeated that either the Board Chairman or the Chairman of the Committee should be present. The Board Chairman indicated that he was content for the Chairman of the Committee to take part. There was no further comment from other members.

**e) Pennington Hall**

The Amenities Officer advised that as the Surveyor had been away for three weeks there was nothing further to report. The Chairman expressed his disappointment at the time it was taking to progress this matter. Mr Quirk suggested that perhaps the Chairman should speak with the Surveyor in order to expedite matters. Mr Norton requested that at such meeting it be confirmed

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that the committee were interested in a split site development with particular regard to the motorboats.

f) **Annual Tour of the Park**

Copies of the list of items noted had been circulated again. The Amenities Officer advised that nothing further had been undertaken but he now had use of the maintenance staff for the next two/three weeks and therefore anticipated that most of the work would be attended. Mr Quirk suggested that if there was shortfall in respect of labour then outside contractors should be engaged as the commissioners had plenty of money in surpluses. Mrs Kelly enquired about provision of new play equipment but she was informed that this should come up under the section of the meeting dealing with estimates.

g) **Proposed Skateboard Park – The Next Step**

The Administrative Officer informed members that he had placed this item on the agenda as there had been a recommendation to the Board and it was a case of any follow up relevant thereto. Members were uncertain as to what was finally agreed at the Board in respect of making a planning application for the School Road site. After discussion, on the proposal of Mr Quirk, seconded by Mr Norton it was

**\*RESOLVED**

***“that the Surveyor be instructed to make a planning application for the provision of a skateboard park in the corner of the playground at the School Road Recreation Ground and also to carry out whatever else was necessary in order to do so”.***

Mr Killey commented that he thought a couple of the Board members required more details first. Mr Norton commented that the Surveyor was also required to look into a site for five-a-side football/basketball within the School Road Recreation Ground. Mr Killey commented that since The Rec opened in 1922/23 football had always been played there either with or without goalposts. Mr Quirk suggested that the commissioners should be looking to all year round play. Mr Norton added that in the long term there should be fencing and floodlights with the facility being linked to the Youth and Community Centre for management and supervision. Mrs Kelly suggested that the commissioners should look into getting a grant for a synthetic pitch. The Administrative Officer advised as to investigations carried out before with the Department of Tourism and the Sports Council the result of which was that grant assistance was not available to local authorities; clubs could obtain loans. Mrs Kelly suggested that in those circumstances the matter be left. Mr Quirk suggested that the Chairman of the Committee should see the Surveyor with regard to the skateboard park and also the five-a-side facility. He further added that Mr Nigel Kane the youth worker should be involved as he had sent a letter to the Board in support of the skateboard park on the tennis courts. He also felt that Mr Kane should be involved in the meeting with the Surveyor. There was no further comment.

h) **Safety Tiles**

The Administrative Officer reported having written to the nursery nurse at Ballacottier School at the suggestion of Mr Killey offering the spare safety tiles for sale. No reply had been received to date. Mr Killey commented that he was involved with the Campion Trust who undertook to assist work for handicapped children and they had become involved in the Ballacottier project. Members were advised therefore that there was still one offer on the table of £2 per tile. On the proposal of Mrs Kelly, seconded by Mr Norton it was

**RESOLVED**

***“to sell the small number of surplus tiles for £2 to the person who had made the offer”.***

**LA/04/1/5**

*IN PUBLIC***OPEN SPACES****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 items being discussed further:-

**i) Decorative Lighting**

The Amenities Officer confirmed the items in his report. Mr Killey suggested that the Rudolph and rope light that were being sent to Douglas Corporation for repair should be sent as soon as possible. The Chairman commented that the commissioners should consider additional lights for next year for the centre of the village.

**ii) Lazy Corner Seat**

Mr Killey enquired whether this had been positioned yet. The Amenities Officer replied that it was being done during the current week.

**iii) Millennium Shelter**

In answer to question from Mr Quirk the Amenities Officer advised that the polycarbonate sheets had not been replaced. He was of the opinion that they may possibly be a fraction too small which has assisted in them being prised out by persons unknown. Mr Quirk enquired as to a date by which the work would be complete. The Amenities Officer advised that he was not able to give that as it was in the hands of the glaziers.

**iv) Centenary Park**

Mr Killey enquired whether it was possible to do something in the way of laying out paths within the park. The Administrative Officer replied that the difficulty was that until such time as the hawthorn hedge had grown up to provide protection to the escarpment it would be wrong to encourage the public into the area on account of the liabilities that existed. The carrying out of path work now could be undertaken but there was the problem that weeds etc would grow up through it between now and when the area was available to the public. There were however other works that could be done in preparation. After a brief discussion it was agreed that the allowance in the estimates for the forthcoming year should be increased to the equivalent of that within the current year.

**b) Path Repairs in The Rec**

The Administrative Officer advised that he had drafted a specification for this work and hoped that it would be typed and issued shortly. Noted.

**c) Other Matters**

Mr Norton made reference to the recent press coverage regarding vandalism to trees in The Rec. He advised that he was not aware that these trees had been planted and queried whether this was a managerial matter. The Administrative Officer replied that the policy of planting trees in The Rec was agreed by the committee at least fifteen years previous and from time to time trees are replaced when damaged. On this occasion four replacement trees were provided at no cost

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to the commissioners but unfortunately were damaged shortly afterwards. The fact that they had been planted in memory of two people who had recently been killed in an accident resulted in media interest and coverage. Noted.

**LA/04/1/6****PUBLIC CONVENIENCES****a) Amenities Officer's Report**

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

**Baby Changing Table**

Members noted the Amenities Officer's comments regarding the difficulty in finding a fixing for the baby changing unit within the disabled toilet at Main Road. Mr Quirk commented that he couldn't believe that in a modern building and with modern building techniques that such an item could not physically be installed. The Amenities Officer replied that the stone wall had been built out in Carlyte Bonding and then tiled. Mr Quirk suggested that a proprietary type of raw plug that was stuck into position with the appropriate epoxy resin should do the job. The Amenities Officer to investigate.

Mr Killey commented on the build up of litter in the forecourt area in front of the toilets. This matter had already been raised at the Works and Cleansing Committee meeting the week before.

**b) CCTV Coverage**

Mr Quirk enquired as to what had happened to the reports that had been requested. The Amenities Officer responded that he didn't have any. Mr Quirk reiterated that he had been instructed to contact Securicor who supplied the present CCTV facilities within the district for their views with particular regard to enhancement of the system within Onchan Park and also at the War Memorial in order to achieve better quality picture. Mr Killey commented that they would give free advice and this should be followed up. The Amenities Officer responded that he had, in the company of the Surveyor, visited Colebourns to see their system but he had no further communication from them. Mr Quirk added that what the committee were looking for was a couple of alternative reports to show what could be provided. Reference was made to Castletown having installed a digital type of camera and the Amenities Officer was to make enquiries regarding same. Mr Killey referred to the previous minutes where it was suggested that Constable Mike Radcliffe could be asked to produce a report and asked if this had been done. The Amenities Officer advised that he thought the Surveyor had spoken with Constable Radcliffe sometime previous. He was of the opinion however that you had to decide on what you wanted for the constable to comment thereon.

**LA/04/1/7****PUBLIC LIBRARY****a) Librarian's Report**

Copies of the Librarian's report and annual report had been circulated prior to the meeting and were noted. During the period January to December 2003 there had been a 4.4% increase in the number of persons taking out a library subscription. This applied to both the adults and junior section. In respect of issues to library members there had been a slight decrease in fiction, an increase in non-fiction, slight decrease in junior issues, an increase in audio and an increase in video. The overall issues were 2.1% down on the previous year.

***IN PUBLIC***

Members noted that the computer sessions for the over 50s were growing in popularity. Seventeen people had received at least one hour's tuition to date and a further twenty one people are currently on the waiting list. The Librarian was particularly indebted to Mr Robert Woollams for freely giving his time to provide these lessons.

The Christmas Carol Reading had proved extremely successful and hopefully something similar would occur at Christmas 2004. Ballakermeen art students will be displaying African art work from February onwards. The office at the library has now been painted with the minimum of disruption. Noted.

**LA/04/1/8****YOUTH & COMMUNITY CENTRE****a) Amenities Officer's Report**

Copies of the Amenities Officer's report had been circulated from which it was noted that a budget price for top surfacing the car park had been computed. Members were of the opinion that this should be done as a matter of urgency in view of the state of the present car park. Agreed that provision be made in the estimates for the forthcoming year. After further discussion, on the proposal of Mr Norton, seconded by Mrs Kelly it was

**RESOLVED**

***"that tenders for the resurfacing and repair of the car park at the Youth and Community Centre should be obtained as a matter of urgency"***.

Mr Quirk had a query about the toilet doors being locked from the inside and it not being possible to gain entry from the outside. Equally children were locking the doors and going out through the window leaving doors locked behind them. The Amenities Officer replied that locks were to be fitted which could be opened by staff from the inside. The Administrative Officer pointed out the problem with most toilet cubicles is that the doors opening inwards present great difficulty if the occupant had collapsed on the floor thus prohibiting entry. After discussion it was agreed that the Amenities Officer should look into the practicality of altering the doors to open outwards and that a sum should be allowed in the estimates to cover this project.

A brief discussion took place in respect of potential alterations to the building. The Administrative Officer pointed out that any proposals should come from the Youth and Community Centre Advisory Committee as the Leisure and Amenities Committee was responsible for the ongoing maintenance of the building. Agreed that copies of the plan thereof should therefore be circulated to all members of the Board to give them an opportunity of coming forward with suggestions.

**LA/04/1/9****PROMOTIONS/ADVERTISING/PUBLIC INFORMATION****a) Website**

The Administrative Officer reported on statistics received from Web One UK which indicated a slight decrease in the total number of hits during December. This could probably be put down partially to the Christmas period but also the fact that the search engines were re-indexing the new structure and do not have full listings. It would take some six to eight weeks for this to settle. What was interesting however is that whilst there were less hits the number of pages viewed by the hits was increased.

The Administrative Officer further reported that part two of the Tour of Onchan was now up and running with favourable comments being received. There had also been a number of additional links made since the last meeting and the library had its own links and indeed separate set of

*IN PUBLIC*

figures. At the request of the librarian there was a google search engine attached to the Onchan Library web page. The new section on news snippets was being kept up to date. Correspondence had been received from Mr & Mrs Kissack in Cheshire who had been making enquiries long before the web page in respect of their family who were bakers on Summerhill. The photograph on the Tour of Onchan part two showing bakers standing in Summerhill had been sent to them for which they were extremely grateful. Mr Quirk enquired whether it was possible for the staff now to update items direct. The Administrative Officer reported that there were sections that could be updated and this would be put into practice shortly.

**b) Torchlight Procession**

The Administrative Officer reported that as was customary a donation had been sent to both the Onchan Silver Band and the St John Ambulance following the parade. A note of thanks had been received from the St John Ambulance as a result. Mr Killey commented that he felt the Torchlight Procession went well primarily due to the fact that it was a nice night. He commented that the lanterns were perhaps a little small although served the purpose. The Administrative Officer commented that the trouble with the lanterns was the night light was set down low and therefore they did not provide the same effect as the burning torches which certainly were the predominant feature of the procession. He further advised that Geoff Corkish telephoned the day before the procession to say that he would attend to lead the singing but then on the morning of the procession telephoned to say that he was required at a rehearsal for an event the following night and therefore could not come. Mr Killey commented that there were some very good choirs in Onchan who could be asked. The Administrative Officer reported that the Onchan Ladies Choir had been asked in the past but felt that their members were too old to risk the coldness of the December night. Enquiries had also been made of the school choirs but as they had concerts at that time of the year they also did not feel it a practical proposition.

Mr Killey stated that he felt the religious section of the presentation was just about the right length and Mrs Kelly felt the whole event was of the right length. A comment was made that perhaps not every verse of the Christmas carols be sung. The Chairman expressed the thanks of the committee to the Administrative Officer and his secretary for their work. The Administrative Officer added that Commissioner Parkin had made a comment in respect of the positioning of the sales vehicle at Coutts Bank and this would be changed next year. In the very early days it was necessary to have it in the top corner because of the volume of people waiting to take part in the parade. Noted.

**c) Christmas Lights Competition**

The Administrative Officer reported that application forms for the competition were left at the counter in both the office and library. There was a press announcement and also a section on the website. Shortly prior to the completion date very few applications had been received and so one evening he undertook a sixteen mile round tour of the district putting out application forms to properties which appeared to be suitable. As a result several applications were then received from those properties where the forms had been dropped off.

Mrs Kelly commented that she was not impressed by the commercial entries and was not personally of the opinion that a prize should be awarded although Mr Black was and consequently this took place. Mr Killey commented that one of the residents in Heywood Court who had lighting around the window of her flat was delighted to have received a letter thanking her for entering even though it advised that she had not won. He continued that the competition should be run again the following year and suggested that each commissioner be given forms and an area to traverse handing out application forms to suitable properties.

*IN PUBLIC***d) Scooter Rally**

The Administrative Officer reported receipt of meeting notes from the Department of Tourism in respect of the onsite meeting held with Mr Kevin Walsh, general secretary of the Lambretta Club of Great Britain on 26<sup>th</sup> November 2003. Regrettably the notes were incorrect and a letter advising of the corrections had been sent. A further discussion had taken place with Mr Walsh of recent when he had requested photographs of the stadium itself for inclusion in advertising material. Noted.

**e) Other Matters**

Mr Quirk enquired as to whether the committee was contemplating another village fair in 2004. Mr Killey added that the Onchan residents did appear to appreciate having such events. Mrs Kelly asked where would it be held. The Administrative Officer informed members that fairs had been held in the past in differing locations, Onchan Park, Port Jack Glen, The Village Green and most recently School Road Recreation Ground. Such fairs had, however, usually been tied in with a special event i.e. Port Jack Glen Centenary, Onchan Park Golden Jubilee, opening of the Village Green, 90<sup>th</sup> Anniversary of the Jubilee Lights, Heritage Year, and the Centenary of the death of Henry Bloom Noble. Members were unable to think of a special reason for celebration in 2004. After further discussion, on the proposal of Mr Quirk

**\*RESOLVED**

***“to refer to the Board the possibility of holding a village fair in Onchan Park during 2004”.***

**LA/04/1/10****OUTSTANDING MATTERS**

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

LA 03/7/4(b) Port Jack Glen – Lighting scheme – *The Surveyor to be properly briefed of requirements. Mr Quirk commented that the matter should be referred back to the Surveyor for a scheme.*

LA 03/9/4(a)(i) War Memorial – *Amenities Officer to arrange replanting in the spring. The Amenities Officer reported that he was arranging to visit the site with a representative of Watson’s Nurseries to establish what would be appropriate. Mr Quirk commented that the Parade Marshal for Armistice Day should also be present. He further added that consideration should be given to the placing of a rail at the back of the elm tree in order to stop children coming down the side of the war memorial.*

LA 02/7/3(iii) Alternative planting for replacement tree Onchan Park – Plant in November – **Delete as undertaken.**

LA 03/9/4(f) Port Jack Glen streambed – *Contact Juan Kinley* – The Administrative Officer reported having spoken with Mr Kinley who was of the distinct impression that the piping of the stream/storm water sewer down Royal Avenue was diverted into the glen to avoid digging into the rock bed in front of the red brick houses of Royal Avenue. He was also of the opinion therefore that the wear and tear on the streambed would be increased as a result of diverting so much water into the stream. Mr Quirk enquired whether this could be obtained in writing. He also made reference to a recent comment by Mr Kniveton MLC at the joint meeting of DoT and the police and requested that his views be obtained in writing.

**IN PUBLIC**

LA 03/7/15(vii) Park Bye-laws – *police to comment on requirements* – in absence of any comment by the police. Mr Quirk suggested that a copy be sent to Sergeant Will Campbell.

**LA/04/1/11****MATTERS REFERRED BY BOARD/OTHER COMMITTEES****Use of The Rec**

The Administrative Officer reported that at the recent meeting of the Y.C.C. Management Committee a request had been made by the Manx Foundation for the Physically Disabled to use Onchan Community Centre on 3<sup>rd</sup> April 2004 for a fund raising event. They also requested use of part of the field alongside for a blow up castle, Onchan Entertainers, a coconut shy and other side shows. As The Rec did not come under the remit of the Y.C.C. Management Committee this section of the request had been referred to the Leisure and Amenities Committee for consideration. After a brief discussion it was agreed that permission should be granted subject to the promoters having full public liability insurance and tidying up after the event.

**LA/04/1/12****CORRESPONDENCE****a) Purple Helmets**

Letter reported as received from the Southern Motorcycle Club indicating that they would wish to hold a TT Week event in 2004 in Onchan Stadium. Letter further requested meeting with the committee. Agreed that they be invited to the next meeting on Monday 16<sup>th</sup> February.

**b) Mannannan Boat Festival**

Letter reported as received from the Manx Model Boat Club requesting permission to hold their annual boating festival on the boating lake in Onchan Park on Saturday 19<sup>th</sup> June 2004. The pool would be required from 10am through to 4pm. Agreed subject to the usual terms and conditions.

**c) Laxey R.A.C.E. Foundation**

Letter reported as received from the Laxey R.A.C.E. Foundation enquiring if the commissioners would sell tickets for their draw at £10 each in the library and at the commissioners' office. Members were aware of the general policy of not selling tickets or other items on behalf of groups on the basis that if it was done for one it would have to be done for all. Several Onchan charities had had their requests denied in the past. It was agreed therefore that a letter be sent regretting that the commissioners were unable to help.

**d) Stock Car Racing**

A provisional fixture list had been received. The Administrative Officer advised that the number of events was in accordance with the licence and this year the only Sunday events was the beginning of the season on 25<sup>th</sup> April and the closure on 5<sup>th</sup> September.

**LA/04/1/13****ANY OTHER BUSINESS****a) Date of Next Meeting**

Monday 16<sup>th</sup> February 2004 at 7pm.

*IN PUBLIC***b) Ferguson Tractor**

Mr Quirk commented that now that the Board had decided to keep the tractor that perhaps quotations should be obtained for its restoration. There was no further comment.

***Meeting terminated at 10.06pm.***

***IN PUBLIC***

Minutes of a meeting of the **RURAL COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Wednesday 18<sup>th</sup> February 2004 at 5.15pm.

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

**Apologises:** Mr D. Crellin

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

**R/04/2/1**  
**MINUTES**

Minutes of the meeting held on 14<sup>th</sup> January 2004, copies of which having previously been circulated, was taken as read, confirmed and signed.

**R/04/2/2**  
**MATTERS ARISING**

The following matter was arising from the minutes:-

**Alternative Power for Street Lights**

The Administrative Officer reported that he had obtained the telephone number for Wind and Sun Limited and subsequently contacted them. They seemed very vague in respect of previous correspondence received from the commissioners and so a faxed copy was forwarded to them prior to telephoning again.

As a result of the telephone conversation held on 22<sup>nd</sup> January it was established that the firm didn't undertake alternative power street lighting but could possibly obtain prices for doing so. They would suggest solar powered lighting but the lights would not contain 100 watt son bulbs as used in the other street lights in Onchan. There was likely to be a long time delay before the firm got in touch again.

The Chairman commented that he had managed to find their web site and on viewing same it appeared very much to be a one or two man band with a very small workshop and he doubted that further communication would be received. Noted.

**R/04/2/3**  
**OUTSTANDING MATTERS**

a) **Ballacreech Corner**

The Chairman commented that since the joint meeting with the police and subsequent discussions within the police force there were now cones and lights around the trailer when it was left at night. Under the circumstances it was agreed that the item should be removed from the list.

b) **Registration of Chimneys – Clucas Laundry**

The Administrative Officer reported further correspondence as sent to the Department of Local Government and Environment of DOLGE trying to establish exactly what was to be registered as the plan submitted and the formal notice differed. Eventually it was established that whilst the

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formal notice referred to two chimneys it was now the intention of the Department to also consider for registration the millrace, engine house and Cliff Cottage.

The Administrative Officer reported having made a formal submission on behalf of the commissioners in support of the registration of the two chimneys but indicating in that letter that the other buildings which were now proposed to be registered had not been considered by the commissioners as the notice only referred to the chimneys. Noted.

**c) Postcodes – Change from Douglas to Onchan, Douglas**

The Administrative Officer reported that the new telephone book had been received and the changes had been made with the one exception Larch Hill Grove which it was appreciated was not practical as it took its access from within Douglas.

The Administrative Officer agreed to write to the Post Office Authority thanking them for making the change.

**R/04/2/4**

**MATTERS FROM PREVIOUS MEETINGS**

*Nil.*

**R/04/2/5**

**MATTERS REFERRED BY BOARD/OTHER COMMITTEES**

Nil.

**R/04/2/6**

**PLANNING MATTERS**

The Building Control Officer reported on the following planning application for which a Review had been sought

PA 03/1450 Conversion of existing stable block into 15 residential units, lower Sulby Farm, Onchan for Mrs Linda Kneale.

Notification of Review had been received together with a copy of additional information from the applicant. The additional information basically related to water consumption and the fact that the conversion would result in a reduction of 40 horses on Lower Sulby Farm with an anticipated reduction of 2,800 litres per day compared to the requirements of 150 litres per day per household suggesting that there would be overall reduction of 550 litres. The information also related to vehicles suggesting that at present there were 2.5 visits per day for each horse so 40 less horses would result in 100 cars per day less and that 15 residential units would not generate that amount of traffic.

Members noted that the recommendation of the committee and the Board for refusal was based on the fact that there was insufficient proof that the buildings in themselves were redundant and therefore were not capable of continuing to be used for stabling as at present and that there was no provision with the Onchan Plan for the conversion of buildings that were not redundant. After a general discussion and on the proposal of Mr Black it was

**RESOLVED**

***“to continue opposition to the application but adding to the reasons of opposition the fact that the area was not zoned for residential development on the Onchan Plan”.***

*IN PUBLIC***R/04/2/7****ANY OTHER BUSINESS****a) Time and Date of next meeting**

Wednesday 24<sup>th</sup> March 2004 at 5.15pm.

**b) Greenlane Survey**

The Building Control Officer reported receipt of a letter from the Isle of Man 4 Wheel Drive Club subsequent to their letter of 29<sup>th</sup> January 2003 advising that they were setting up in conjunction with mountain bike, motorcycle and other groups a forum to discuss with DoT and DAFF problems relating to greenlanes be they of a nature relevant to usage, signage, maintenance or indeed fly tipping. The letter sought the assistance of the commissioners in reporting any incidents that required attention and listed four green lanes in Onchan viz U48 Abbeylands, C39 Lanjaghan, U74 Honey Hill and U89 Conrhenny. Agreed a reply should be sent advising that the commissioners deal with fly tipping as soon as it is reported but obviously it needs to be reported in first instance be given.

***Meeting terminated at 6.15pm.***

**IN PUBLIC**

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday, 23<sup>rd</sup> February 2004, at 5.25 p.m.

**Present:** Mr H.L.G. Parkin (Chairman)  
Mr G.K. Astill  
Mr M.J. Kennaugh  
Mr J.K. Watterson

**Apologies:** Mr E.D.R. Killey, J.P.

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

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**PF04/02/01**  
**MINUTES**

Minutes of the meeting held on 19<sup>th</sup> January 2004, copies of which having previously been circulated, were taken as read, confirmed and signed.

**PF04/01/02**  
**BUSINESS ARISING**

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

**PF04/01/03**  
**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.

**PF04/01/04**  
**FINANCE OFFICER'S REPORT**

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

**1. Bond Interest Rates**

It was reported that following the increase in the Bank base rate the interest rates offered to lenders with effect from 2<sup>nd</sup> February 2004 were increased as follows previous rates shown in brackets:-

1 or 2 years	4%	(3.75%)
3 or 4 years	4.25%	(4%)
5 years	4.75%	(4.25%)

It was agreed that the adjusted rates be noted in the minutes.

*IN PUBLIC***2. Rates Collected**

It was noted that the total estimated collectable rates and cash received in the current financial year to 17<sup>th</sup> February 2004 compared with the previous financial year were as follows:-

**2003/04** estimated amount collectable including arrears brought forward £1,419,928  
**2003/04** collected to 17<sup>th</sup> February 2004 less refunds £1,425,399 (100.39%)

Comparative figures

**2002/03** estimated amount collectable including arrears brought forward £1,098,373  
**2002/03** collected to 17<sup>th</sup> February 2003 less refunds £1,118,750 (101.86%)

It was reported that the collection variation in excess of 100% arises mainly for the reason that there were more new property completions than estimated thus increasing the rate yield.

It was agreed that the report be noted in the minutes.

**3. Revenue Account Payments**

The list of payments from revenue account during the month of January 2004, copies of which having previously been circulated, were considered and it was **RESOLVED**\*:-

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

**PF04/01/05****CORRESPONDENCE AND OTHER COMMUNICATIONS**

There were no further items of correspondence or other communications to report in public.

**PF04/01/06****MATTERS REFERRED BY COMMISSIONERS/OTHER COMMITTEES**

None to report in public.

**PF04/01/07****RECOMMENDATIONS WITH POLICY OR FINANCIAL IMPLICATIONS FROM OTHER COMMITTEES**

It was **RESOLVED** that the following recommendations from the Leisure and Amenities Committee meeting held 16<sup>th</sup> February 2004 be endorsed:-

1. ***To obtain a second price from a local supplier for the supply and fitting of a front loader bucket for the Parks tractor and to accept the lowest tender. Purchase to be funded out of the current year's estimates for equipment.***
2. ***To accept the quotation of Ashbourne Decorators for the redecoration of the front elevation only of the Onchan Library at a cost of £783.00 +VAT. No provision having been made in the estimates for this work but the amount to be taken from the general balance for Leisure and Amenities.***
3. ***To approve in principle the acceptance of the quotation of Phil Corkish, agricultural contractor in the sum of £1,917.00 +VAT for the Vertidrain treatment, weed spraying and***

**IN PUBLIC**

***fertilising of the football pitch in Onchan Stadium subject to the recommendation of the Sports Turf Research Institute agronomist following inspection.***

- 4. To approve the issue of Resident's Passports with the rate demands to provide each household the opportunity of a free go on the commissioner operated facilities at Onchan Park during the summer of 2004.***
- 5. To accept the revised tender of XKO in the sum of £2,250 for the provision of computer hardware for the Library together with the sum of £500 for software and £400 for installation. Such sum to come out of reserves.***
- 6. To accept the tender of Heritage Library Management Systems in the sum of £4,815 in respect of the provision of a computerised system of cataloguing and issue of library books.***
- 7. To accept the lowest tender in respect of remedial works necessary to the paths at the entrance to the School Road Recreational Ground and in accordance with the scheme approved at the July meeting of the Board.***

**PF04/01/08****OTHER BUSINESS**

There was no other business for consideration in public.

**PF04/01/09****NEXT MEETING**

It was agreed that the next ordinary meeting of the Policy and Finance Committee be held at 5.30 p.m. on Monday 29<sup>th</sup> March 2004.

***There being no further business the meeting terminated at 6.15 p.m..***