

24th March 2005

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, sweeping flourish at the end.

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

ONCHAN DISTRICT COMMISSIONERS

Hawthorn Villa,
Main Road, Onchan.

IN PUBLIC

24th March 2005

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 Tuesday, 29th March, 2005

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

Yours faithfully,

J.E.S. SMITH
CHIEF EXECUTIVE/CLERK

AGENDA

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

1. To approve as a correct record and sign the Minutes of the:-
 - 1.1 Ordinary meeting held on 21st February 2005 (Minutes - APPENDIX 2)

2. To dispose of business (if any) remaining or arising from the above said meeting
 - 2.1 C05/02/02/03(1) Local Government Reform (Clerk to report)
 - 2.2 C05/02/02/13(1) Proposed Changes to Domestic Rating (Clerk to report)
 - 2.3 C05/02/02/20 Motion No 32 re: C.A. Site costs – Rural Ward (Letters circulated)
 - 2.4 Any other business arising.

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

4. Chairman's Announcements

5. Questions - As may be asked by members under the provisions of Standing Order No 7(2) after due notice in writing.

6. To receive and consider reports, minutes and recommendations of committees. The chairman of the respective committees to report.
- 7.1 Housing Committee
- Meeting held 28th February 2005 *(Minutes – APPENDIX 3)*
 - 7.2 Works and Cleansing Committee
- Meeting held 7th March 2005 *(Minutes – APPENDIX 4)*
 - 7.3 Leisure and Amenities Committee
- Meeting held 14th March 2005 *(Minutes – APPENDIX 5)*
 - 7.4 Policy and Finance Committee
- Meeting held 21st March 2005 *(Minutes – APPENDIX 6)*
 - 7.5 Rural Committee
- Meeting held 16th March 2005 *(Minutes – APPENDIX 7)*

Note:

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

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

8. To consider letters, petitions, memorials and other communications.
- 8.1 Planning decisions/communications from the D.L.G.E. Planning Committee
(Schedule - APPENDIX 8)
 - 8.2 PA03/1873 – Heritage Homes Ltd, Residential Development, Ballachrink Farm
(Appeal decision – previously circulated)
 - 8.3 Chronically Sick and Disabled Persons Committee *(Report for the year ending December 2004 circulated)*
 - 8.4 Isle of Man Constabulary re: Re-structuring of the Isle of Man Constabulary
(circulated)
 - 8.5 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)*

No 33 - Submitted by Commissioner Mr D.J. Quirk *(circulated)*

No 34 - Submitted by Commissioner Mr D.J. Quirk *(circulated)*

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, at Hawthorn Villa, Main Road, Onchan, on Monday 21st February 2005 at 7.00 p.m.

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

Apologies: Mr B. Stowell

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

C05/02/02/01
CANON D. BAGGALEY

Chairman referred to the recent death of Canon D. Baggaley who had been vicar of Onchan for 25 years and Members stood in silent tribute.

C05/02/02/02
MINUTES

The minutes of the public section of the ordinary meeting held on 17th January 2005, copies of which having previously been circulated, were considered, and subject to the alteration of one word on page 6 (replace the word "avoided" with "needed" under the minute headed Christmas Tree Shredding), were agreed as a correct record of proceedings and signed by the Chairman.

The minutes of the extraordinary meeting of the Authority held on 14th February 2005, copies of which having previously been circulated were considered, agreed as a correct record of proceedings and signed by the Chairman.

C05/02/02/03
BUSINESS ARISING

1. **C05/01/01/02 (1) – Local Government Reform**

Copies had been circulated of a letter dated 11th February 2005 from the Local Government Unit Manager of the Department of Local Government and the Environment with regard to the Department's report on the cost effectiveness of the present Local Government structure on the Island which had been debated at the January 2005 Sitting of Tynwald. Following an amendment from Mr E.G. Lowey, MLC, Tynwald Court agreed with the Department's intention to introduce a new Local Government Bill to the House of Keys by January 2006.

The letter advised that the Department had now proceeded to draft such a Bill, the principle object of which would be to establish four area "Works Boards" and to transfer to them the Housing and Refuse Collection functions of Local Authorities other than Douglas Corporation. The Department was of the opinion that the transfer of these functions from the Local Authorities to the Boards would provide an improved level of service provision more suited to future needs. This was a more limited proposal than the original concept contained in the Department's recent report which the Department still believed to be valid and workable. In order to give Local Authorities a clearer understanding of the financial aspects involved in the original concept of "4+1" the Department was currently undertaking a costing analysis of the proposal.

However the Department was aware from the recent public meetings held in regard to the contents of the report that whilst there was a consensus that some change in the Local Government Structure was necessary, no clear views were given as to what form that change should take. Therefore, Local Authorities were invited to submit to the Department their views on how Local Authority Services should be provided in the future and how such services should be provided more equitably

and who should be the service provider. The Department requested that any such proposals are accompanied by an appropriate financial analysis. The Department intended to hold area meetings in March 2005 when the Department would provide a financial analysis of the original proposed Area Authorities and where discussion can take place on any alternative proposals received by the Department from the Authorities and also on the more limited proposal of Works Boards. Recommendations from Local Authorities would be required to reach the Department by Friday 11th March 2005 in order that they could be distributed to Local Authorities prior to the regional meetings which would be held on the dates as advised.

Following these meetings Local Authorities would have a further opportunity to consider the various proposals and respond to the Department by the end of April.

It was the Department's intention to invite Members of Tynwald to attend one of the meetings of their choice, resting on availability and area of the Island. Their attendance would be primarily in the role of observers in order that Members may receive at first hand the views of Local Authorities and the Department would be arranging a separate seminar for Tynwald Members in April.

Mr Quirk referred to the resolution passed at the previous meeting that an invitation be extended to the Minister of the Department to attend a meeting of the Commissioners to discuss the subject and the domestic rate and revaluation exercise with the Members.

Clerk reported that he had contacted Mrs Sutherland, the Local Government Unit Manager, to enquire when the Minister would be available to meet the Commissioners. She advised that the Minister preferred to hold the four regional meetings first and if any Local Authority then felt that all their questions had not been answered or that they had any specific matter to discuss further with the Minister then he would be prepared to meet on an individual Local Authority basis.

There was no further discussion and the letter was noted.

2. C05/01/01/17(2) – Isle of Man Strategic Plan

Copies had been circulated of a letter dated 15th February 2005 from the Director of Planning and Building Control of the Department of Local Government and the Environment with regard to the draft Island Strategic Plan 2004. Enclosed with the letter and circulated was a copy of the information on land availability which formed the basis of the data contained within the draft Strategic Plan 2004. The data included information on land which had been proposed for development in the various area and local plans which had formed the subject of planning applications and also land which had at some time been suggested for development whilst not being specifically designated as such. As the Strategic Plan timescale spanned from 2001 to 2016 developments had been included which had been totally or partially completed and these had been noted within the table.

District Surveyor advised that further information had been received the day of the meeting and confirmed that a public inquiry was to be held commencing on 14th March 2005.

Mr Quirk enquired whether the information was available in electronic form and in reply the District Surveyor advised that he would make the appropriate enquiries.

Mr Quirk enquired why there had been a change in the format for the public inquiry. Surveyor advised that it was a matter for the Inspector to decide and referred to a public inquiry held in the U.K. which had been attended by Miss Sarah Corlett, Planning Officer. It was felt that the new format was an improvement and confirmed that the Inspector would attend all sessions in order to gain a consensus view on the subject.

The District Surveyor confirmed that he had received a copy of the draft programme and was awaiting the final version. Mr Quirk advised that he had a concern over the inquiry and felt that there was insufficient checks and balances and this favoured the self interest of the large development companies.

In conclusion, the District Surveyor advised that the Department would be in attendance throughout and further confirmed that there would be an evening session for those unable to attend the inquiry during working hours.

1. **Housing Rents and Allowances for 2005/06**

Copies had been circulated of a letter from the Director of Estates and Housing at the Department of Local Government and the Environment advising that the proposed rent increase and allowances for the rent year 2005/06 had been confirmed by the Council of Ministers as follows:-

- (1) Rent points value to be increased by 5.5% from 75.12p to 79.28p.
- (2) Maintenance allowance to remain at 33.3% of rents collectable
- (3) Administration allowance to remain at 5% of rents collectable
- (4) Sheltered Housing Authorities – Community Reserve to remain at 10% of rents collectable

The letter was noted with Mr Black expressing disappointment that the rent points value had been increased by 5.5% rather than the 5% which had been the norm in recent years.

C05/02/02/05

CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:-

1. Chairman's Christmas Get Together

The Chairman referred to the Christmas Get Together which although delayed, had been enjoyed by all. He wished to publicly thank his wife for the catering arrangements.

2. Social Gathering with Douglas Town Councillors and Braddan Parish Commissioners

The Chairman advised that the annual social gathering (this year in Onchan) had been held on the previous Friday and again had been enjoyed by all in attendance.

C05/02/02/06

QUESTIONS

The following questions had been submitted under the provision of Standing Order No 7:-

Commissioner J.K. Watterson to ask the Chairman of the Works and Cleansing Committee:-

"Ref: Eastern Civic Amenity Site, Snugborough Trading Estate, Braddan:-

1. *How many permits have been issued to Onchan residents to use the Civic Amenity Site at Snugborough for each financial year since the site opened (including 2004 / 2005)?*
2. *How many of those permits have been issued to residents in the Urban Ward and are current?*
3. *How many of those permits have been issued to residents in the Rural Ward and are current?*
4. *Are residents of Lonan, Laxey, Marown and Santon now able to use the Civic Amenity Site at Snugborough?*
5. *If a charge is applied to the residents of Lonan, Laxey, Marown and Santon, is the charge calculated on the number of households in each area and charged to the Local Authority, or is it a charge per permit issued to those who have taken a permit out, or charged by another method?*
6. *What is the amount of that charge?*
7. *Is a permit required to enable householders to use the site for re-use and recycling facilities only?*
8. *Are business and commercial establishments issued with permits to enter the Civic Amenity Site and if so for what purposes?*
9. *Is a charge made to business and commercial establishments for a permit or use of the Civic Amenity Site and what is that charge?*

The Chairman of the Works and Cleansing Committee, Commissioner D. Crellin answered the questions as follows:-

1. 2,468 permits have been issued to Onchan residents in the current financial year. The Administrator of the site has advised that such information in respect of years prior to 2004/05 is not available. Such historical information is not held on the software programme.
- 2&3 The software system was not written to analyse permits into wards within each Authority. It only analyses between participating Authorities.
4. Yes.
5. It is a fixed charge per permit to the Authorities of Lonan, Laxey, Marown and Santon for the residents of those districts who apply for a permit.
6. The current charge is £15 per permit, but this is to increase to £16.50 as from 1st April 2005.
7. To gain access to the site a permit is required. However, if a householder without a permit wishes to leave cardboard for recycling, they can do so provided they sign a declaration form confirming their residence in one of the participating local authority districts.
8. Commercial users are only permitted to have access to the site solely for the purpose of depositing cardboard for recycling but again subject to them signing a declaration form confirming a business address within one of the participating local authority districts.
9. No charge is made for the deposit of cardboard by any commercial user.

C05/02/02/07

HOUSING COMMITTEE MINUTES

The minutes of the public section of the Housing Committee meeting held on Monday 24th January 2005, copies of which having previously been circulated, were considered. There were no matters arising therefrom.

C05/02/02/08
RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Housing Committee meeting held on 24th January 2005, be and are hereby received. It was further **RESOLVED** that the following resolution contained therein which required the consent of the Board be approved:-

1. ***That the content of the letter received from the Director of Estates and Housing at the Department of Local Government and the Environment with regard to the forthcoming Public Housing Consultative Committee meeting on 28th January 2005, be noted.***

C05/02/02/09
WORKS AND CLEANSING COMMITTEE MINUTES

The minutes of the public section of the Works and Cleansing Committee meeting held on Monday 31st January 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **WC05/01/05(b) – Hawthorn Villa**

District Surveyor reported on the progress of the building works at Hawthorn Villa.

2. **WC05/01/09(c) – Disabled Parking Space**

Mr Norton referred to the loss of a disabled parking space in Stoney Road and enquired whether the Committee could consider replacing that space with a disabled parking space in front of the Leonard Cheshire Office in Beech House in the lay-by off Main Road.

It was explained that the two spaces in Stoney Road had been reserved spaces, one for the Doctors when their surgery had been in Avondale Court and the other for an elderly lady who had resided in the top house of Avondale Road. The lady resident had since passed away and the Doctor's Surgery had moved to the Village Walk precinct. There was, therefore, no longer a requirement for the two spaces and the opportunity was being taken to extend the yellow lines into Avondale Road as access from Avondale Road to Stoney Road was sometimes difficult if cars were parked close to the junction.

District Surveyor confirmed that he would raise the question of providing an additional disabled parking space in the Main Road area with the Central Traffic Liaison Group at its next meeting.

3. **Disabled Parking Space – Kelvin Road**

Arising from consideration of the previous item Mr Norton enquired when the Department of Transport would be extending the disabled parking space by the Post Office in Kelvin Road as had been agreed. The District Surveyor undertook to contact the Department of Transport to request that the matter be expedited.

4. **WC05/01/07(d) – Royal Buildings**

Mr Astill referred to the building site alongside Royal Buildings and felt that it was injurious to the amenities of the centre of the village being strewn with litter and extremely untidy. The Chairman of the Works and Cleansing Committee requested the District Surveyor to have the land cleared of rubbish and tidied up as a matter of urgency. The District Surveyor confirmed that he would attend to the matter.

5. **WC05/01/05(a)(ii) – Port Jack Toilets**

District Surveyor advised that the Department of Local Government and the Environment had approved the Commissioners' petition for borrowing powers to undertake the proposed redevelopment of the toilet block at Port Jack.

C05/02/02/10
RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Works and Cleansing Committee meeting held on 31st January 2005 be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C05/02/02/11
LEISURE AND AMENITIES COMMITTEE MINUTES

The minutes of the public section of the Leisure and Amenities Committee meeting held on 7th February 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **LA05/02/03(e) – Proposed Skateboard Park**

The Chairman of the Leisure and Amenities Committee, Mr Norton confirmed that the Surveyor had been requested to prepare a detailed plan in respect of lighting and jumps for the proposed Skateboard Park so that it could be submitted to the Planning Committee at an early date.

2. **LA05/02/03(g) – Wembley Football Arena**

Mr Norton also referred to the decision of the Committee to make planning application for the siting of the Wembley Football Arena. He advised that although there had been no provision in the 2005/06 estimates for the proposal it was recognised that the planning process may take up to 12 months and the Surveyor had therefore been requested to make the planning application so that consideration could be given to financial provision being included in the 2006/07 financial estimates.

Mr Black referred to the drainage problems in the School Road recreation grounds where it was proposed to site the Wembley Arena which would require to be resolved.

3. **LA05/02/10(a) – Port Jack Glen Stream**

Reference was made to the necessary remedial works to the stream to overcome the undermining caused by the flow of storm water. Three alternative possible solutions had been suggested by an Engineer from the Department of Transport and a further alternative had been suggested by Mr Stowell. Surveyor reported on the alternatives and Mr Quirk made the point that the Commissioners would have to submit a borrowing petition for the necessary funding of the work and the proposals would have to be vetted and approved by the Department of Transport and Treasury. After discussion it was proposed by Mr Crellin, seconded by Mr Quirk and **RESOLVED** *that the alternative preferred by the District Surveyor which involved digging out and the creation of a concrete channel lined with stone be adopted and the necessary specification prepared for tendering purposes.*

4. **LA05/02/08(e) – Seasonal Opening Times**

Mr Norton referred to the proposed seasonal opening times as detailed in the minutes of the Committee and after a brief discussion the proposed times were endorsed.

C05/02/02/12
RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Leisure and Amenities Committee meeting held on 7th February 2005 be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C05/02/02/13
POLICY AND FINANCE COMMITTEE MINUTES

The minutes of the public section of the Policy and Finance Committee meeting held on Monday 14th February 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **PF05/02/02(1) – Proposed Changes to Domestic Rating**

Clerk referred to the offer by the Financial Controller of the Treasury for him or another Senior Officer of the Valuation Section to meet with the Commissioners on a mutually acceptable date to further explain the proposed changes to domestic rating. After discussion it was agreed that arrangements be made for a meeting to take place with the Treasury Official at an early date. Mr Quirk requested that the Treasury Official be asked if he would be willing to supply copies of the examples/pilot study in advance of the meeting.

2. **PF05/02/05(3) – Waste Disposal Charges**

Mr Quirk referred to the minute relating to this subject and the Clerk confirmed that the Finance Officer had produced a list of Onchan Traders together with weights and charges in respect of each trader for the quarter ended 31st December 2004. It was felt that the PM Onboard weighing system was sufficiently robust to enable charges to be made according to the weight of waste disposed of by each commercial customer. District Surveyor paid tribute to the Waste Operations Manager who had put in a tremendous amount of work to bring the system to this stage.

C05/02/02/14
RECEIVING OF MINUTES

It was **RESOLVED** that the public section of the Policy and Finance Committee meeting held on 21st February 2005, 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.***

C05/02/02/15
RURAL COMMITTEE MINUTES

The minutes of the public section of the Rural Committee meeting held on Wednesday 9th February 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **R05/02/07(iii) – Registered Buildings, Clucas Laundry**

Rural Committee Chairman, Mr Watterson, confirmed that an appeal had been lodged against the registration of the two chimneys and switch room.

2. **R05/02/04(b) – Street Light at Hillberry**

Mr Crellin referred to the minute which stated that the street light had been erected in the wrong position and enquired as to the affect of the error. Mr Watterson in reply expressed the view that it would not make any difference and in fact may provide greater light spread at the bend in the road.

C05/02/02/16
RECEIVING OF MINUTES

It was **RESOLVED** that the public section of the Rural Committee meeting held on 9th February 2005 , be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C05/02/02/17
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 considered:-

P A NUMBER	DESCRIPTION	COMMENT
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04/2663B	Amendments to PA04/12183/B Construction of replacement dwelling with garage, Off Hillberry Road	ODC recommendation - Refusal Planning decision – Refusal Request for review reported
04/1148	Shoprite Store, installation of oil tanks and access steps, removal of additional tree, internal alterations, alterations to side and rear elevations and inclusion of an ATM machine	ODC recommendation - Approval Planning decision – Approval Review date reported
04/860	Pedestrian Footbridge, Land to rear of Heywood Drive and land adjacent to 1 Hailwood Avenue	ODC recommendation - Observation Planning decision - Approval Appeal date reported
03/1437	New Secondary School, Bemahague Fields with access of Heywood Drive, Onchan	ODC recommendation – Observation Planning decision – Approval Appeal date reported
04/2405	10 Wentworth Close, retrospective planning application for erection of a child's playhouse in the shape of a lighthouse	ODC recommendation – Refusal Initial Planning decision – Approval Request for a review reported

2. Road Transport Licensing Committee – Circular No 103

Mr Watterson referred to this document which had been placed on the In Committee agenda and advised that it was in fact in the public domain. It was therefore agreed that the communication be dealt with in the public section of the meeting.

Mr Watterson and Mr Crellin declared an interest in the subject and took no part in the discussion.

The circular together with a covering memorandum from the Deputy Clerk had been circulated and it was noted that the Road Transport Licensing Committee intended to introduce a Code of Conduct for Taxi, Private Hire Car and Mini-bus drivers to assist operators and drivers in identifying the required standards and quality of service and to improve the services to the public. The said Committee had invited the Commissioners (along with others) to submit any views or recommendations, the Authority may have in connection with the Draft Code specified in the circular.

There was no discussion on the Draft Code of Conduct and it was therefore agreed that it be noted in the minutes and the Road Transport Licensing Committee advised they had no comment to make on the circular. It was agreed, however, that a copy of the circular be placed in Onchan Public Library for the general public to peruse.

C05/02/02/18 CLERKS REPORT

None.

C05/02/02/19 DISTRICT SURVEYORS REPORT

None.

C05/02/02/20 MOTIONS

A notice of motion had been received in accordance with Standing Order No 5 from Commissioner Mr D.J. Quirk. The motion which had been numbered 32 in the register was as follows:-

1. that Onchan District Commissioners as the Local Authority for Onchan District consider that all charges and cost for Onchan Financial Provision for the Civic Amenity Site should be an equal charge both to Urban and Rural ratepayers;

2. that a Special District or by any other Act under the Local Government Act 1985, a cost should be levied to the Rural Ratepayers for an equal charge for these services to provide for a Civic Amenity Site for all ratepayers of Onchan.

Mr Quirk proposed the motion standing in his name which was seconded by Mr Black. Clerk referred to Standing Order No 5(4):-

“(4) If the subject matter of any motion of which notice has been duly given comes within the province of any committee or committees it shall, upon being moved and seconded, stand referred without discussion to such committee or committees, as the Authority may determine, for consideration and report.”

Clerk advised that the Authority had to determine whether it should be dealt with by the Board or referred to the relevant Committee. It was proposed by Mr Quirk, seconded by Mr Black, and **RESOLVED** *that the matter be dealt with by the Board.*

A debate ensued after which it was proposed by Mr Quirk, seconded by Mr Norton, and **RESOLVED** *that the matter be referred to the Department of Local Government and the Environment for advice as to the best course of action under the Local Government Act 1985 and to also refer the matter to the Rural Committee for consideration.*

There being no further business the meeting terminated at approximately 8.10 p.m.

Minutes of a meeting of the **HOUSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday, 28th February 2005, commencing at 7.00 p.m.

Present: Mr S.T. Black (In the Chair)
Mr M.J. Kennaugh, JP
Mrs W.E. Megson
Mr B. Stowell

Apologies: Mr J.K. Watterson (Chairman)

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

H05/02/01/01 **MINUTES**

The minutes of the meeting of the Committee held on Monday, 24th January 2005, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Vice-Chairman.

H05/02/01/02 **MATTERS ARISING FROM THE MINUTES**

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

H05/02/01/03 **BUSINESS ARISING FROM PREVIOUS MEETINGS**

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

H05/02/01/04 **HOUSING AND OTHER ESTATES BUSINESS**

1. Maintenance Report

The report, dated 24th February 2005, had been circulated with the agenda. Arising therefrom:-

(a) H05/01/01/04(1)(a) - Storm Damage

In his report, the Housing Maintenance Manager confirmed that all repairs to storm damaged roofs had now been completed. However, repairs and replacement to panel fencing had yet to be completed.

The Housing Maintenance Manager went on to explain that most of the fencing damage had been caused in the vicinity of Heywood Park and Heywood Court. He confirmed that prices had been obtained for the replacement of the fencing which would progress shortly.

(b) Vacant Properties

The Housing Maintenance Manager confirmed that repairs had been completed to three properties, with a further two vacant properties under repair and due for completion by 10th March 2005.

(c) Ashley Park – Lane Access Widening

In his report, the Housing Maintenance Manager confirmed that the road widening scheme at 27 Ashley Park had been completed, and this had greatly improved access in to the rear lane for refuse vehicles.

H05/02/01/05
SPRINGFIELD COURT MATTERS

1. **Maintenance Report**

The report, dated 24th February 2005, had been circulated with the agenda. Arising therefrom:-

(a) Storm Damage

In his report, the Housing Maintenance Manager confirmed that all repairs to storm damaged roofs had been completed.

2. **Administrative Report**

None.

H05/02/01/06
HEYWOOD COURT MATTERS

1. **Maintenance Report**

The report, dated 24th February 2005, had been circulated with the agenda. Arising therefrom:-

(a) Storm Damage

In his report, the Housing Maintenance Manager confirmed that all repairs to storm damaged roofs had been completed but that repairs and replacement to panel fencing had yet to be completed.

(b) Vacant Properties

In his report, the Housing Maintenance Manager confirmed that the vacant flat at Heywood Court had been made ready for occupation.

2. **Administrative Report**

None.

H05/02/01/07
GARAGE MATTERS

1. **Garage Doors**

The Housing Maintenance Manager confirmed that arrangements had been made for the replacement of four garage doors to the garages at the rear of Barrule Drive, the existing doors being beyond economic repair.

H05/02/01/08
PLANNED HOUSING MAINTENANCE

None.

H05/02/01/09
HEALTH AND SAFETY BUSINESS

None.

H05/02/01/10
ENVIRONMENTAL CONTROLS

Report pending.

H05/02/01/11
OFFICERS REPORT

1. **Housing Allocations**

It was confirmed that there had been five properties vacant during the report period, three of which had been offered for occupancy. The remaining two properties were due to have works completed by 10th March 2005, and incoming tenants had been advised of their allocation by the Board.

2. **Sheltered Housing – Heating Charges**

The Deputy Clerk reported that an exercise undertaken by the Chief Finance Officer had identified that the anticipated income by way of the heating charge element of rental for Springfield Court and Heywood Court was somewhat substantially below that of estimated expenditure in relation thereto. The main reason was the considerable increase in fuel costs during the year. As a result, the heating reserve would be called upon to meet the income deficiency. The balance on the heating reserve would be substantially depleted and it could not be relied upon to provide a similar level of support in 2005/06.

An exercise had been undertaken to try to identify the likely costs for 2005/06 in relation to the heating provision, together with a judgement as to the level of increase in heating charge that would be necessary to be levied in relation to sheltered housing to meet these increased costs. The results were explained to Members who expressed concern over the size of the proposed increases although they appreciated the reasons therefor. It was noted that whilst it had been hoped to write to the residents in advance, this had not been achieved.

After a short discussion it was **RESOLVED that the setting of heating charges be referred to the Board for determination at the earliest opportunity.**

H05/02/01/12
ANY OTHER CORRESPONDENCE/COMMUNICATIONS

None.

H05/02/01/13
FINANCIAL REPORTS

The Deputy Clerk had circulated with the agenda copies of financial statements in relation to housing maintenance and elderly persons complex maintenance allowances for the period to 25th February 2005. In addition, the Deputy Clerk had also circulated a copy of the report in relation to non-government supported housing department expenditure for the period to 25th February 2005. Finally, the Deputy Clerk had also circulated a copy of rent analysis figures for those properties where there was an outstanding balance, the total of which exceeded an amount of two weeks rent, but excluding those where standing order payment arrangements were already in place. Detailed consideration was given to each of the cases with the known circumstances for each being explained. In relation to the more serious cases, decisions were taken as to the next appropriate action in terms of the rent arrear policy.

H05/02/01/14

MATTERS REFERRED BY THE BOARD/OTHER COMMITTEES

None.

H05/02/01/15

ANY OTHER BUSINESS

1. Date of Next Meeting

It was noted that the next meeting of the Housing Committee would take place on Monday 4th April 2005, commencing at 7.00 p.m.

2. Commissioners' Surgery

It was noted that the next Commissioners' Surgery was to take place on Thursday, 31st March 2005, commencing at 6.30 p.m.

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

Minutes of a meeting of the **WORKS & CLEANSING COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 7th March 2005 at 7.30pm.

Present: Mr D.Crellin (in the chair), Messrs S.T. Black, Mr M.J. Kennaugh JP and D.J. Quirk

Apologises: Mr E.D.R. Killey

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

WC/05/03/1
MINUTES

Minutes of the meeting held on 31st January 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

WC/05/03/2
MATTERS ARISING

a) **Hague Crescent**

The Surveyor reported having spoken with one of the planning officers who informed him that the application for the revamping of the garden and erection of statue had been recommended for approval. The decision should be made shortly. Copy letter as sent by Mr Jim Davidson who was acting as co-ordinator in respect of the Steve Hislop memorial to Hartford Homes. This advised that the provisional date for the unveiling would be Mad Sunday 5th June 2005. The bronze casting was due to commence during the forthcoming month. A suggestion was put forward of a meeting to consider a revised time scale on the project. The plinths would utilise Poil Vaaish stone and contain a plaque. The Surveyor suggested that perhaps the benches might be better also in Poil Vaaish limestone. The wording for the plaque was read. The Administrative Officer suggested that the wording should include the fact that Steve Hislop was a resident of Onchan at the time of his death as this was the prime reason why this statue was being placed in this location and not on the TT Course. Members concurred. The Surveyor to advise Mr Davidson.

b) **Environmental Controls**

Mr Quirk commented that as a local authority the officers should pool things together covering the library, work shops, Springfield Court and Heywood Court. The Surveyor responded that the officers were currently looking at various things under this heading. Noted.

WC/05/03/3
MATTERS ARISING FROM PREVIOUS MEETINGS

Nil.

WC/05/03/4
WASTE MANAGEMENT AND OTHER CLEANSING BUSINESS

a) **Officer's Report**

Copy of the The Waste Management Operations Manager's report had been circulated prior to the meeting and was noted with following being discussed further:-

Bin Weighing

Members noted that the bin weighing system continued to perform reasonably well and of the action taken in respect of the any commercial bins in the Braddan area where the equipment failed to recognise the bins. Mr Quirk commented that he had noted items on emails from Braddan Commissioners which had been copied to him. The Surveyor responded that replies had been sent to all items raised by Braddan. Noted.

b) **PM Onboard**

The Clerk reported that the weighing system was now providing reliable figures and that it would now be possible to change over to the commercial premises in Onchan receiving accounts for disposal charges based on weight as opposed to volume. The Finance Officer had produced a report which indicated that there was a difference for some properties where the weight charge was heavier than volume and equally there were some which were the other way round. Mr Quirk commented that there would probably be more enquiries for bins with gravity locks to ensure that waste was not placed in bins by third parties.

c) **Recycling**

A policy and action plan document had been received from Zero Waste Mann and circulated. Mr Quirk suggested that the document be noted although he personally did not agree with everything within the document, referring to computer recycling.

d) **Street Cleaning**

Copies of a letter as received from the Director of Highways enclosing a copy of written answer by the Minister for Transport to a Tynwald question by Mr Peter Karran MHK regarding the cost incurred for street cleaning during 2003/2004 was circulated. Members noted the cost for Onchan was £29,059. Mr Quirk suggested that a break down of this figure should be requested as not all of the wages for the pavement sweeper driver were allocated to DoT if he was used for other purposes. The Administrative Officer pointed out that the break down related to street cleaning and not pavement cleaning.

e) **Any other Cleansing Business**

Mr Quirk drew members attention, once again, to the gully at the end of St Catherine's Terrace which was blocked possibly due to the break up of surfacing around the gully and also made reference to a gully outside No 3 Avondale Road. The Surveyor to draw these to the attention of DoT.

WC/05/03/5

STREET LIGHTING/SIGNS/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**

The Surveyor reported that he was having an on site meeting the following afternoon. Noted.

ii) **Repairs**

The Chairman enquired as to how many streetlights were currently not working in the district. The Surveyor advised that he had received a memorandum from the Building Control Officer dated 14th February 2005 which indicated that there had been more damage due to the storm than first anticipated. Also there had been a power surge which had resulted in certain fittings burning out rather than the bulbs themselves having gone out. It was expected at that time to have all work completed by 16th February 2005. All of the storm damage repairs with the exception of a light in Royal Avenue East had now been attended. Mr Quirk made reference to the fact that there was a light out in front of 2 Birch Hill Avenue yet the other lights in that area had been attended.

iii) Bollard Lighting

The Surveyor reported that work on replacing the bollard lights with six standard lamps at Heywood Park was due to commence imminently. Mr Quirk queried what was to be done with the bollards but nothing had been decided as yet.

iv) Port Jack Toilets

The Surveyor reported that the building had been demolished over the weekend. There had been problems over health and safety with working close to the overhead cables of the MER. The power was however off at the time due to repairs to the line and as a result the opportunity was taken to carry out the demolition. The contract period of 16 weeks was originally intended to commence in January but would run from the date of commencement. A grant in the sum of £6,000 was to be made by DOLGE towards the cost of providing the new toilets; this took 5 weeks to be approved. The result was that the scheme is now very close to Easter in terms of staffing and a lead in period for the contractors own staff was required. The question of working close to the live overhead cable particularly when doing the roof had to be resolved. It was now anticipated that the work would be complete 16 weeks after Easter. During part of construction work the electric trams would be diverted to use the track furthest away from the site but the cable above would still be live. Noted.

v) Hawthorn Villa

The Surveyor had little to add to his report other than to say the scheme was progressing well. Noted.

b) Bollard Lighting – Government House

The Surveyor reported receipt of a letter from Kevin Barber from the Properties Section of DOLGE enquiring as to the commissioners lack of maintenance on the bollard lights passing through that section of ground previously part of Government House. The Surveyor reported having written back pointing out that those particular lights had never been adopted by the commissioners and were still the responsibility of the Department of Transport. He understood from Orry Mitchell of DoT that they were going to be replaced by lamp standards and, subject to satisfactory installation, would then be adopted by the commissioners. Mr Quirk took the opportunity to point out that some of the tall lamp standards on Bemahague Road had not yet been painted since their installation.

WC/05/03/6
DRAINAGE FUNCTION

a) Officer's Report

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

i) Kerrocoar

The Surveyor confirmed that formal adoption was still awaiting DoT.

ii) Barrule Drive

Mr Quirk enquired as to an update on the report which indicated that the consultants were preparing a scheme for repair. The Surveyor responded that the scheme had now been handed to DoT for consideration.

iii) Little Mill

The Surveyor advised that samples were being taken of the small stream coming from Dowty's land and these were being sent to the Public Analyst.

iv) Port Jack Glen

Mr Quirk enquired as to when the scheme for the stream in Port Jack Glen was likely to commence. The Surveyor replied that the matter was being handled by the Building Control Officer.

WC/05/03/7

PLANNING MATTERS

a) Planning Communications

PA 04/1148 Amendments to approved scheme, Shoprite Store, Village Walk

The Surveyor advised that a revised date for the Review hearing had been received. Noted.

PA 03/1873 Residential development comprising roads, plots, sewers, temporary water treatment plant, public open space, landscaping and 135 dwellings with access off Birch Hill Crescent, land at Ballachrink Farm for Heritage Homes Limited

The Surveyor informed the meeting that following the Appeal hearing the application had again been refused. Copies of the Inspector's report etc had been circulated to members.

b) New Applications

Nil.

c) Any Other Planning Business

i) **Alpine Mews**

Mr Quirk enquired whether there was any further developments in respect of the recent application for Alpine Mews in Strathallan Lane. The Surveyor replied that nothing had been received.

ii) **Query**

Mr Kennaugh enquired as to whether the erection of a porch on a property was subject to planning approval or whether it fell within permitted development. The Surveyor responded and also to other questions relevant to parking.

iii) **King Edward Road**

Mr Quirk commented that a lot of work seemed to be getting undertaken on the railway track at the entrance to the Royal Skandia building and asked if it had been approved. The Surveyor advised that he would contact the Manx Electric Railway to establish what was happening.

WC/05/03/8

CAPITAL AND REVENUE SCHEMES

a) Officer's Report

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

Port Jack Railings

Mr Quirk made reference to strimming the grass around the railings. The Surveyor responded that this was a matter for the Leisure and Amenities Committee and suggested that he brought it up at that meeting in a week's time.

WC/05/03/9

HIGHWAY AND TRAFFIC MATTERS

Park Road to Summerhill Road

Comment was made that the two build outs were making it difficult for traffic passing down Summerhill Road on account of the projection. The Surveyor replied that he felt there was now an advantage to traffic emerging from The Park as oncoming traffic could be seen.

WC/05/03/10

FURTHER REPORTS FROM CLERK/SURVEYOR

Building Control Fees

The Surveyor advised that a list of revised fees taking effect from 1st April 2005 had been received from government. Noted.

WC/05/03/11

CORRESPONDENCE/OTHER COMMUNICATIONS

a) National Heritage Area

Copies of a letter received from the Director of Planning and Building Control advising that there was to be public consultation in connection with the proposed setting up of two national heritage area, had been circulated prior to the meeting. Noted.

b) Manx Blind Welfare

Letter reported as received from the Principal Officer of the Manx Blind Welfare Society requesting permission to erect a directional sign to the lamp standard on Hillberry Road opposite the entrance to Heywood Park. Sign to indicate the location of the Manx Blind Welfare Society Corrin Court. Mr Quirk suggested that perhaps the opportunity should be taken to erect a sign directing the public to Heywood Court at the same time. After a brief discussion it was agreed that the matter be referred to the Surveyor for investigation.

WC/05/03/12

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:-

3. Street lighting matters (2) review late night/all night lighting requirement – *Delete as inspection carried out.*

WC/02/04/02/03 Roads, Snugborough Trading Estate - *Delete as matter being put in hand.*

WC/03/11/02(b) Carved stone sign – Heywood Court – *Delete as matter not progressing further.*

W 95/9/11 Proposed extension and (or) establishment of new, conservation area – Mr Quirk enquired as to whether any response had been received from DOLGE as yet. The Surveyor replied that a reminder had been sent. Agreed a further letter be sent to DOLGE in an effort to progress matters.

WC/05/03/13

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

WC/05/03/14
ANY OTHER BUSINESS

a) Time and Date of Next Meeting

Monday 11th April 2005 at 7pm.

b) Sea Cliff Road

Mr Quirk advised that he had received a request from a resident in Sea Cliff Road for the erection of a sign requesting people not to feed the seagulls. Matter referred to the Surveyor to investigate.

c) Environmental Improvement Areas

Mr Quirk suggested that the committee should look at areas in Onchan for improvement such as those that need tidying, the provision of litterbins etc. The scheme could involve the community itself.

c) By-Law Enforcement Officer

The Chairman commented that at the previous meeting the Surveyor agreed to obtain a report from the By-Law Enforcement Officer for the current meeting as monthly reports had not been forthcoming. The Surveyor apologised that this was not to hand as the By-Law Officer was off the Island at the moment and he felt it was unfair to ask his deputy to provide it.

d) Lamp Standards

Mr Quirk asked for the planned programme of repainting lighting columns to be made available.

e) Minutes/Resolutions

The Clerk requested members views on what items should be placed in committee. Mr Quirk stated he was happy to leave the matter to the officers. The Clerk then ran through his own list with the following items to be recorded in committee:-

Shoprite boundary, Refuse Foreman, Braddan Refuse Internal Audit, Civic Amenity Site, Middle River Operation, Nuisance Abatement Report and Surgery Complaints.

Meeting terminated at 10.38pm.

Minutes of a meeting of the **LEISURE AND AMENITIES COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Monday 14th March 2005 at 7.00pm.

Present: Mr A.T.W. Norton (in the chair), Messrs M.J. Kennaugh JP, E.D.R. Killey, DJ Quirk and B.Stowell

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

LA/05/03/1
MINUTES

Minutes of the meeting held on 7th February 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

LA/05/03/2
MATTERS ARISING

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

LA/05/03/3
PLAYGROUNDS/PARKS

a) Playground Log Books

The Amenities Officer advised that logbooks were ready for signing by the Chairman. There was nothing out of the ordinary to report other than work on filling the gaps between the safety flooring tiles at the Lakeside Playground had to be postponed the previous week due to the weather. Noted.

b) Amenities Officer's Report

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

i) Crown Green Shelter

The Amenities Officer reported that part of the roof sheeting had been damaged as a result of the storm and this was being replaced at the present time. With regard to the broken glass and door handle, this would be attended prior to the greens opening at Easter.

ii) Storm Damage – Trees

It was noted that work had now started on shredding the sawn up storm damaged trees together with the Christmas trees at Centenary Park. At Onchan Park six replacement trees had been planted to cover those lost through storm damage or removed because of disease. Mr Quirk commented that he was concerned to see that small saplings were being planted and these, regrettably, seemed to attract vandalism. He suggested that instead a more expensive yet more established tree be planted in each case to overcome this problem. The Amenities Officer to impliment.

iii) Ferguson Tractor

The Amenities Officer advised that there had not been the manpower available to arrange to take the tractor to Mr Stowell's livery stables. He understood however that Mr Stowell had offered a trailer for this purpose and he would like to take up the offer. Mr Stowell suggested that it would be better if Mr Harvey's trailer were used. The Amenities Officer to arrange.

iv) Gents WC Refurbishment

The Amenities Officer confirmed that decoration was being held back pending the drying out of a section of wall. Noted.

v) Stadium Alarm

The Amenities Officer advised that the contractor had completed the work on the ground floor and now was to commence on the first floor of the stadium building. The control panel was in position. The Administrative Officer added that work on rebuilding the electrical cupboard had been held back pending the completion of works in this location by the electrician so as to see what space was left once he had removed certain switch gear and installed the new gear as appropriate.

vi) Squash Court Roof

It was noted that the contract work was now complete. The Amenities Officer informed members that he had arranged for the park staff to go onto the adjoining corridor and changing room roof in order to remove the moss. This necessitated laying down plywood sheets first so that the chipping finish did not penetrate the felt. This work had not yet been commenced. Noted. Mr Stowell commented that had the roof a fibreglass finish then the chipping problem would not exist.

vii) Springers

The Amenities Officer was of the opinion that the Lappset team would probably be on the Island straight after Easter whilst the schools were on holiday so that they could carry out the work at Laxey School. The springers at Onchan would be fitted at the same time. Noted.

viii) Staffing Levels

The Amenities Officer reported that there were 12 applicants for the temporary positions for the summer season and 2 workers had been engaged as from 1st March 2005. Noted.

ix) Lighting Improvements – Onchan Park

Mr Stowell commented that whilst he was fundamentally opposed to this he was concerned that the item had been on the list of matters to be undertaken since he became a commissioner six months previous. When told that the Surveyor was still awaiting notification of a lighting representative being on the Island he informed the meeting that Philips representative was due the following day and suggested that the Amenities Officer contact Edmundson Electrical first thing in the morning to arrange an appointment for the Surveyor. Noted

x) Wembley Football Arena

It was noted that the Surveyor was currently preparing a plan to submit as a planning application.

xi) Skateboard Park

It was also noted that the Surveyor was currently working on a lighting scheme for the area in order to submit the second part of the planning application.

c) Park Foreman's Report

Due to the Park Foreman's absence there was no report to be considered.

d) Annual Tour of the Park

A list of items noticed during the annual tour held on Wednesday 28th September 2004 had been circulated prior to the meeting. Reference was made to the following items:-

Toilet overflow activated in squash club – delete as now attended.

No drop spout on rear of squash court changing rooms - delete as now fixed.

Area behind concrete grandstand needs cutting, saplings removed and fence erecting– delete "needs cutting".

Ladies toilet – edge of vanity unit still requires painting – delete as work carried out.

e) Memorial Seat

Letter read as received from the Secretary of the Onchan Branch of the Royal British Legion. Letter advised that the relatives of the late Mr H. France would like the memorial seat situated either near their house or in the garden area at Hague Crescent. Mr Killey confirmed that the area near their house was in School Road which was not felt to be a practicable place for a public seat and in

regard to the garden at Hague Crescent the Administrative Officer advised that the complete garden area was being donated by Hartford Homes including six bench seats and therefore the addition of another seat would prove both difficult and unnecessary. The Amenities Officer however suggested that the yellow seat which is normally placed at the apex of the miniature golf course at the junction of Bay View Road and Hague Crescent could be replaced by a memorial seat. Agreed that this site be offered to the British Legion.

f) **Play Safe Computer System**

Letter reported as sent to DOLGE together with a brochure received from the manufactures enquiring if the department were prepared to purchase the system for use by all local authorities. Reply awaited. Mr Stowell commented that irrespective of the system with its hand held on site computer, the whole matter of playground inspection at the end of the day was down to the individual carrying out the inspection. Noted.

LA/05/03/4

OPEN SPACES

a) **Amenities Officer's Report**

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

Arbor Week

The Amenities Officer confirmed that nine trees had been planted in total in Sunnybank Avenue over the period Monday 7th and Tuesday 8th March 2005. It was also noted that two trees planted the previous year had been snapped and these would be replaced.

b) **Port Jack Glen - Lighting**

Members noted that the Surveyor would have the opportunity of speaking with a Philips representative the following day subject to a phone call being made by the Amenities Officer.

c) **Water Activities Safety Seminar**

The Administrative Officer reported having attended the seminar together with the Amenities Officer. The seminar had been called by the Isle of Man Coastguards and there were several speakers in connection with water activities. The commissioners had been represented at the seminar primarily because of the boating lake. Both officers were of the opinion however that the presentation was extremely general even for those involved in yacht races or other maritime events and rather like other health and safety courses just brought to light that common sense was the key word.

d) **Any Other Matters**

i) **Heywood Park**

Mr Quirk drew to the attention of the meeting the fact that where trees had been blown down in the garden of an adjoining property to Heywood Park there were gaps which now needed reinstating. He also drew attention to some of the commissioners' planting further down on the estate where a lot of litter had blown underneath the planting which needed cleaning out. Finally on this area he referred to some of the beech trees which had been planted sometime ago where the support banding was now cutting into the bark. The Amenities Officer to investigate and rectify.

ii) **Port Jack Glen**

Mr Stowell made mention of the grass plateau on the upper part of Port Jack Glen which has an unofficial entrance opposite the red brick houses in Royal Avenue (East). His concern was over the fact that whilst the commissioners had several areas where dogs could not foul he thought here was an ideal opportunity for a designated fouling area in a similar way to what had been provided sometime in Nobles Park. This he felt would overcome the problem of fouling in the remainder of the glen which should not actually take place. It was his view therefore that this area could be regularly cleaned using some form of vacuum system. Mr Quirk expressed his reservations pointing out that to the best of his knowledge the area in Nobles Park had in fact now been disbanded owing to the mess into which it had got and the difficult task it presented to staff in cleaning. Mr Stowell responded that it was only of recent he became aware of the fact that the commissioners employed a part-time Bye-law Enforcement Officer and in the six months in which he had been a commissioner he had never seen a report from him whereas he now realised that this was part of the Bye-law Enforcement Officer's job to report on fouling and take the necessary steps to catch the culprits.

LA/05/03/5

PUBLIC CONVENIENCES

a) **Amenities Officer's Report**

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

Main Road Toilets

Mr Quirk enquired whether the damaged toilet tissue holders had been reported to the police and if so had a crime number been established. The Amenities Officer advised that the two incidents had not been reported to the police as they were of a minor nature and it was most unlikely that a culprit could be caught.

LA/05/03/6

PUBLIC LIBRARY

a) **Librarian's Report**

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

i) **Membership Cards**

Members noted that the £300 sponsorship from Telecom would reduce the production costs of nearly £1,000. Mr Stowell suggested that the Vanguard card system might work out more economic and suggested that contact be made with one of the hotels who operated such a system.

ii) **Staff Courses**

In respect of the proposal of sending staff on a course "Dealing with Difficult Situations" a letter as received from the Librarian had been circulated. Mr Stowell made mention of a recent meeting at which he attended and at which he questioned the Chief Constable. He advised that the Chief

Constable admitted that his officer may have been over reactive in his recommendations for the library. After brief discussion it was agreed that the proposed course should be costed.

b) Amenities Officer Report

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

i) Exit Sign

Members noted that the emergency exit sign over the entrance was proving faulty. Agreed that it should be replaced if necessary.

ii) Windows

Mr Quirk enquired as to how often the windows were cleaned. The Amenities Officer responded that due to the recent weather they had become dirtier than usual but the day that Mr Quirk had got in touch the window cleaners arrived. There were markings on the inside of the windows due to adhesive tape having been used at Christmas time to create Georgian panes. This required to be cleaned off with sprit separately. Noted.

LA/05/03/7

YOUTH & COMMUNITY CENTRE

a) Amenities Officer's Report

Copies of the Amenities Officer's report had been circulated prior to the meeting. The following matter being discussed further:-

Drainage Investigation

Mr Quirk enquired as to when the Building Control Officer was carrying out further investigation in respect of the drainage system around the Youth and Community Centre. The Amenities Officer was not aware when this was to take place and consequently members concurred that the Building Control Officer should be requested to carry out this as soon as possible.

b) Plans for Proposed Extension

There was nothing forthcoming from the Surveyor in respect of Mr Quirk's proposals. Equally there was nothing forthcoming from the Management Committee who had now disbanded. Mr Quirk proposed that the Chairman of the Committee together with the Chairman of the Board should wait on the Surveyor to establish progress in this matter.

LA/05/03/8

PROMOTIONS/ADVERTISING/PUBLIC INFORMATION

a) Website

The Administrative Officer reported on the receipt of the statistics from WebOne UK for the month of February. The report advised that the number of visitors per day was on a par with the previous month but the number of pages viewed per visitor had in fact increased suggesting that those using the site were searching further information. Noted. Figures quoted were page views 10,558, visits 3,812; this was for the period 1st to 28th February 2005. Noted.

b) Branding Workshop

The Administrative Officer reported receipt of an invitation addressed to himself to attend a branding workshop at the St John's Mills. This arrived after the previous meeting and took place on 22nd February 2005. The workshop was carried out by a London based firm and out of approximately 40 invitees for that session only 5 attended including the Administrative Officer. He gave his personal opinion that the reason for the poor attendance was the request to bring along a sample of Manx music and a picture which captured the spirit of the Isle of Man in the eyes of the attendee. The workshop included sessions of closing eyes and imaging smells, sounds etc. When the Administrative Officer produced his picture and referred to branding he was told that that particular

exercise was nothing to do with branding despite the wording of the invitation. It appeared that those involved were spending their time learning as much about the Isle of Man as possible through holding sessions of that nature and then they would pass on to another firm or group their findings in respect of which direction branding should head. The session may have been beneficial to the firm in question but provided little if anything for the participants. Noted.

c) **Firework Display**

The Administrative Officer advised that he had received from the Health and Safety at Work Inspectorate a brochure entitled "Working Together on Firework Displays". The questions asked in his letter to them were not answered in so much that the brochure was sent "with compliments". A telephone conversation, however, revealed that there was no one working in the office who was there at the time that the displays in Onchan Park stopped and therefore they could not confirm that this had occurred as a result of their department. The Administrative Officer made reference to a plan within the brochure which showed required distances. Between the spectators and the firing area there needed to be a minimum of 50 metres, the firing area 25 metres and the drop out area behind 100 metres. Thus the total requirement was 175 metres which could not be achieved successfully within the width of Nivison Stadium. Noted.

d) **SEA Isle of Man 2005**

The Administrative Officer gave an update on arrangements for the Trafalgar Fair to be held on 9th July 2005. A lot of cross correspondence had taken place with the Mariner's Choir but at the end of the day they would not be attending or performing. Two of the three commercial firms approached in respect of children's rides etc had responded in the positive, the third not having replied. The incoming secretary of the Douglas Lifeboat had indicated that in principle they would attend. The Coastguards would be attending. Punch and Judy would be attending. Chris Burns would be attending together with Karen Pendlebury and would give a nautical theme to their act. All clubs and societies in Onchan had received the initial information sheet in respect of the fair but no further details had been provided to date. The Chairman commented that he did not personally like the title Trafalgar Fair but the other members were content given the reason for the year's promotions.

e) **Inter Services Competition**

The Administrative Officer gave an update on responses received to date in respect of those groups who had been invited to take part. The Isle of Man Constabulary had confirmed by letter; the Ambulance Service agreed in principle by telephone but was subject to availability on the day; Isle of Man Coastguards had confirmed by telephone; Isle of Man Civil Defence had confirmed by letter; Isle of Man Combined Cadet Force (KWC) had confirmed by letter and the Isle of Man Steam Packet Company had confirmed by letter. Replies were still awaited from Isle of Man Fire and Rescue Services, Army Cadet Force, the Sea Cadets, the Air Cadets and St John Ambulance. The Administrative Officer pointed out that now that there had been an acceptance the next step was to set a date and time of day and then come up with suggestions for the various elements of the competition.

Mr Quirk advised that what was required was a series of fibreglass baths with the plug hole and tap positions fibreglassed over. Members were in agreement that the event should be held on a Sunday afternoon. The Administrative Officer enquired whether there were anything else planned other than a straightforward race but members were unable to come up with other ideas. He suggested therefore that perhaps there could be a competition where equipment was provided and the teams had to make a raft and then row out to the island. Members thought that this was a good idea. Plastic barrels, timber and rope would be required. After a discussion it was agreed that the event should take place on the afternoon of Sunday 24th July 2005. The Administrative Officer requested that members come to the next meeting with further ideas for competition between the participating groups.

f) **Park Opening 2006**

The Administrative Officer advised members that he had established Good Friday would be on 14th April in the year 2006. If the school holidays still worked on the basis of two weeks after Easter then this would coincide with the Spring Bank Holiday and therefore the park would remain open from Easter through to September without a break. Noted.

g) **Filming in Onchan Park**

The Administrative Officer reported having written to Miss S. Sutherland who is acting as a locations manager for a forthcoming film regarding the use of Onchan Park and the request for a donation to the Taverners Playground in lieu of fee. This was due to take place on 28th February 2005 and in the absence of having heard anything further he had written to Miss Sutherland to establish the status quo. As a result she telephoned to advise that filming had not commenced as the company had not yet found a leading lady. Noted.

LA/05/03/9

OUTSTANDING MATTERS

The list of outstanding matters had been circulated prior to the meeting and was noted with no matters being discussed further in public.

LA/05/03/10

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

a) **Use of Bowling Greens**

The Administrative Officer advised that he had written to the bowling clubs informing them as to the commencement date for play, cost of season tickets etc. He noted from the action sheet produced by the Clerk following the Board meeting held on 21st February 2005 that notification to the clubs in respect of a closing date for the winter was to be sent by the Clerk. The Administrative Officer questioned for the purpose of minuting, the date agreed but members were unable to recall.

b) **Replacement of Bowls**

The Amenities Officer advised that he had been informed of a suggestion at the Board meeting that some of the bowls for hire be replaced. He had established that bowls for the flat green were £86 with the jacks being extra he did not have the price for crown green bowls. He did advise however that it was possible to have them refurbished and polished but again he did not have a cost on that. Mr Quirk proposed that Mr Stowell inspect the bowls and produce a report thereon. Mr Stowell informed the meeting that he knew nothing about bowls and did not think he was the right person to do this. The Administrative Officer suggested that perhaps it would be better if the Amenities Officer was to inspect all the bowls for both greens, establish the number of casual hirers requiring bowls and produce a written report to the next meeting on what course of action he recommended.

LA/05/03/11

CORRESPONDENCE OR OTHER COMMUNICATION

Douglas Dog Training Club

Letter reported as received from the secretary of the Douglas Dog Training Club enclosing a £100 donation towards the Taverners Playground Fund. This was in lieu of fees in connection with the holding of two companion dog shows in Onchan Park during the summer of 2004. The letter also requested a similar facility on Sunday 12th June and Sunday 7th August 2005. The Administrative Officer had written to thank the club most sincerely for the donation and to approve the two dates as he was so empowered to do in view of it being a repeat request. Noted.

LA/05/03/12

ANY OTHER BUSINESS

a) **Date of Next Meeting**

Monday 18th April 2005 at 7pm.

b) **Centenary Park**

Mr Stowell enquired as to the cost of grass cutting at Centenary Park. The Amenities Officer advised that there was no breakdown of costing as the area, which only received four cuts per year, was included in the overall grass cutting contract. Mr Stowell was concerned over the method of cutting and referred to a "topper" which he thought would be suitable given the undulating ground. The Amenities Officer replied that the grass cutting contract was out to tender at the moment and

when a successful tenderer had been appointed then he would try and establish a breakdown of costs. Noted.

c) Manchester Challenge

The Chairman reminded members that the raffle at the forthcoming commissioners' dinner dance was once again in aid of the fund set up by the commissioners to assist young people through the likes of the training ship The Manchester Challenge. He requested that those attending bring a raffle prize with them.

Meeting terminated 10.38pm.

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Boardroom at Hawthorn Villa, Main Road, Onchan, on Monday 21st March 2005, at 5.30 p.m.

Present: Mr G.K. Astill (Chairman)
Mr M.J. Kennaugh, J.P.
Mr D. Crellin
Mr A.T.W. Norton
Mr J.K. Watterson (from 5.40 p.m.)

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

PF05/03/01
MINUTES

Minutes of the meeting held on 14th February 2005, copies of which having previously been circulated, were taken as read, confirmed and signed.

PF05/03/02
BUSINESS ARISING

1. **PF05/02/02(1) – Proposed Changes to Domestic Rating**

Clerk advised that arrangements had been made with Mr Colin Kniveton and Mr Daniel Cashen from the Valuation Department of Treasury to attend a meeting with the Commissioners in the Commissioners' Boardroom on Wednesday 13th April 2005 at 7.00 p.m. Mr Kniveton had advised that it was extremely difficult to give specific examples of changes which might occur without putting them in the context of the overall process. Therefore he preferred to discuss such examples with the Commissioners on the night.

The arrangements were noted.

PF05/03/03
BUSINESS ARISING FROM PREVIOUS MEETINGS

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

PF05/03/04
FINANCE OFFICER'S REPORT

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

1. **Rates Collected**

It was noted that the total estimated collectable rates and cash received in the current financial year to 15th March 2005 compared with the previous financial year were as follows:-

2004/05 estimated amount collectable including arrears brought forward	£1,340,222
2004/05 collected to 15 th March 2005 less refunds	£1,361,849 (101.61%)

Comparative figures

2003/04 estimated amount collectable including arrears brought forward	£1,419,928
2003/04 collected to 15 th March 2004 less refunds	£1,428,535 (100.61%)

2. **Revenue Account Payments**

The list of payments from revenue account during the month of February 2005 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.

3. Waste Disposal Charges

Finance Officer advised that invoices had been issued to commercial customers for waste disposal charges for the period from 1st October 2004 to 31st January 2005 according to the weight of waste disposed of by each commercial customer as recorded by the PM Onboard weighing system.
Noted.

PF04/03/05

CORRESPONDENCE AND OTHER COMMUNICATIONS

None to report in public.

PF05/03/06

MATTERS REFERRED BY COMMISSIONERS/OTHER COMMITTEES

None to report in public.

PF05/03/07

RECOMMENDATIONS WITH POLICY OR FINANCIAL IMPLICATIONS FROM OTHER COMMITTEES

It was **RESOLVED** *that the following recommendation from the Housing Committee meeting held 28th February 2005 be endorsed:-*

1. *That the annual service agreement with Tunstall Telecom Limited in respect of the Warden Call System at Springfield Court, be renewed for the year ended 30th April 2006, at a cost of £2,194.86 plus V.A.T.*

PF05/03/08

OTHER BUSINESS

There was no other business for consideration in public.

PF05/03/09

DATE OF NEXT MEETING

It was agreed that the next ordinary meeting of the Committee be held at 5.30 pm on Monday 25th April 2005. Mr Watterson tendered his apologies in advance as he would be off the Island on that date.

There being no further business the meeting terminated at 6.08 p.m.

Minutes of a meeting of the **RURAL COMMITTEE** held in the Boardroom, Hawthorn Villa, Main Road, Onchan, on Wednesday 16th March 2005 at 5.15pm.

Present: Mr J.K. Watterson (in the Chair), Mrs W.E. Megson, Messrs B.H. Moore, D.J. Quirk (from 5.20pm) and W.A. Skillicorn

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

R/05/03/1
MINUTES

Minutes of the meeting held on 9th February 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

R/05/03/2
MATTERS ARISING

The following matters were arising from the minutes:-

a) **Tromode Green Footpath**

The Building Control Officer advised that he had the chance to go past of recent to establish whether the footpath alongside the streetlight had been reinstated or not. He confirmed, however, that DoT had been made aware of the situation and it was a matter for them. Noted.

b) **Civic Amenity Site Permits**

The Chairman read the series of questions that he had submitted to the meeting of the Board of Commissioners on 21st February 2005 under Standing Order No7. He also read the replies thereto.

Q1. How many permits have been issued to Onchan residents to use the Civic Amenity Site at Snugborough for each financial year since the site opened (including 2004/2005)?

A1. 2468 permits have been issued to Onchan residents in the current financial year. The administrator of the site has advised that such information in respect of the year prior to 2004/2005 is not available. Such historical information is not held on the software programme.

Q2. How many of those permits have been issued to residents in the Urban Ward and are current?

Q3. How many of those permits have been issued to residents in the Rural Ward and are current?

A2&3. The software system was not written to analyse permits into wards within each authority. It only analyses between participating authorities.

Q4. Are residents of Lonan, Laxey, Marown and Santon now able to use the Civic Amenity Site at Snugborough?

A4. Yes.

Q5. If a charge is applied to the residents of Lonan, Laxey, Marown and Santon, is the charge calculated on the number of households in each area and charged to the local authority, or is it a charge per permit issued to those who have taken a permit out, or charged by another method?

A5. It is a fixed charge per permit to the authorities of Lonan, Laxey, Marown and Santon for the residents of those districts who apply for a permit.

Q6. What is the amount of that charge?

A6. The current charge is £15 per permit, but this is to increase to £16.50 as from 1st April 2005.

Q7. Is a permit required to enable householders to use the site for reuse and recycling facilities only?

A7. To gain access to the site a permit is required. However, if a householder without a permit wishes to leave cardboard for recycling, they can do so provided they sign a declaration form confirming their residence in one of the participating local authority districts.

Q8. Are business and commercial establishments issued with permits to enter the Civic Amenity Site and if so for what purposes?

A8. Commercial users are only permitted to have access to the site solely for the purpose of depositing cardboard for recycling but again subject to them signing a declaration form confirming a business address within one of the participating local authority districts.

Q9. Is a charge made to business and commercial establishments for a permit or use of the Civic Amenity Site and what is that charge?

A9. No charge is made for the deposit of cardboard by any commercial user.

Mr Skillicorn enquired as to how long the Civic Amenity site was likely to remain at Snugborough. Mr Quirk responded that it was hard to say.

R/05/03/3

OUTSTANDING MATTERS

a) Shannon Rae Site

The Administrative Officer reported that communication had now been received from the Onchan Branch of the Royal British Legion putting forward two suggestions for the positioning of a memorial seat and as a consequence it now appeared unlikely that the seat in front of Hawthorn Villa would become available. Under the circumstances it was agreed that a concrete ended seat should be purchased for the Shannon Rae site.

b) Street Light at Hillberry Corner

Mr Skillicorn reported that the street light was now operational. The Building Control Officer informed members that notification had been received from the MEA that a 70 watt son light fitting had now been connected. The letter was dated 4th March 2005.

In answer to question, Mr Skillicorn confirmed that despite the fact that the standard had been erected in the wrong position the light served its purpose and was effective in the location in question.

R/05/03/4

MATTERS FROM PREVIOUS MEETINGS

Nil.

R/05/03/5

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

R/05/03/6

PLANNING MATTERS

a) Planning Decisions

PA 04/1587 Approval in principle for the demolition of derelict cow shed and erection of double garage with studio over, enlargement of driveway and parking area and erection of greenhouse to side of garage, Brooklands, Sir George's Bridge, Abbeylands for Doctor D. James – **Approved.**

This was the decision taken at Review. The Building Control Officer then read a letter as sent to the Planning Committee by the applicant explaining his intentions in full. These indicated that the space above the garage was to be used as a music studio and that the existing former farm buildings were still used for agricultural purposes in connection with sheep kept on the land.

Members commented that the wording of the original application did not emphasis a music studio but in fact indicated an extension of living accommodation per se. Regard was then had to the conditions of approval which stated that the roof space above the garage must be used only as ancillary to that of the main dwelling. The matter was discussed with the final decision not to proceed to Appeal but that when a detailed application was made a further condition be requested prohibiting the use of that space for sleeping.

b) Reviews

The Building Control Officer advised that in respect of

PA 04/2354 Erection of new barn to increase storage capacity, Field 534269, Clypse Beg for Douglas Corporation

A request for a Review had been received from four interested parties. Mr Skillicorn declared an interest in the matter as one of the objectors was his employer. The Building Control Officer reminded members that the recommendation of the Committee and of the Board was to approve the application. After a brief discussion it was agreed to confirm to the Planning Committee the decision previously conveyed to them. Mr Skillicorn took no part in the discussion.

c) Appeal

The Building Control Officer advised that a request had been received for a written submission in respect of

PA 04/1715 Approval in principle for the conversion of derelict barns into residential accommodation, Bibaloe Beg Farm outbuildings, Bibaloe Road, Onchan for Mr B.H. Moore.

Mr Moore declared an interest in the matter. The Building Control Officer advised that he had made the submission on behalf of the commissioners as this had to be submitted by 11th March 2005. Noted.

PA 03/1873 Residential development comprising roads, plots, sewers, temporary water treatment plant, public open space, landscaping and 135 dwellings with access off Birch Hill Crescent, land at Ballachrink Farm for Heritage Homes Limited

The Building Control Officer reported that the recommendation of the Planning Inspector had been accepted by the Minister and consequently the application had been refused. Copies of the refusal notice and inspector's report had been circulated prior to the meeting.

d) Registered Buildings

The Administrative Officer reported receipt of a letter confirming a request made by the property owners for an Appeal against Registration. He had not received a copy of a letter requesting submission but was of the opinion that it must be due anytime now. Enquiries to be made of the Surveyor least he should have same.

R/05/03/7

ANY OTHER BUSINESS

a) Time and Date of next meeting

Wednesday 20th April 2005 at 5.15pm.

b) Refuse Collection

Mr Moore advised the meeting that on a number of occasions the day of the refuse collection from his property had changed but without notice. He usually brought his bin back in on the evening of

the day when it should have been collected for safe keeping and that it often results in a knock on the door early the next morning in order for the refuse collectors to retrieve the bin. His main concern, however, was the fact that as a result of the change sometimes it necessitates therefore having a bin bag of refuse in addition and this was not permitted albeit that it resulted from the fault of others. Mr Quirk confirmed that it was commissioners' policy that black bin liners would not be collected if not in the bin. The Building Control Officer offered to make enquiries as to what was causing the delays.

Meeting terminated at 6.32pm.