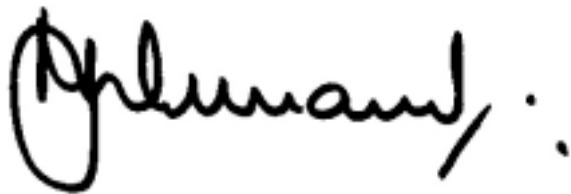


10th August 2005

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 'M.J. Williams', followed by a period.

**M.J. WILLIAMS
CHIEF EXECUTIVE/CLERK**

ONCHAN DISTRICT COMMISSIONERS

*Hawthorn Villa,
Main Road, Onchan.*

IN PUBLIC

10th August 2005

Sir/Madam,

You are hereby summoned to attend an ORDINARY meeting of the Authority to be held in the First Floor Lounge, at Heywood Court, Onchan, to transact the undernoted business at:

7.00 p.m. on Monday 15th August, 2005

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

Yours faithfully,

**M. J. WILLIAMS
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 11th July 2005 **(Minutes - APPENDIX 1)**

2. To dispose of business (if any) remaining or arising from the above said meeting
 - 2.1 C05/07/01/02(2) Civic Amenity Site, Rural District *(Clerk to report)*
 - 2.2 Any other business arising.

3. To dispose of business (if any) remaining or arising from meetings held prior to the last ordinary meeting.
 - 3.1 Treasury – Review of Domestic Rating System – **(Letter previously circulated)**

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.
- 6.1 Housing Committee
- Meeting held 18th July 2005 **(Minutes – APPENDIX 6.1)**
 - 6.2 Works and Cleansing Committee
- Meeting held 25th July 2005 **(Minutes – APPENDIX 6.2)**
 - 6.3 Leisure and Amenities Committee
- No Meeting held
 - 6.4 Policy and Finance Committee
- No Meeting held
 - 6.5 Rural Committee
- No Meeting held

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).

7. To consider letters, petitions, memorials and other communications.
- 7.1 Planning decisions/communications from the D.L.G.E. Planning Committee
(To report any received)
 - 7.2 Richmond Hill Consultative Committee – Minutes 30/06/05 **(Previously circulated)**
 - 7.3 Braddan Parish Commissioners – Public Sector Housing **(email previously circulated)**
 - 7.4 Fire Service – Fire Preventative Measures on Open Land **(letter previously circulated)**
 - 7.5 Anti-Social Behaviour Orders – Amendment to Protocols **(letter previously circulated)**
 - 7.6 New Smoke Free Mann Directory **(letter previously circulated)**
 - 7.7 One World Centre - Niger Appeal **(Clerk to report)**
 - 7.8 Policing Plan 2006 **(Copy circulated)**
 - 7.9 Maughold Parish Commissioners – Civic Sunday **(previously circulated)**
 - 7.10 Michael District Commissioners – Civic Sunday **(circulated)**
 - 7.11 Treasury – Second Supplemental List **(Clerk to report)**
 - 7.12 Audit Bill and Revised Accounts and Audit Regulations **(Memorandum and email circulated)**
 - 7.13 Any Other Communication

-
8. To consider any report from the Clerk, Surveyor or other Officer of the Authority

- 8.1 Audit - Financial Year 2004/05 **(Clerk to report)**
-

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

- Present:** Mr G.K. Astill, J.P. (Chairman)
Mr S.T. Black
Mr M.J. Kennaugh
Mrs W.E. Megson
Mr A.T.W. Norton
Mr D.J. Quirk
Mr B. Stowell
Mr J.K. Watterson
- Apologies:** Mr D. Crellin
Mr E.D.R. Killey
- In Attendance:** Mr M.J. Williams (Chief Executive/Clerk)
Mr E.K. Convery (District Surveyor)
Mr P. Martin (Deputy Clerk)
-

WELCOME

The Chairman opened the meeting and welcomed Mr M.J. Williams and Mr P. Martin to their first Board meeting of the Onchan District Commissioners in their positions as Chief Executive/Clerk and Deputy Clerk respectively.

C05/07/01/01 **MINUTES**

The minutes of the public section of the ordinary meeting held on 6th June 2005, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

C05/07/01/02 **BUSINESS ARISING**

1. C05/06/01/02 (1) – Local Government Reform

The Clerk confirmed that the matter of Local Government Reform and proposals put forward by the Minister for Local Government and the Environment had been unilaterally withdrawn at the July sitting of Tynwald and it was his view that the proposals in their current form were unlikely to be reconsidered in the remainder of the life of the House of Keys.

Subsequently a letter had been received from the Honourable Q. Gill, MHK, urging Local Authorities to actively work in collaboration to provide the most effective services for their ratepayers in order to be able to defend against any future proposals for local government reform put forward by the Department of Local Government and the Environment. It was agreed that an acknowledgement letter be sent to Mr Gill indicating Onchan District Commissioners' support of joint working initiatives.

Members pointed out that the Authority already works in partnership in a number of areas other with other Local Authorities, Central Government and the voluntary sector. However, Mr Quirk felt that there was now a greater opportunity to consider developing working partnerships in other service areas such as housing provision. The proposal was generally supported by Members, however, the Chief Executive/Clerk asked for an opportunity to study the appropriate legislation relating to the Authorities role as a Housing Authority to establish if the mechanism to allow partnership working was available, and then report back to the Board. It was agreed that the Chief Executive/Clerk should research the matter further and report back to the Board at a future date.

2. C05/06/01/14(1) – Civic Amenity Site, Rural District

The Chief Executive/Clerk advised that he had taken over the matter of obtaining independent legal advice from the outgoing Chief Executive/Clerk and hoped to be in a position to report further at the next meeting of the Board.

A number of Members were of the opinion that such action amounted to unnecessary expense as the Board had been given the advice and opinions of Officers. Mr Quirk stated that it was his understanding that the Commissioners were seeking interpretation of advice from the Department of Local Government and the Environment and were encouraged by the Department itself to seek such independent legal advice.

C05/07/01/03

BUSINESS ARISING FROM PREVIOUS MEETINGS

None.

C05/07/01/04

CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:-

1. **Trafalgar Fair**

The Chairman thanked all who had helped to organise and run the extremely successful Trafalgar Fair at Nivison Stadium on 9th July 2005 and in particular Mr P. Kelly, Administration Officer.

2. **Manx Heritage Flower Festival – St Peter's Church**

The Flower Festival had taken place at St Peter's Church from 3rd to 10th July 2005. The theme had been "A Time to Remember" and a window decoration had been created for and on behalf of the Chairman by Mrs S. Astill.

3. **Reading Voyage – Onchan Library**

The Chairman had attended the launch of this year's reading promotion for children on 30th June 2005 at Onchan Library. The theme of the "Reading Voyage" has been linked with SEA Isle of Man 2005 to co-incide with the bi-centenary of the Battle of Trafalgar.

4. **Closure of Doctor's Surgery**

The Chairman confirmed to Members that the Commissioners had received confirmation that the Kensington Group Practice were to close their Surgery on Main Road, Onchan, at the end of July, and that patients registered with the practice were being transferred to the Surgery at Westmoreland Road, Douglas. The Chairman stated that the closure of the Surgery would be a sad loss for the Village and is likely to cause considerable difficulties for many Onchan residents travelling to the Douglas Surgery.

5. **Chairman's Appointments**

The Chairman announced that he had attended a number of other official engagements since the last meeting of the Board, including:-

- Tynwald Day Ceremony – Tynwald Garden Party
- Service at St Johns War Memorial
- Lifeboat Trip to Laxey
- Second Onchan Scouts – Annual Meeting and Awards Ceremony
- Stock Cars - Presentation of Commissioners Cup
- Heritage Service, Abbeylands Church

C05/07/01/05

QUESTIONS

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

Commissioner B. Stowell to the Chairman of the Housing Committee:-

"re: Cost passed on to the tenants in respect of heating and power provision in sheltered housing units

1. *What is the cost per week being charged to tenants at Springfield Court in respect of the above heat and power provision?*
2. *What is the cost per week being charged to tenants at Heywood Court in respect of the above heat and power provision?*
3. *What is the difference costs levied in percentage terms between the two properties?*
4. *Is there some technical reason why the charges are not similar given the broad similarity of the buildings?*
5. *Being the newer of the two complexes do the residents at Heywood Court benefit from a more modern and efficient Electro Mechanical Installation as you would normally expect?"*

The Chairman of the Housing Committee answered the questions as follows:-

- | | | | | |
|----|--------------------------------|--|-----|----------------|
| 1. | 1 Person Flat
2 Person Flat | £10.60 per week
£11.12 per week
£10.86 per week
£12.05 per week | - } | average £11.34 |
| 2. | 1 Person Flat
2 Person Flat | £12.69
£13.03
£13.31 | } - | average £13.18 |
3. This is not possible to quantify the difference in costs tendered in percentage terms between residential units at Springfield Court and Heywood Court as the calculation of heating charges is based upon a formula which includes both the anticipated fuel/heating costs, the floor area of the unit and a communal element for heat and power. Therefore, for example, a one person flat at Springfield Court cannot be compared directly to a one person flat at Heywood Court due to differences in the factors involved in the calculation.

Details of the formula and calculations, etc, can be made available for viewing by members at the office upon request.

4. The cost to each unit for the provision of central heating and hot water from the central oil fired boiler is less at Heywood Court than at Springfield Court benefiting from increased thermal efficiency of the building structure and technological advances in boiler design.

The design concept at Heywood Court is somewhat different in that all units are accessed from internal corridors and increased common areas. Unlike Springfield Court all units and common areas are mechanically ventilated, and internally lit. There is extensive car park lighting at Heywood Court charged to the common areas.

Higher electricity charges are therefore to be expected.

It is however suspected that the electrical trace heating installation at Heywood Park provided to prevent bacterial build up in the domestic hot water circuits by maintaining specific minimum temperature may be affecting electrical consumption.

5. The residents of both complexes do in our opinion benefit from a high standard of electrical and mechanical services and the charge for such given the present economic climate is reasonable.

Whilst Heywood Court benefits from being a more thermally efficient and technologically efficient building its residents also benefit from an increased level of services than Springfield Court.

Commissioner B. Stowell to the Chairman of the Policy and Finance Committee:-

“re: Millennium Shelter at Port Jack

1. *What was the total cost of the above shelter including, Architects Fees, Consultants fees, Planning fees, Demolition and Rebuilding and Project Management?*
2. *What was the total contribution towards the above cost provided by Onchan District Commissioners?*

3. *What are the current borrowings in respect of this project?*
4. *In what year will the borrowings relating to this project be cleared?"*

In the absence of the Chairman of the Policy and Finance Committee, the Chairman of the Authority answered the questions as follows:-

1. The total cost of the shelter was £60,540.
2. The total contribution towards the aforementioned cost by Onchan District Commissioners was £50,540. A grant was obtained from Central Government, in the amount of £10,000 towards the overall cost.
3. The current borrowings in respect of this project remain at £50,540.
4. The borrowings relating to this project will be cleared in 2026/27.

C05/07/01/06
HOUSING COMMITTEE MINUTES

The minutes of the public section of the Housing Committee meeting held on Monday 13th June 2005, copies of which having previously been circulated, were considered.

The Chairman of the Housing Committee, Mr Watterson, advised there were no specific matters which he wished to draw to the attention of the Board.

C05/07/01/07
RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Housing Committee meeting held on 13th June 2005, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C05/07/01/08
WORKS AND CLEANSING COMMITTEE MINUTES

The minutes of the public section of the Works and Cleansing Committee meeting held on Monday 20th June 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **WC/05/05/09 – High Hedges**

The Chairman of the Works and Cleansing Committee, Mr Quirk, advised that the Trees and High Hedges Bill 2004 had received final approval at the June Sitting of Tynwald and now awaited grant of the Royal Assent.

2. **WC/05/06/04(ii) - Street Cleaning**

Mr Quirk confirmed that the driver for the street sweeping vehicle had now commenced employment and commented on the noticeable improvement in cleanliness of the roads and pavements around the District. He did, however, point out the apparent increase in weeds in gutters, etc, the District Surveyor undertook to approach the Department of Transport to address the issue.

3. **WC/05/06/05(a)(i) – Street Lighting Works/Repairs**

Mr Quirk advised the Board of the Committees proposal for providing an online reporting system for street lighting faults via the Authority website. Officers are looking into the development of a suitable process and procedure.

4. **WC/05/06/06(b) – Drainage Matters**

Mr Quirk expressed his concern over the number of surface water drainage gullies in the District which either appeared to be blocked or did not appear to be effective in heavy rain. The District Surveyor undertook to pass on the comments and concerns to the Department of Transport.

5. **WC/05/06/08(a)(i) - Street Lighting Improvements – Heywood Park**

Mr Quirk advised that works were underway to improve the street lighting at Heywood Park and expresses his hope that the bollard lights being removed would be retrieved for re-use elsewhere.

C05/07/01/09
RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Works and Cleansing Committee meeting held on 20th June 2005 be and are hereby received. There were no resolutions contained therein which required the consent of the Board.

C05/07/01/10
LEISURE AND AMENITIES COMMITTEE MINUTES

The minutes of the public section of the Leisure and Amenities Committee meeting held on 27th June 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **LA/05/06/03(e) – Proposed Skateboard Park**

The Chairman of the Leisure and Amenities Committee, Mr Norton, advised that the matter had not been progressed any further at the meeting of the Committee. The District Surveyor confirmed that costings for the works had been received and would be presented to the next meeting of the Committee by the Amenities Officer.

2. **LA/05/06/03(f) – Wembley Football Arena**

Mr Norton sought an update in relation to this matter from the District Surveyor who was able to advise that he was now in a position to be able to progress the planning application.

3. **LA/05/06/03(g) – Improvements to Lighting in Onchan Park**

Mr Norton sought an update in relation to this matter from the District Surveyor who advised that the scheme for lighting improvements needed to be considered in conjunction with other measures to improve safety and security within the Park area. The Deputy Clerk had recently attended a Crime Reduction Training Course with the Police and it was intended to present a Crime Reduction Strategy report to a future meeting of the Leisure and Amenities Committee which will include the issue of lighting.

4. **LA/05/06/07(b) – Youth and Community Centre: Plans for Proposed Extension**

Mr Norton outlined the details of and proposals for the provision of disabled access toilets at the Youth and Community Centre. The Bookings Secretary was to collate and provide details of bookings for the lower sports hall and upper rooms to identify whether two separate facilities are required or whether one suitably located toilet would suffice.

3. **LA05/06/12(b) – Smoking in Playgrounds**

Mr Norton brought to the attention of the Board the Committee's proposal to ban smoking in children's playgrounds provided by the Authority on health grounds and the resolution "that the Commissioners support the principal of no smoking in children's playgrounds subject to a satisfactory method of legislating and enforcement".

Mr Quirk queried whether legislative provisions existed that would allow the Authority to enforce such a ban on smoking in a public place. If this was the case then the resolution should be amended to add "failing that to have notices requesting the public not to smoke in children's playgrounds".

A vote was taken and the amendment to the resolution was unanimously approved.

C05/07/01/11
RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Leisure and Amenities Committee meeting held on 27th June 2005 be and are hereby received. It was further **RESOLVED** that the resolutions contained therein, and amended by the Board be approved as follows:-

1. ***that the Commissioners support the principal of no smoking in children's playgrounds subject to a satisfactory method of legislating and enforcement, failing that to have notices requesting the public not to smoke in children's playgrounds.***

C05/07/01/12

POLICY AND FINANCE COMMITTEE MINUTES

The minutes of the public section of the Policy and Finance Committee meeting held on Monday 4th July 2005, copies of which having previously been circulated, were considered. There were no matters arising therefrom.

C05/07/01/13

RECEIVING OF MINUTES

It was **RESOLVED** that the public section of the Policy and Finance Committee meeting held on 4th July 2005, 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 said payments from revenue account as detailed on the list attached to the minutes be endorsed.***

C05/07/01/14

RURAL COMMITTEE MINUTES

The minutes of the public section of the Rural Committee meeting held on Wednesday 29TH June 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

1. **R/05/06/02(b) – Trailer at Ballacreech Corner**

The Chairman of the Rural Committee, Mr Watterson, advised that the police had intervened in the matter and the said vehicle was removed, however, this was an ongoing problem as other contractor vehicles are now being parked in the locality.

2. **R05/06/06(b) – Registration of Chimneys at Tromode**

Mr Watterson advised that he had not yet had an update on the issue following a meeting of the parties involved. He further stated that the chimneys represented an important part of the Island's industrial heritage and as such every effort should be made to ensure their conservation.

3. **R05/06/07(d) – Clypse and Kerrowdhoo Reservoirs – Dog Deposits**

Mr Watterson brought to the attention of the Board the continuing problem of dog walkers failing to "pick up" dog faeces and use the dog bins provided. The matter was being referred to the Water Authority for information and action.

4. **R05/06/07(e) – T.T. Closure**

Mr Watterson highlighted the problems and considerable inconvenience that was caused to residents by the one-way traffic system that was implemented following the opening of roads after races during the T.T..

Such problems were exacerbated by the implementation of emergency powers by the Police to extend such provisions as residents were not made aware. If such measures were to be used in the future then there was a need for greater liaison between the Police, Department of Transport and local residents.

C05/07/01/15

RECEIVING OF MINUTES

It was **RESOLVED** that the public section of the Rural Committee meeting held on 29th June 2005, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C05/07/01/16

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. **Planning Decisions/Communications From The Department Of Local Government And The Environment Planning Committee**

None.

2. **Consultation – Proposed Public Health (Tobacco) Bill**

The Chief Executive/Clerk had previously circulated to Members a copy of a covering letter from Dr Emerson, Director of Public Health and details of the proposed Public Health (Tobacco) Bill which would, amongst other measures, ban smoking in public places and the workplace.

The Members of the Board generally supported the proposals and Mr Quirk pointed out that the Commissioners had some years since endorsed a no smoking policy in the workplace and actively discourages smoking by the public in all commissioners' buildings and now children's playgrounds.

It was therefore agreed that the Chief Executive/Clerk should respond to Dr Emerson expressing the support in general of the Commissioners for the proposals and outline the steps taken by the Authority to date along with the benefits seen.

3. **Richmond Hill Consultative Committee – Minutes, 6th April 2005**

The minutes of the meeting which had previously been circulated were noted.

4. **Department of Local Government and the Environment - Litter Act 1972**

A letter requesting information on the enforcement of the Litter Act 1972 by the Authority and the Chief Executive/Clerk's response were noted.

5. Royal National Lifeboat Institution - Collection

A letter had been received from the R.N.L.I. advising that during their recent 'flag' day on the 24th June 2005 they had collected a total of £329.97 in Onchan Village.

6. Dogs (Amendment) Bill 2005

The Chief Executive/Clerk presented a copy of the updated Bill for Members information and advised that if the legislation proceeded it would be necessary to review and possibly amend existing byelaws.

7. Isle of Man Municipal Association

A letter had been received from the Isle of Man Municipal Association advising that subscriptions for membership had been set at £150.00 per Authority for the forthcoming Municipal Year.

The Chief Executive/Clerk had also been advised by Mr Crellin that the Association were keen to attract and engage with those Authorities that were not currently members by organising a series of presentations and reports on current issues affecting Local Authorities, as such the Municipal Association were looking for suggestions from Member Authorities for suitable topic areas.

Members welcomed the initiative to attract more Local Authority Members to the Municipal Association and endorsed the Authorities continued membership for the forthcoming municipal year.

8. Planning for Civil Emergencies

The Chief Executive/Clerk advised the Board that he had attended a training seminar with Mr Watterson in dealing with civil emergencies and was intending to provide a report for Members at a later date.

C05/07/01/17
CLERKS REPORT

None.

C05/07/01/18
DISTRICT SURVEYORS REPORT

None.

C05/07/01/19
MOTIONS

None.

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

Minutes of a meeting of the **HOUSING COMMITTEE** held in the First Floor Lounge, Heywood Court, Onchan, on Monday, 18th July 2005, commencing at 7.00 p.m.

Present: Mr J.K. Watterson (Chairman)
Mr S.T. Black
Mr M.J. Kennaugh
Mrs W.E. Megson
Mr G.K. Astill

In attendance: Mr M.J. Williams (Chief Executive/Clerk Designate)
Mr P. Martin (Deputy Clerk)
Mr A.B. Sutherland (Housing Maintenance Manager)
Mrs S. Dougherty (Administrative Assistant)

H05/07/01/01
MINUTES

The minutes of the meeting of the Committee held on Monday, 13th June 2005, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chair.

H05/07/01/02
MATTERS ARISING FROM THE MINUTES

None.

H05/07/01/03
BUSINESS ARISING FROM PREVIOUS MEETINGS

None.

H05/07/01/04
HOUSING AND OTHER ESTATES BUSINESS

1. **Maintenance Report**

The report, dated 14th July 2005, had been circulated with the agenda. Arising therefrom:-

(a) **Fencing Works:**

In his report, the Housing Maintenance Manager confirmed that the erection of fencing to numbers 64 and 66 School Road were now complete.

(b) **Vacant Properties:**

The Housing Maintenance Manager also advised that refurbishment works had been completed at 24 School Road and that works had now commenced on 50 Barrule Drive.

2. **H05/06/01/04(3) – Over/Under Occupancy of ODC Housing Stock**

The Chief Executive/Clerk confirmed that he had written to the Data Protection Supervisor, inviting him to attend a meeting on Monday 12th September 2005 to make a presentation on Data Protection Issues to Members and Senior Officers.

3. **H05/06/01/04(4) – Asbestos Survey**

The Deputy Clerk advised that the matter had been discussed at the meeting of the Board on 11th July 2005. It was agreed that this was a matter which should be addressed across the whole of the Authority. Therefore, the Board requested that the matter be discussed with Mr B.T. Price in his role as Health and Safety Officer for a proposed plan of action to be drawn up.

4. **H05/06/01/04(5) – IOM Water Authority – Replacement of Lead Supply Pipes**

The Housing Maintenance Manager advised that he had spoken to the engineers at the Water Authority and confirmed that under the scheme the Water Authority replace the lead communication pipe and housing stop tap at the boundary, the replacement of the lead supply pipe being the responsibility of the householder.

The Deputy Clerk also advised that he had written to the Director of Operations at the Isle of Man Water Authority to enquire whether the scheme would apply to the Commissioners' housing stock and whether such works could be carried out during, for example, a major refurbishment scheme. A response was awaited.

Mr Watterson enquired as to which and how many properties are likely to be affected. The advice which had been given by the District Surveyor was properties constructed prior to 1965 which related to schemes up to and including Scheme 7, possibly scheme 8, representing some 140 properties.

Mr Watterson asked that the matter be added to the Housing Outstanding Matters List for consideration at an appropriate time.

H05/07/01/05

SPRINGFIELD COURT MATTERS

1. **Maintenance Report**

The report, dated 14th July 2005 had been circulated with the agenda. Arising therefrom:-

(a) Cleaning of Gutters

In his report, the Housing Maintenance Manager confirmed that the cleaning of gutters and associated weed spraying was now completed.

2. **H05/06/01/05(4) – Settlement/Damage of Pavement, Second Avenue**

The Housing Maintenance Manager confirmed that he had reported the matter to the Highways Section of the Department of Transport, requesting that the necessary repairs are carried out.

3. **H05/06/01/05(5) – Car Parking**

The Housing Maintenance Manager advised that his investigations had revealed that the main car park at Springfield Court was adopted by the Department of Transport and as such was their responsibility. It was therefore suggested that the Authority write to the Department to ask whether they were able to identify any better methods of parking for the area.

4. **H05/06/01/05(6) – Internal Signage**

The Housing Maintenance Manager confirmed that the internal signage in Phase II had been upgraded and improved as requested.

5. **H05/06/01/05(7) – Cleanliness of Communal Areas**

The Chief Executive/Clerk put forward a number of possible options for further consideration and discussion to address the matter of basic maintenance and deep cleaning of common areas as raised by the Chairman at the previous meeting of the Committee.

The options were based around the employment of a Caretaker. It was the Chief Executive/Clerks view that the employment of a caretaker just in respect of Springfield Court would not be sustainable, the costs far outweighing the benefits. However, consideration could be given to developing a role with a wider responsibility, perhaps including Heywood Court, the Youth and Community Centre and other related functions. Consideration would have to be given to the funding of such a post as any costs relating to the Sheltered Housing Complexes would be claimed from Central Government as part of the Housing Deficiency Claim, with any remaining costs having to be rate borne and as such, would have to form part of the budgetary process for the forthcoming and subsequent financial years.

It was therefore agreed that Officers would consider further the options available and financial implications for developing a 'Caretaker' type post.

6. H05/06/01/05(6) – Tenders – Communal Areas and External

The Housing Maintenance Manager confirmed that tenders for the external decoration works to Phase 1 and Phase 2 were due to be submitted by Friday 22nd July 2005.

The Chief Executive/Clerk advised that it will be his intention to call an extraordinary meeting of the Board on 25th July 2005 and as such the matter could be referred to that meeting to allow an early decision so that works can be started during the summer months.

It was **RESOLVED that the tenders received in respect of the external decoration works for Phase 1 and Phase 2 Springfield Court be reported to the extraordinary meeting of the Board to be held on 25th July 2005.**

7. Any other Business

Mrs Megson thanked the Housing Maintenance Manager for his swift response in dealing with the matters raised by herself at the previous meeting of the Committee.

H05/07/01/06

HEYWOOD COURT MATTERS

1. Maintenance Report

The report dated 14th July 2005 had been circulated with the agenda and was noted.

2. H05/06/01/06(2) – Warden Call System – Maintenance

The Deputy Clerk advised that he had again written to the contractor on 28th June 2005, requesting a quotation for a maintenance contract and was awaiting response.

3. **H05/06/01/06(3) – Fire Alarm System – Maintenance**

The Deputy Clerk advised that he had again written to the contractor on 28th June 2005 requesting a quotation for a maintenance contract and was awaiting response.

4. **H05/06/01/06(5) – Availability of Shower Facility**

The Deputy Clerk advised that he had met with the Warden and a system had been agreed that if a resident was able to show a need, e.g. on medical grounds, to use a shower then arrangements could be made through the Warden to allow access to the shower in the visitor's room.

5. H05/06/01/06(6) – Furnishing of Visitor's Room

The Deputy Clerk confirmed that a bed settee, dining table and four chairs had been ordered to complete the furnishing of the visitor's room and were due to be delivered later that week.

6. H05/06/01/06(7) – Fire Doors and Alarm Chords

The Deputy Clerk advised that it was his intention to bring this matter to the attention of residents via a newsletter. He had already spoken to Manx Carephone for information to include and was awaiting contact from the Community Fire Safety Officer who would also be asked to make a presentation on general fire safety issues.

7. H05/06/01/06(8) – Parking Issues

A plan of proposed road markings had been circulated with the agenda. The Deputy Clerk advised that upon discussing the issue with the District Surveyor, he had advised the use of a double yellow line along the front of the Complex to try and prevent parking, he also recommended that 'one way' directional arrows around the central reservation, and a give way marking at the exit on to Heywood Drive were required to complete the traffic management for the site. Such works would cost in the region of £300.00.

It was RESOLVED:-

That the road markings, as recommended by the District Surveyor, should be installed.

The Deputy Clerk also confirmed that he had referred the matter of unauthorised vehicles using the main car park to the Works and Cleansing Committee, requesting that the car park at Heywood Court be considered for inclusion in the Onchan Parking Places Order so that parking by non-residents can be controlled.

8. H05/06/01/06(9) – Post Box

The Deputy Clerk confirmed that he had written to the Post Office requesting whether it would be possible to have a post box installed in Heywood Court.

A response had been received from the Mails Operations Manager who advised that there was insufficient mail from the Complex to warrant a separate mail box, however, to make life easier for the residents of Heywood Court, and so as not to inconvenience too greatly other residents in the area, he was willing to agree to move the existing post box to a location adjacent Heywood Court.

The Deputy Clerk referred members to the plan circulated with the agenda which showed a proposed location on the boundary of Heywood Court and Heywood Drive which could be easily accessed by residents of Heywood Court if the existing footpath were extended.

Upon the request of Mrs Megson it was agreed that costs would be obtained for extending the footpath to the proposed location.

H05/07/01/07

GARAGE MATTERS

1. H05/07/01/07(2) – Gutters and Rainwater Goods

The report dated 14th July 2005 had been circulated with the agenda and was noted.

2. H05/06/01/07(2) - Garage Matters - Tarmac

The Housing Maintenance Manager confirmed that he had met with the contractor who had given a verbal quotation of approximately £1,000.00 for the necessary work, but was awaiting the final written quotation. It was agreed that if the final written quotation was received before-hand then the matter should be put before the proposed extraordinary meeting of the Board on 25th July 2005.

H05/07/01/08

PLANNED HOUSING MAINTENANCE

None.

H05/07/01/09

HEALTH AND SAFETY BUSINESS

None.

H05/07/01/10

ENVIRONMENTAL CONTROLS

None.

H05/07/01/11

OUTSTANDING MATTERS – MONITORING OF ACTION TAKEN

1. Report

The report updated after the meeting held on 13th June 2005 had been circulated with the agenda and was noted.

H05/07/01/12

OTHER CORRESPONDENCE/COMMUNICATIONS

None.

H05/07/01/13

FINANCIAL MATTERS

None.

H05/07/01/14

MATTERS REFERRED BY THE BOARD/OTHER COMMITTEES

None.

H05/07/01/15

ANY OTHER BUSINESS

1. Date of Next Meeting

It was noted that the next meeting of the Housing Committee would take place on Monday 26th September 2005, commencing at 7.00 p.m.

2. Commissioners' Surgery

It was noted that the next Commissioners' Surgery was to take place on Thursday, 18th August 2005, commencing at 6.30 p.m.

There being no further business, the meeting closed at 10.55 p.m.

Minutes of a meeting of the **WORKS & CLEANSING COMMITTEE** held in the first floor lounge, Heywood Court, Heywood Park, Onchan, on Monday 25th July 2005 at 8.10pm.

Present: Mr D.J. Quirk (in the chair), Messrs S.T. Black, E.D.R. Killey and B. Stowell

Apologises: Mr G.K. Astill

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

WC/05/07/1
MINUTES

Minutes of the meeting held on 20th June 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

WC/05/07/2
MATTERS ARISING

The following matters were arising from the minutes

a) **Land at Ridgeway Road**

The Clerk reported that he had noted in a copy of the recent Housing Report produced by DOLGE there was a reference to proposals for first time buyer houses on the land purchased in Ridgeway Road. In answer to question, he confirmed that he had prepared a letter to go to Richard Senior at DOLGE advising that the commissioners would like to be involved in progressing the scheme. Noted.

b) **Community Warden**

The Clerk advised that it was intended to place an advertisement in the local press that Friday advertising the position of Community Warden.

WC/05/07/3
MATTERS ARISING FROM PREVIOUS MEETINGS

None.

WC/05/07/4
WASTE MANAGEMENT AND OTHER CLEANSING BUSINESS

a) **Officer's Report**

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

i) **Bin Weighing**

The Surveyor advised that recent weighing had resulted in 98 – 99% achievement.

ii **New Vehicle**

In answer to question the Surveyor informed members that the staff were very happy with the new vehicle and commented that on this occasion the chassis had been specifically built for a refuse vehicle as opposed to a multi purpose chassis which was the case with the other vehicles. The

Chairman enquired as to whether proposals were now in hand to sell the vehicle that had been replaced. The Surveyor replied by reminding members that it had been the policy of the commissioners to have four refuse vehicles, three in use and one as standby. The resale price of refuse vehicles was extremely low and therefore it had been decided at officer level to use the fifth vehicle as a mobile skip for use by various departments of the commission. This saved considerably on the cost of skip hire and emptying charges. The vehicle was without lifters and therefore items to be placed in it had to be done so manually.

Mr Stowell commented that Douglas Corporation had reverted back to their wheeled cart containing two bins and the operative using brush and shovel to remove litter. The Surveyor responded that DoT now only used the road sweeper where it was necessary to do so for safety reasons and that they had stated their sweeping was not an amenity based service.

Mr Stowell referred to comments by the Minister for DOLGE stating that local authorities were responsible for a clean environment. He added that there were several places where litter accumulated in Onchan and where there was a problem there should be a solution, not an excuse.

A discussion then took place as to when the next meeting should be set with the police and representatives of DoT. The Surveyor suggested that it might be better just to meet with DoT to cover road matters subject to giving them a written agenda in advance. Mr Killey commented that nothing was happening with the cleaning of lanes and the Chairman referred to overgrown hedges in several places.

The Clerk offered to produce a list of provisional dates for a meeting to take place in September. The Chairman commented that it maybe better to hold the meeting in August as hedges continued to grow. The Surveyor offered to speak to Mr Orry Mitchell of DoT the following day to make arrangements.

Mr Stowell then referred to locations where hedges planted behind boundary walls were extending out and occupying as much as 70% of the public footpath. The Surveyor ?? in answer to question confirmed that overgrown hedges were the responsibilities of the householder and that any reported to the commissioners were passed on to DoT who were the authority with responsibility for serving notice. The Chairman suggested that the Chairman of the Board should draw this matter to the attention of the public at the next public meeting of the Board. The Clerk offered to research further the current position in respect of Trees and High Hedges legislation.

Mr Killey commented on weeds growing in the Manx Arms car park. The Surveyor pointed out that this was private land but arrangements were to be made for Mr Killey to meet with the Surveyor on site.

iii) Unadopted Lanes

The Chairman applauded the Waste Operations Manager for his initiative in respect of some of the back lanes in Onchan but expressed his concern over the briars which were invading the memorial seat at the end of Birchley Terrace.

b) Litter Act 1972

The Clerk confirmed a submission had been made to DOLGE in respect of the responsibilities of the commissioners under the Act.

c) Snugborough Estate

The Clerk made reference to email correspondence with Braddan Commissioners in respect of the estate roads. It was noted that Braddan Commissioners were making financial allowance for the replacement of a damaged section of the road within the industrial estate to be completed by next July.

d) Other Cleansing Business

The Chairman commented that he hoped when the new Civic Amenity Site at Middle River was up and running that the commissioners would carry advertisements on the side of the refuse vehicles promoting this facility.

WC/05/07/5

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 Lights

The Surveyor reported that the replacement lights fittings were now erected and in use. The Chairman queried what had happened to the old lamp standards. The Surveyor offered to investigate.

ii) Port Jack Toilets

The Surveyor informed members that the work was progressing very well and it was anticipated that the toilets would open during August.

iii) Hague Crescent

The Chairman commented that the seats were not bolted down and this was the case with the litter bin as well. The Surveyor replied that they had only been delivered the previous Wednesday and arrangements were yet to be made. The Chairman then commented that the garden was full of weeds and the Surveyor arranged to pass this on to the Leisure and Amenities Section. Reference was then made to builders' rubbish, tea bags etc in the roadway which appeared to be coming from the apartment block under construction on the opposite side of the road. The Surveyor again offered to investigate.

WC/05/07/6

DRAINAGE FUNCTION

a) Officer's Report

Copies of the officer's report had been circulated prior to the meeting and was noted with no items being discussed in public.

b) Other Drainage Matters

The Chairman enquired whether the officers were aware that work on the sewers was taking place in Belgravia Road. The Surveyor replied that he was, particularly as he received weekly reports on same. The Chairman commented that the commissioners themselves were not aware. He then enquired if the Surveyor was aware that there had been damage to a property in this area to which the Surveyor replied in the affirmative stating that the damage had been photographed. The Chairman then commented that a hired tanker vehicle was parked in Belgravia Road at night and this represented a commercial vehicle parked in a built up area contrary to the Road Traffic Act. Mr Killey added that there was a mobile home parked in Ballachurry.

WC/05/07/7

PLANNING MATTERS

a) Planning Communications

The Surveyor reported on one planning matter where the recommendation of the commissioners and the decision of the Planning Committee differed:-

PA 05/0797 Change of use of 42 Main Road from retail shop to office.

The commissioners had recommended refusal of the application on the grounds of lack of parking but the Planning Committee had approved same. The Surveyor commented that the proposed user was an accountant and it was not anticipated that there would be many callers to the office. After brief discussion it was agreed not to take the matter further.

b) **New Applications**

There were no new applications received since the Planning Sub Committee meeting held on the 20th July 2005.

WC/05/07/8

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 arising therefrom:-

Refuse Garage Mezzanine Floor

In answer to question, the Surveyor advised that no final scheme had been prepared as yet for the installation of a mezzanine floor in the refuse garage at Snugborough. Noted.

WC/05/07/9

HIGHWAY AND TRAFFIC MATTERS

a) **Eastern Traffic Management Liaison Group**

Minutes of the last meeting of the group had been circulated and considered at the last meeting of the Board.

b) **Reserved Parking Spaces**

The Department of Transport had received requests for the provision of reserved spaces outside 47/49 Barrule Drive and opposite 58 Nursery Avenue. After due consideration it was agreed to advise DoT that the commissioners had no objection to same.

WC/05/07/10

FURTHER REPORTS FROM CLERK/SURVEYOR

There were no further reports for consideration in public.

WC/05/07/11

CORRESPONDENCE/OTHER COMMUNICATIONS

a) **Canine Care**

Report as received from Canine Care in respect of abandoned vehicles, dog control etc had been circulated prior to the meeting and was noted without further comment.

b) Lane Behind Summerhill Road

Letter from a resident in the area had been circulated prior to the meeting. Members noted that the letter had been prompted by the use of the lane by vehicles connected with the sewer survey and refurbishment. It was further noted that when plots were sold in The Park the commissioners covenanted to have the lane made up when required to do so by the highway authority. The Chairman proposed that approaches should be made to DoT to establish the possibility of having the lane made up and this was agreed by the committee.

WC/05/07/12

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:-

Street Light Failure

The Chairman enquired as to what was the position in respect of having a form on the website which could be completed by members of the public to report street light problems. The Surveyor was of the opinion that the Building Control Officer had prepared the necessary form. Noted.

WC/05/07/13

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Parking Places Order – Heywood Court

Copies of a memorandum from the Deputy Clerk to the Clerk had been circulated prior to the meeting. From this it was noted that concern had been expressed at the Housing Committee meeting regarding the unauthorised parking of vehicles by non-residents in the main car park area at Heywood Court. The Housing Committee had requested consideration by the Works and Cleansing Committee to the creation of a Parking Places Order so as to control the situation. The Surveyor suggested that the order could provide for permit holders relating to the residents and a two-hour restriction otherwise. The Chairman commented that he would like to see more evidence of the apparent misuse of the car park first.

WC/05/07/14

ANY OTHER BUSINESS

a) Time and Date of Next Meeting

Monday 3rd October 2005 at 7pm.

b) Kaighens Lane

The Chairman informed members that there had been recent incidents where youths were riding motorcycles or scooters in Kaighens Lane which was intended as a footpath. He pointed out that there were no signs at the entrance or anywhere else on the footpath to indicate that it was for pedestrians only. The Surveyor commented that the same motorcycles or scooters had been riding in the School Road Recreation Ground and the matter was being followed up by his department. Noted.

c) Agenda Items

Members considered which items should be placed in the committee section of the minutes. They selected Shoprite car park, Cornerstone Architects reference Pennington Hall and proposals for Port Jack Glen stream.

Meeting terminated at 9.51pm.