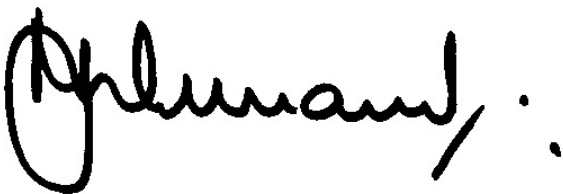


14<sup>th</sup> September 2005

**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**

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the First Floor Lounge, Heywood Court, Onchan, on Monday 15<sup>th</sup> August 2005 at 7.00 p.m.

**Present:** Mr G.K. Astill, J.P. (Chairman)  
Mr S.T. Black  
Mr D. Crellin  
Mr M.J. Kennaugh  
Mr A.T.W. Norton  
Mr D.J. Quirk  
Mr B. Stowell  
Mr J.K. Watterson

**Apologies:** Mrs W.E. Megson  
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)

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## **C05/08/01/01** **MINUTES**

The minutes of the public section of the ordinary meeting held on 11<sup>th</sup> July 2005, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

## **C05/08/01/02** **BUSINESS ARISING**

### **1. C05/07/01/02(2) – Civic Amenity Site, Rural District**

The Clerk confirmed that he had written seeking advice on the matter to the Advocate, Mrs J. Karran of Corlett Bolton & Co and that he would circulate a copy of the correspondence to Members in due course.

Mr Quirk sought confirmation that the Clerk would also circulate the Advocates advice to Members upon receipt, the Clerk agreed to this.

### **2. Middle River Civic Amenity Site**

Mr Stowell advised the meeting that he had recently been speaking with the Contractor who operates the existing civic amenity site at Snugborough and expressed his concern that, as recognised experts in the field in the Isle of Man, they had not been consulted in the design and future operation of the Middle River Site.

The Chief Executive/Clerk advised that the site had been designed through the Department of Local Government and the Environment using their own knowledge and expertise and as the participating Local Authorities had not yet collectively signed the Interim Agreement, a Joint Committee had not been established and as such it was not possible at this point to develop, or consult in relation to, any operational plan.

**C05/08/01/03**

**BUSINESS ARISING FROM PREVIOUS MEETINGS**

**1. Treasury – Review of Domestic Rating System**

The Chief Executive/Clerk referred to the letter previously circulated from the Acting Government Valuer of the Treasury seeking the views of the Commissioners with regards to a proposed review and amendment of the current Domestic Rating System.

The letter included a questionnaire asking specific questions in relation to both continuation of the existing system based on property values and recent proposals for a banding system derived from current selling prices.

After a brief discussion in relation to the existing system and possible alternative rating systems it was generally considered by Members that due to inaccuracies in, and the wording of, the questions it was unclear as to what the Acting Government Valuer was actually seeking views on.

Upon the proposal of Mr Quirk, seconded by Mr Stowell, it was unanimously **RESOLVED** *that further discussion on the matter be suspended and that the Acting Government Valuer be invited to a future meeting of the Board to clarify the nature of questions contained in the questionnaire provided.*

**C05/08/01/04**

**CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:-

**1. Chairman's Appointments**

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

- Manx Blind Welfare - luncheon
- Isle of Man Dance Festival, Villa Marina
- Onchan Crown Green Bowling Club - Commissioners' Cup Presentation
- The Super Splash, Onchan Park

The Chairman expressed his thanks to Peter Kelly, Administration Officer, for his hard work in organising the very successful Super Splash Event.

**2. Unsightliness in the District**

The Chairman went on to express his concern as to the number of weeds on the highway, overgrown hedges and trees overhanging pavements and walkways throughout the District. These not only cause a danger to pedestrians but also make the area look untidy and unsightly.

The Chairman urged Onchan residents to attend to such matters on their properties.

**C05/08/01/05**  
**QUESTIONS**

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

Commissioner D.J. Quirk to the Chairman of the Works and Cleansing Committee:-

***“re: Lanes at the rear of Nursery Avenue and New Shoprite and former Shoprite premises***

1. ***Who is the owner and who is responsible for maintenance of the above?***
2. ***Has the lane to the rear of the new Shop rite car park encroached onto ODC land?***
3. ***What is the current position with reference to talks between ODC and the Shoprite group?***

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

1. The lane between Shop rite and Nursery Avenue is wholly owned by ODC and the maintenance lies with the owner.
2. Yes
3. We await confirmation in writing from Shoprite that they will carry out compensatory works to the lane.

**C05/08/01/06**  
**HOUSING COMMITTEE MINUTES**

The minutes of the public section of the Housing Committee meeting held on Monday 15<sup>th</sup> July 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

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

Mr Quirk enquired as to the progress on this matter. The Chairman of the Housing Committee, Mr Watterson, advised that work was in the early stages of drawing up a proposed plan of action.

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

Mr Norton considered that Officers had taken a good pragmatic approach to resolving the issue and enquired as to whether the Occupational Therapy Service had been consulted and whether any disabled adaptations had been carried out.

Mr Watterson advised that arrangements had been drawn up for temporary use of the shower facility by residents if they had some difficulty in using the existing bath, etc, in their own flat, for example after discharge from hospital. It was only to be a temporary arrangement and it was considered that residents would be allowed home unless an appropriate assessment had been carried out to ensure they could safely use the facility.

A number of Members were supportive of considering the installation of disabled adaptations such as grab rails and seat if possible, it was therefore proposed by Mr Quirk, seconded by Mr Norton, and **RESOLVED** *that advice should be sought from the Occupational Therapy Service and the matter reported back to the Housing Committee for further consideration.*

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

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

Mr Quirk expressed his support for the proposed Caretaker post to deal with cleansing and maintenance issues at Springfield Court and Heywood Court Sheltered Housing Complexes and considered that the role could be further developed to deal with a wider range of responsibilities such as tending the gardens.

**C05/08/01/07**

**RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Housing Committee meeting held on 18<sup>th</sup> July 2005, be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

**C05/08/01/08**

**WORKS AND CLEANSING COMMITTEE MINUTES**

The minutes of the public section of the Works and Cleansing Committee meeting held on Monday 25<sup>th</sup> July 2005, copies of which having previously been circulated, were considered. Arising therefrom:-

**1. WC/05/07/02(a) – Land at Ridgeway Road**

Mr Kennaugh enquired as to whether there had been any further development on the matter since the Chief Executive/Clerk wrote to the Department of Local Government and the Environment.

The Chairman of the Works and Cleansing Committee, Mr Quirk, advised that there was nothing further to report at this time.

**2. WC/05/07/02(b) – Community Warden**

Mr Quirk requested an update on the recruitment of the Community Warden post. The Chief Executive/Clerk confirmed that the necessary paperwork had been completed and the post would be advertised in that weeks press and on the Onchan District Commissioners' website.

**C05/08/01/09**  
**RECEIVING OF MINUTES**

It was **RESOLVED** that the minutes of the public section of the Works and Cleansing Committee meeting held on 25<sup>th</sup> July 2005 be and are hereby received. There were no resolutions contained therein which required the consent of the Board.

**C05/08/01/10**  
**LEISURE AND AMENITIES COMMITTEE MINUTES**

There had been no meeting of the Committee since the last meeting of the Board.

**C05/08/01/11**  
**RECEIVING OF MINUTES**

None.

**C05/08/01/12**  
**POLICY AND FINANCE COMMITTEE MINUTES**

There had been no meeting of the Committee since the last meeting of the Board.

**C05/08/01/13**  
**RECEIVING OF MINUTES**

None.

**C05/08/01/14**  
**RURAL COMMITTEE MINUTES**

There had been no meeting of the Committee since the last meeting of the Board.

**C05/08/01/15**  
**RECEIVING OF MINUTES**

None.

**C05/08/01/16**  
**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:-

<b>P A NUMBE R</b>	<b>DESCRIPTION</b>	<b>COMMENT</b>
05/0105	Proposed conversion of existing ground floor workshop to additional office accommodation, Alpine Mews, Summerhill Road	ODC recommendation - Refusal Planning decision – Refusal Review date reported
05/0357	Change of use of paddock	ODC recommendation - Approval

	to land held for the purpose of the Burial Authority, Land to rear of 112-118 Royal Avenue	Planning decision – Refusal Review decision reported
05/0191	Change of use to land for residential garden use, Land to rear of 112-188 Royal Avenue	ODC recommendation - Approval Planning decision – Approval Review decision reported
05/0346	Two Storey extension, 48 Laurel Avenue	ODC recommendation – Refusal Planning decision – Approval Review decision reported
05/0840	Alterations and additions to form function rooms, Groudle Glen Hotel	ODC recommendation – Approval Planning decision – Refusal District Surveyor reported
05/1031	AIP to demolish existing dwelling and garages and erect new building to accommodate 4 apartments, 'Far End', 88 King Edward Road	ODC recommendation – Approval Planning decision – Refusal District Surveyor reported
04/2263	Replacement dwelling with garage, Homefield, Hillberry Road.	ODC recommendation – Refusal Planning decision – Refusal Appeal decision reported

## 2. **Richmond Hill Consultative Committee**

The minutes of the meeting held on 30<sup>th</sup> June 2005 had previously been circulated. Mr Norton expressed concern at the note there were again exceedences for sulphur dioxide, hydrogen chloride and carbon monoxide.

Mr Quirk stated that he had previously received reassurances from Dr John Robertson of the Government Laboratory that such exceedences were nothing to worry about.

## 3. **Braddan Parish Commissioners – Public Sector Housing**

The Chief Executive/Clerk referred to an email which had previously been circulated from Braddan Parish Commissioners extending an invitation to a meeting of all the 'Eastern' Housing Authorities to consider the options for developing joint working initiatives in relation to public sector housing provision.

Members unanimously agreed to participate in such a meeting.

## 4. **Fire Prevention Measures on Open Land**

The Commissioners had received a letter from the Isle of Man Fire and Rescue Service which was previously circulated to Members, inviting the Commissioners participation in developing a partnership approach towards the prevention of fires occurring on open land (wild fires) thus reducing their potential impact on our natural surroundings and ecological environment.

It was recognised by Members that there are a number of areas within the District, many owned by the Commissioners, to which such an initiative could apply.

It was therefore **RESOLVED** *that the Chief Executive/Clerk approach the Isle of Man Fire and Rescue Service and express the Commissioners' willingness to enter into such an initiative.*

## **5. Anti-Social Behaviour Orders**

The Deputy Clerk referred to a letter which had previously been circulated from Superintendent Gary Roberts, National Operational Commander, Isle of Man Constabulary, concerning the proposed amendment of the Anti-Social Behaviour Protocols for the Isle of Man.

The Deputy Clerk advised that to date the Onchan District Commissioners have not had cause to consider taking formal action for anti-social behaviour and as such have not invoked the procedures contained within the Protocols. However, it would appear that the procedures were appropriate and proportionate. As such it was not necessary at this time to make any recommendations for amendments to the Protocol.

However, as a result of recent incidents in the Onchan area, the Deputy Clerk expressed the opinion that a number of amendments to the primary legislation should be made in order to assist in dealing with occurrences of anti-social behaviour.

The amendments would be the same of those recently made to the UK primary legislation and related to the power to enable a senior police officer, with the agreement of a local authority, to designate an area where there is persistent anti-social behaviour and a problem with groups causing intimidation, allowing for such groups to be dispersed. In addition the Deputy Clerk suggested that there should be a power for the Courts to apply an Anti-Social Behaviour Order to an individual upon conviction for a criminal offence.

It was **RESOLVED** *that the Deputy Clerk should reply to Superintendent Roberts, National Operational Commander, Isle of Man Constabulary advising that the Commissioners did not wish to make any recommendations to amendments to the Anti-Social Behaviour Protocols for the Isle of Man at this time but would support amendments to the primary legislation as outlined by the Deputy Clerk.*

## **6. New Smoke Free Mann Directory**

The Chief Executive/Clerk reported that copies of the first ever Smoke Free Mann Directory for the Isle of Man had been received from the Public Health Directorate which lists 57 restaurants, cafes and pubs on the Island which have signed up to the scheme and who offer smoke-free facilities. Copies have been placed in Onchan Library.

## **7. One World Centre – Niger Appeal**

The Chief Executive/Clerk advised Members that the Commissioners had been approached at short notice for permission for a flag day/collection in the village as part of an Island wide appeal in response to the crisis in Niger.

As there was no meeting of the Board prior to the Flag Day the Chief Executive/Clerk confirmed that he had contacted the majority of Members by

telephone to seek their approval prior to giving permission for collections to take place. Subsequently Members endorsed the decision to grant permission and the actions of the Chief Executive/Clerk.

**8. Policing Plan 2006**

A copy of the Department of Home Affairs Policing Plan for 2005/06 describing how policing in the Isle of Man will be prioritised and delivered in the year ahead had been previously circulated to Members.

A number of concerns in relation to the policing of the District of Onchan were raised by Members.

The Chairman, Mr Astill, suggested that a meeting should be arranged with the Isle of Man Constabulary so that the concerns of the Commissioners could be put to the Police.

It was agreed that such a meeting should be arranged.

**9. Maughold Parish Commissioners – Civic Sunday**

Receipt of an invitation to the Chairman and Members of the Commissioners to attend the Maughold Parish Commissioners' Civic Sunday was noted.

**10. Michael District Commissioners – Civic Sunday**

Receipt of an invitation to the Chairman and Members of the Commissioners to attend the Michael District Commissioners' Civic Sunday on Sunday 18<sup>th</sup> September 2005 was noted.

**11. Treasury – Second Supplemental List**

The Chief Executive/Clerk advised the Board that the 2<sup>nd</sup> supplement list for 2005 had been received from the Treasury. Since the issue of the original list the gross valuations had increased by £966.

**12. Audit Bill and Revised Accounts and Audit Regulations**

The Chief Executive/Clerk suggested to the Board that the proposed legislation which would apply to the Authority's financial management system should be referred to the Policy and Finance Committee for closer scrutiny to report back to the next meeting of the Board.

A number of members considered that the implications of the proposed legislation were such that it should be discussed in the first instance by the whole board. It was proposed by Mr Quirk, seconded by Mr Crellin, and unanimously **RESOLVED** *that the matter should be discussed in greater detail at a future meeting of the Board.*

**13. The Health of the Nation Annual Report 2004**

Receipt of the Health of the Nation Annual Report for 2004 was noted. Copies have been placed in the Onchan Public Library for public information. *Noted.*

**14. St John Ambulance Flag Day**

A letter had been received from St John Ambulance advising that during their recent 'flag' day in the Onchan and Douglas areas they had collected a total of £1,009.47. *Noted.*

**15. Employment of Children Regulations 2005**

Copies of the Employment of Children Regulations 2005 and accompanying guidance notes had previously been circulated to Members. The Chief Executive/Clerk confirmed that the Authority does employ persons under the age of eighteen years in full time education and as such the legislation will apply to the Commissioners.

**16. Participation in our Village**

Copies of the booklet published by the National Children's Bureau in England, entitled "Participation in our Village" had previously been circulated to Members.

The booklet gives guidance and suggestions on ways in which young people might be encouraged to become more actively involved in their local community and encourage active citizenship, supporting the "Strategy for Children and Young People" received by Tynwald in July 2005.

Receipt of the document was noted.

**17. Local Government Bill 2005**

The Chief Executive/Clerk referred Members to a copy of a letter from Mrs C. Sutherland, Local Government Unit Manager, Department of Local Government and the Environment, advising that the Department was in the process of drafting a Local Government Bill and amendments to other primary legislation affecting Local Authorities, namely: The Building Control Act 1991, the local Government Consolidation Act 1916 and the Local Elections Act 1986.

**18. Local Authority Induction Course**

Correspondence had been received from the Department of Local Government and the Environment advising that they are currently reviewing the contents of the Local Authority Induction Course with a view to include a more comprehensive section on financial matters relevant to Local Authorities. Members thought that this would be appropriate in light of the recent findings in the Report of the Select Committee into the Port St Mary Commissioners and their own experience.

**19. Members Interests**

The Chief Executive/Clerk referred Members to his recent memorandum and enclosures concerning the statutory requirements relating to Commissioners'

Declaration of Interests. He also confirmed that he held a register of Members Interests.

**C05/08/01/17**  
**CLERKS REPORT**

1. **Audit – Finance Year 2004/05**

The Chief Executive/Clerk reported that the audited accounts and report had been received from KPMG and there were no adverse comments. *Noted.*

**C05/08/01/18**  
**DISTRICT SURVEYORS REPORT**

None.

**C05/08/01/19**  
**MOTIONS**

None.

***There being no further business the meeting terminated at approximately 8.20 p.m.***

Minutes of a meeting of the **HOUSING COMMITTEE** held in the First Floor Lounge, Heywood Court, Onchan, on Monday, 18<sup>th</sup> 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. Sutherlan (Housing Maintenance Manager)  
Mrs S. Dougherty (Administrative Assistant)

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### **H05/07/01/01** **MINUTES**

The minutes of the meeting of the Committee held on Monday, 13<sup>th</sup> 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 14<sup>th</sup> 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 12<sup>th</sup> 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 11<sup>th</sup> 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 14<sup>th</sup> 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 22<sup>nd</sup> July 2005.

The Chief Executive/Clerk advised that it will be his intention to call an extraordinary meeting of the Board on 25<sup>th</sup> 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 25<sup>th</sup> 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 14<sup>th</sup> 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 28<sup>th</sup> 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 28<sup>th</sup> 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 14<sup>th</sup> 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 25<sup>th</sup> 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 13<sup>th</sup> 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 26<sup>th</sup> 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, 18<sup>th</sup> 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 25<sup>th</sup> 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)

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**WC/05/07/1**  
**MINUTES**

Minutes of the meeting held on 20<sup>th</sup> 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 20<sup>th</sup> 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 3<sup>rd</sup> 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.***

Minutes of a meeting of the **LEISURE AND AMENITIES COMMITTEE** held in the first floor lounge, Heywood Court, Heywood Park, Onchan on Monday 5<sup>th</sup> September 2005 at 7.04pm.

**Present:** Mr A.T.W. Norton (in the chair), Mrs W. Megson, Messrs G.K. Astill, and B. Stowell

**Apologises:** Nil

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

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**LA/05/09/1**  
**MINUTES**

Minutes of the meeting held on 27<sup>th</sup> June 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

**LA/05/09/2**  
**MATTERS ARISING**

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

**LA/05/09/3**  
**PLAYGROUNDS/PARKS**

a) **Playground Log Books**

The Amenities Officer reported that the logbooks were ready for inspection and signature by the Chairman. Since the last meeting a couple of seats had been replaced on swings as indicated in his report. Noted.

b) **Amenities Officer's Report**

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

**Crown Green Fencing**

Noting that a quotation for the removal of existing shrub and wire fencing and the supply of new bow top fencing was awaited, Mrs Megson enquired as to how long this was going to take as instruction to obtain pricing was given in June? She then asked how long it would take before there was any movement on the proposal. The Amenities Officer replied that the price he was currently seeking was to give an outline indication for the committee so that they could make a firm decision on whether to seek formal tenders for the work or not. He had telephoned the contractor who was giving him an outline price that day in an effort to expedite matters. Mr Stowell suggested that direct contact be made with Gala Foundry over the fencing.

c) **Redecoration of Pencils**

The Amenities Officer reported that the large pencils at the lower entrance to the Taveners' Playground had been redecorated by the commissioners' painter shortly after the last meeting. Noted.

d) **Annual Tour of the Park**

The list of items noticed during the annual tour held on Wednesday 28<sup>th</sup> September 2004 had been circulated. From the list as it remained item "*4 pads and tarmac lump to be removed and replaced with tiles alongside train feature in Taverners Playground*" was deleted as his work had now been completed.

e) **Skateboard Park – Planning Application Part 2**

The Amenities Officer advised that he understood a report was to be forthcoming from the Deputy Clerk and that would be available for the October meeting. In answer to question, he advised that he was not aware that anyone had spoken with the youths of the district as to what was required in the way of equipment. Mr Astill commented that at a recent civic Sunday event he spoke with the chairmen of other local authorities who suggested that Onchan was wasting its time in providing a skateboard park now. The parks already provided were not being greatly used and Peel had just about given up on the scheme.

Mrs Megson commented that in her view Onchan could provide "the" skateboard park for the whole island. Mr Stowell suggested that an advertisement be placed in the local press asking skateboarders to get in touch so that their views could be established. The Chairman suggested that perhaps this could be done through the Isle of Man Skateboard Association. Mrs Megson added that extreme sports were becoming more popular and certain skateboard parks had a bowl set into the ground rather than some of the standard jumps. Mr Astill queried where health and safety would come in on such issues. Mr Stowell added that he thought other skateboard parks had failed because they were not interesting enough and if the commissioners were going to do something they needed to do a good job. There were, in his opinion, many successful skateboard parks throughout the country. Mrs Megson added that the actual design of the park needed knowledgeable input. The Chairman further suggested that the Isle of Man Skateboard Association be contacted to which Mr Stowell added the BMX Association should be contacted as well.

f) **Wembley Football Arena**

The Amenities Officer advised that this was still in the hands of the Planning Department and a decision was awaited.

g) **Improvements to Lighting in Onchan Park**

The Amenities Officer advised that the Surveyor's scheme was pending a report from the Deputy Clerk and this would be available for the October meeting.

h) **Ban on Smoking in Playgrounds**

The Administrative Officer informed members that he understood that the principle was approved by the Board. There is currently no legislation whereby this can be put in place but provision could be made in the Pleasure Ground Byelaws. The Byelaws needed updating and it was agreed that this matter be placed on the agenda for the next meeting.

Mrs Megson suggested that perhaps signs could be put up in the meantime respectfully requesting people not to smoke in the childrens' playground areas.

**j) Christmas Tree and Storm Damage Tree Shredding**

The Amenities Officer informed members that the incinerator was prepared to take anything that would burn and it was now proposed to place the timber in the old refuse vehicle and take it to the incinerator. Mr Stowell pointed out that this would cost £100 per tonne which didn't make sense when the timber could be burnt on site for nothing. Mrs Megson referred to the minutes of the June meeting which clearly indicated that the matter should be sorted out by the time of the present meeting. She expressed her disappointment that this had not happened. She also queried why the timber had not been shredded when a new shredder had been purchased that was capable of doing the work. The Amenities Officer replied that it was a matter of time.

Mr Stowell commented that Centenary Park was full of inert material so there was no danger of spread of fire and properties were some distance away. He saw no reason at all why the park staff should not put it in a heap and set fire to it. He felt that an issue was being made where there wasn't one. The Amenities Officer was instructed to burn the material on site as soon as possible subject to giving advance notice to the Fire and Rescue Service Department.

**k) Ferguson Tractor**

The Amenities Officer reported the tractor was now at Glenville Livery Stables. Mr Stowell advised members that the tractor had its pre delivery inspection on 28<sup>th</sup> February 1952 and although there are many old Fergusons in existence the unique feature of this particular tractor was that it had only had one owner in its 53 year existence. He further added that the tractor started with the first turn of the key and ran very well. Comment was made that the tractor was meant to be kept under a tarpaulin after having been treated paraffin wax or some other material to preclude damp penetration. Agreed that after that had been undertaken, the matter could be removed from the agenda.

**m) Dressing Room Painting**

The Amenities Officer reported that the paint had been taken to the stadium in readiness for volunteers from the Onchan AFC to decorate the two dressing rooms as promised. To date nothing had happened. Members expressed their dismay at the apparent lack of enthusiasm by the club.

**n) Annual Visit of the Park 2005**

After discussion it was agreed that the visit to Onchan Park should take place on Friday 16<sup>th</sup> September commencing at Pennnington Hall at 3pm. The Amenities Officer was instructed to bring all keys with him so that everywhere would be

accessible. It was also agreed that an invitation be extended to other members of the commission to attend if they so wished.

**o) STRI Report**

The report from the Sports Turf Research Institute had been circulated at the time of its receipt. On the proposal of Mr Stowell the report was noted.

**p) Stock Car Racing Invitation**

Mr Stowell reported that he had taken up the invitation from the promoters of the stock cars to all commissioners to take place in the Reliant Robin racing. He had a brilliant night and a thoroughly enjoyable time. Irrespective of the fact that he won, he felt the operation of the whole stock car business was extremely professional, there was great regard to health and safety, marshalling and instructions of not traversing the football pitch. He couldn't fault the running at all. He was also pleased to receive a trophy for his winning on the night.

**LA/05/09/4**

**OPEN SPACES**

**a) Amenities Officer's Report**

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

**b) Port Jack Glen - Lighting**

The Amenities Officer reported that the Surveyor had obtained one quotation from Energy Management Systems for supply and installation of two solar powered lights also incorporating wind generation. Mr Stowell advised that he had already spoken against the installation of lighting in Port Jack Glen but did point out that he thought Douglas Corporation had a solar powered light on the footpath connecting Little Switzerland with Switzerland Terrace. He then commented that there were other problems in the glen such as improving and widening the paths etc which should be addressed first. He felt that if the commissioners went ahead with these two lights they would become a laughing stock.

Mr Stowell then proposed that the scheme be shelved until such time as technology catches up with the requirements and that in the meantime other problems within the glen such as paths and pools should be addressed. Mrs Megson commented that the whole question certainly needed to be gone into in more detail. Mr Astill confirmed that it should be looked into a little more. Mrs Megson then proposed that a feasibility study be carried out but Mr Stowell was not prepared to second the motion. Mr Stowell then proposed that the committee did not accept the quotation for two solar powered lights. Mrs Megson advised she was prepared to second the motion but for different reasons. It was therefore

**RESOLVED**

***“not to accept the quotation for two solar powered lights in Port Jack Glen but the new Surveyor be requested to come forward with a comprehensive scheme for the glen addressing matters such as paths, pools etc. Provision to be made in next year's estimates”.***

Mr Stowell commented that a lot of the problems in the glen were down to a lack of regular maintenance.

c) **Heywood Park – Landscaped Area**

The Amenities Officer advised that he had called to the adjoining property four or five times but he had been unable to obtain an answer. He added that the commissioners had squared up the hedge and the Surveyor suggested it was better to purchase and plant shrubs in the area. Members were concerned that this would be at the expense of the commissioners and when asked for a costing, the Amenities Officer advised that the materials would probably be in the region of £300. Members again expressed concern that this should be at the cost of the adjoining neighbour or their insurance company or agent for removing the fallen trees. Mrs Megson formed the opinion that something needed to be put in writing to the adjoining owner who was obviously unaware as to the concerns of the commission. Mr Stowell proposed and Mrs Megson seconded and it was

**RESOLVED**

***“that the tree felling contractor be written to by the Amenities Officer advising that the commission required him to carry out a shrub planting scheme to replace those damaged during the removal of fallen trees from the adjoining property”.***

d) **Port Jack Glen Streambed Scheme**

The Chairman commented that this matter was now being handled by the Works and Cleansing Committee. Mr Stowell added that he had been asked to put forward his proposals in writing to be scrutinised and this he would do.

e) **Port Jack Glen Shelter Cleaning**

The Amenities Officer reported that the Surveyor had been considering alternative materials for glazing. The first suggestion was however to apply WD40 to the polycarbonate sheeting. This had removed the traffic film but did not remove the scratches. Regal Aluminium had suggested that perhaps safety glass could be installed in lieu.

f) **Any Other Matters**

Mrs Megson queried whether any lesson had been learnt from the storm damage to the trees in January in case there should be a similar occurrence. The Amenities Officer replied that it would appear better to shred any fallen trees where they fell rather than taking them elsewhere.

**LA/05/09/5**

**PUBLIC CONVENIENCES**

a) **Amenities Officer’s Report**

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

**Toilet Cleaning**

The Amenities Officer in his report had listed a number of items that required to be undertaken by the contractor. In answer to question, he confirmed that these were within the contract and such works would not result in additional cost to the commission. Mr Stowell asked if copies of the contract and price could be made available at the next meeting. In answer to question, the Amenities Officer confirmed that the cleaning was subject to a two-year contract. Mr Stowell again reiterated his request for the next meeting and in addition to the contract he required to know what redress there was against the contractor if the conditions of the contract were not fulfilled.

**b) Nivison Stadium Toilets**

Mr Stowell asked about the toilets at the concrete grandstand entrance as he understood one of the concession holders at the stadium required a length of hose for flushing the urinal. The Amenities Officer explained what was required and that this was brought about due to the use of a minimiser on the urinal system. Members commented that a tenant should not have to carry out this duty but it was something which should be undertaken either by the cleaners or the commissioners' staff.

**c) Main Road Toilets**

Mr Stowell made reference to a recent visit to the toilets and how he had observed verdigris on the tiles in the gents toilets which he felt was a sad reflection when they were comparatively new. With regard to a previous arson attack, the Amenities Officer advised that the matter had not been reported to the police.

**d) Port Jack Toilets**

The Chairman queried when the Port Jack Toilets would be finished and whether the cleaning contract included them. The Amenities Officer replied that they would be finished shortly and they would be included as an extension to the present cleaning contract. The Chairman then enquired if there was to be an official opening, the Administrative Officer responded that he had not been advised as such but he was sure that if that were to be the case all commissioners would be notified.

**LA/05/09/6**

**PUBLIC LIBRARY**

**a) Librarian's Report**

Copies of the Librarian's report had been circulated prior to the meeting and was noted. The Administrative Officer drew to the attention of members the fact that due to the computerisation of the issues and returns system as of 1<sup>st</sup> September, figures for borrowing would now only be provided by the Librarian on a quarterly basis as that was how the software had been programmed.

**b) Amenities Officer Report**

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

**Redecoration**

The Chairman enquired why the library was being painted in stages. The Amenities Officer responded that by doing it that way there was less disruption in the sense that only one bay at a time was out of action. Noted.

LA/05/09/7

**YOUTH & COMMUNITY CENTRE**

a) **Amenities Officer's Report**

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

**Estimates 2005/06**

After discussion it was agreed to leave the paving for the time being pending any alterations to the hall but that tenders be sought and obtained for the replacement of the two sets of double doors.

At the suggestion of the Amenities Officer the doors were to be glazed top and bottom but rather than on one large pane it be subdivided centrally with a mullion.

b) **Drainage Investigation by B.C.O.**

The Amenities Officer reported that the Building Control Officer was handling the matter but a lot depended on what decision was made in respect of alterations to the hall. Mr Stowell raised the question of water percolating through the grassed area on the topside of the car park and then spilling on to the car park. The Amenities Officer responded that section of drain had been rodded in the past. Mr Stowell then proposed that a slit ditch be taken around the perimeter of the car park and suitably drained to discharge into the culvert so as to alleviate the problem.

c) **External Lighting**

In answer to question, the Amenities Officer advised that a floodlight had been placed over the disabled persons ramp and this was on a solar switch to automatically come on when it was dark.

d) **Any Other Matters**

The Chairman commented on the path beneath the disabled persons ramp where a continuous grating was installed for drainage. The slope of the path into the grating was very sharp and could present problems to users. After discussion it was

**RESOLVED**

***“that the path be broken up and re-laid with a fall away from the building. Such relaying to incorporate the repositioning of the grating alongside the supporting wall to the car park and that the drain be connected with the existing system at the other end. Such work to be carried out during the half term period and prices to be obtained beforehand”.***

LA/05/09/8

## **PROMOTIONS/ADVERTISING/PUBLIC INFORMATION**

### **a) Website**

Details in the Administrative Officer's report.

### **b) SEA Isle of Man 2005 Events**

Details in the Administrative Officer's report.

### **c) Trophies for Two Schools**

Details in the Administrative Officer's report.

### **d) Contact Schools for Promotion of Onchan Park**

Details in the Administrative Officer's report. The Administrative Officer reported a class from Fairfield School also attended.

### **e) Torchlight Procession – Purchase of Lanterns**

The Administrative Officer confirmed his contact with Taskers in Liverpool and a subsequent and long awaited response from IKEA Warrington that day. After discussion it was agreed that lanterns should be purchased from Taskers, who were prepared to arrange delivery, the quantity being left to the discretion of the Administrative Officer.

## **LA/05/09/9**

### **OUTSTANDING MATTERS**

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

LA/03/9/14(c) CCTV Onchan Park – consider CCTV for Main Road Toilets for estimates.

The Chairman queried what had become of the visitation by the Surveyor to the emergency services operations centre behind Central Police Headquarters in terms of having a service provided. Details to be established for next meeting.

LA/05/01/9(f) SEA Isle of Man 2005 – Administrative Officer to arrange fair etc  
Inter Services Competition - Administrative Officer to arrange – Agreed these items be deleted as they had now taken place. The Chairman expressed the thanks of the committee to the Administrative Officer for his successful organisation and arrangement for both events.

LA/03/7/15(b) Go-karts - consider alternative site for go-karts long before expiration of lease. Mrs Megson queried what was happening over this matter. The Chairman responded that it had been put on hold sometime previous.

LA/05/03/16 Lighting of disabled ramp externally at YCC – proceed and fit. Agreed item be deleted as now carried out.

## **LA/05/09/10**

## **MATTERS REFERRED BY BOARD/OTHER COMMITTEES**

None in public.

**LA/05/09/11**

### **CORRESPONDENCE OR OTHER COMMUNICATIONS**

a) **Manx Model Boat Club**

The Administrative Officer reported receipt of a letter from the Manx Model Boat Club thanking the commissioners for the use of the boating lake for the Mannanan Boating Festival held during the summer. Noted.

b) **Duck Race**

The Administrative Officer informed members that he had placed this matter on the agenda as he understood from the Clerk there was a suggestion of a duck race being held in Port Jack Glen but no formal application had been passed to him for consideration by the committee. Members had a recollection of something being discussed after the last meeting of the Board but had no firm details. Mr Astill was under the impression it was in connection with Onchan Silver Band and should have been held the previous Sunday but wasn't. The Administrative Officer pointed out that normally when these requests are received and approved, details are supplied to the commissioners' insurers but in the absence of a formal request this was not possible.

Mr Stowell expressed concern that when the sides of one of the ponds was constructed it incorporated a floodlight box which had long since disappeared and that part of the bank was in danger of collapse. The Amenities Officer responded that the item in question had been attended three weeks previous. Noted.

**LA/05/09/12**

### **ANY OTHER BUSINESS**

a) **Date of Next Meeting**

Monday 10<sup>th</sup> October 2005 at 7pm.

b) **Estates Garden Competition**

The Administrative Officer confirmed that the points sheets had been received from the two judges and arrangements were now in hand for the prize presentation. He pointed out the difficulty in respect whether the Boardroom would be ready and fully furnished. After due consideration it was agreed that the prize presentation should take place at 6pm on Friday 7<sup>th</sup> October 2005 in the Youth and Community Centre subject to availability.

c) **Filming in Onchan**

The Administrative Officer reported proposals to film part of "The Thread" on the North Bank Land during the night from 7pm to 6am on Thursday 29<sup>th</sup> October to Saturday 1<sup>st</sup> November. The Administrative Officer had interviewed Sian Sutherland who advised that she had made the necessary arrangements with DAFF

for filming on the land and also DoT for parking vehicles on the road. The Administrative Officer pointed out however that both the land and the road belonged to Heritage Homes and was not in public ownership. She has since written to confirm that arrangements have now been made with the owners and support vehicles would be parked in the car park of the Warehouse/Follies on Harbour Road. Noted.

d) **Any Other Matters**

Mr Stowell enquired as to what happens with the tennis courts during the winter period. The Amenities Officer responded that one set of old nets was left up and the gates left open. Noted.

***Meeting terminated 11.21pm.***

Minutes of a meeting of the **RURAL COMMITTEE** held in first floor lounge, Heywood Court, Heywood Park, Onchan on Wednesday 31<sup>st</sup> August 2005 at 5.16pm.

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

**Apologises:** Nil.

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

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## **R/05/08/1** **MINUTES**

Minutes of the meeting held on 29<sup>th</sup> June 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

## **R/05/08/2** **MATTERS ARISING**

The following matters were arising from the minutes:-

### **a) Civic Amenity Site Charges**

The Administrative Officer reported email received from the Clerk advising that he had now written to Corlett Bolton and Co, advocates requesting their opinion on the suggestion that additional charge could be made to Rural Ward ratepayers under the Public Health Act 1990 towards the cost of the running of the Civic Amenity Site. The contents of that letter were then read to the meeting. The Chairman advised that members of the commission had received a copy of same and queried whether copies had been forwarded to the two Rural Members. On learning that this was not the case it was agreed that the Clerk should be requested to do so in order to keep them informed of the matter.

Noting that the letter had been sent on 15<sup>th</sup> August 2005 Mr Moore expressed surprise that the advocates would be able to provide a full answer within the time scale given. Mr Skillicorn commented that when that advice had been received he would like to know the cost thereof as obviously it was being paid for by the ratepayers. The Chairman drew attention to the Clerk's letter with particular regard to where section 65(5) of the Public Health Act 1990 was quoted. He made particular reference to the word "collection" which he reminded members was not the case when it came to the Civic Amenity Site.

### **b) Slegaby Lane Road Sign**

Mrs Megson commented on how pleased she was that the overgrown vegetation around the sign was cut so quickly after she reported it at the last meeting. She did comment however that only a small "square" of vegetation was cut rather than the whole area around the sign. Mr Skillicorn commented that he had seen what had been undertaken and he regarded it as a joke. It was noted however that the approach of the MGP Races saw the whole hedge being cut which provided a much better job.

Mr Moore advised as to a similar occurrence with the road sign by Bibaloe Beg Road where only a small area was cut so that the sign could be observed. He further commented that it seemed strange that one government department was placing advertisements in the local press reminding land owners about the cutting of weeds by August yet DoT were now letting them grow freely in the hedges. The Chairman reminded members that neither the hedges nor the weeds were in the ownership of DoT and they had previously indicated that they would only carry out cutting in the interests of road safety. He added that road tax was recently increased which included a £5 allowance for road safety matters yet less work would appear to be getting done now than previously.

Mrs Megson commented that if this was to be the policy of the Department of Transport for the future then surely the road signs needed to be repositioned or angled so as to avoid any potential overgrowth and obscuring.

**c) Trailer at Ballacreech**

The Administrative Officer reported having written to Sergeant Goldsmith at Onchan Police Station requesting assistance in having the large articulated trailer removed from the Ballacreech Corner where it was parked without lights and likely to cause an accident. A reminder letter had been sent of recent and an email reply received that day.

The reply indicated that the officer charged with the duty of having the trailer removed reported that it was removed the day after he spoke to the local farmer. Members commented that the trailer was still there and that it belonged to a commercial firm, of which details were given, and not the farmer. After further brief discussion it was agreed that the matter should be referred back to the police with the additional information.

Mrs Megson queried whether the commissioners could erect a sign in this location prohibiting the overnight parking of vehicles. She was advised that as the commissioners were neither the highway authority nor the landowner of the grass verge it would be difficult for them to erect a sign. The Chairman reminded members that there were changes in the legislation coming in which would require commercial vehicle owners to prove that they had suitable off road parking for their vehicles before they could be registered. Noted.

**d) TT Course Road Closure**

Mr Skillicorn advised that he had attended a meeting with DoT and the police together with the person who had complained about delays in gaining access to their property due to the extended road closing and one way system adopted during the TT period. He expressed his personal disappointment that despite assurances that contact would be made with the people affected no further word had been heard from either party to date. He was of the opinion that public liaison by the police and DoT was terrible.

**R/05/08/3**

**OUTSTANDING MATTERS**

**Rural Ward Services**

Mr Skillicorn informed members that with his farming activities he had not been in a position to make time to discuss this matter with the Clerk. Noted.

R/05/08/4  
MATTERS FROM PREVIOUS MEETINGS

Streetlight at Hillberry

The Chairman commented that he was concerned that the new light at Hillberry had only been lit for one night and then had been out for 10 weeks. He had reported this to the office via the new email facility but he was disappointed that the MEA took so long to install the light and then it had not been lit. The Building Control Officer confirmed, as did Mr Skillicorn, that the light was now lit.

R/05/08/5  
MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

R/05/08/6  
PLANNING MATTERS

a) Decisions

PA 05/994 Erection of a triple garage with granny flat over, Ballakaighen, Whitebridge Road (sic) for Mr D. Simpson – ***Refused on the grounds that the garage and accommodation is considered to be too large a development and the level of accommodation provided excessive in terms of size and need.***

b) Reviews

PA 05/994 Erection of triple garage with granny flat over, Ballakaighen, Whitebridge Road (sic) for Mr D. Simpson

The Building Control Officer reported that a Review had been requested by the applicant. After a brief discussion it was

**RESOLVED**

***“to continue with the opposition to the scheme”.***

c) Appeal

PA 04/1691 Demolition of two greenhouses and construction of four bedroomed dormer bungalow with integral double garage below, land adjacent to Woodland Heights, Ashley Road for Mr M.R. Barker – ***Refused at Appeal on the recommendation of the Planning Inspector.***

It was noted that the Inspector had concurred that the area was designated as woodland and no provision was made on the Onchan Plan for development. Furthermore there were no exceptional circumstances to set aside the established planning policy.

**d) Registration of Chimneys at Tromode**

The Administrative Officer reported that whilst the commissioners have not received any further communication on this he was aware that the Advisory Council on Planning and the Environment had received a copy letter as sent by the owners' advocate to the Conservation Officer. This letter requested permission for the demolition of the chimney to a certain level and then they would accept registration together with granting access to the remains of the chimney from time to time by arrangement. ADCO had replied pointing out that as the chimney was registered they would have to make a formal application to do this and as it is currently subject to appeal it was unlikely to be considered until the appeal is resolved. A date for the Appeal Hearing was still awaited.

**R/05/08/7**

**ANY OTHER BUSINESS**

**a) Time and Date of next meeting**

The next meeting to be held on Wednesday 12<sup>th</sup> October 2005 at 5.15pm. Location to be confirmed.

**b) Fire Preventative Measures on Open Land**

The Administrative Officer referred to correspondence between the Fire and Rescue Service, the Clerk and himself. The original letter from the Fire and Rescue Service indicated that they wished a point of contact for the purpose of discussing fire preventative measures and the Administrative Officer had been nominated. It was thought that this could be under the heading of the Leisure and Amenities Committee but a rereading of the letter noted that reference was made to heath, moor, grass and headland. This seemed more applicable to the Rural Committee than to the Leisure and Amenities Committee. Since that time a telephone conversation with Sub Officer Kinvig has shown that the purpose of the exercise relates solely to land owned by the commissioners. Noted.

**c) Creg-na-Baa**

Mr Skillicorn enquired as to whether there was a planning condition at the time of the major alterations and extensions to the Creg-na-Baa Hotel which required mains water supply to be installed. The Building Control Officer agreed to establish same.

**d) Road Surfacing**

The Chairman reported that Abbeylands Road from the Crossroads through to the entrance to Lanjaghan Farm had been tar sprayed and chipped of recent. Because the hedges had not been cut then some of the potholes, particularly those where the edge was breaking up had not been repaired in advance. In addition, the presence of the overgrown hedges made it difficult for surfacing. Since that time the hedge is now in the process of being cut which is revealing the various blemishes and the contractor has to return in order to put these right.

The Chairman was concerned therefore that this seemed to be an inefficient way of carrying out the work and the matter should be drawn to the attention of DoT in the hopes that there could be better co-ordination in the future. Agreed a letter be sent.

***Meeting terminated at 6.52pm.***

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the First Floor Lounge, Heywood Court, Onchan, on Monday 12<sup>th</sup> September 2005, at 5.30 p.m.

<b>Present:</b>	Mr D. Crellin Mr G.K. Astill Mr A.T.W. Norton Mr D.J. Quirk Mr J.K. Watterson	(Chairman)
<b>Apologies:</b>	Mr A.S. Booth, F.C.A.	(Chief Finance Officer)
<b>In Attendance:</b>	Mr M. J. Williams	(Chief Executive/Clerk)
<b>Also Present:</b>	Mr. P. Martin	(Deputy Clerk)

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### **PF05/09/01** **MINUTES**

Minutes of the meeting held on 4<sup>th</sup> July 2005, copies of which having previously been circulated, were taken as read, confirmed and signed.

### **PF05/09/02** **BUSINESS ARISING**

The following item was arising from the minutes of the meeting and was not dealt with in the Clerk's report, Finance Officer's reports or listed separately on the agenda paper:-

#### **1. PF05/07/08(1) Health and Safety Policy General Statement**

The Clerk confirmed that the revised General Statement in respect of the Health and Safety policy had been signed and issued to staff. It was suggested that contractors should be provided with a copy of the Health and Safety Policy and also attend an induction to the Health and Safety Policy to familiarise themselves in relation thereto. It was **RESOLVED:-**

***that contractors for the Authority should be provided with a copy of the Health and Safety Policy and required to adhere thereto when working on behalf of the Authority.***

### **PF05/09/03** **BUSINESS ARISING FROM PREVIOUS MEETINGS**

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

### **PF05/09/04** **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 6<sup>th</sup> September 2005 compared with the previous financial year were as follows:-

2005/06 estimated amount collectable including arrears brought forward	
£1,461,625	
2005/06 collected to 6 <sup>th</sup> September 2005 less refunds	£1,302,543 (89.12%)

### Comparative figures

2004/05 estimated amount collectable including arrears brought forward	
£1,340,222	
2004/05 collected to 6 <sup>th</sup> September 2005 less refunds	£1,194,321 (89.11%)

## 2. Revenue Account Payments

The list of payments from revenue account during the months of June, July and August 2005 copies of which having previously been circulated were considered. Several enquiries were made in relation to individual payments that were listed. It was subsequently **RESOLVED**\*:-

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

## PF04/09/05

### CORRESPONDENCE AND OTHER COMMUNICATIONS

#### 1. Report of the Select Committee on Port St. Mary Commissioners

Members had been provided with details of the recommendations of the Select Committee of Tynwald, in relation to this matter, the report of which had been recently submitted to Tynwald. It was noted that both the Department of Local Government and the Environment and the Treasury were acting upon the recommendations and the content was noted.

#### 2. Rates – Payment by Direct Debit

Members had received a copy of a letter from a resident of the District, commenting upon the methods for the payment of rates. It acknowledged the availability of the system for Standing Order payments and acknowledged the customer-friendly service which this provided but commented that this did not go far enough. It went on to illustrate the advantage to a ratepayer of the availability of a system of direct debit payment for rates, which, through the completion of a once-completed form, would mean that the ratepayer could be guaranteed that the rates were paid. In addition, the Authority would be guaranteed a one-off payment on an annual basis.

The Clerk confirmed that the Finance Officer did have some views in this regard and regretted that his absence did not afford him the opportunity to comment.

Members did agree with the comments from the ratepayer. A discussion took place as to whether a direct debit system could be implemented for one service but not for another. It was suggested that perhaps a system could be phased in, offering the facility for the payment of rates only. Comment was also made, however, that this may lead to dissatisfaction for customers in relation to other services, who might wish to avail themselves of a similar method of payment. It was subsequently **RESOLVED:-**

***That the principle of the payment of rates by way of a direct debit system should be supported, and that the implications be assessed.***

### **3. Isle of Man Local Government Pension Scheme**

Members had received a copy of a letter from the Borough Treasurer of Douglas Corporation with regard to the Isle of Man Local Government Pension Scheme Annual Report and Accounts for the Year Ending 31<sup>st</sup> March 2005, and noted the availability of the document upon the website of the Douglas Corporation who administered the scheme.

It was also confirmed that Members of the Scheme in the employ of the Onchan Authority had been provided with a copy.

**PF05/09/06**

#### **MATTERS REFERRED BY COMMISSIONERS/OTHER COMMITTEES**

None to report in public.

**PF05/09/07**

#### **RECOMMENDATIONS WITH POLICY OR FINANCIAL IMPLICATIONS FROM OTHER COMMITTEES**

None

**PF05/09/08**

#### **OTHER BUSINESS**

### **1. Staff Dress Code**

Mr. Crellin enquired whether there was an existing policy within the Authority which permitted participation by the staff in events such as "Dress-Down Days" on a regular basis. It was confirmed that there was no formal policy but it was acknowledged that the staff did become involved in a number of organised events of similar ilk and the participation in the "Jeans For Genes" day was cited as an example.

It was **RESOLVED:-**

***that issues such as Dress-Down Days could be left at the discretion of the Clerk to approve or otherwise***

**PF05/09/09**

**DATE OF NEXT MEETING**

It was agreed that the next ordinary meeting of the Committee be held at 5.30 pm on Monday 17<sup>th</sup> October 2005

***There being no further business the meeting terminated at 7.00 p.m.***