

19th October 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 19th September 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 E.D.R. Killey
Mrs W. Megson
Mr A.T.W. Norton
Mr D.J. Quirk
Mr B. Stowell
Mr J.K. Watterson

In Attendance: Mr M.J. Williams (Chief Executive/Clerk)
Mr E.K. Convery (District Surveyor)
Mr P. Martin (Deputy Clerk)

C05/09/01/01 **MINUTES**

The minutes of the public section of the ordinary meeting held on 15th August 2005, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chairman.

C05/09/01/02 **BUSINESS ARISING**

1. C05/08/01/02(1) – Civic Amenity Site, Rural District

The Chief Executive/Clerk confirmed that he had exchanged correspondence with the Advocate who had sought further information and who required some additional time to respond to the Commissioners enquires.

2. C05/08/01/03(1) – Review of Domestic Rating System

The Chief Executive/Clerk advised that he had written to the Government Valuer on the 16th August 2005 inviting him to a meeting of the Board as requested. Although he had not received a formal response the Chief Executive/Clerk advised that he had spoken with the Government Valuer who had indicated that he would be happy to attend a meeting but would not be available until early November. As this would be after the deadline for submitting the recently received questionnaire seeking the Commissioners' views of the reform of the domestic rating system, he would be willing to accept any submission after his meeting.

3. C05/08/01/05 – Questions

A letter had been received from Cameron Hall acting on behalf of the Shoprite Group in response to an article appearing in the Isle of Man Courier dated 18th August 2005 which reported the response of the Chairman of the Works and Cleansing Committee to questions asked by Commissioner D.J. Quirk with regards

to lanes at the rear of Nursery Avenue and New Shoprite and former Shoprite premises.

The letter stated that the article gave the impression that the matter was clear-cut in favour of the Commissioners and that Shoprite had wronged the Commissioners by some action on their part.

They confirmed that Shoprite continue to wish to resolve any matters amicably, they continued to be frustrated at the lack of response on the matter of adoption standards for the lane from the Department of Transport, which was the only matter to be resolved.

They therefore requested that the Commissioners contact Isle of Man Newspapers to print a correction to the article as their clients felt that it had placed the, in a very poor light.

Upon discussing the matter, members considered that the answers given to the questions raised were correct and accurate and as such did not consider that any further public statement on the matter was required. It was also agreed that the Chief Executive/Clerk would meet with representatives of Cameron Hall to advise of the Commissioners' position and seek a resolution to the issue.

4. C05/08/01/08(1) – Land at Ridgeway Road

The Chief Executive/Clerk confirmed that he had contacted and received an undertaking from the Department of Local Government and the Environment that Onchan District Commissioners would be consulted in drawing up any scheme for the development of first time buyers properties on land at Ridgeway Road.

5. C05/08/01/08(2) – Community Officer

The Chief Executive/Clerk confirmed that there had been a good response to applications for the post of Community Officer.

6. C05/08/01/16(3) – Public Sector Housing – Future Management

Members were reminded that the forthcoming meeting of Eastern Local Authorities to discuss issues about the future management of Public Sector Housing was to be held at the offices of Braddan Parish Commissioners on Friday 23rd September 2005 at 2.30 p.m.

7. C07/08/01/16(4) – Fire Preventative Measures on Open Land

The Chief Executive/Clerk confirmed that he had advised the Isle of Man Fire and Rescue Service of the Commissioners' willingness to enter into the initiative for the prevention of fires on open land. The Administrative Officer is to be the Commissioners point of contact.

8. C05/08/01/16(12) – Audit Bill and Revised Accounts and Audit Regulations

Members were reminded of the above meeting which was due to take place at the offices of Braddan Parish Commissioners the following day, Tuesday 20th September 2005 at 2.00 p.m..

C05/09/01/03

BUSINESS ARISING FROM PREVIOUS MEETINGS

1. Trees and High Hedges Act 2005

The Department of Local Government and the Environment had advised that it was their intention to produce an appointed day order within the next four months and produce an explanatory booklet and advice on how members of the public can make a complaint.

2. Isle of Man Constabulary – ASBO Protocols

A letter from Superintendent Gary Roberts, National Operational Commander, Isle of Man Constabulary, which had previously been circulated was noted.

C05/09/01/04

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:-

- Robert Owen Appeal Luncheon
- Manx Grand Prix Reception, Government House.
- Crown Green Bowling Tournament
- Onchan Horticultural Show
- The Model Boat Club Event
- Kirk Michael Commissioners Civic Sunday
- Maughold Parish Commissioners Civic Sunday

2. Onchan Live At Home – Annual General Meeting

The Chairman brought to the attention of Members the forthcoming annual general meeting of the Onchan Live at Home Initiative.

3. Retirement of the District Surveyor

The Chairman announced that it was the last public meeting of the Board at which Mr Convery, District Surveyor, would be present before his retirement in November.

The Chairman expressed his sadness that Mr Convery was leaving the Commissioners, he thanked him for his work and commitment to the Commissioners over the last 12 years and wished him good health and good luck for his retirement.

C05/09/01/05

QUESTIONS

There were no questions submitted under the provision of Standing Order No 7.

C05/09/01/06
HOUSING COMMITTEE MINUTES

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

C05/09/01/07
RECEIVING OF MINUTES

None.

C05/09/01/08
WORKS AND CLEANSING COMMITTEE MINUTES

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

C05/09/01/09
RECEIVING OF MINUTES

None.

C05/09/01/10
LEISURE AND AMENITIES COMMITTEE MINUTES

The minutes of the public section of the Leisure and Amenities Committee held on Monday 5th September 2005, copies of which having previously been circulated were considered. Arising therefrom: -

1. **LA/05/09/2(b) – Estates Garden Competition**

The Chairman of the Leisure and Amenities Committee, Mr Norton, advised that the Estates Garden Competition Prize Presentation was to take place at Springfield Court, Communal Lounge at 6.00 p.m. on Friday 7th October 2005.

2. **LA/05/09/4(c) – Heywood Park, Landscaped Area**

Mr Watterson enquired as to whether the area referred to was the private land adjacent to the bungalows.

The District Surveyor confirmed that the area to be replanted with shrubs was a public landscaped area but the Contractor would need to gain access to the site over the privately owned land.

3. **LA/05/09/03(j) – Christmas Tree and Storm Damage – Tree Shredding**

Mr Quirk expressed his concern that Officers had been instructed to burn the above material at Centenary Park. He was aware of the existence of Regulations relating to burning and nuisances as such he would not encourage the burning of the material and that the views of the Environmental Health Department should be sought.

Mr Watterson further added his own concerns about the potential environmental impact and resultant nuisance to residents from the smoke, and as a nearby resident himself would object to such a practice.

Mr Stowell commented that this therefore raised an issue at other premises in the District where large scale burning of waste materials in the open occurs and the Department of Local Government and the Environment do nothing to stop this.

Mr Stowell went on to state that the waste material in question was organic in nature and as such would be or would have rotted and will provide harbourage for rodents. He would have liked to have seen the Christmas Trees shredded soon after Christmas using the shredding equipment purchased by the Commissioners. He stated that the burning of the material was a desperate measure but it was his opinion that it was the lesser of two evils.

Mr Crellin asked whether an undertaking could be given by Officers to make sure Christmas Trees are shredded in January in the future.

The Chief Executive/Clerk expressed major concerns about burning the material on-site and requested that Officers be allowed to deal with the matter in an appropriate manner.

Mr Stowell commented that he would have expected the Chief Executive/Clerk to have dealt with this matter before now. He stated that the Chief Executive/Clerk was quick to support officers but would he do so if his own position was in jeopardy.

The Chief Executive/Clerk stated that this was a staffing issue and that he must record his objection to Mr Stowell's comments.

Mr Crellin enquired whether there was any reason why the material had not been disposed of to date. The District Surveyor advised that this was due to inadequate staffing.

4. LA/05/09/4(b) – Port Jack Glen – Lighting

Mr Quirk expressed concerns that previously agreed schemes such as this which had been approved by the Board, the necessary finances approved in the financial estimates and ratified by the Department of Local Government and the Environment showed the Political Members to be negative and did not give the Officers a clear direction. He further commented that once the Board made a decision they should stick to it.

Mr Stowell acknowledged responsibility for delaying the present lighting scheme and bring about the alternative resolution. Mr Stowell commented that there were a number of issues needing attention within the Glen which have arisen as a result of a lack of maintenance over the years and the Glen should not have been left to decay to its present condition.

Mr Killey commented that he felt that some of the Commissioners had become stagnant in relation to their views and opinions. Onchan had always been seen as a progressive Local Authority and should remain so.

5. LA/05/09/11(b) – Duck Race

Mr Quirk confirmed that a Health and Safety Risk Assessment had been carried out for the even to which was passed to the appropriate officers.

6. Model Boat Club – Onchan Park

Mr Watterson advised the Board that he had recently attended a Venetian Evening of the Model Boat Club at Onchan Park and had received comments from Club Members that they would like the opportunity to have greater access to the boating lake.

7. LA/05/09/05(c) - Main Road Toilets

Mr Watterson advised that he had recently visited the public toilet in Main Road and was disappointed with the cleanliness and a number of areas where repairs were required.

The District Surveyor confirmed that any repairs should be reported by the Cleaning Contractor.

8. LA/05/09/05(b) – Nivison Stadium Toilets

Members highlighted a number of issues with regards to the toilets at the stadium.

9. LA/05/09/05(d) – Port Jack Toilets

Mr Watterson enquired as to when the new toilets would be operational. The District Surveyor confirmed that they would be opening the following day, 20th September 2005.

Mr Crellin enquired about the external lighting to the toilets. The District Surveyor advised that the external lamps fitted were too bright and were to be replaced.

10. LA/05/09/03(4) – Ferguson Tractor

Mr Crellin sought confirmation from Mr Stowell as to whether the Ferguson Tractor had been waxed and damp-proofed by Officers as agreed. Mr Stowell confirmed that he was now making arrangements to put the tractor into dry storage.

C05/09/01/11

RECEIVING OF MINUTES

It was **RESOLVED** that the minutes of the public section of the Leisure and Amenities Committee meeting held on 5th September 2005 be and are hereby received. There were no resolutions contained therein requiring the consent of the Board.

C05/09/01/12

POLICY AND FINANCE COMMITTEE MINUTES

The minutes of the public section of the Policy and Finance Committee meeting held on Monday 12th September 2005, copies of which having previously been circulated were considered and noted.

C05/09/01/13

RECEIVING OF MINUTES

It was **RESOLVED** that the public section of the Policy and Finance Committee meeting held on 21st 12th September 2005, be and are hereby received. It was further **RESOLVED**

that the resolution contained therein requiring the consent of the Board be approved as follows:-

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

C05/09/01/14

RURAL COMMITTEE MINUTES

The minutes of the public section of the Rural Committee meeting held on Wednesday 31st August 2005, copies of which having previously been circulated were considered. Arising therefrom:-

1. **R/05/08/2(b) – Slegaby Lane Road Sign.**

The Chairman of the Rural Committee, Mr Watterson, advised that for reasons of conservation and environmental protection the Department of Transport's Policy in relation to hedge cutting was to extend the cutting later in to the growing season, however, he felt that the Department needed to consider the safety aspect of vegetation obscuring road signs.

2. **R/05/08/2(a) – Civic Amenity Site Charges**

Mr Black asked the Chairman of the Rural Committee, Mr Watterson, whether he considered the way the Rural Rate is levied to be fair.

Mr Watterson responded that from his recollection it was the case, and it was minuted, that in February 2003, the Rural Committee agreed to meet the Board and discuss the matter. However, the Board declined.

Mr Stowell agreed that it was an unfair system and recognised that an amendment to primary legislation was required.

Mr Watterson requested that it be recorded in the minutes that he had been cut short by Mr Black in providing a response to him.

C05/09/01/15

RECEIVING OF MINUTES

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

C05/09/01/16

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:-

P A NUMBER	DESCRIPTION	COMMENT
05/0629	Retrospective application for erection of signage, land to the entrance of Welch House, Church Road	ODC recommendation - Refusal Planning decision – Refusal Review underway
05/0346	Two storey garage extension, 48 Laurel Avenue	ODC recommendation - Refusal Planning decision – Approval Refusal due to restricted time. D.S. consulted Members individually. Appeal submitted
05/0105	Conversion of existing ground floor workshop to additional office accommodation, Alpine Mews, Summerhill Road	ODC recommendation - Refusal Planning decision – Refusal Appeal submitted: ODC continue to oppose.
05/1123	Conversion of existing bungalow into two semi-detached bungalows, 61 Lhonvane Close	ODC recommendation – Refusal Planning decision – Approval Appeal to be lodged, over intensive use of site, does not conform to Onchan Local Plan re: parking requirements.

2. Queens Award for Voluntary Service 2006

Correspondence from the Chief Secretary's Office had previously been circulated requesting nominations for outstanding groups of volunteers who make a difference in the Island's Community for the Queen's Award for Voluntary Service 2006.

Mr Watterson proposed that St John's Ambulance be nominated as they attend various events, such as the Stock Cars in Onchan, giving their services voluntarily and free of charge.

Mr Quirk seconded the proposal and it was agreed that both Mr Watterson and Mr Quirk make the formal nomination.

3. Boundary Review Committee

Correspondence from the Chief Secretary's Office had previously been circulated in which the views of the Commissioners was sought on the resolution of Tynwald to review the number and boundaries of the constituencies for elections to the House of Keys.

Mr Quirk felt that this was a very important document with implications for the Authority and as such would recommend a separate meeting to discuss the issue in greater detail.

The Chief Executive/Clerk expressed concern that this may be difficult as the deadline for responses was the 28th September 2005 and an extraordinary meeting of the Board was planned for the following week.

4. **Marown Parish Commissioners – Civic Sunday**

Receipt of an invitation to the Chairman and Members of the Commissioners to attend the Marown Parish Commissioners Civic Sunday on 9th October 2005 was noted.

5. **Onchan War Memorial**

Correspondence received from the War Memorial Preservation Society of the Isle of Man had previously been circulated.

Recently a group of Manx Ex-Servicemen have come together forming a Committee to consider what should and can be done to register all the memorials, assess their condition and take whatever steps are necessary to establish ownership and liability for their repair and maintenance.

The Chief Executive/Clerk confirmed that he had met with representatives of the Society and some minor issues with regards to lettering and cleanliness had been identified.

Mr Stowell stated that he was disappointed to receive such correspondence as Onchan District Commissioners have always taken pride and looked after the War Memorial very well, with its upkeep being a specific responsibility of the Amenities Officer.

Mr Watterson expressed the view that this was a general letter to all Local Authorities, and had noticed himself some War Memorials around the Island that do need attention and it is no doubt these memorials are being targeted.

Mr Crellin enquired as to whether the Society were in any way critical of Onchan District Commissioners. The Chief Executive/Clerk confirmed that to the contrary the Society in fact, during an interview on Manx Radio, praised the Authority on the work carried out and in fact the issue relates to some Local Authorities which are not taking on their legal responsibility to maintain relevant War Memorials.

6. **Richmond Hill Consultative Committee Minutes - 15th July 2005**

The minutes of the meeting held on 15th July 2005 had previously been circulated and were noted.

7. **Royal National Lifeboat Institution – Douglas Branch – Sir William Hillary**

Receipt of an invitation to the Chairman and Members of the Commissioners to attend the Sir William Hillary Commemorative Service to be held on Sunday 9th January 2006, 3.00 p.m. at St Georges Church. Douglas was noted.

8. **Castletown Town Commissioners – Civic Sunday**

Receipt of an invitation to the Chairman, Members and Clerk of the Commissioners to attend the Castletown Town Commissioners' Civic Sunday on 25th September 2005 was noted.

9. **Manx Gas – District Heating and Solar Energy Units**

Receipt of an invitation to attend a presentation on district heating and solar energy units on 27th September 2005 at the Hilton Hotel, Douglas, was noted.

10. **Public Consultation: Pricing In Proportion – Isle of Man Post**

The Chief Executive/Clerk referred to correspondence from Isle of Man Post which was previously circulated with regards to proposals for the implementation of a new pricing structure for the Isle of Man.

The Chief Executive/Clerk advised that he would investigate the cost implications for the Authority and report back at a future meeting.

11. **Local Authority Auditors**

Correspondence from the Department of Local Government and the Environment advising that Moore Stephens had been appointed as the new Auditors for Local Authorities for the next three years was noted.

12. **Planning Application – C05/00737**

The Chief Executive/Clerk had received correspondence from a local resident in relation to the above planning application and in particular with regards to the associated Section 18 Planning Agreement in relation to the development of the 'North Bank' land as public open space. He asked Members if they were happy to deal with the matter in public as was the usual practice.

Mr Watterson queried as to whether the issues to be considered were different or unusual in any way. The Chief Executive/Clerk advised that the request being made by the resident was for the Commissioners to seek to amend the Section 18 Agreement.

It was proposed by Mr Stowell, seconded by Mr Quirk and **RESOLVED** *that the matter be discussed in Public.*

For: Messrs Astill, Crellin, Killey, Norton, Stowell and Watterson
Against: Messrs Black, Kennaugh and Mrs Megson

The Chief Executive/Clerk read out the contents of the residents letter which highlighted the fact that the proposed layout of the rear gardens of the properties extended into the area originally agreed as public open space and this resultant loss was not in the interest of the residents of Onchan.

Mr Norton voiced his continued objection to the multiple accesses being created on to Groudle Road.

After discussion, it was proposed by Mr Quirk, seconded by Mr Stowell and **RESOLVED** *that the Commissioners seek to amend the Section 18 Planning Agreement so that the boundaries of the rear gardens of the properties are relocated as agreed by the Board so as to maintain the area of public open space.*

C05/09/01/17
CLERKS REPORT

None.

C05/09/01/18
DISTRICT SURVEYORS REPORT

None.

C05/09/01/19
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, 26th September 2005, commencing at 7.25 p.m.

Present: Mr J.K. Watterson (Chairman)
Mr S.T. Black
Mr M.J. Kennaugh (until 10.10 p.m.)
Mrs W.E. Megson
Mr G.K. Astill

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

H05/09/01/01 **MINUTES**

The minutes of the meeting of the Committee held on Monday, 18th July 2005, copies of which having previously been circulated, were considered, agreed as a correct record of proceedings and signed by the Chair.

H05/09/01/02 **MATTERS ARISING FROM THE MINUTES**

None.

H05/09/01/03 **BUSINESS ARISING FROM PREVIOUS MEETINGS**

None.

H05/09/01/04 **HOUSING AND OTHER ESTATES BUSINESS**

1. Maintenance Report

The report, dated 22nd September 2005, had been circulated with the agenda. Arising therefrom:-

(a) Ring Water Main, 60 School Road:

The Housing Maintenance Manager advised the Committee that the tenant at the above property suffered severe problems with low water pressure due to the fact that the property was at the end of a length of water mains pipe. Advice had been sought from the Isle of Man Water Authority who had recommended that the existing pipe be extended to rejoin the Water Authorities main and effectively create a ring main which would maintain a constant water pressure.

Such work would be the responsibility of the Authority and the Housing Maintenance Manager was awaiting estimates for the cost of the work which were expected to be in the region of £2,000

Mr Watterson and a number of Members thought that such works would be the responsibility of the Water Authority. The Housing Maintenance Manager

explained the advice he had been given by Engineers at the Water Authority. Members requested that the Housing Maintenance Manager contact the Water Authority again to challenge and qualify the advice given due to the potential cost implications to the Authority for future repairs and planned maintenance schemes.

(2) H05/07/01/04(4) Asbestos Surveys:

The Housing Maintenance Manager advised the Committee that he was due to attend a Health and Safety Conference on 18th October 2005 at which one of the subjects to be covered is management of asbestos.

The Deputy Clerk also reminded Members that at a previous meeting of the Board it had been decided that the management of asbestos was a corporate cross cutting issue and that the advice of the Health and Safety officer had been sought.

H05/09/01/05

SPRINGFIELD COURT MATTERS

1. Maintenance Report

The report, dated 22nd September 2005 had been circulated with the agenda and was noted.

2. H05/07/01/05(3) – Car Parking

No further progress had been made on the matter. The Housing Maintenance Manager undertook to write to the Department of Transport for their views.

3. H05/07/01/05(5) – Cleanliness of Communal Areas

The Deputy Clerk confirmed that the matter was being progressed and following discussion on the issue at the Board, consideration was being given to including other essential but non-housing duties into any potential post.

4. Residents' Newsletter

The Deputy Clerk referred Members to the residents' newsletter which had recently been issued, a copy of which had previously been circulated, and was noted.

H05/09/01/06

HEYWOOD COURT MATTERS

1. Maintenance Report

The report, dated 22nd September 2005, had been circulated with the agenda. Arising therefrom:-

(a) Post Box - Pavement

The Housing Maintenance Manager advised that he had two estimates to date for the extension of the existing pavements around the car park to create a path to the re-located post box.

It was agreed to defer the matter until a third quotation for the works had been received.

2. H05/07/01/06(2) – Warden Call System – Maintenance

The Deputy Clerk confirmed that he had now received a quotation for a maintenance contract from Securicor for their Warden Call System installed at Heywood Court at a cost of £672 or a 12 month period. It was unanimously **RESOLVED*-**

That the quotation of £672 from Securicor Technical Security Solutions for a 12 month maintenance contract for the emergency Warden Call System at Heywood Court be accepted.

3. H05/07/01/06(3) – Fire Alarm System – Maintenance

The Deputy Clerk confirmed that e had now received a quotation for a maintenance contract from Fire Security Ltd for the Gent Fire Alarm System installed at Heywood Court at a cost of £1,620 for a 3 year period to be charged quarterly at £136.00. It was unanimously **RESOLVED*:-**

That the quotation of £1,620 from Fire Security Ltd for a 3 year maintenance contract for the fire alarm system at Heywood Court Sheltered Housing Complex be accepted

4. H05/07/01/06(6) – Fire Doors and Alarm Cords

The Deputy Clerk confirmed that the issues identified by Members with regards to the wedging open of fire doors and tying up of alarm cords had been included in the residents' newsletter.

5. H05/07/01/06(7) – Parking Issues

The Housing Maintenance Manager confirmed that an order had been placed with Colas Ltd to paint the necessary road markings as previously agreed by the Committee. The residents had also been advised in the recent newsletter.

6. H05/07/01/06(9) – Post Box

The Deputy Clerk confirmed that Isle of Man Post had already re-located the post box to the suggested position.

7. Residents' Newsletter

The Deputy Clerk referred Members to the residents' newsletter which had recently been issued, a copy of which had previously been circulated, and was noted.

Mr Watterson thanked the Deputy Clerk for arranging the forthcoming talk for residents from the Community Fire Safety Officer.

H05/09/01/07
GARAGE MATTERS

1. **H05/09/01/07(2) – Gutters and Rainwater Goods**

There were no maintenance matters to report.

2. **Garage Matters – Garage Doors, Hackett Close**

Mr Watterson commented that on a recent walk around the garages at Hackett Close he had noticed that the doors had become dirty/soiled due to what appeared to be algal growth part way up the doors and wondered whether consideration could be given to cleaning the doors. The Housing Maintenance Manager undertook to investigate the matter further as he was not aware of this.

H05/09/01/08
PLANNED HOUSING MAINTENANCE

An up to date copy of the Planned Housing Maintenance Programme had previously been circulated and was noted.

H05/09/01/09
HEALTH AND SAFETY BUSINESS

None.

H05/09/01/10
ENVIRONMENTAL CONTROLS

None.

H05/09/01/11
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. The Deputy Clerk identified for Members the alterations which had been made as requested to show the start and completion date of tasks on the list. Mrs Megson asked whether further information as to the number of days taken to resolve issues could be added to the list. The Deputy Clerk thought that this would be difficult with the information in its present format and undertook to investigate the possibilities further.

2. **Revised Waiting List Application Form**

The Deputy Clerk referred Members to the draft revised Housing Waiting List Application Form which had been developed to help applicants by keeping the application form and accompanying guidance in a single easy to follow and use document.

Members received the document well and considered it to be an improvement in service for customers but suggested that the format be amended so that the guidance notes appear before the application form.

3. Eastern Local Authorities – Proposals for Joint Housing Authority

The Deputy Clerk confirmed that he had attended, along with a number of the Commissioners, a meeting at the Offices of Braddan Parish Commissioners on the previous Friday 23rd September 2005 to discuss the possibilities of developing joint working initiatives in the provision of public sector housing.

Details of a presentation previously produced by the Clerk to Braddan Commissioners was being provided for circulation to Members and the matter would be placed on the agenda of the next meeting of the Board.

H05/09/01/12

OTHER CORRESPONDENCE/COMMUNICATIONS

1. Waiting List – Rents.

The Deputy Clerk referred to a letter from the Director of Housing and Estates, Department of Local Government and the Environment, advising that applicants on the Housing Waiting List living in Manx Housing Trust accommodation should be awarded a further 10 points once they have been resident in that property for 12 months, noted.

2. Housing Waiting List Application by Non-Residents

The Deputy Clerk referred Members to the correspondence from the Department of Local Government and the Environment previously circulated which confirms the previous advice given that if non-resident applicants fulfil the residency criteria then they should be allowed on to the Housing Waiting List.

3. Public Sector Housing and Social Services – Update

Correspondence had been received from the Assistant Director of Social Services, Adult Services updating Housing Authorities of the outcome of the area forums on Access to Public Sector Housing for Social Services users.

A number of proposals had evolved and it was decided to set up area housing operational liaison groups to address these issues. It has fallen to Onchan District Commissioners to set up and organise such a group for the East.

H05/09/01/13

FINANCIAL MATTERS

None.

H05/09/01/14

MATTERS REFERRED BY THE BOARD/OTHER COMMITTEES

1. Emergency Accommodation Room

The existing policy of not 'letting out' the emergency accommodation rooms at both Sheltered Housing Complexes had been queried at the previous meeting of the Board and referred to the Housing Committee for consideration.

Mr Watterson considered that the Deputy Clerk had given a concise and correct answer to the Board and that the facilities should only be made available to tenants or their families in emergency situations and not let out for social visits.

Mr Black added that it was always clear that the facility was there for use in emergency situations only.

Mrs Megson enquired as to whether the facilities could may be made available for limited periods of time.

The Deputy Clerk considered that there would be a risk that should the room be need in an emergency then it would not be available, his staff would become booking agents and end up dealing with issues such as extra cleaning duties when paying 'guests' leave without cleaning up after themselves. This could also give rise to insurance issues.

Mrs Megson asked the Deputy Clerk's indulgence to further investigate the implications with regards to insurance and other issues for carrying out commercial lettings.

H05/09/01/15

ANY OTHER BUSINESS

1. Date of Next Meeting

It was noted that the next meeting of the Housing Committee would take place on Monday 31st October 2005, commencing at 7.00 p.m.

2. Commissioners' Surgery

It was noted that the next Commissioners' Surgery was to take place on Thursday, 27th October 2005, commencing at 6.30 p.m.

There being no further business, the meeting closed at 10.50 p.m.

Minutes of a meeting of the **WORKS & CLEANSING COMMITTEE** held in the first floor lounge, Heywood Court, Heywood Park, Onchan, on Monday 3rd October 2005 at 6.53pm.

Present: Mr D.J. Quirk (in the chair), Messrs G.K. Astill JP, S.T. Black, and B. Stowell

Apologies: Mr E.D.R. Killey

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

WC/05/10/1
MINUTES

Minutes of the meeting held on 25th July 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

WC/05/10/2
MATTERS ARISING

The following matters were arising from the minutes:-

a) Land at Ridgeway Road

The Clerk advised that DOLGE have informed him they will contact the commissioners prior to making a formal planning application for the site. The chairman commented that the commissioners still had an interest in the future of the land behind the former Dowty's Factory and the department should be made aware of this fact. He also requested that enquiries be made to establish what is happening with that land.

b) Community Warden

The Clerk advised that the application date had closed and he was arranging for the selection committee to meet on Wednesday at 4.30pm. Noted.

c) Kaighins Lane

A letter as received from A.J. Earnshaw MHK enclosing a copy of his letter to the Hon. R.P. Braidwood MHK, Minister for Transport, regarding maintenance of the lane system in Birch Hill, with particular regard to Kaighins Lane, had been circulated prior to the meeting. The Surveyor read a resumé from the Waste Operations Manager and the Chairman commented that the matter should be added to the list for the next meeting with DoT and separate meeting with the police. The Surveyor referred to the section in the resumé regarding the provision of four new dog bins within Kaighins Lane to which the chairman responded that the important thing was that they were regularly emptied.

WC/05/10/3
MATTERS ARISING FROM PREVIOUS MEETINGS

None.

WC/05/10/4
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) **Street Cleaning**

It was noted that cleaning had taken place in Kaighins Lane and Cronk Lane in conjunction with DoT who used their larger sweeper on the lower section where access was available. Comment was made in respect of cutting back the hedges to which the Surveyor responded that the whole of the hedges had been conveyed to the plot owners and it was their responsibility to cut the lane side of the hedge as well as that which faced their own rear garden.

ii) **Litter Bins**

In noting that new litter bins had been positioned within the centre of the district the chairman commented that they required to have the Onchan crest placed upon them.

iii) **Additional Parks Waste**

The report made reference to the disposal of some of the storm damaged trees which had been stored at Centenary Park for shredding; they had now been taken to the incinerator. Mr Stowell expressed concern at the cost that this would have incurred to which the Surveyor replied that the commissioners were only charged £10 per tonne and the trees were now all removed.

b) **Recycling and Waste Management Exhibition**

A report as prepared by the Waste Operations Manager regarding the exhibition held at the National Exhibition Centre Birmingham between 13th and 15th September, as attended by himself and the chairman of the committee, had been circulated prior to the meeting. The report was noted and the Chairman commented that the exhibition was excellent.

c) **Waste Management Strategy Consultation**

A nine-page report had been prepared by the Waste Operations Manager and had been circulated prior to the meeting. The committee expressed their gratitude and delight at the report. After discussion it was agreed that certain sections dealing with the finite detail of contracts with other local authorities should be removed from the report so that same could be used as a formal submission to government. The amended document would be made available for the next meeting of the Board for

final approval. It was agreed that the Waste Operations Manager should be thanked for his work in preparing the report.

d) **Other Cleansing Business**

The Chairman commented that there was no service agreement with DoT regarding the pavement sweeper. Agreed that this matter should be placed on the agenda for the joint meeting with DoT.

WC/05/10/5

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) **Port Jack Toilets**

The Surveyor confirmed that the toilets were now open. The external lighting was to have the bulbs changed to a lower wattage as they were too bright for their vertical position. It was confirmed that no official opening ceremony was to take place. The Clerk was however instructed to issue a press release advising the public that they were now open and in use.

ii) **Office Alterations**

The Surveyor informed members that his department were in the process of moving back into their now expanded accommodation in Hawthorn Villa and out of the portacabin. Noted.

iii) **Street Lighting**

Mr Stowell sought confirmation that white mercury lights were being replaced with orange sodium lights and also that lights at road junctions were all night lights. The Surveyor confirmed that this was the case and advised that the all night lights were gradually having photocells fitted so that they came on and off when light conditions dictated. The Chairman requested that for the next meeting the report indicates how many light faults had been reported to the Surveyors Department by way of the facility on the Onchan website.

b) **Kaighens Lane**

Copy of a letter as sent by the Clerk to A.J. Earnshaw MHK confirming a telephone conversation in which Mr Earnshaw made reference to street lighting in Kaighens Lane had been circulated prior to the meeting. The Surveyor reminded members that several street lights had been erected in Kaighens Lane of recent which were intended to give a degree of security but not to illuminate the lane to roadside standards. Mr Stowell commented that this was the "Port Jack Glen syndrome" all over again in once you provide lighting in an area that was not previously lit then you find yourselves having to bring that lighting up to standard. After discussion it was agreed that a review of street lighting in Kaighens Lane be placed on the agenda for the next meeting.

c) **Any Other Business**

Mr Stowell raised the question of the litter bin at the Hague Crescent garden and the fact that it had been removed. The Surveyor stated that he would expedite its return.

WC/05/10/6
DRAINAGE FUNCTION

a) **Officer's Report**

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

b) **Any Other Business**

The Chairman reminded members that he had previously raised the question of the surface water drain which was at the Avondale Road end of St Catherine's Terrace. This had been filled in by DoT at sometime and consequently surface water spilled out onto the road. Agreed that the matter be placed on the agenda for the next joint meeting with DoT.

WC/05/10/7
PLANNING MATTERS

a) **Planning Communications**

There were no applications to report where the initial decision of the Planning Committee differed from the recommendation of the commissioners. The Surveyor advised, however, that in respect of PA 05/357 Change of use of paddock to land held for the purpose of the Burial Authority, to the rear of 112 – 118 Royal Avenue a request for an Appeal had been made.

With regard to PA 05/1123 Conversion of existing bungalow into two semi-detached bungalows, 61 Lhon Vane Close a Review had been requested by the commissioners following the initial decision to approve the application by the Planning Committee.

PA 05/1031 Approval in principle to demolish existing dwelling and garage, Far End, 88 King Edward Road and replace with block of four apartments with associated garaging and parking. The Surveyor advised that the applicant may well take the application to Review.

b) **Briefing on the New Planning Procedures**

The Clerk reported that a presentation/briefing was to be given to officers in the Wedding Room, General Registry on Monday 10th October 2005. The Building Control Officer would be attending in the absence of the Surveyor and would be accompanied by the Clerk. Mr Stowell suggested that the Administrative Officer should attend as he deals with Reviews and Appeals in the Rural Ward. Agreed.

c) **Any Other Business**

The Surveyor reported that Heritage Homes had now made a formal application in respect of the six dwellings along Groudle Road together with the associated landscaping etc. Noted.

WC/05/10/8

CAPITAL AND REVENUE SCHEMES

Officer's Report

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

Pennington Hall Replacement

The Surveyor reported receipt of a letter from George Lee of Cornerstone Architects regarding the siting of the building. It was also noted that it was now necessary to seek DOLGE approval to the preparation of a feasibility study.

WC/05/10/9

HIGHWAY AND TRAFFIC MATTERS

a) **Queens Road**

Copies of a letter as received from a resident in Mountfield Road had been circulated with the agenda. The writer expressed concern over difficulties in finding parking in Queens Road and suggested that either individual car spaces be marked out to overcome potential bad parking and possibly the pavement width be decreased in order to provide more space for parked cars and through traffic. The writer also enclosed a photocopy of an article which had appeared in The Manx Independent relating to parking in Queens Road. Looking at the photograph within the article Mr Stowell commented that perhaps there needed to be a review of what constituted a commercial vehicle when it came to on street parking. After further brief discussion it was agreed that the matter should be placed on the agenda of the meetings to be held separately with DoT and the police. Mr Astill commented that another problem was vehicles parking on the pavement in the district.

b) **Auburn Road/Royal Avenue Junction**

Letter as received from a resident in Alberta Drive expressing concern over vehicles parked in Auburn Road too close to the junction with Royal Avenue had been circulated with the agenda. After noting that this letter had been sent to DoT and the police, it was agreed that this also be placed on the agenda for the two meetings.

c) **Any Other Business**

The Chairman informed members that he had received complaints from residents in Birch Hill and Royal Avenue regarding the parking of large camper vans in the street. Agreed matter be placed on the agenda for the two meetings.

WC/05/10/10

FURTHER REPORTS FROM CLERK/SURVEYOR

Memorandum circulated as prepared by the Building Control Officer regarding the Housing (multi-occupancy) Act 2005 advising that the act enables DOLGE to make regulations in respect of multi-occupancy dwellings but the responsibility and enforcement of any regulations lies with the local authority. The Building Control Officer did not envisage any major implications in regards to staffing to administer the regulations and continuing controls should not be any more onerous than that required for the housing (flats) regulations. The Chairman suggested that DOLGE be asked if they were aware of any such properties in Onchan.

WC/05/10/11

CORRESPONDENCE/OTHER COMMUNICATIONS

a) Litter

Letter circulated as received from a resident with a Douglas address but living in Hong Kong regarding litter in the roads and elsewhere in Onchan. Members expressed difficulty in reading the handwriting. The contents of the letter were noted.

WC/05/10/12

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:-

Replace Bollard Lighting – Heywood Park (Tender Accepted January 2005) –
Delete as work now complete.

The chairman enquired as to what had happened to the bollards that were removed which he felt could have been used elsewhere. The Surveyor responded that the bases had rotted and therefore they had been tipped. The chairman then enquired as to what had happened to the old street light that was removed besides St Peter's car park when the reconditioned lamp standards were erected of recent. The Administrative Officer responded that this had gone to the steam railway section of DOTL in exchange for one of the lamp standards which had now been installed.

WC/05/10/13

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

WC/05/10/14

ANY OTHER BUSINESS

a) Time and Date of Next Meeting

Monday 7th November 2005 at 7pm. Venue to be confirmed.

b) Agenda Items

Members viewed the agenda and agreed that the land at Shoprite and service level agreement for refuse collection should be placed in the committee section of the minutes.

c) Pavement Obstruction

Mr Astill drew to the attention of the meeting a small sandwich board which had appeared on the pavement at the junction of Central Drive and Royal Avenue advertising a hair dressing salon in Central Drive. Concern was expressed that this could cause an accident and was obstructing the footpath. It was agreed therefore that the matter be referred to the Department of Transport as the highway authority for the district.

d) Pavement Licence

The Chairman pointed out that the yellow line previously painted on the footpath in front of Robinsons for which a licence was issued for the display of goods was now hardly visible. Agreed that the conditions for the licence be checked to ensure they were still enforceable.

e) Committee Servicing

The Clerk reminded members that it had previously been stated that the committee was over serviced with officers and therefore he had taken the decision to leave the servicing of the committee to the Administrative Officer. This would be with immediate affect. The chairman suggested that the Clerk remain with the committee until Christmas. The Surveyor suggested it might be better if the Clerk stayed on for the time being so as to give a degree of continuity with the change over with the new surveyor. It was pointed out, however that the Clerk had only attended four meetings of the works committee.

Meeting terminated at 8.46pm.

Minutes of a meeting of the **LEISURE AND AMENITIES COMMITTEE** held in the first floor lounge, Heywood Court, Heywood Park, Onchan on Monday 10th October 2005 at 7.00pm.

Present: Mr A.T.W. Norton (in the chair), Mrs W. Megson (from 7.01pm), Messrs G.K. Astill, and B. Stowell

Apologises: Mr E.D.R. Killey

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

LA/05/10/1
MINUTES

Minutes of the meeting held on 5th September 2005, copies of which having previously been circulated, was taken as read, confirmed and signed.

LA/05/10/2
MATTERS ARISING

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

LA/05/10/3
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 he had looked at the chains on the swings in Onchan Park and would be ordering replacement chains later in the year when they were needed. Noted.

b) **Amenities Officer's Report**

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

i) **Bowling Greens**

The Amenities Officer pointed out that due to rain, that day had been lost in working on the bowling greens. The Sisis Auto Roto Rake had been ordered from Sadler Agricultural Supplies Limited, the lowest tenderer, and was due to arrive later this week. Work on the crown green was almost complete and this had been carried out using the old machine. The Sisis machine would be used on the flat green.

ii) **Bumper Boats**

Mrs Megson queried when the order had been placed for the inflatable tubes and when were they due to arrive. The Amenities Officer responded, as in his report, he had requested a quotation for the supply and delivery of the tubes and this was still awaited. Members noted that the tubes were not needed until Easter.

c) **Annual Tour of the Park**

The new list of items as prepared following the tour of inspection on 16th September 2005 had been circulated prior to the meeting. The Amenities Officer reported on the following:-

- i) Wall to rear of Pennington Hall. The Amenities Officer was not aware that the Surveyor had done anything regarding establishing ownership of the wall or arranging for rectification of its current state. Mrs Megson queried who deputised for the District Surveyor to which the reply was given that it was the Building Control Officer. She commented that she would like the Building Control Officer to deal with that matter this week.
- ii) Tree near park bungalows. The Amenities Officer reported that the Housing Maintenance Manager had been around the district with Mr Chalk from DAFF and he had given permission for the whole tree to be taken down. Noted.
- iii) Disabled Persons' Toilet in Stadium Building – re-grout floor tiles - **Delete as work carried out.**
- iv) Repair area of boarding on seating close to central steps in Nivison Stadium – **Delete as work carried out.**
- v) Remove telephone from foyer area as instructed earlier in the year – **Delete as work carried out.**
- vi) Tea Room under stadium - hot water heater to be electrically tested - **Delete as work carried out.**
- vii) SMP unit in Taverners Playground – fill hole in safety flooring – **Delete as work carried out.**
- viii) Entrance gates to terraces at Nivison Stadium require painting. The Amenities Officer reported that he had looked at the gates and felt that the chain link attached to them was rusting through and consequently he was endeavouring to obtain a price for new gates to be made. Comment was raised that they didn't have to be the same as at present and a series of vertical uprights at close centres would suffice. The Amenities Officer to take that into consideration when obtaining prices.
- ix) Trim bushes around perimeter fence to Nivison Stadium – **Delete as work carried out.**

Mr Stowell commented that during the inspection he noticed that the CCTV camera over seeing the Taverners Playground had the infra red light pointing skywards. Mrs Megson commented on the reference to moss on the paths pointing out that the footpath on the top side of the tennis courts also had moss present. Members commented that this was the pavement to the roadside and therefore was the responsibility of DoT. This matter to be drawn to their attention at the next joint meeting. Mrs Megson also commented on the felt tip graffiti on one of the units advising that it was offensive and just not acceptable. Mr Stowell reeled off a list of proprietary solutions that could be used to remove it. The Amenities Officer to action this work immediately.

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

The Amenities Officer reported that he had been informed that information was still being collated for submission. In answer to question he was unable to advise as to whether the Surveyor had yet contacted the local skateboard association and BMX association. Mrs Megson suggested that the matter should be handled by the Building Control Officer in the absence of the Surveyor on leave.

e) **Wembley Football Arena**

The Amenities Officer advised that a planning decision was still awaited. Mrs Megson suggested that the Planning Department should be chased.

f) Improvements to Lighting in Onchan Park

The Amenities Officer advised that the Building Control Officer was not aware as to how far this had progressed by the Surveyor. Members recalled the Surveyor was awaiting a report from the Deputy Clerk following discussions with the police. The Amenities Officer was not aware whether this report had been prepared and handed over. Mr Stowell commented on the level of lighting that was to be achieved but in the absence of the report this information was not available. He then commented that when he was in charge of the Mount Murray Hotel complex there was a requirement for eight lux over the whole of the car park area and within a week of being given that requirement a scheme was prepared and put into place. He couldn't understand why there was a delay.

g) Dressing Room Painting

The Amenities Officer confirmed that to date still no painting had been carried out by Onchan AFC and that the paint had been left for them at the stadium since August. The chairman queried whether there had been any correspondence or communication with the club. The Administrative Officer reported that he had been informed that Commissioner Quirk had had a discussion with the Clerk advising that no communication had been received by the club in respect of same. Copies of all the correspondence both by letter and email were providing to the Clerk who in turn informed Commissioner Quirk. Since that time there had still been no action by the club who had originally offered to undertake the work if the commissioners provided the paint. Mr Stowell suggested that perhaps the commissioners should carry out the work but look seriously next year at hire charges for the stadium. Mrs Megson suggested that a letter be sent to the club inviting representatives to attend the next meeting of the committee to discuss the matter. The Amenities Officer advised that he had in fact suggested to one member of the club, with whom he was in contact, that the club should write in and request a meeting with the committee but that did not find favour. After further discussion it was agreed that representatives of the club should be invited to attend the next meeting of the committee.

h) Financial Statement

Copies of the financial statement as prepared that morning by the Finance Officer were distributed at the meeting. The Administrative Officer took members through the figures giving explanations where he could. Mrs Megson commented that it would have been better to have had the figures with the agenda so as to give more time to digest the content.

j) Any Other Matters

Crazy Golf

The Amenities Officer reported that he had held a meeting with the representative of Bettacrete in connection with the casting of a concrete kerb to go each of the concrete bases currently in use. His intention was after the kerbs were laid to have asphalt applied as a surface upon which golf could be played rather than attempting to stick artificial grass on the concrete which might have problems in adhesion due to rising damp etc. It was his hope that all the pads could be completed within the

current year's budget and that the crazy golf equipment would be repaired for next season. In next year's estimates he anticipated provision would be made for the replacement of the obstacles either by casting in concrete or in fact by remaking in modern materials rather than timber. There was some discussion over the method of allowing drainage to the asphalt areas and the Amenities Officer was to reconsider the kerb design prior to implementation.

LA/05/10/4
OPEN SPACES

a) Amenities Officer's Report

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

Heywood Park – Landscaped Area

The Amenities Officer confirmed that he had written to the contractor who removed the fallen trees from the adjoining property after speaking to him first on the telephone. To date no reply had been received in respect of the Amenities Officer's request for planting to be carried out by the contractor to remedy those bushes destroyed as a result of the tree felling operation. Mrs Megson queried when a further follow up letter was to be sent and Mr Stowell suggested it would be better to advise the contractor that if work was not carried out then the commissioners would undertake the planting and charge the cost against him. Mr Stowell then queried as to what was happening around Heywood Court in respect of maintaining the landscaped areas. The Amenities Officer replied that once the park staff had finished the autumnal work on the bowling greens then he would have staff available to deal with Heywood Court and Heywood Park which is normally dealt with in October each year.

b) Port Jack Glen – Streambed Scheme

The Administrative Officer reported that at the recent meeting of the Works and Cleansing Committee the alternative proposals as put forward by Commissioner Stowell were not discussed. Copies of his suggestions had however been distributed to all commissioners by the Clerk as a separate item sometime prior to that meeting. The Surveyor had drawn to the attention of the Works and Cleansing Committee a section of bank which was in danger of collapse and it was agreed that remedial work should be carried out forthwith. Mr Stowell commented that the commission should be maintaining what it has in the glen before embarking on any new projects pointing out that the small dry stone walls behind some of the seat recesses had collapsed and should be repaired. He suggested that the Amenities Officer visit the glen and assess the paths, banks and other features and produce a list of works that require attending that could perhaps be incorporated into the estimates for the forthcoming year.

Mrs Megson queried who emptied the litter bins in the glen to which the Amenities Officer replied that it was part of the toilet cleaning contract. She then queried who picked up the litter that was not in the bins such as cans floating in the ponds. The Amenities Officer replied that this was undertaken by the park staff who visited the glen possibly every other day. Mrs Megson then queried why there was sand bags in the glen to which the Amenities Officer expressed surprise having noted from the time sheets that the men had put a reference to removing sand bags which belonged to a commissioner. To the best of his knowledge they were no longer in

the glen but Mrs Megson advised that they were there the previous day. Mr Stowell commented on the heavy silting of the ponds which had not been cleared to which the Amenities Officer replied that this had been left in anticipation of work being carried out on the streambed itself.

LA/05/10/5

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:-

Port Jack Toilets

Mrs Megson commented that she thought the ladies toilets were fantastic. The Chairman informed members that alterations were to take place to the two exterior lights so as to lower the wattage the bulbs which were proving rather bright.

b) Main Road Toilets

The Amenities Officer reported that he had contacted Onchan Police Station who had no note of the incident in June when toilet paper was set alight. Members commented that it had been reported previously that the matter had not been reported to the police and therefore they were unlikely to have a note of same. The Amenities Officer replied that their records linked with those for the fire brigade and the last time the fire brigade were called out was in November 2002. Members then queried why it was reported to the July meeting that the fire brigade had been in attendance to which the Amenities Officer advised that that was the information given to him by the Building Control Officer as he was on holiday at the time. After general discussion it was confirmed that the policy that had previously been agreed was that every event should be reported to the police and a crime number obtained. The Amenities Officer to implement. A discussion then took place in respect of an incident which had taken place one Sunday evening in the park to which there seemed to be no references despite the fact that the police were in attendance the next day. The chairman requested that arrangements be made that all the employees in the park should ensure that any incident is reported to the Amenities Officer.

LA/05/10/6

PUBLIC LIBRARY

a) Librarian's Report

Copies of the Librarian's report had been circulated prior to the meeting and was noted. With regard to the BBC bus visiting Onchan on 27th October 2005, the Administrative Officer informed members that the Surveyor had advised that the bus would not be parked in ODC car park but in fact on the drive alongside Hawthorn Villa so that power and internet connection could be obtained through the window of the Chief Cashier's office. The Administrative Officer was unable to provide any further details in respect of the BBC bus visit or RaW as the matter had been handled by the Deputy Clerk direct with the Librarian. In answer to question he advised that unfortunately the Deputy Clerk, in the absence of a job description, thought that he was the Librarian's line manager whereas it was in fact the

Administrative Officer. The chairman requested that the matter be rectified as soon as possible.

b) Amenities Officer Report

Copies of the Amenities Officer's report had been circulated prior to the meeting and was noted. Approval was given to the expenditure of £340 for the Chem Dry cleaning of the whole of the library floor covering. With regard to suggestions from the Amenities Officer in respect of replacement of part of the carpet area with tiles during the next financial year, Mrs Megson queried whether laminate flooring could be used on the most walked areas. Mr Stowell responded that there would be a difference in thickness which could cause an accident but in any event standard laminate flooring was not for public areas and it would have to be hardwood flooring that was used. After further consideration it was agreed that a sum of £1,000 should be allocated in the following year's estimate to cover replacement floor covering for an area to be finally determined.

LA/05/10/7

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 matter being discussed further:-

Footpath

The Amenities Officer confirmed that he had contacted two firms in order to obtain tenders for the breaking up of the existing path of the lower level, relaying same to fall and inserting the slit gully with grating to one side. To date he had not received any tenders. The chairman pointed out that this work was to be carried out during half term and there would now be a difficulty in accepting the price and the contractor being available to start as it was only two weeks until that time. In answer to question, the Amenities Officer informed members that he had not given a return by date for the tenders although he had indicated to the contractors that the work needed to be carried out at that time. The matter was discussed further with comment being made that the only other opportunity was to carry the work out during the Christmas holidays but it was most likely that contractors would themselves be on holiday at that period. Matter left with the Amenities Officer to pursue as quickly as possible.

b) Drainage Investigation by B.C.O.

The Amenities Officer advised that the Building Control Officer had discussed proposals with contractors and was awaiting their schemes and costs. Concern was expressed over the length of time that this was taking when the winter would soon be here.

LA/05/10/8

PROMOTIONS/ADVERTISING/PUBLIC INFORMATION

a) Website

Details in the Administrative Officer's report.

b) **Enquiries**

Enquiries received regarding Theo Roth the Onchan photographer, St Anthony's Church and Calvary Glen and the Onchan War Memorial had been received since the last meeting and dealt with by the Administrative Officer.

c) **Torchlight Procession**

The lanterns had been purchased from Taskers in Liverpool and had arrived on Friday. These would go on sale at the beginning of December.

LA/05/10/9

OUTSTANDING MATTERS

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

LA/03/7/4(b) Port Jack Glen – Lighting Scheme – Agreed that this be altered to comprehensive scheme for the whole glen to be prepared by the new Surveyor.

LA/03/9/14 (c) CCTV Onchan Park – Surveyor to give update on centralisation of monitoring system – Amenities Officer advised that he had not received any information from the Surveyor on any action taken.

LA/05/09/8(e) Order lanterns for 2005 procession - ***Delete as lanterns now arrived.***

LA/05/04/3 - Use of Pennington Hall compound – investigate return of Works Department to Hawthorn Villa site – The Chairman commented that the committee needed to be more assertive to have the sand and gravel bins returned to the works depôt rather than works personnel having to travel to Onchan Park in order to mix concrete or cement.

LA/05/10/10

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

LA/05/10/11

CORRESPONDENCE OR OTHER COMMUNICATIONS

Hospice Care

Letter reported as received from Hospice Care requesting the use of Nivison Stadium for their annual Teddy Bear's Picnic in June. The Administrative Officer gave an outline of the history of the event which originally commenced in the Villa Marina Gardens then came to Onchan whilst the Villa Marina was out of commission and finally returned to the Villa Marina in June 2005. It was the wish of the committee to hold the event back in Onchan as DOTL wished to charge too much for the hire of the grounds and after due consideration it was

***RESOLVED**

“to grant permission for Hospice Care to hold their Teddy Bear's Picnic in Nivison Stadium on a Sunday afternoon in June subject to the event not

clashing with a stock car promotion and subject to the terms and conditions previously applied”.

LA/05/10/12

ANY OTHER BUSINESS

a) **Date of Next Meeting**

Monday 14th November 2005 at 7pm.

b) **Taverners Playground**

Mrs Megson suggested that the new Surveyor, once appointed, looks at providing phase 3 to the Taverners Playground. The Administrative Officer informed members that the original phase 3 involved the creation of an aerial runway which a previous committee and board of commissioners had decided was not suitable. Mr Stowell commented that Douglas Corporation had removed the aerial runway from the Willaston playground because of abuse. Noted.

Meeting terminated 10.42pm.

Minutes of a meeting of the **RURAL COMMITTEE** held in first floor lounge, Heywood Court, Heywood Park, Onchan on Wednesday 12th October 2005 at 5.16pm.

Present: Mr J.K. Watterson (in the Chair), Mrs W.E. Megson, Messrs B.H. Moore (from 5.17pm) and M.J. Kennaugh

Apologises: Mr W.A. Skillicorn

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

R/05/10/1 **MINUTES**

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

R/05/10/2 **MATTERS ARISING**

The following matters were arising from the minutes:-

a) Civic Amenity Site Charges

The Administrative Officer handed to Mr Moore a copy of the Clerk's letter dated 15th August 2005 as sent to Corlett Bolton and Co, advocates requesting opinion on a proposal put forward to make an additional charge to ratepayers in the Rural Ward to cover part of the commissioners costs in financing the Civic Amenity Site. This had been requested following the last meeting of the committee and the Clerk apologised for the delay. In the absence of Mr Skillicorn his copy was to be posted to him. The Administrative Officer added, for the benefit of the rural representatives, that a reply had been received from the advocates but it took the form of questions and to which a reply had been sent. A definitive answer was still awaited. Noted.

b) Street Light at Hillberry

The Building Control Officer advised that there had been no further problems with the light which had now remained illuminated at the correct times following the initial period when it was not functioning. Noted.

c) Trailer at Ballacreech Corner

Letter as sent to Sergeant Goldsmith was read. The Administrative Officer reported that surprisingly an acknowledgement had not been received, which was usually the case, but the trailer had certainly been moved on. The Chairman confirmed this point. Letter of thanks to be sent to the police.

d) Creg-na-Baa Hotel – Water Supply

The Building Control Officer reported that he had looked at all the planning approvals in respect of this property and could find no reference to a condition relevant to water supply within any of the approval notices. Noted.

e) **Road Surfacing - Abbeylands**

Letter reported as sent to the Department of Transport advising as to recent works on the Abbeylands Road which was tar sprayed and chipped at a time when the verges were overgrown. Since the surfacing the hedges have been cut back revealing potholes and areas not covered by the treatment. Letter suggested that perhaps better co-ordination could be arranged in the future to avoid a similar occurrence. Reply read which advised the comments had been passed to the Works Division and the department's surface dressing contractor. Noted.

R/05/10/3

OUTSTANDING MATTERS

Cost of Providing Services to Rural Ward

Mr Kennaugh commented that he had missed a couple of meetings of the committee and therefore was uncertain as to the purpose of this exercise. The Chairman explained the matter had been raised by Mr Skillicorn who was concerned that when asked what did the rural ratepayers get for their rates he was unable to give any sort of answer as a breakdown of costs relevant to the services was not provided. The information had originally been sought from the previous Clerk who advised that it was not possible to breakdown the figures although other breakdowns could be calculated to the penny. The matter was eventually left for Mr Skillicorn to have a one to one meeting with the Clerk in an effort to try and establish some sort of breakdown of costings. Mr Kennaugh thanked the Chairman for the information.

R/05/10/4

MATTERS FROM PREVIOUS MEETINGS

Nil.

R/05/10/5

MATTERS REFERRED BY BOARD/OTHER COMMITTEES

Nil.

R/05/10/6

PLANNING MATTERS

a) **Decisions**

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

PA 05/998 Conversion and extension of building to form dwelling, Ballacashin, Abbeylands for Ms Henrietta Reeve – Refused by reasons that the proposal is for a two storey extension which is contrary to the condition attached to the previous planning approval which specifically stipulates the renovated building must reinstate the general form and appearance of the building as it presently exists with a single storey leanto annex on the side elevation. Furthermore the proposal was considered to be a un-sympathetic means of extension and out of keeping with the character of the existing building. Noted.

PA 05/1559 Demolition of existing timber leanto porch and erection of single storey solid built porch at the rear, 2 Brookfield, Little Mill Road for Mr D. Kimnell – **Approved with no special conditions.**

b) Reviews

PA 05/998 Conversion and extension of building to form dwelling, Ballacashin, Abbeylands for Ms Henrietta Reeve

The Building Control Officer advised that a Review had been sought in connection with the above. Agreed to continue opposition as before and now reinforced by the reasons for refusal.

c) Appeals

The Building Control Officer reported a decision in connection with the following Appeal

PA 04/2354 Erection of new barn to increase storage capacity, field 534269, Clypse Beg, Onchan for Douglas Corporation – **Approved**

It was noted that the Planning Inspector confirmed that development of that nature would not normally be permitted in the countryside other than in exceptional circumstances which can include the needs of agriculture. He was of the opinion that whilst the building would stand out from certain view points it was alongside the existing building and therefore would now form part of an agricultural complex. Noted.

PA 05/994 Erection of triple garage with granny flat over, Ballakaighen, Ramsey Road Onchan for Mr D. Simpson

The Building Control Officer confirmed that an Appeal had been requested on behalf of the commissioners in view of the approval to the application which was refused at the first stage of planning but then approved at Review.

d) Registration of Chimneys at Tromode

The Administrative Officer reported there had still not been any notification in respect of a date for the Appeal Hearing.

e) Laxey and Lonan Area Plan

The Building Control Officer reported receipt, that day, of a copy of the proposals for the Laxey and Lonan Plan. He had only had time to briefly look at the document but at first sight there was nothing which appeared to affect Onchan. Noted.

R/05/10/7

ANY OTHER BUSINESS

a) Time and Date of next meeting

The next meeting to be held on Wednesday 16th November 2005 at 5.15pm. Venue to be confirmed but likely to be at Hawthorn Villa although possibly in the new interview/meeting room.

Meeting terminated at 6.04pm.

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the First Floor Lounge, Heywood Court, Onchan, on Monday 17th October 2005, at 5.30 p.m.

Present: Mr D. Crellin (Chairman)
Mr G.K. Astill
Mr A.T.W. Norton
Mr D.J. Quirk
Mr J.K. Watterson

Apologies: Mr A.S. Booth, F.C.A. (Chief Finance Officer)

In Attendance: Mr M. J. Williams (Chief Executive/Clerk)

PF05/10/01 **MINUTES**

Minutes of the meeting held on 12th September 2005, copies of which having previously been circulated, were taken as read, confirmed and signed.

PF05/10/02 **BUSINESS ARISING**

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

PF05/10/03 **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.

PF05/10/04 **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 12th October 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 12 th October 2005 less refunds	£1,360,189 (93.06%)

Comparative figures

2004/05 estimated amount collectable including arrears brought forward	
£1,340,222	
2004/05 collected to 12 th October 2004 less refunds	£1,250,899 (93.34%)

2. Revenue Account Payments

The list of payments from revenue account during the months of September 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.

PF04/10/05

CORRESPONDENCE AND OTHER COMMUNICATIONS

1. Treasury – 3rd Supplemental List

Clerk had circulated a copy of the third supplemental list 2005, received from the Valuation Office indicating the various amendments to the valuation list for the district of Onchan. *Noted.*

2. Treasury – Rating Notices – ODC Property

Clerk had circulated with the agenda copies of notices of amendments to the Valuation List received in respect of:-

Workshop/Store, Vehicle Storage Depot, rear Hawthorn Villa, 79 Main Road, Onchan – Increase from £280 (GRV) to £340 (GRV).

Offices – Increase from £935 (GRV) to £1,134 (GRV)

Hall/Rooms, Painters Store, rear 79 Main Road, Onchan – Reduction from £25 (GRV) to 0.

3. Data Protection Act 2002 – Memorandum of Agreement with the Department of Local Government and the Environment

Clerk had circulated with the agenda a copy of email correspondence exchanged with the Local Government Unit Manager in relation to Data Protection issues. The Department had forwarded a draft Memorandum of Agreement between the two Authorities, for the purpose of ensuring appropriate processing of data when either the Department or the Local Authority was acting for the other party, undertaking statutory responsibilities. The Memorandum of Agreement had also been circulated with the agenda.

It was **RESOLVED***:-

That the Memorandum of Agreement submitted by the Department of Local Government and the Environment regarding the processing of data by either party on behalf of the other, be signed by the Clerk on behalf of the Authority.

PF05/10/06

MATTERS REFERRED BY COMMISSIONERS/OTHER COMMITTEES

None to report in public.

PF05/10/07

RECOMMENDATIONS WITH POLICY OR FINANCIAL IMPLICATIONS FROM OTHER COMMITTEES

It was **RESOLVED** *that the following recommendations from the Leisure and Amenities Committee meeting held 10th October 2005 be endorsed:-*

1. *to grant permission for Hospice Care to hold their Teddy Bear's Picnic in Nivison Stadium on a Sunday afternoon in June 2006, subject to the event not clashing with a Stock Car promotion and subject to the terms and conditions previously applied.*

PF05/10/08

OTHER BUSINESS

None.

PF05/10/09

DATE OF NEXT MEETING

It was agreed that the next ordinary meeting of the Committee be held at 5.30 pm on Monday 21st November 2005

There being no further business the meeting terminated at 6.55 p.m.