

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 7th October 2019 at 7:00 pm

Present: Mr R Turton (Chairman)
Miss K Williams (Vice-Chair)
Mr D Crellin (Lead Member for Environmental and Technical Services)
Mr M Macfarlane (Lead Member for Finance and General Purposes)
Mr A Allen
Mr C Quirk

Apologies: Mr J Cherry (Lead Member for Properties & Amenities)

In Attendance: Mrs L Radcliffe (Chief Executive/Clerk)
Mr R Phillips (District Surveyor)
Mrs S Johnson (Finance Manager)
Mrs A Gale (Senior Administrator)
Ms A Crellin (Executive Officer/Assistant)

C19/10/01/01

TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT

Not necessary.

C19/10/0/02

BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS

None.

C19/10/01/03

MINUTES

1. Ordinary meeting held on Monday 30th September 2019

The minutes of the Ordinary Meeting held on Monday 30th September 2019, copies of which having previously been circulated, were considered.

Page 1 under Business arising not referred to in the Minutes continued amend Bus Stop to Bus Shelter.

Page 5 under Any other business as authorised by the Chairman amend typographical error to Chairman and delete the word Civic from Civic Reception.

Subject to the above mentioned amendments it was proposed by Mr Allen and seconded by Miss Williams and **RESOLVED that the minutes be agreed as a correct record of the proceedings and be signed by the Chairman.**

Mr Crellin and Mr Macfarlane did not vote at they were not present at the meeting of the 30th September 2019.

C19/10/01/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. Bus Shelter

The District Surveyor commented that the Bus Shelter at Bonds Restaurant had now been installed.

2. Motion 59 – Amendment to Standing Orders

A Member commented that under standing orders any amendments stand until the next Board Meeting as the next Board Meeting is the 7th October 2019, a Member asked should the Motion be heard at this meeting and not the Board Meeting of the 28th October 2019.

The Chairman confirmed that he had no objections to the Motion being heard at this meeting and that it would be added to the Agenda after item 14 Properties and Amenities.

C19/10/01/05

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C19/10/01/06

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C19/10/01/07

BUSINESS ADJOURNED FROM A PREVIOUS MEETING

1. Feasibility Study – Springfield Court

To be considered In Committee.

C19/10/01/08

PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE

1. Plans to the Board

(a) The following plans were considered by the Board.

(i) **PA 19/01029/B Mr A Stephenson – Brooklands, Sir George's Bridge**

Members were advised that the planning application was for proposed conversion of existing redundant agricultural barn to residential property.

In answer to questions, the District Surveyor advised that:-

- No comment had been received; and
- The cut-off date to the application is 18th October 2019.

It was proposed by Mr Crellin and seconded by and unanimously **RESOLVED that PA 19/01029/B – Brooklands, Sir George's Bridge be recommended for approval subject to approval from the Department of Infrastructure.**

2. Planning Communications

(a) PA 18/00525/B – Upper Sulby Farm

The District Surveyor advised the Board that before the previous District Surveyor had retired he had submitted appeal documents to the Department of Infrastructure. The District Surveyor further advised the Board that the application is going to appeal in October and he would be attending on behalf of the Authority.

C19/10/01/09**FINANCE AND GENERAL PURPOSES****1. Provision of Audit and Assurance Services to Local Bodies**

A copy of Isle of Man Government Expressions of Interest in relation to the provision of Audit and Assurance Services for Local Government Bodies having previously been circulated was noted.

C19/10/01/10**REPORT FROM THE CLERK OR OTHER OFFICER****1. Town and Village Centre Regeneration Scheme**

The Report of the Chief Executive/Clerk dated 7th October 2019, having previously been circulated was considered.

A Member congratulated the Chief Executive/Clerk for the work involved in Onchan being included in the regeneration scheme. The Chief Executive/Clerk advised the Board that approval was going to Tynwald in November and that a Meeting with the Department of Enterprise had been requested.

2. Hawthorn Villa Parking

To be considered in Committee.

3. Staffing Matter

To be considered in Committee.

C19/10/01/11**LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS****1. Jurby Commissioners – Civic Sunday**

A letter of invitation dated 28th September 2019, was received from Jurby Parish Commissioners inviting the Board of Onchan District Commissioners to attend their annual Civic Sunday to be held on Sunday 20th October 2019 at 11:15 am.

2. Isle of Man Post Office – All Island Deliveries to 5 days a week

A copy of the e-mail received from the Isle of Man Post Office advising that all Island deliveries will move to 5 days a week with effect from Monday 21st October 2019 having previously been circulated was noted.

3. Onchan Methodist Church – Carol Service

An invitation dated 13th September 2019, was received from the Onchan Methodist Church inviting the Chairman and Commissioners to attend their Carol Service to be held on Wednesday 18th December 2019 at 7:30 pm.

4. Manx Blind Welfare Calendar

A copy of the e-mail received from the Manx Blind Welfare dated 2nd October 2019 in relation to their 2020 calendar having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Mr Crellin and unanimously **RESOLVED** that the Authority sponsor a month of the Manx Blind Welfare 2020 Calendar.

5. Isle of Man Post Office Press Release

A copy of the Press Release received from the Isle of Man Post Office dated 2nd October 2019 advising that the Isle of Man Post Office are seeking Tynwald approval to Modernise the Island's retail network of Postal Services, having previously been circulated was noted.

C19/10/01/12
QUESTIONS

None.

C19/10/01/13
MOTIONS**1. Motion 59 – Amendment to Standing Orders**

Motion 59 in relation to the Amendment to Standing Orders having previously been circulated and considered.

After a discussion, it was proposed by Mr Turton and seconded by Miss Williams that Standing Order 24.1 (l) be amended to Any Miscellaneous Business of which Notice has been given pursuant to Standing Orders and at the Chairman's discretion.

A vote was taken and the proposal failed.

For: Mr Turton and Miss Williams
Against: Messrs Allen, Quirk, Crellin and Macfarlane

C19/10/01/14
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

None.

C19/10/01/15
PROPERTIES AND AMENITIES MATTERS

None.

C19/10/01/15**CHAIRMAN'S ANNOUNCEMENTS****1. Attendances****(a) Chairman's Attendances**

The Chairman confirmed to the Board that he had attended the Onchan Primary Schools event to celebrate Mr Hector Duff BEM, 100th Birthday celebration.

(b) Commissioners Surgery

The Commissioners' Surgery dates having previously been circulated were considered and it was noted that the following Commissioners would attend the Surgeries:-

Onchan District Commissioners' Surgery Date	Commissioners to Attend
2 nd November 2019	Mr Turton and Mr Crellin
5 th November 2019	Miss Williams & Mr Allen

(c) Royal British Legion – Children's Poppies Service

Mr Turton confirmed that he would be attending the Royal British Legion Children's Poppies Service at St Peter's Church on Saturday 9th November 2019.

2. Dates for the Diary**Update**

Date	Organisation	Event	Time
20 th October 2019	Jurby Parish Commissioners	Civic Sunday	11:15 am
2 nd November 2019	Onchan District Commissioners	Commissioners Surgery	11:00 am to 1:00 pm
5 th November 2019	Onchan District Commissioners	Commissioners Surgery – Springfield Court	2:30 pm
9 th November 2019	Royal British Legion	Children's Poppies	10:30 am
10 th November 2019	Royal British Legion	Remembrance Sunday Parade 9:25 am Service 9:45 am War Memorial 10:45 am	
11 th November 2019	Royal British Legion	Remembrance Sunday	
11 th November 2019	Onchan District Commissioners	Board Meeting	7:00 pm

C19/10/01/16**ANY OTHER BUSINESS**

None.

The Public session of the Meeting ended at 19:46 pm

C19/10/01/18**BUSINESS ADJOURNED FROM A PREVIOUS MEETING****1. Feasibility Study – Springfield Court**

The following matter was considered In Committee and transferred to the Public domain

The Report of the District Surveyor dated September 2019 having previously been circulated was considered.

The Chairman confirmed that some of the Members of the Board and the District Surveyor had attended Springfield Court on the 7th October 2019.

After a discussion it was agreed that the District Surveyor would draft a questionnaire which would be circulated to the Board for their comments and then circulated to the Residents of Springfield Court for them to complete and return to the District Surveyor. When the questionnaires have been received back by the District Surveyor a meeting with the Residents of Springfield Court would be arranged.

C19/09/02/20**REPORTS FROM THE CLERK OR OTHER OFFICER****1. Hawthorn Villa Parking**

The following matter was considered In Committee and transferred to the Public domain.

The Report of the District Surveyor dated 2nd October 2019, having previously been circulated was considered.

After a discussion, it was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that in relation to the Staff Car Park located at the side of Hawthorn Villa a bollard be installed together with signage advising Members of the Pubic the Car Park is designated for Staff Parking. Two car parking spaces next to the Disabled Parking Space be designated for anyone attending Hawthorn Villa on business.**

After a discussion, it was proposed by Mr Crellin and seconded by Mr Quirk and **RESOLVED that an additional 4 car parking spaces at the top end of the car park opposite the recycling bins be reserved for Officers during working hours.**

For: Mr Turton, Miss Williams, Mr Quirk and Mr Crellin

Against: Mr Macfarlane and Mr Allen

After a discussion it was proposed by Mr Turton and seconded by Miss Williams and unanimously **RESOLVED that the recycling bins be relocated to the Hub Car Park.**

After a further discussion it was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that after the relocation of the recycling bins and additional 3 parallel parking spaces be created.**

It was agreed that the District Surveyor is to report back to the Board in 3 months' time in relation to the parking and also the relocation of the recycling bins.

2. Staffing Matter

See Staff Minute Book.

C19/10/01/22

ANY OTHER URGENT BUSINESS AS AUTHORISED BY THE CHAIRMAN [ODC 28-10-19]:-

The following matter was considered In Committee and transferred to the Public domain

1. Email Correspondence

A Member voiced concerns about lack of response to a second email sent that day. Following heated discussion the Chief Executive/Clerk advised that there is a complaints process and that no formal complaints had been received to date.

The Complainant had called in to see Officers during the day and were satisfied that that due process was being followed. The Chief Executive/Clerk gave an update to Members and a considerable amount of time had been spent reviewing the case with Senior Officers.

. The Chief Executive/Clerk and the Finance Manager left the Meeting at 21:26 pm

The Chairman clarified due process is being followed and that a way forward had been agreed between the Chief Executive/Clerk and Officers.

There being no further business, the meeting closed at 21:39pm