

IN PUBLIC

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 9th January 2017 at 7.00 p.m.

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

In Attendance: Mr M.J. Morrison (Chief Executive/Clerk)
 Mr T.R. Craig (Deputy Clerk)
 Mr T.M.G. Edwin-Reed (Finance Manager) (*left at 9.37 p.m.*)
 Mr B.T. Price (District Surveyor)
 Ms A.S. Dentith (Senior Administrator)

C17/01/01/01**TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT**

Not necessary.

C17/01/01/02**BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS**

None.

C17/01/01/03**MINUTES****1. Ordinary meeting held on Monday 12th December 2016**

The minutes of the ordinary meeting held on Monday 12th December 2016, copies of which having previously been circulated, were considered.

It was proposed by Mr Allen, seconded by Mr Cherry and unanimously **RESOLVED that the minutes be signed as a correct record of proceedings and were signed by the Chairman.**

Mr Quirk did not take cast a vote as he was not present at the meeting concerned.

C17/01/01/04**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES OF ANY SPECIAL COMMITTEES****1. C16/12/01/04(1) Condition of Property - 2 Wybourn Drive**

After a brief discussion, the Chairman informed Members that the owners had complied with any action that they were required to undertake. The District Surveyor was asked to contact the owner again to cut back the hedge to the front boundary.

*IN PUBLIC***2. C16/12/01/13(2) – Surface Water Drainage**

In answer to question, the District Surveyor advised:-

- That the Manx Utilities Authority has fitted a gully at the car parking area at the side of 1 Ashley Park which allows the water to collect and discharge through the surface water drainage system.
- Still waiting for installation of the sleeping policemen in Kaighen's Lane to assist in diverting the water to the new drainage system.

3. C16/12/01/13(5) - Groudle Glen House

In answer to question, the Chief Executive advised that the District Surveyor would be on site this week and that legal advice was being taken on the stance of the Authority.

4. C16/12/01/16(5) - Centenary Park

In answer to question, the Chief Executive advised that the meeting held with a representative of the IOM Woodland Trust had brought up a suggestion for waste disposal of untreated grass. However, this was through an unregistered company and the matter could not be progressed.

C17/01/01/05**BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

C17/01/01/06**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

C17/01/01/07**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 16/01359 - 1 Buttermere Drive

The District Surveyor advised that the application was for a proposed two storey extension to the side of the property with double garage at the lower level and kitchen/dining over. The driveway is to be altered to give access to the new garage entrance.

It was proposed by Mr Crellin, seconded Mr Cherry, and unanimously **RESOLVED that PA 16/01359 – 1 Buttermere Drive be recommended for approval.**

(ii) PA 16/01361 – 33 Howe Road

The District Surveyor advised that the planning application was for alterations to an existing approval identifying the construction as built. The changes are the provision of two additional roof lights and a door/window combination in lieu of a window.

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It was proposed by Mr Crellin, seconded by Mr Cherry, and **RESOLVED that PA 16/01361 – 33 Howe Road be recommended for approval.**

(iii) PA 16/01394 – King Edward Bay Golf Club, King Edward Road

The District Surveyor advised that the planning application was for a proposed extension to the beauty therapy section of the building to provide a Jacuzzi and steam room, plus a walled garden area.

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED that PA 16/01394 – King Edward Bay Golf Club, King Edward Road be recommended for approval.**

(iv) PA 16/01405 – 1 Windermere Drive

The District Surveyor advised that the planning application was for the proposed replacement of the existing conservatory with a slightly larger extension to provide kitchen accommodation.

It was proposed by Mr Crellin, seconded Mr Cherry, and unanimously **RESOLVED that PA 16/01405 – 1 Windermere Drive be recommended for approval.**

(v) PA 16/01367 – Ballakaighen Farm, Whitebridge Road

The District Surveyor advised that the planning application was for:-

- The proposed change of use of field to use as a campsite.
- The use is not limited to special events such as TT, but intended for groups such as Scouts and Guides and Public.
- An approval was granted for a temporary campsite on an adjoining field for TT & Festival of Motorcycling weeks only for 2015 and 2016. This use has now concluded.

After discussion, it was proposed by Mr Crellin, seconded Mr Cherry, and unanimously **RESOLVED that PA 16/01367 – Ballakiaghén Farm, Whitebridge Road be recommended for approval on the grounds that there is no provision for camping elsewhere on the property.**

(vi) PA 16/01372 – Former IOM Bank Site, 26 Main Road

The District Surveyor advised that the planning application was for proposed alterations to the existing bank building for use as a restaurant with residential accommodation over, plus extensions to either side for retail and further residential use.

The Vice-Chairman voiced concern that:-

- The parking provision was inadequate.
- Extractor fans would be affecting the neighbouring property.
- The plans alter the character of the front of the building.

The District Surveyor advised that five letters of complaint had been received by relating to the parking provision, and explained the requirements under the Onchan Strategic Plan.

A Member expressed concern over the misuse of parking at the front of the building on the bus stop.

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In answer to question, the Chief Executive advised that no correspondence had been received over concerns with regard to parking provision for existing facilities in that area.

In answer to question, the District Surveyor advised that extractor units were not detailed on the current planning application.

It was proposed by Mr Crellin, seconded Mr Allen, and ^[amended by ODC 23/01/17] **RESOLVED that PA 16/01372 – Former IOM Bank Site, 26 Main Road be recommended for refusal, as there is inadequate parking provided for the facilities proposed. The Board also expressed concerns were expressed regarding the extraction from the restaurant as there is nothing indicated on the plan.**

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

Against: Mr Cherry

2. Planning Communications

(a) PA 16/0024/A – Ballacashin Farm, Abbeylands,

The District Surveyor advised that the planning application for a dwelling at Ballacashin Farm had been approved at Appeal.

C17/01/01/08

FINANCE AND GENERAL PURPOSES MATTERS

1. Management Accounts to 30th November 2016

The following matter was considered in committee and transferred to the public domain.

The management accounts for the eight month period to 30th November 2016, having previously been circulated were considered. The Finance Manager advised that differences had arisen due to the additional expenditure being approved after the budget was agreed, or delayed from the prior financial year.

Comments were made as follows:-

(a) Surveyors Expenditure

In answer to question, the Finance Manager advised that the salaries were above budget due to a final settlement of a regrading claim. The Chairman advised that this had been assessed using independent criteria.

The Chairman commented that it was the policy of the Authority that if any member of staff can show why a course is of benefit to them or the Authority then this should be encouraged. Equally if somebody works hard and qualifies higher than their current grade then they should be rewarded and paid for their successful qualification.

(b) Park, Open Spaces and Toilets Expenditure

In answer to question, the Finance Manager advised that the repairs expenditure was slightly below budget due to the purchase of the new motor boats.

IN PUBLIC**(c) Refuse Collection Expenditure – Wages and Salaries**

In answer to question, the Deputy Clerk advised that:-

- One member of staff on long term sick had resulted in the Authority claiming against the Authority's insurance to recoup some of the salary payments.
- One member of staff had an accident at work which had been reported and treated in accordance with RIDDOR regulations.
- Both cases are being managed within their Whitley Council Terms and Conditions of employment.
- Both cases are pending a review by Occupational Health once their current rehabilitation is completed.

A Member requested that the Board are kept informed.

2. Miscellaneous Fees 2017

The following matter was considered in committee and transferred to the public domain.

The report of the Finance Manager dated 4th January 2017, having previously been circulated, was considered. The Finance Manager advised that a notional increases were based on a 2% rise, and suggested levels attempted to keep the fees to round figures.

(a) Building Control

It was proposed by Mr Macfarlane, seconded by Mr Cellin and **RESOLVED that the Search Fees remain as follows:-**

i. Search Fees	-	£100
ii. Letter of Comfort	-	£55

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

(b) Garage Rents

It was proposed by Mr Macfarlane, seconded by Mr Allen, and **RESOLVED that the garage rents be increased with effect from 1st April 2017 as follows:-**

i. Tenant	£12.00 per week
ii. Non-Tenant	£17.00 per week (£14.17 excluding VAT)

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

(c) Bowling Greens

Discussion ensued with regard to the high cost of maintaining the bowling greens. A Member felt that it generated activity in Onchan Park, and part of the Authority's function was to provide a community facility.

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It was proposed by Mr Macfarlane, seconded by Mr Cherry, and unanimously **RESOLVED** that the **Bowling Season Ticket, with effect from 1st April 2017, be increased as follows:**

- | | |
|-----------------|------------------|
| i. Adult Fee | £62.50 |
| ii. Senor Fee | £52.00 |
| iii. Junior Fee | remain at £15.00 |

It was further proposed by Mr Macfarlane, seconded by Mr Allen, and unanimously **RESOLVED** that the hire charge for the Isle of Man Bowling Festival be set at £1,350 for the two festivals.

(d) Commercial Refuse Collection Charges

It was proposed by Mr Macfarlane, seconded by Mr Cherry, unanimously **RESOLVED** that with effect from 1st April 2017 that the commercial refuse collection charges be set as follows:-

Bin Size	Standard Charge per bin (one collection per week)	Additional charge per bin for second collection
	Per annum	Per annum
240L	£106.00	£10.60
360L	£159.00	£15.90
660L	£238.50	£23.85
1100L	£318.00	£31.80

In answer to comment, the Chief Executive advised that having a 2% increase ensures that the Authority remains competitive with other providers.

(e) Onchan Park

It was proposed by Mr Macfarlane, seconded by Mr Crellin, unanimously **RESOLVED** that the charges for use of activities in Onchan Park be set at:

These would be as follows:

- Adult (1 turn per person) £3
- Child (1 turn per person) £2
- Day Ticket – Adult (unlimited turns) £10
- Day Ticket – Junior (unlimited turns) £5
- Day Ticket – Family of 4 (unlimited turns) £20 (Max 2 adults)
- Day Ticket – Family of 6 (unlimited turns) £25 (Max 2 adults)
- Kiddie cars would be excluded as they are token based.

*IN PUBLIC***3. Budget for the year ended 31st March 2018**

The following matter was considered in committee and transferred to the public domain.

The Chairman requested that the Agenda for the next meeting of the Board be cleared for consideration of setting the rate. Officers were requested to bring three specimen budgets with details of what has to be done to achieve those figures.

C17/01/01/09**REPORT FROM THE CLERK OR OTHER OFFICER****1. Local Authority Borrowing Agreements**

Report of the Chief Executive dated 16th December 2016, having previously been circulated was considered.

It was unanimously **RESOLVED:-**

- (a) That Onchan District Commissioners has the power to borrow and the purpose for which it will borrow amounts is consistent with the authority in Section 51 of the Local Government Act 1985;
- (b) That any two of the following officers:-
 - i. Michael James Morrison, Chief Executive/Clerk;
 - ii. Thomas Martin George Edwin-Reed, Finance Manager; and
 - iii. Timothy Roy Craig, Deputy Clerk;

are hereby authorised to sign any Agreements and to sign any other documents that may be considered by such signatory necessary or desirable for the purposes of carrying into effect the resolutions of the Board or the transactions contemplated thereby.

C17/01/01/10**LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS****1. IOM Municipal Association**

The Chief Executive advised of a statutory powers training session which will include a short introductory presentation on the Freedom of Information Act. Commissioners Mr Allen, Mr Macfarlane and Mr Crellin indicated their attendance. Venue to be Douglas Borough Council's Nobles Park Pavilion Community Room in Braddan on 17th January 2017 starting at 6.30 p.m.

C17/01/01/11**QUESTIONS**

None.

C17/01/01/12**MOTIONS**

None.

*IN PUBLIC***C17/01/01/13****ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS****1. C16/12/01/03(1) - Waste Disposal Charges – Domestic Waste**

After a brief discussion, it was proposed by Mr Macfarlane, seconded by Mr Cherry, and unanimously **RESOLVED that the invoices for waste disposal charges for domestic waste may be authorised for payment.**

C17/01/01/14**PROPERTIES AND AMENITIES MATTERS****1. Central Government Housing Review**

The Deputy Clerk advised that there was nothing to report.

The Chief Executive advised that the Department of Infrastructure's Director for Housing, and Member of the Department of Infrastructure with responsibility for housing would be attending a meeting of the Board on Monday 20th February 2017 at 6.30 p.m.

C17/01/01/15**CHAIRMAN'S ANNOUNCEMENTS**

None.

C17/01/01/16**OTHER URGENT BUSINESS****1. C16/12/01/09(2) – Kenyon's Café – Business Case**

In answer to question, the Chairman stated that it was a resolution of the Board that the premises would be sold. Further, when the refurbishment of the Onchan Youth and Community Centre had been agreed, it was a Board decision at that time that Kenyon's Café would not be offered exclusive use of an area.^[amended by ODC 23/01/17] However, we have asked Kenyon's to provide a business case for a possible alternative premises.

In answer to question, the Chief Executive advised that no formal approach has been made to Kenyon's Café with regard to alternative premises.

In answer to comment, Commissioner Macfarlane advised that no formal communication had been received offering the use of the Onchan Youth and Community Centre or alternative premises.

The Chairman informed the Board that DeanWood were appointed by the Board to act as their agents for commercial properties. As with all our commercial properties, the Board would have to give due consideration to those interested parties when fitting vacant units.

2. Attendance

Lead Member for Properties and Amenities advised that they had attended the following:-

- Harvey Briggs Onchan Library – Presentation to the winners of the Harvey Briggs Cup.
- Onchan Methodist Chapel – Carol Service.

3. Civic Sunday

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Members were advised that consideration of the Authority's Civic Sunday would be considered at a future meeting of the Board.

4. Miscellaneous Items

A Member brought attention to the following:-

- Weeds – Wybourn Drive pavements.
- Dog Faeces – Summerhill Road and Birch Hill.

The Chief Executive requested Members to contact the District Surveyor if they are approached with regard to such matters so that they can be dealt with quickly.

5. Onchan Youth and Community Centre

In answer to question, the District Surveyor advised that works were on programme. There was a faulty street light within the car park at the Onchan Youth and Community Centre which was being addressed.

5. Street Lighting

In answer to question, the District Surveyor advised that the policy of the Board was that street light lighting regime is to be adjusted to permit morning illumination as and when repairs are carried out.

Members were advised that there were two regimes for the street lighting:-

- Street Lights on all night at strategic locations such as road junctions.
- The remaining street lights switch on at dusk and go off at midnight.

Discussion ensued with regard to conversion to LED lighting and photocells over a rolling programme and associated costs.

It was proposed by Mr Turton, seconded by Mr Cherry, and unanimously **RESOLVED that the District Surveyor is to:-**

- **carry out an assessment to compare electricity savings against the installation of LED lights;**
- **bring proposals for modernising the lighting system in Onchan; and**
- **detail a priority listing of areas where there may be a perceived hazard.**

The Chairman stated that if any Member receives a complaint regarding street lighting that they should refer it to the District Surveyor for him to make the assessment.

6. Centenary Park – Burning

In answer to question, the District Surveyor advised that the matter had been resolved.

7. Commissioners' Surgery

Commissioners Surgery was to take place at Springfield Court at 2.30 p.m. on Tuesday 10th January 2017. Commissioners Mr Allen and Mr Crellin indicated their attendance.

*IN PUBLIC***8. Data Protection Registration**

The Chief Executive asked all Members to ensure that their Data Protection Registration was current. If any Member wished to ask any questions to contact him directly.

9. Dates for the Diary

- 22nd January 2017 - Holocaust Memorial Day Service – Chairman to attend.
- 5th March 2017 - Malew Parish Commissioners Civic Service – Chairman to attend

10. Warden Call System – Springfield Court

The following matter was considered in committee and transferred to the public domain.

The report of the Deputy Clerk dated 9th January 2017, was considered. In order to consider the matter, it was proposed by Mr Turton, seconded by Miss Williams, and unanimously **RESOLVED that a suspension of standing orders on the making of contracts be approved to allow for the urgent consideration of a replacement warden call system at Springfield Court on the grounds of safety.**

After a brief outline of the problems which had occurred, it was proposed by Mr Turton, seconded by Mr Cherry, and unanimously **RESOLVED that Modern Earth Electrical Ltd be granted the contract to purchase and install a new warden call system to Springfield Court.**

12. Hawthorn Villa – Automatic Access

In answer to comment, the Chairman requested the District Surveyor to investigate the electronic access to the reception area doors at the Commissioners' Office, and report back to the Board.

There being no further business, the meeting closed at 9.47 p.m.