

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 11th June 2018 at 7.15p.m.

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

In Attendance: Mr T.R. Craig (Deputy Clerk)
 Ms A.S. Dentith (Senior Administrator)
 Mr R. Phillips (Acting District Surveyor)

The Board of Commissioners, Officers and Members of the Public stood for one minutes silence as a mark of respect for the late Dan Kneen. Dan was a much respected member of the Onchan Community, and as a result of an accident during the IOM TT Festival, sadly passed away. The Chairman expressed sincere condolences to Dan's partner and family.

C18/06/01/01

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

Not necessary.

C18/06/01/02

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

None.

C18/06/01/03

MINUTES

1. Ordinary meeting held on Monday 21st May 2018

The minutes of the ordinary meeting held on Monday 21st May 2018, copies of which having previously been circulated, were considered.

(a) C18/05/03/14(1)(d) – Multi-Use Court

Fourth line, change the word 'when' to read 'whether'.

(b) C18/05/03/15(1) – General Data Protection Regulations

First line, change 'Wednesday' to 'Thursday'.

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

2. Staff Minutes - Ordinary meeting held on Monday 21st May 2018

To be considered In Committee.

3. Staff Minutes – Extra-Ordinary meeting held on Monday 30th May 2018

To be considered In Committee.

C18/06/01/04
BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C18/06/01/05
BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C18/06/01/06
BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C18/06/01/07
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 18/00495 – Mr and Mrs Rees, 28 Laurel Avenue. Replacement of garage door with window and rear extension.**

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED** that **PA 18/00495 – 28 Laurel Avenue be recommended approval.**

- (ii) **PA 18/00509 – Mr A. Fretwell, Carlton, Hillberry Road, Alterations and Extension.**

The Acting District Surveyor advised Members:-

- No comments had been received in writing, but verbal comments had been made.
- No alteration to the streetscape.
- The ridge height is not going to be any higher than existing.

The Chairman thanked the Acting District Surveyor in being proactive and writing to the neighbouring properties due to the non-display of the planning notice.

It was proposed by Mr Cherry, seconded by Mr Turton, and unanimously **RESOLVED** that **PA 18/00509 – Carlton, Hillberry Road be recommended approval (notify 'Airlie', 'Lynfield', 'Windrush', 'Dovedale' and 'Homefield', Hillberry Road)**

- (iii) **PA 18/00516 – Mr and Mrs Furness, 24 Wentworth Close, Remove existing sliding door and adjustments to create a new window.**

The Acting District Surveyor advised that under the Permitted Development Order, no planning application is required. No comments have been received and not issues to consider.

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED** that **PA 18/00516 – 24 Wentworth Close be recommended approval.**

- (iv) **PA 18/00552 – Mr Watson, 3 Lhondhoo Close – removal of chimney stack.**

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED** that **PA 18/00552 – 3 Lhondhoo Close – removal of chimney stack be recommended approval.**

- (v) **PA 18/00527 – Mr Cain, 9 Belgravia Road. Replacement of existing conservatory with single storey sun lounge extension.**

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED** that **PA 18/00527 – 9 Belgravia Road. Replacement of existing conservatory with single storey sun lounge extension be recommended for approval.**

- (vi) **PA 18/00525 – Mr D. Hall, Fields 530570 & 530569, Scollag Road opposite Upper Sulby Farm, Hillberry. Erect building to provide stables, storage equipment and feed, construction of outdoor equestrian exercise arena and covered lunge pen, hardstanding and erect wind turbine.**

Planning Application to be circulated to Members for their perusal. Acting District Surveyor to approach the Department to see if an extension of time can be given.

2. Planning Communications

- (i) **PA 18/00111 – Mr C. Murray, Site adjacent to 10 Birchley Terrace**

The District Surveyor advised that:-

- ODC would be submitting an appeal.
- He was unsure if anyone else had lodged an appeal.

C18/06/01/08

FINANCE AND GENERAL PURPOSES

1. Chief Executive/Clerk Recruitment

To be considered In Committee.

C18/06/01/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. Office Telephone System

The Deputy Clerk informed Members that he had been in contact with Manx Telecom and WiManx to investigate the reinstatement of the direct dial numbers. Manx Telecom advised that the direct dial numbers were available but would only be released to equipment owned by Manx Telecom. The current contracts are with WiManx for a three year period, and confirmation of availability of direct dial numbers was awaited.

A Member express disappointment that the matter had not yet been resolved. They felt that the telephone system was unsatisfactory and offered a poor service to the rate payers.

It was agreed that the Chairman and Deputy Clerk would work together to find a resolution.

A Member suggested removal of the voice selection and calls go to a single operator as previously.

C18/06/01/10

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. His Excellency, the Lieutenant Governor

Letter of thanks received dated 21st May 2018 from His Excellency The Lieutenant Governor, Sir Richard Gozney for the lovely afternoon held at the Commissioners' Civic Sunday and Reception.
Noted with pleasure.

2. Accolades – Correspondence

After discussion, it was agreed that a framework/protocol be investigated for guidance in the award of accolades. Commissioner Quirk to undertake research and bring to the Board for consideration in three months.

The Deputy Clerk asked that during consideration of a protocol, that the Board include the siting of commemorative benches. This would give an opportunity to formalise the conditions, i.e. that if the bench be retired from use, the commemorative plaque be returned to the family.

3. Street Traders Licence - Beauty Services

Street Traders Licence for a Glamper Van, having previously been circulated was considered.

Members made the following observations:-

- There are a number of existing businesses in Onchan which are paying their rates;
- Existing businesses would be unhappy to see someone pitching up and potentially take away some of their clientele, as street traders do not pay rates.
- Onchan Park was not an appropriate place.
- No objection as part of pop up events taking place.

After discussion, it was proposed by Mr Cherry, seconded by Mr Quirk, and unanimously **RESOLVED that a street traders licence for the Glamper Van be refused.**

4. Correspondence from Messrs Carters.

To be considered In Committee.

C18/06/01/11

QUESTIONS

None.

C18/06/01/12

MOTIONS

None.

C18/06/01/13

ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. Draft Area Plan for the East

After discussion, it was agreed:-

- Two copies be printed off, one to be on display in the Commissioners' Office, and the second to be on display in the Harvey Briggs Onchan Library.
- Maps to also be printed off.
- Forms to be available for Members of the public to forward their comments to the Commissioners.
- Extraordinary public meeting to be held to discuss the Draft Area Plan for the East two weeks prior to the closing date of 30th August 2018.

C18/06/01/14

PROPERTIES AND AMENITIES MATTERS

1. Onchan Park – Update

(a) **Sensory Garden** - Barclays working party to be held 27th to 29th June 2018.

(b) **Stadium** – A Structural Engineer's report had been received advising that there was no immediate risk. The structure has moved in time but has not moved for some time. If the concrete stadium was to be demolished in the future, a detailed risk assessment would need to be undertaken. The District Surveyor had previously informed Members that the roof was leaking and a Member asked for this to be investigated. ^[amended by ODC 25/06/18]

It was agreed that the Acting ^[amended by ODC 25/06/18] District Surveyor would give a summary of the conclusion and issue a copy of the report.

(c) **Corporate Sponsorship** – No further progress.

(d) **Multi-Use Court** – No further progress.

(e) **Playground Equipment** - It was agreed that installation of further playground equipment, such as monkey bars, would be considered with other suggestions at budget setting.

(f) **Crazy Golf Course** – Require review and cost forecast for design and build.

(g) **Bumper Boats** – Very popular attraction, and requires a review.

2. Housing Allocations - Appeal

To be considered In Committee.

3. Housing Allocations

To be considered In Committee.

5. 10 Elm Tree Road – New Lease

To be considered In Committee.

C18/06/01/15
CHAIRMAN'S ANNOUNCEMENTS

1. Dates for the Diary

Date	Organisation	Event	Time
25 th June 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
3 rd July 2018	Commissioners Surgery	Springfield Court	2.30 p.m.
7 th July 2018	Commissioners Surgery	Onchan Hub	11.00 a.m.
14 th July 2018	Onchan District Commissioners	Village Fair	2.00 p.m.

Members requested that Commissioners' Surgery notices are printed in advance.

In answer to question, Members were advised that any posters or flyers submitted to the Authority by any of the four MHKs would be displayed on the notice boards. The same opportunities were given to all, the same as other clubs and societies within the District.

Commissioners Cherry advised that he had attended the IOM Municipal Association Annual General Meeting on behalf of the Authority. The after dinner talk was about Groudle Glen Railway.

C18/06/01/16
ANY OTHER BUSINESS

1. Apologies

Commissioners Miss Williams gave apologies for the meeting of the Board to be held on 25th June 2018.

*The meeting moved to In Committee proceedings at 8.35 p.m.
Acting District Surveyor left the meeting at 8.35 p.m.*

C18/06/01/17
MINUTES

The following matters were considered In Committee and transferred to the public domain. .

1. Staff Minutes - Ordinary meeting held on Monday 21st May 2018

To be considered at the next meeting of the Board.

3. Staff Minutes – Extra-Ordinary meeting held on Monday 30th May 2018

To be considered at the next meeting of the Board.

C18/06/01/18
FINANCIAL AND GENERAL PURPOSES MATTERS

1. Chief Executive/Clerk Recruitment

The following matter was considered In Committee prior to the commencement of the Board meeting.

See Staff Minute Book.

C18/06/01/19

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Correspondence from Messrs Carters.

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

Correspondence received dated 24th May 2018 from Messrs Carters regarding a historical issue.

The Deputy Clerk read out the correspondence which Callin Wild had drafted to Carters and Members agreed that the letter be issued.

After discussion, the Chairman asked all Members of the Board not to engage with the parties regarding this matter.

C18/06/01/20

PROPERTIES AND AMENITIES MATTERS

1. Housing Allocations Appeal

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

It was proposed by Mr Cherry, seconded by Miss Williams, and unanimously **RESOLVED that the appeal of SHA 455 be refused on the grounds that the applicant is below the age criteria for sheltered housing.**

2. Housing Allocations

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

The Housing Allocations reports dated 30th May 2018, having previously been circulated were considered.

It was proposed by Mr Cherry, and seconded by Mr Quirk and unanimously **RESOLVED that the following sheltered housing allocations be accepted en bloc:-**

- (a) E2/54 – 1 Bed EPC First Floor Flat - that **SHA 451 be offered a tenancy for the property E2/54.**
- (b) E2/59 – 1 Bed EPC Ground Floor Flat – that **SHA 418 be offered a tenancy for the property E2/54.**

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

It was proposed by Mr Cherry, and seconded by Miss Williams and unanimously **RESOLVED that the following allocation be accepted:-**

- (c) 05/58 – 2 Bed Bungalow – that **HA 3911 be offered a five year fixed term tenancy for the property 05/58.**

3. **10 Elm Tree Road – New Lease**

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

The Deputy Clerk advised that due diligence checks have been completed and were satisfactory.

A Member requested that the Deputy Clerk investigate further and to bring back to the next meeting of the Board.

C18/06/01/21

ANY OTHER BUSINESS

1. **Staffing Matter**

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

See Staff Minute Book.

2. **Social Media**

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

The Vice-Chairman referred to a posting on Social Media which appeared to be critical of the Commissioners in relation to the public toilets adjacent to Onchan Park Café.

In answer to question, the Deputy Clerk advised that there were no internal toilets in Onchan Park Café, and that the public toilets were unlocked whilst the park attractions are open. When events were being held at Onchan Raceway there was toilet provision within the Nivison Stadium.

Some Members were of the understanding that all toilets would be open for the T.T. period.

A Member requested a review of the policy and protocol for the opening hours of the public toilets and whom would be responsible for any damage caused by vandalism.

3. **Ballachrink Drive – Shop Extension**

No updates to report.

4. **Onchan AFC**

In answer to question, the Deputy Clerk advised that recommendations would be considered by the Board at their next meeting.

5. **44-46 Main Road**

Members were advised that the property had been sold, and that the proceeds would offset the refurbishment costs of the Onchan Hub.

6. **Finance Manager**

The Deputy Clerk advised that Mrs Johnson had commenced employment that day.

7. **Former Chief Executive/Clerk**

See Staff Minute Book.

8. **Minutes – Draft**

The Deputy Clerk advised that the Authority were running in conflict of the advice given by Knowles in the conduct of meetings. The only minutes which should exist of a board meeting are those that which have been signed off by the Board as correct.

In line with advice received, Members agreed that draft minutes to be circulated by hard copy only.

There being no further business, the meeting closed at 9.52 p.m.