

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 11th November 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 R Phillips (District Surveyor)
Mrs A Gale (Senior Administrator)

In Attendance: Mrs L Radcliffe (Chief Executive/Clerk)
Mrs S Johnson (Finance Manager)
Mr R Forgie (Property Maintenance Manager)
Ms A Crellin (Executive Officer/Assistant)

C19/11/01/01

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

Not necessary.

C19/11/01/02

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

None.

C19/11/01/03

MINUTES

1. Ordinary meeting held on Monday 28th October 2019

The minutes of the Ordinary Meeting held on Monday 28th October 2019, copies of which having previously been circulated, were considered.

Amendment:-

Page 6 – Dates for the Diary 11th November 2019 Royal British Legion amend Remembrance Sunday to Remembrance Day short service at the War Memorial.

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

C19/11/01/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. Bus Shelter

A Member asked for an update in relation to the Bus Shelter at Bonds Restaurant. The Property Maintenance Manager reported that there is a table and chairs outside the café.

After a discussion, it was agreed that the Chief Executive/Clerk would send a further letter to the Minister of the Department of Infrastructure and the Property Maintenance Manager is to review the procedures for street furniture.

2. Internal Audit

The Finance Manager confirmed that she is still waiting for a quote from one interested party. It was agreed that when all estimates had been received it would be brought back to the next Board Meeting.

C19/11/01/05

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C19/11/01/06

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C19/11/01/07

BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C19/11/01/08

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 19/01154 Mr & Mrs Dodds – 36 Buttermere Drive**

Members were advised that the planning application was for the replacement of pitched conservatory roof with flat roof to create rear elevation first floor balcony and French doors.

In answer to questions, the Lead Member for Environmental and Technical Services advised that:-

- No comment had been received; and
- The cut-off date to the application is 22nd November 2019

It was proposed by Mr Crellin and seconded by Mr Quirk and **RESOLVED that PA 19/01154 be recommended for refusal on the grounds of loss of privacy to neighbouring properties and 34 & 38 Buttermere Drive and 13,15 & 17 Thirlmere Avenue be advised.**

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

Against: Mr Allen

(ii) **PA 19/01168 Mr Temple & Ms Metcalfe – 52 Lhonvane Close**

Members were advised that the planning application was for a single storey extension to the rear.

In answer to questions, the Lead Member for Environmental and Technical Services advised that:-

- No comment had been received; and
- The cut-off date to the application is 29th November 2019.

It was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that PA 19/01168 52 Lhonvane Close be recommended for approval.**

(iii) **PA 19/01171 Mr D Litton – 57 Howe Road**

Members were advised that the planning application was for a single storey extension.

In answer to questions, the Lead Member for Environmental and Technical Services advised that:-

- No comment had been received; and
- The cut-off date to the application is 29th November 2019.

After a discussion, it was agreed that Planning Application PA 19/01171 be brought back to the next Board Meeting and that neighbouring properties be advised.

2. **Planning Communications**

(a) **PA 19/00936 – Site adjacent to 10 Birchley Terrace**

The Property Maintenance Manager advised the Board that they had previously refused the above planning application on the grounds of highway access and that Planning have approved the application.

The Property Maintenance Manager advised that should the Board decide to take the application to appeal the Authority has until the 19th November 2019 to submit their appeal.

After a discussion, it was agreed that the Property Maintenance Manager would review the documents and provide an update by e-mail to each Member for their comments.

The Property Maintenance Manager left the meeting at 19:45 pm

C19/11/01/09**FINANCE AND GENERAL PURPOSES****1. Accolade**

To be considered In Committee.

2. Housing Rent Arrears

To be considered In Committee.

3. Staffing Matter

To be considered In Committee.

C19/11/01/10**REPORT FROM THE CLERK OR OTHER OFFICER****1. Commissioners Surgery Dates**

The Report of the Senior Administrator dated 29th October 2019, having previously been circulated was considered and noted.

2. Isle of Man Municipal Association

The Chairman asked if Mr Quirk would consider taking on the role of the Authorities representative for the Isle of Man Municipal Association. Mr Quirk confirmed that he would and that he would be attending the meeting on Thursday 14th November 2019.

C19/11/01/11**LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS****1. Tynwald Christmas Carol Service**

A letter of invitation dated 29th October 2019, was received from the President of Tynwald inviting the Board of Onchan District Commissioners to attend their annual Christmas Carol Service to be held on Thursday 12th December 2019 at 1:10pm at St Mary's of the Isle Roman Catholic Church and was noted.

2. Childhood Healthy Weight Summit

A copy of the e-mail received from the Department of Health & Social Care in respect of their Childhood Healthy Weight Summit to be held on 29th November 2019 at 10:00 am to 3:00 pm at St John's Mills.

The Chief Executive/Clerk confirmed that she would be attending the Childhood Healthy Weight Summit.

3. Manx Scouts – World Scout Jamboree Presentation

A e-mail invitation dated 3rd November 2019, was received from the Manx Scouts inviting the Board of Onchan District Commissioners to their World Scout Jamboree Presentation to be held on Friday 22nd November 2019 at 6:00 pm at the Manx Museum and was noted.

4. Isle of Man Local Government Superannuation Scheme – Annual Report

To be considered In Committee.

C19/11/01/12
QUESTIONS

None.

C19/11/01/13
MOTIONS

None.

C19/11/01/14
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**1. Onchan Flooding Issues**

The Report of the District Surveyor dated 6th November 2019 having previously been circulated was considered.

After a discussion, it was agreed that a meeting with representatives of Manx Utilities and the Department of Infrastructure be arranged and that the District Surveyor and Lead Member for Environmental and Technical Services attend the meeting together with any other Member who would like to attend.

C19/11/01/15
PROPERTIES AND AMENITIES MATTERS**1. Action List – Elderly Persons Complexes**

To be considered In Committee.

C19/11/01/16
CHAIRMAN'S ANNOUNCEMENTS**1. Attendances****(a) Chairman's Attendances**

The Chairman confirmed to the Board that he had attended the following:-

Children's Poppies Service held on Saturday 9th November 2019;
Remembrance Sunday; and
Remembrance Day Service at the War Memorial

2. Dates for the Diary

Date	Organisation	Event	Time
15 th November 2019	2 nd Onchan Scouts	Annual Awards Night and	7.30 p.m.
12 th December 2019	President of Tynwald	Com Service – St Mary's	1:10pm
22 nd November 2019	Manx Scouts	Onchan Scout Jamboree	6:00 pm to
		Presentation	8:00 pm
25 th November 2019	Onchan District Commissioners	Board Meeting	7:00 pm
29 th November 2019	Onchan District Commissioners	Reception – Douglas Borough Council	6:00pm to 8:00 pm
1 st December 2019	Royal Artillery Association	St Barbara's Day Service	11.00 a.m.
3 rd December 2019	Onchan District Commissioners	Commissioners Surgery – Heywood Court	2.30 p.m.
7 th December 2019	Onchan District Commissioners	Commissioners Surgery – The Hub	11.00 a.m. – 1.00 p.m.
9 th December 2019	Onchan District Commissioners	Board Meeting	7:00 pm

13 th December 2019	Onchan District Commissioners	Torchlight Procession and Christmas Market	6:40 pm – 9:00 pm
18 th December 2019	Onchan Methodist Church	Carol Service	7.30 p.m.

C19/11/01/17

ANY OTHER BUSINESS

1. Appointment of Lead Member for Housing

The Chairman reported that a Member had requested that a Special Meeting take place to appoint a new Lead Member for Housing. The Chairman confirmed that in accordance with Standing Orders the rules of the Annual General Meeting would need to be followed.

Members were asked if anyone is willing to stand. Miss Kathryn Williams and Mr Anthony Allen confirmed that they would be.

It was proposed by Mr Crellin, seconded by Mr Quirk that Mr Anthony Allen be appointed lead member for Properties and Amenities.

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

It was proposed by Mr Macfarlane and seconded by Mr Turton that Miss Kathryn Williams be appointed lead member for Properties and Amenities

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

On the casting vote of the Chairman, it was therefore **RESOLVED that Miss Kathryn Williams be appointed lead member for Properties and Amenities.**

The Public session of the Meeting ended at 20:07 pm

C19/09/02/18

MINUTES

1. Staffing Minutes held at the Ordinary Meeting of 28th October 2019

See Staff Minute Book.

2. Extra Ordinary held on the 30th October 2019

The Minutes of the Extra Ordinary Meeting held on Wednesday 30th October 2019, copies of which having previously been circulated, were considered.

Amendment:-

Page 1 paragraph 4 - amend to include after legally "to counter defamatory comments".

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

C19/11/01/19

FINANCE AND GENERAL PURPOSES

1. Accolade

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

A copy of the Letter received nominating Mr James Edward Summerfield Smith for an accolade for his services to the Authority and communication having previously been circulated was considered.

After a discussion, it was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that Phase 2 of Marion Court be re-named “Edward Smith Court” in recognition of his service to the Authority and Community. Subject to the nominee accepting this honour.**

4. Housing Rent Arrears

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

The Report of the Finance Manager dated 6th November 2019, having previously been circulated was considered.

5. Staffing Matter

See Staff Minute Book.

C19/11/01/20

CONSIDERATION OF ANY RELEVANT CORRESPONDENCE:

1. Isle of Man Local Government Superannuation Scheme – Annual Report

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

The Isle of Man Local Government Superannuation Scheme Annual Report having previously been circulated was discussed and noted.

C19/11/01/21

PROPERTIES AND AMENITIES MATTERS

1. Action List – Elderly Persons Complexes

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

The Report of the Senior Administrator dated 6th November 2019, having previously been circulated was considered and noted.

C19/11/01/22

ANY OTHER BUSINESS

1. Civic Amenity Site

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

It was noted that the Meeting of the 5th November 2019 had been cancelled and the next scheduled Meeting is to be held on the 28th November 2019.

There being no further business the meeting ended at 21:45 pm