

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 13th August 2018 at 7.00 p.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 R. Turton (Lead Member for Finance and General Purposes)
 Miss K. Williams
 Mr C. Quirk

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

Apologies: Mr T.R. Craig (Deputy Clerk)

C18/08/01/01

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

Not necessary.

C18/08/01/02

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

None.

C18/08/01/03

MINUTES

1. Ordinary meeting held on Monday 23rd July 2018

The minutes of the ordinary meeting held on Monday 23rd July 2018, copies of which having previously been circulated, were considered.

(a) C18/07/02/04(2) – Onchan Park Café

Delete 'proprietors' and insert 'with a Director of Onchan Park Café and their advisor'.

(b) C18/07/02/10(2) – IOM Municipal Association

Second paragraph, change to read 'Lead Member for Properties and Amenities gave apologies'.

(c) C18/07/02/19(2) – Internal Audit Report.

Amend last paragraph to read 'Members were asked to submit questions to the Chairman and Vice-Chairman who were to meet with the Internal Auditors and Members' concerns would be raised.'

(d) C18/07/02/19(1) – Rent Report. Insert the word 'who'.

Subject to the above amendments, it was proposed by Mr Allen, 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 of Ordinary meeting held on Monday 23rd July 2018**

To be considered in Committee.

C18/08/01/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. **C18/07/02/14(1)(iv) – Tennis Courts**

After a brief discussion, the Acting District Surveyor was requested to investigate the felling of any diseased trees.

2. **C18/07/02/23(1) – Housing Maintenance – Voids**

Members requested that the resolution of the Board forming the policy regarding spending limits on voids be recirculated, as the policy may require a review.

In answer to question, the Senior Administrator advised that a spreadsheet was being formulated which indicates the costs on voids to date. Report to be circulated to the next meeting of the Board.

It was agreed that the Lead Member for Finance and General Purposes, and the Lead Member for Properties and Amenities to be kept informed.

Mr Cherry joined the meeting at 7.22 p.m.

3. **C18/07/02/10(1) – Tynwald Select Committee on Poverty**

Correspondence dated 11th July 2018, having previously been circulated was considered.

General discussion ensued:-

- It was agreed that definition of poverty was difficult to define. What is poverty? How is this defined? Poverty exists in every society and every group within the Isle of Man.
- There was a general level of poverty within the District, and across the Island.
- The Board were in support of the Select Committee carrying on with their investigation work in order to help those with the greatest need.
- There is food and fuel poverty amongst adults and children.
- Many pensioners were only just managing to pay their way, and also have a poverty of loneliness, as they cannot afford to join clubs, etc. The society standard is poor, and by making them financially poor we are making them lonely resulting in social exclusion.

4. **Chief Executive/Clerk – Recruitment**

The Chairman informed Members that the advert for the position was now in the public domain and expressions of interest have been forwarded the application packs. The closing date for applications is 31st August 2018.

C18/08/01/05

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C18/08/01/06

BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C18/08/01/07

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 18/00428 Mr P.M. Skinner, 12 Maple Avenue.

Construction of a flat roofed attached garage to the side of existing dwelling - amended drawing to form a pitched roof over new garage. Onchan District Commissioners previously approved the application on 8th May 2018. No comments received.

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 18/00428, 12 Maple Avenue, be recommended approval, subject to installation of a slate roof.**

(ii) PA 18/00731 Mr L.J. Helwich, 12 & 12A Hillcrest Grove, Installation of a flue. No comments received.

Mr Cherry declared an interest.

After discussion, it was proposed by Mr Crellin, seconded by Mr Turton, and unanimously **RESOLVED that PA 18/00731, 12 and 12A Hillcrest Grove be recommended approval.**

(iii) PA 18/00744 Mrs S. Barr, 3 Ballachurry Avenue - Additional use of a residential dwelling to provide a therapy treatment room. No comments received.

Commissioners Mr Quirk, Mr Turton and Mr Crellin declared an interest.

After discussion, it was proposed by Mr Macfarlane, seconded by Mr Cherry, and **RESOLVED that 3 Ballachurry Avenue be recommended refusal on the grounds that this was a commercial business in an area zoned as residential use only.** [amended by ODC 03/09/18]

For: Messrs Macfarlane, Cherry and Miss Williams [amended by ODC 03/09/18]
Against: Mr Allen

(iv) PA 18/00751 Ms V. Ball, 33 Third Avenue - Creation of off road parking area to front of property. No comments received.

PA 18/00785 Mrs K. Sims, 24 Third Avenue - Creation of a vehicular access. No comments received.

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 18/00751, 33 Third Avenue and PA 18/00785, 24 Third Avenue be recommended approval.**

(v) PA 18/00754 Mr S.M. Ball, 16 Beech Avenue - Widening of existing vehicular access. No comments received.

After discussion, it was proposed by Mr Crellin, seconded by Mr Allen, and unanimously **RESOLVED that PA 18/00754 be recommended approval.**

- (vi) PA 18/00776 Manx Blind Welfare Society Corrin Court, Heywood Avenue [amended by ODC 03/09/18]

Creation of an exercise area and memorial gardens with associated landscaping, structures and parking.

Mr Cherry declared an interest.

It was agreed that the Acting District Surveyor would circulate the information for consideration at the next meeting of the Board.

2. Planning Communications

(a) C18/07/02/04 – Beehive Kindergarten, Hillberry Road.

Members were advised that an access had been created from Briarfield Avenue and alterations were being undertaken to a garage.

Members requested that a meeting be arranged with the Senior Planning Officer.

C18/08/01/08

FINANCE AND GENERAL PURPOSES

1. Telephone System Update

Lead Members were given an update with regard to the release of the direct dial numbers. Members requested that a fixed date for completion to be sought.

C18/08/01/09

REPORT FROM THE CLERK OR OTHER OFFICER

None.

C18/08/01/10

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Forest Certification – Groudle Glen

Correspondence received from Senior Forestry and Amenity Manager at the Department of Environment, Food and Agriculture (DEFA) dated 20th July 2018.

It was proposed by Mr Cherry, seconded by Mr Turton, and unanimously **RESOLVED that Onchan District Commissioners give permission for the Department of Environment, Food and Agriculture to pursue the internationally recognised certification for forest and woodland management.**

It is also noted that the Authority will not be held liable to any costs as part of the process or in respect of future management practices for as long as the Department is the leaseholder, and permission may be retracted if so desired.

C18/08/01/11

QUESTIONS

None.

C18/08/01/12
MOTIONS

None.

C18/08/01/13
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. Draft Eastern Area Plan

(a) Workshop

Correspondence received from the Cabinet Office dated 30th July 2018, regarding a facilitated Local Government Leadership Workshop which is to be held on 14th September 2018. The Vice-Chairman and Lead Member for Environment and Technical Services, along with the Acting District Surveyor to attend.

(b) Draft Eastern Area Plan

After a brief discussion, it was agreed that a public meeting be held on 28th August 2018 at The Hub, inviting guests from central government.

The Acting District Surveyor to circulate to Members details of the nine additional sites in Onchan.

2. Belgravia Road – Parking Issues

Discussion ensued with regard to the problems of motor home parking in the area of Belgravia Road.

Members agreed to liaise with the Department of Infrastructure to draw up a scheme of restricted parking in the area of Belgravia Road and Royal Drive and were defer to the Department's expertise in this matter.

A Member requested that the motorhome parked on the corner be referred to the Department of Infrastructure and Police as it was parked in a dangerous position and seemed unroadworthy.

A Member asked if a question could be asked of the Department as to whether a camper van/motor home falls into heavy car category under the Road Traffic Regulations Act.

3. Street Lighting Report

The Street Lighting Report for Jan to July 2018, having previously been circulated was considered.

The Acting District Surveyor informed Members that two columns had been dropped due to erosion.

The Acting District Surveyor advised Members that a STEP Student had been carrying out visual inspections, and had mapped each individual light in the Authority's ownership and those that were not. The columns are being relabelled. The Manx Utilities Authority have offered for us to use their mapping tool, this will also give an opportunity to log locations of dog and waste bins in the District.

In answer to comment, the Acting District Surveyor advised that budgets will need to be included for replacement of columns on a rolling programme.

In answer to question, the Acting District Surveyor advised that all contracts would be up for renewal for the next financial year.

4. **Weed Spraying**

Vice-Chairman informed Members that he had had some discussion with officers regarding the weed spraying contract. When the contract is up for renewal thoughts will need to be given with regard to possibly increasing the number of sprays carried out.

The Acting District Surveyor advised that 33 miles of weed spraying is undertaken, there was no budget provision given when the service was transferred from the Department of Infrastructure.

The Acting District Surveyor to consider options prior to the renewal of the contract.

C18/08/01/14

PROPERTIES AND AMENITIES MATTERS

1. **Onchan Park – Update**

- (i) **Onchan Park – Site Visit** – 8th September 2018 at 10.00 a.m.
- (ii) **Onchan Park Café** – Met with the Director of Onchan Park Café.
- (iii) **Fire Certificate** - Fire Officer has made an informal visit and will return in due course.
- (iv) **Bowling Greens** – A lot of positive comments regarding the green keeper and the excellent quality of the greens. These are now classed as the best on the Island and as a result a number of extra competitions have been held.
- (v) **Public Toilets** – A Member stated that they have been closing before 8.00 p.m. which is the time agreed by the Board.

2. **Public Toilets**

The Acting District Surveyor advised that the Port Jack Toilets are being vandalised three or four times over the week, if this continues, they may have to be locked in the evening. It was recommended that instances of vandalism be reported to the Police.

Discussion ensued with regard to refurbishment of the toilets, anti-vandal toilets, 20p charges and CCTV on the entrance to the public toilet buildings.

The Acting District Surveyor was asked to report back to the Board on the following:-

- How much vandalism has there been caused to the toilets;
- Cost of the damage to repair;
- How many instances have occurred and which area.
- Investigate options for CCTV;
- Investigate refurbishment options for the toilets.

3. **Commissioners' Surgery**

(a) **Molly Carrooin's Cottage**

The Acting District Surveyor advised that some works were required:-

- Exterior windows and door;
- Whitewashing and exterior painting.

In answer to question, the Vice-Chairman stated that donations received by the Friends of Onchan's Heritage during the opening days of the cottage were minimal.

(b) **Groudle Glen Water Wheel**

After discussion, the Board reiterated that they had made a resolution that no money would be put aside in the budget for this financial year. [amended by ODC 03/09/18]

(c) **Onchan Wetlands**

Members were advised that an email had been received from Manx Wildlife Trust advising that the trees had been inspected by Department of Environment Forestry and Agriculture and there was no ecological damage to the trees. Manx Wild Life Trust had advised that there was a management plan and works program for the area.

Senior Administrator advised that an email had been issued requesting and update and offering assistance to organise a working party.

Members requested that ownership of the nature reserve be investigated.

C18/08/01/15
CHAIRMAN'S ANNOUNCEMENTS

1. **Dates for the Diary**

Date	Organisation	Event	Time
1 st September 2018	Commissioners Surgery – Mr Crellin and Mr Turton	Onchan Hub	11.00 a.m.
3 rd September 2018	Department of Health and Social Care	Meet with Director of Infrastructure re: Older People's Housing Needs for the Future	6.15 p.m.
3 rd September 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
16 th September 2018	Manx Blind Welfare	Blind Driving School	TBA
27 th September 2018	IOM Municipal Association		7.00 p.m.

C18/08/01/16
ANY OTHER BUSINESS

1. **Next meeting**

Apologies received from Mr Cherry for 1st and 3rd September 2018.

2. **Barely There Campaign**

The Tommy Silhouettes have arrived and would be erected on the front of the Commissioners' building and highlighted with accent light, and will be unveiled early October.

3. **War Memorial**

Acting District Surveyor to arrange for the names to be painted.

4. **Notice Boards**

Members requested that the notice boards be updated.

The meeting moved to In Committee proceedings at 9.00 p.m.

C18/08/01/17
MINUTES

1. **Staff minutes of the ordinary meeting held 23rd July 2018**

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

The staff minutes of the ordinary meeting held on Monday 23rd July 2018, copies of which having previously been circulated, were considered.

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.**

C18/08/01/18
MATTERS ARISING

None.

C18/08/01/19
FINANCE AND GENERAL PURPOSE MATTERS

1. **Sickness Report**

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

The staff sickness absence report from the Acting Chief Executive, dated 9th August 2018, having previously been circulated was considered.

The Vice-Chairman expressed disappointment that the report was very basic. There was no detail and wished it separated by Department, which would give an idea of where there may be any potential issues. Expressed concern over the impact staff sickness could have on the Authority and how what percentage of the total wage bill did it impact.

Members were informed that the Managers did monitor the absence of the staff, and dealt with individuals as appropriate.

Members requested that a comparison of three years records be circulated, with a request for departmental breakdown and comparison on sickness levels with the IOM Government and another Local Authority. Bring back to the Board at the end of September.

C18/08/01/20
CONSIDERATION OF ANY RELEVANT CORRESPONDENCE

1. **Carters – Hamilton Complaint**

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

Correspondence received dated 1st August 2018 from Carters Advocates, having previously been circulated was noted.

C18/08/01/19
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. **Groudle Glen – Private Sewerage System**

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

Report of the Senior Administrator, dated 3rd August 2018, having previously been circulated was considered.

It was proposed by Mr Cherry, seconded Mr Quirk, and unanimously **RESOLVED** that the sale of approximately 2.5 m x 3.5 m of land for the installation of a klargester bio disk system be approved on the following conditions:-

- For the nominal sum of £5;
- That the legal costs be met by the purchaser;
- That the owner of Old Toll House to replace the dilapidated fence between the end of the Groudle Glen House car park and the start of the road and rail viaduct.
- That the klargester bio disk sewerage system is linked to the property and remains the responsibility of the property known as Old Toll House for all purposes including maintenance.

C18/08/01/20

PROPERTIES AND AMENITIES MATTERS

1. Housing Swap

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

- (a) TG 437 and TG 348 - It was proposed by Mr Cherry, and seconded by Mr Allen, and unanimously **RESOLVED** that:

TG 437 be granted the 2 bed property 10/84 and to be placed on a five year fixed term tenancy.

TG 438 be granted the 3 bed property 13/41 for the balance of the five year fixed term tenancy to October 2020.

- (b) IAS 018 and IAS 015 – It was proposed by Mr Cherry, seconded by Mr Turton and unanimously **RESOLVED** that:

IAS 015 be granted the 3 bed property 05/28 for a five year fixed term tenancy with Onchan District Commissioners.

IAS 018 to be granted the 3 bed property DC/12 Spr and for Douglas Borough Council to maintain and manage the fixed term tenancy.

2. Sheltered Housing – Terms of Reference

Report of the Senior Administrator dated 23rd July 2018, having previously been circulated was considered. Members agreed to accept the terms of reference as they stand, providing they are reviewed on an annual basis. Further, that copies of minutes of the meetings be circulated to Members for their information.

3. Anti-Social Behaviour

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

Members were given an update with regard to two ongoing incidents of anti-social behaviour.

4. Housing ICT Platform

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

Correspondence dated 6th August 2018, from the Head of Housing of the Public Estates and Housing Division of the Department of Infrastructure, having previously been circulated was considered.

Members agreed that they required further information before committing to attending any presentations/demonstration.

C18/08/01/20

SUSPENSION OF STANDING ORDERS

It was proposed by Mr Crellin, seconded by Mr Allen, and unanimously **RESOLVED to suspend Standing Orders in order to conclude the business on the agenda.**

C18/08/01/21

PROPERTIES AND AMENITIES MATTERS

1. Nivison Stadium – Leases/Licences

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

(a) **Onchan AFC – Licence**

(i) Licence Period

It was proposed by Mr Crellin, seconded by Mr Allen and **RESOLVED that a licence be granted for the use of the football pitch in Nivison Stadium for a period of three years under the same terms and conditions as existing.**

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

(ii) Licence Fee

It was proposed by Mr Turton, seconded by Mr Cherry, and unanimous **RESOLVED that the licence fee for the football pitch would be £1,400 plus V.A.T.**

(iii) Refund

After discussion, Members agreed that no refund shall be granted.

(b) **Onchan Raceway – Lease**

It was proposed by Mr Cherry, seconded by Mr Crellin and unanimously **RESOLVED that a lease be granted for the use of Nivison Stadium, Onchan Park, for a period of three years, under the same terms and conditions of the existing. It was further agreed that the rent would be as current with an annual increase of rent plus RPI.**

2. Onchan Park Café – Lease

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

The Vice-Chairman gave a summary of the current position regarding to the café and arcade area.

It was proposed by Mr Cherry that the lease remain as status quo. No seconder received.

Members requested that the matter be brought back to the Board for further consideration.

C18/08/01/22

ANY OTHER BUSINESS

None.

There being no further business, the meeting closed at 10.35 p.m.