

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 16th March 2020 at 7:00pm

Present: Mr R Turton (Chairman)
 Miss K Williams (Vice-Chair & Lead Member for Housing)
 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

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

C20/03/02/01

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

Not necessary.

C20/03/02/02

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

None.

C20/03/02/03

MINUTES

1. Ordinary meeting held on Monday 2nd March 2020

The minutes of the Ordinary Meeting held on Monday 2nd March 2020, copies of which having previously been circulated, were considered.

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

C20/03/02/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C20/03/02/05

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C20/03/02/06

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C20/03/02/07**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

C20/03/02/08**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 20/00180 Onchan Pensioners Social Club - Field Nos 534017 & 534018, Blackberry Lane

Members were advised that the planning application was for erection of clubhouse and the levelling and formation of two football pitches.

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

- Comments had been received in support of the development;
- The previous application 12/00016/B was approved by Planning and the Board; and
- The cut-off date to the application is the 27/03/2020.

After Members consideration it was proposed by Mr Crellin and seconded by Mr Macfarlane and unanimously **RESOLVED that it be deferred to the next Board Meeting, requiring information on parking. It was agreed that the District Surveyor should contact Douglas Borough Council in relation to the boundary and also the Department of Infrastructure.**

(ii) PA 20/00186 Mr & Mrs J Gelling - 3 Oak Close

Members were advised that the planning application was for the creation of raised parking, garden walling, steps and widening of vehicular access.

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

- Comments had been received from the Department of Infrastructure Highways with suggested improvements; and
- The cut-off date to the application is the 27th March 2020.

After a discussion it was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00186 - 3 Oak Close be recommended for approval.**

(iii) PA 20/00192 Mr & Mrs R Bray - 2A Fairfield Avenue

Members were advised that the planning application was for the installation of a flue for a wood burner.

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

- No comments have been received; and
- The cut-off date to the application is the 27th March 2020.

After a discussion it was proposed by Mr Crellin and seconded by and Mr Macfarlane and unanimously **RESOLVED that PA 20/00192 - 2A Fairfield Avenue be recommended for approval.**

(iv) PA 20/00214 Mr & Mrs Tomlinson - 68 Birch Hill Crescent

Members were advised that the planning application was for a replacement extension and extension to garage.

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

- No comments had been received;
- The cut-off date to the application is the 27th March 2020.

After a discussion it was proposed by Mr Crellin and seconded by and Mr Allen unanimously **RESOLVED that PA 20/00214 - 68 Birch Hill Crescent be recommended for approval.**

(v) PA 20/00223 Ms R Quirk - 19 Highfield Crescent

Members were advised that the planning application was for the installation of a single storey extension to side and rear elevations.

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

- No comments had been received; and
- The cut-off date to the application is the 4th April 2020.

After a discussion it was proposed by Mr Crellin and seconded by Mr Macfarlane unanimously **RESOLVED that PA 20/00223 - 19 Highfield Crescent be recommended for approval.**

2. Planning Communications

1. PA 20/00141 – Winchester Court, Second Avenue

A Member advised the Board that the applicants had attended the Commissioners Surgery on Saturday 7th March 2020. The applicants advised the Commissioners that they are looking at the business based on their research and

the areas which are in demand of this facility. The applicants were advised that their application had been refused on the grounds of not sufficient parking.

It was agreed that the District Surveyor is to contact the applicants to advise them that the decision is currently with Planning.

2. **PA 20/00123 – 35 Groudle Road**

The District Surveyor advised the Board that two comments opposing the application have now been received from neighbouring properties.

C20/03/02/09

FINANCE AND GENERAL PURPOSES

1. **The Hub Charges 2020/21**

To be considered In Committee.

C20/03/02/10

REPORT FROM THE CLERK OR OTHER OFFICER

1. **Board Meeting Dates**

A copy of the Public Notice confirming Onchan District Commissioners Board Meeting dates for 2020/21 having previously been circulated was considered and agreed.

2. **Document Retention Policy**

A copy of the Document Retention Policy having previously been circulated was considered.

The Chief Executive/Clerk advised that the policy defines what constitutes as a document and what documents need to be retained by the Authority.

Amendments – Page 5 amend CCTV recordings on VHS tape to CCTV recordings.^{ODC 30/03/2020}

Subject to the above amendment, it was proposed by Mr Macfarlane and seconded by Mr Crellin and unanimously **RESOLVED that the Document Retention Policy be approved and adopted.**

2. **Onchan Park Water Feature**

The Report of the Property Maintenance Officer dated 24th February 2020, having previously been circulated was considered.

After a discussion, it was proposed by Mr Turton and seconded by Mr Macfarlane and **RESOLVED that Onchan Crest be installed as the water feature.**

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

Against: Mr Allen and Mr Crellin

3. **Coronavirus Business Continuity**

The Chief Executive/Clerk advised the Board in relation to Coronavirus Business Continuity Procedures that have been put in place.

After a discussion, it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED that the Board give their full support to the Chief**

Executive/Clerk and her Senior Management Team in respect of their requests for reasonable expenditure and that the Authority follow the Isle of Man Government guidelines.

C20/03/02/11

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Friends of Chernobyl's Children (Isle of Man)

A copy of the letter dated 25th February 2020, requesting Onchan Park Day Children's Wristbands during the Children from Belarus' stay, a copy having previously been circulated, was noted.

After a discussion, it was proposed by Mr Macfarlane and seconded by Mr Allen and unanimously **RESOLVED that Onchan Park Day Children's Wristbands be provided for the Children of Belarus' visit subject to Onchan Park being opened.**

2. Friends of Chernobyl's Children Isle of Man – Newsletter

A copy of the Friends of Chernobyl's Children Isle of Man Newsletter, having previously been circulated was noted.

3. Department of Environment, Food and Agriculture – Maintenance of Roadside Hedges, Sod Banks and Verges

A copy of the letter received from the Department of Environment, Food and Agriculture dated 9th March 2020, having previously been circulated was considered and noted.

The District Surveyor advised the Board that some negative comments had been received in relation to hedge cutting at the Nook. The District Surveyor advised the Board that permission had been received from the Department of Food, Environment and Agriculture to carry out the hedge cutting.

The District Surveyor had been requested to pass the thanks of the Board to the contractor.

4. Hospice Chat Benches

A copy of the correspondence received from Hospice Isle of Man in relation to chat benches, having previously been circulated was considered.

It was agreed that the District Surveyor identify the number of places where chat benches could be placed and if any existing benches can be used.

After a discussion, it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED that Hospice chat benches be adopted.**

C20/0201/12

QUESTIONS

None.

C20/03/02/13
MOTIONS

None.

C20/03/02/14
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. **Draft Area Plan for the East Modifications**

A copy of the of the report received from the Cabinet Office in relation to the modifications to the draft Area Plan for the East following the Public Inquiry dates 14th February 2020, having previously been circulated was considered.

The District Surveyor advised the Board that he has reviewed the proposed amendments. It was noted that any recommendations received from the Planning Inspector in relation to Onchan that the Cabinet Office are proposing to include in the draft Area Plan for the East.

The District Surveyor advised that the Board does not need to reply as the Cabinet Office will only consider the recommendations of the independent Planning Inspector. It was noted that the Cabinet Office do not agreed with all of the independent Planning Inspectors' recommendations.

C20/03/02/15
HOUSING MATTERS

None.

C20/03/02/16
CHAIRMAN'S ANNOUNCEMENTS

1. **Attendances**

The Chairman confirmed that he and the Vice Chairman had attended the Onchan Baptist Church, 50th Anniversary Celebration Service on Saturday 14th March 2020.

2. **Dates for the Diary**

Date	Organisation	Event	Time
30 th March 2020	Onchan District Commissioners	Board Meeting	7:00pm
4 th April 2020	Onchan District Commissioners	Commissioners Surgery	11:00 am to 1:00 pm

C20/03/02/17
ANY OTHER BUSINESS

A Member brought to the attention of the Board that signage had been placed in Sea Cliff Road in relation to recycling.

It was agreed that the District Surveyor would contact the Department of Infrastructure in relation to the signage, and to be removed if not erected by the Department of Infrastructure.

The Public session of the Meeting ended 21:09 pm

C20/03/02/18

FINANCE & GENERAL PURPOSES

1. The Hub Charges 2020/21

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

The Report of the Finance Manager dated 11th March 2020, having previously been circulated was considered.

Following a discussion, the Finance Manager was requested to bring a clearer pricing strategy to the forward to the next Board Meeting.

C20/03/02/22

MINUTES

See Staff Minute Book.

C20/03/02/22

SUSPENSION OF STANDING ORDERS

It was proposed by Mr Macfarlane and seconded by Mr Allen and unanimously **RESOLVED** that **Standing Orders be suspended until 10:15 pm to allow for the completion of business.**

C20/03/02/23

ANY OTHER BUSINESS

See Staff Minute Book.

There being no further business the meeting ended at 22:15 pm