

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 16<sup>th</sup> October 2017 at 7.00 p.m.

**Present:** Mr. A. Allen (Chairman)  
Mr M. Macfarlane (Vice-Chair and Lead Member for Finance and General Purposes)  
Mr C. Quirk  
Mr R. Turton

**Apologies:** Mr J. Cherry (Lead Member for Properties and Amenities)  
Mr D. Crellin (Lead Member for Environmental and Technical Services)  
Miss K. Williams

**In Attendance:** Mr T.R. Craig (Deputy Clerk)  
Ms A.S. Dentith (Senior Administrator)

**Apologies:** Mr B.T. Price (District Surveyor)  
Mr D. Vincent (Interim Finance Manager)

**C17/10/02/01**

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

Not necessary.

**C17/10/02/02**

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

None.

**C17/10/02/03**

**MINUTES**

**1. Ordinary meeting held on Monday 2<sup>nd</sup> October 2017**

The minutes of the ordinary meeting held on Monday 2<sup>nd</sup> October 2017, copies of which having previously been circulated, were considered.

(a) C17/10/01/19(7) – Fly Tipping

Page 8, 1<sup>st</sup> sentence, add “A Member questioned the use of official signage adjacent to private property”. Delete “In answer to question”.

(b) C17/10/01/19(4) – Onchan District Commissioners’ Website

Page 7 – change initial capital of “Armistice”.

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

Mr Turton did not cast a vote as he was not present at the meeting.

**C17/10/02/04**

**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES OF ANY SPECIAL COMMITTEES**

1. **C17/10/01/19(2) – Parking – King Edward Road et al**

Correspondence dated 9<sup>th</sup> October 2017, from the Traffic Technician and Customer Services Supervisor of the Highway Services of the Department of Infrastructure, having previously been circulated, was considered.

Members were disappointed with the choice of wording in the correspondence, and a Member stated that the Commissioners are here to serve the residents and felt that the wording was offensive.

Members referred to the Department suggesting that the Authority could obtain the relevant powers regarding enforcement. This had been previously considered, and Members had agreed that it was not a cost effective use of the Authority's resources.

**C17/10/02/05**

**BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

**C17/10/02/06**

**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

1. **Civic Sunday**

After a brief discussion, the Deputy Clerk was asked to check the original resolution which sets the policy for the date of Civic Sunday.

The Chairman requested that the matter be held over to the next meeting of the Board on 30<sup>th</sup> October 2017.

**C17/10/02/07**

**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 17/01017 – 16 Fairfield Avenue, creation of hardstanding to front of property to form off street parking.

It was proposed by Mr Turton, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/01017 – 16 Fairfield Avenue be recommended for approval.**

- (ii) PA 17/01042 – The Old Toll House, King Edward Road,, Installation of biodisc sewerage treatment plant.

It was proposed by Mr Macfarlane, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/01042 – The Old Toll House, King Edward Road be recommended for approval, subject to a fence being erected around the treatment bank.**

- (iii) PA 17/01050 – 11 Ennerdale Avenue, Proposed extension above existing garage to form additional bedroom/bathroom.

It was proposed by Mr Quirk, seconded by Mr Macfarlane, and unanimously **RESOLVED that PA 17/01042 – 16 Fairfield Avenue be recommended for approval.**

- (iv) PA 17/01055 – 2 Laurel Avenue, Replacement conservatory roof with lightweight tiles.

It was proposed by Mr Macfarlane, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/01055 – 2 Laurel Avenue be recommended for approval.**

- (v) PA 17/01059 – 7 Greeba Drive, Replacement conservatory roof with lightweight tiles.

It was proposed by Mr Macfarlane, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/01059 – 7 Greeba Drive be recommended for approval.**

## 2. Planning Communications

None.

### C17/10/02/08

#### FINANCE AND GENERAL PURPOSES

None.

### C17/10/02/09

#### REPORT FROM THE CLERK OR OTHER OFFICER

## 1. Torchlight Procession

The Chairman spoke with Members regarding difficulty in marshalling the torchlight procession to ensure safety. He also informed Members that Onchan Silver Band were unable to lead the procession this year, and it had been suggested that a display area be created at the Onchan Hub to centre around a Festival of Light.

A Member stated that they would be sorry to see the walk stopped through the Village, and suggested that perhaps core groups could be approached to carry the lit torches which would allow the naked flames to be more controlled.

A Member suggested that other bands be approached to lead the procession.

The Chairman requested that the matter be held over to the next meeting of the Board on 30<sup>th</sup> October 2017.

## 2. Staffing Matter

To be considered In Committee.

## 3. Staffing Matter

To be considered In Committee.

4. **Mission Statement**

To be considered In Committee.

**C17/10/02/10**

**LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS**

1. **Junior Commissioners**

Correspondence received from Onchan Primary School dated 4<sup>th</sup> October 2017, detailing an initiative to create Junior Commissioners, which will involve pupils from Lower St Ninian's High School, Ashley Hill Primary School as well as Onchan Primary School. This will be to have children meet with the Commissioners once a term, to share their ideas for improving Onchan's local area and learn about local government, and a chance for Members to seek any feedback or questions.

Members agreed that the Deputy Clerk progress the initiative.

2. **Andrea Parish Commissioners – Civic Sunday**

Letter of invitation received dated 25<sup>th</sup> September, from the Chairman of Andreas Parish Commissioners inviting Members to attend Divine Service in Andreas Parish Church at 11.15 a.m.. The Deputy Clerk advised that the Service would now be held on Sunday 29<sup>th</sup> October 2017. The Chairman indicated his attendance.

3. **Root and Branch Review of Election Administration**

Correspondence received dated 4<sup>th</sup> October 2017 inviting members to a drop in session with the Association of Electoral Administrators on Friday 3<sup>rd</sup> November between 1.30 p.m. and 2.45 p.m. to review all areas of election administration, including registration. Chairman indicated his attendance.

4. **Port St Mary Commissioners – Celebration of Christmas**

Invitation received 10<sup>th</sup> October 2017, from Port St Mary Commissioners to attend the Celebration of Christmas on 1<sup>st</sup> December 2017 at 7.30 p.m. The Chairman indicated his attendance.

**C17/10/02/11**

**QUESTIONS**

None.

**C17/10/02/12**

**MOTIONS**

None.

**C17/10/02/13**

**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

1. **Christmas Trees**

To be considered in Committee.

**C17/10/02/14**

**PROPERTIES AND AMENITIES MATTERS**

**1. Commissioners' Surgery – 3<sup>rd</sup> October 2017**

No attendees.

**2. Housing Allocations**

To be considered In Committee.

**C17/10/02/15**

**CHAIRMAN'S ANNOUNCEMENTS**

**1. Attendances**

- |                            |                                                       |                                                                                                                                                                                                                                                               |
|----------------------------|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15 <sup>th</sup> October - | Jurby Parish Commissioners                            | <ul style="list-style-type: none"><li>• The Chairman gave thanks for the hospitality of the Chairman and Members of Jurby Parish Commissioners.</li></ul>                                                                                                     |
| 16 <sup>th</sup> October - | Onchan Primary School, presentation to IOM Food Bank. | <ul style="list-style-type: none"><li>• Attended with the Worshipful the Mayor of Douglas and her Mayoress.</li><li>• Using the Harvest Theme, donations were received at the School from the children and their families of Onchan Primary School.</li></ul> |

**2. Dates for the Diary**

- 17<sup>th</sup> October 2017 - IOM Municipal Association
- 20<sup>th</sup> October 2017 - 2<sup>nd</sup> Onchan Scouts ATM & Awards Ceremony
- 22<sup>nd</sup> October 2017 - Ramsey Town Commissioners Municipal Sunday
- 27<sup>th</sup> October 2017 - Mayor's Parlour
- 29<sup>th</sup> October 2017 – Andreas Parish Commissioners Divine Service
- 7<sup>th</sup> November 2017 - Commissioners' Surgery
  - 2.30 p.m. – Heywood Court, Mr Quirk and Mr Allen to attend.
  - 6.30 p.m. – Onchan Hub, Mr Quirk to attend.

**C17/10/02/16**

**ANY OTHER BUSINESS**

**1. Changing Local Government Legislation**

The Deputy Clerk brought the consultation to Members attention and advised that the closing date for submission of responses is 4<sup>th</sup> December 2017.

The Chairman requested that the matter be held over to the next meeting of the Board on 30<sup>th</sup> October 2017.

*The meeting moved over to In Committee - 7.45 p.m. .*

**C17/10/02/17**

**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. Staffing Matter**

See Staff Minute Book.

2. **Staffing Matter**

See Staff Minute Book.

3. **Mission Statement**

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

The Chairman asked Members to identify the shared values of the Authority, so they can be put together in a statement which would be communicated internally and externally. This is basically, what the Authority is hoping to achieve and what Members are striving for.

This matter to be considered at the next meeting of the Board.

**C17/10/02/18**

**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

1. **Christmas Trees**

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

The Chairman referred to the previous resolution of charging £20 per Christmas Tree, to include decorative lighting, installation and removal by Commissioners Staff.

The Chairman informed Members that there was budget available to absorb this cost.

Matter to be carried over to the next meeting of the Board.

**C17/10/02/19**

**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

1. **Housing Allocations**

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

(a) **13/55 – 2 Bed House**

It was proposed by Mr Macfarlane, seconded by Mr Quirk, and unanimously **RESOLVED that HA 3883 be offered the tenancy of 13/55.**

(b) **13/57 – 3 Bed House**

It was proposed by Mr Macfarlane, seconded by Mr Turton, and unanimously **RESOLVED that HA 3789 be offered the tenancy of 13/57.**

(c) **E3/05 – 1 Person Ground Floor Elderly Persons Flat**

It was proposed by Mr Quirk, seconded by Mr Turton, and unanimously **RESOLVED that TS 352 be offered the tenancy of E3/05 – 1 Person Ground Floor EPC**

(d) Scheme 18 – Marion Road

It was proposed by Mr Macfarlane, seconded by Mr Quirk, and unanimously **RESOLVED** that **the following housing allocations be offered tenancies as follows:-**

- (i) 18/10 – HA 3856
- (ii) 18/12 – HA 3811
- (iii) 18/14 – HA 3784
- (iv) 18/16 – HA 3726
- (v) 18/18 – TG 410
- (vi) 18/20 – HA 3838
- (vii) 18/24 – HA 3819

**C17/10/02/20**

**ANY OTHER BUSINESS**

**1. Shop Unit, Beech House, 10 Elm Tree Road**

The Deputy Clerk advised Members of a proposal received from Dot Performance, which was subject to an amount of work being done on the unit by the Authority.

The Deputy Clerk was instructed to convey the views of the Board to the Company, and the matter to be further considered at the next meeting.

**2. IOM Food Bank**

The Chairman requested that a letter of thanks be issued to the Headteacher of Onchan Primary School, to thank their staff, children and families for their over whelming contribution to the IOM Food Bank.

**3. Agenda Item**

- Communication – Internal and External
  - Policies to be recirculated to Members and matter to be considered at the next meeting.

**4. Thanks**

The Chairman thanked Members and Officers <sup>[amended by ODC 30/10/17]</sup> for attending the meeting on such a stormy night.

***There being no further business, the meeting closed at 9.10 p.m.***