

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Tuesday 16th October 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 C. Quirk

Apologies: Mr R. Turton (Lead Member for Finance and General Purposes)
Miss K. Williams

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

C18/10/03/01

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

Not necessary.

C18/10/03/02

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

None.

C18/10/03/03

MINUTES

1. Ordinary meeting held on Monday 1st October 2018

The minutes of the ordinary meeting held on Monday 1st October 2018, copies of which having previously been circulated, were considered.

It was proposed by Mr Quirk, seconded by Mr Cherry, 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 17th September 2018

To be considered In Committee.

3. Staff Minutes of Ordinary meeting held on Monday 1st October 2018

To be considered In Committee.

4. Staff Minutes of Ordinary meeting held on Tuesday 9th October 2018

To be considered In Committee.

C18/10/03/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. Chief Executive/Clerk – Recruitment

Chairman advised nothing further to report at this stage.

C18/10/03/05
BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C18/10/03/06
BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C18/10/03/07
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 18/01035 Mr D. Castle and Miss D. Rome, 31 Derwent Drive**

The Acting District Surveyor advised that the planning application was for an extension of existing vehicular access and driveway. No comments received.

After discussion, it was agreed that the matter be deferred to the next meeting, which will give the Acting District Surveyor an opportunity to clarify percentage of garden under planning terms which may be required to be retained.

(ii) **PA 18/01040 Mrs C.A. Quirk, 58-60 Main Road**

The Acting District Surveyor advised that the planning application was for certificate of lawful use for the use of first floor apartment as a residential dwelling. Certificate of Registration was issued 29th November 2016.

After discussion, it was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 18/01040 – 58-60 Main Road be recommended for approval.**

2. Planning Communications

(a) PA 18/00776 – Manx Blind Welfare Society, Corrin Court, Heywood Avenue.

Mr Cherry declared an interest.

The Acting District Surveyor advised that the application was for the creation of an exercise area and memorial gardens with associated landscaping, structures and parking. A verbal proposal has been put forward to create a pathway linking Heywood Court and the Memorial Gardens at Corrin Court for use by residents.

In answer to question, the Acting District Surveyor advised:-

- There will be a gate between the two areas, and the pathway would only be for use by residents at Heywood Court. There will be no compromise of the security of Heywood Court.
- The works would be funded by the Manx Blind Welfare Society.

Members requested the Acting District Surveyor to contact Manx Blind Welfare and ask them to confirm their proposals in writing, confirming responsibility for maintenance and costs. The matter to be brought back to the Board for further consideration.

C18/10/03/08
FINANCE AND GENERAL PURPOSES

1. Internal Audit Report

The Finance Manager advised that email correspondence had been received that day from the Internal Auditors. The Chairman asked the Finance Manager to circulate a summary of the current position.

2. Staffing Matter

To be considered In Committee.

C18/10/03/09
REPORT FROM THE CLERK OR OTHER OFFICER

None.

C18/10/03/10
LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Mayor's Parlour

Invitation received dated 9th October 2018 to attend the Mayor's Parlour on Friday 23rd November 2018 at 6.00 p.m. Mr Cherry tendered his apologies. Members present indicated their attendance.

2. 2nd Onchan Scout Group

Invitation received dated 8th October 2018, to attend the Awards Evening and Annual General Meeting on Friday 9th November 2018 at 7.30 p.m. Chairman indicated his attendance.

3. Office of the Chief Minister

Invitation received dated 11th October 2018, to attend the National Service of Remembrance and Re-Dedication at the Royal Chapel of ST John and the National War Memorial on Sunday 11th November 2018 at 3.00 p.m. Chairman indicated his attendance.

4. Jurby Parish Commissioners

Invitation received dated 22nd September 2018, to attend the Divine Service to be held on Sunday 21st October 2018 at 11.15 a.m. Chairman and Mr Crellin indicated their attendance.

5. Royal British Legion – Onchan Branch - A Century of Manx Service

Programme of events being held to commemorate the end of the World War One, and the 80th anniversary of the Onchan Branch of the Royal British Legion. *Noted.*

C18/10/03/11
QUESTIONS

None.

C18/10/03/12**MOTIONS**

None.

C18/10/03/13**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS****1. Belgravia Road – Parking Issues**

The Acting District Surveyor advised that he had held a meeting with a representative of the Department of Infrastructure Highways Division and advised:-

- three of the vehicles are questionable and will be investigated further.
- The Department's recommendation is to put yellow lines in place before going out to public consultation regarding imposing disc controlled parking. A plan was circulated for Members' information.

Concern was expressed the proposal would simply move the vehicles further down Belgravia Road.

Members requested the Acting District Surveyor to contact the Department of Infrastructure, Highways Division, and state that whilst the Board welcome the introduction of the double yellow lines in the area, they would like to see early consultation with residents prior to installation of further measures.

2. Nuisance Abatement Notice

To be considered In Committee.

3. Groule Glen Water Wheel

To be considered In Committee.

C18/10/03/14**PROPERTIES AND AMENITIES MATTERS****1. Onchan Park – Update**

The Acting District Surveyor reported that vandalism had occurred on the flat bowling green and the incidents had been reported to the Police. Youths have also been gaining access to the stadium and anti-vandal paint has been put in place, with warning signs. Various deterrent options were considered, and anti-vandal paint and signs have been ordered.

In answer to question, the Acting District Surveyor advised:-

- That the flat green will be repaired.
- The winter programme of works will commence around November.
- That the Bowling Green Clubs paint their own accommodation and the Authority provides the paint.

The Acting District Surveyor was asked to chase the Police for a response in relation to the recent vandalism.

2. Pet Policy

The Pet Policy, guidance notes and application form, having previously been circulated with the amendments as previously suggested were considered.

Members requested that the following be added:-

- Point 13 – regarding pet sitting last sentence, change to read “one day within 7 days”.
- Point 13 – regarding installation of pet flaps remove the word “fire”.

It was proposed by Mr Cherry, seconded by Mr Crellin and unanimously **RESOLVED that the Pet Policy, Guidance Notice and Application Form be adopted.**

3. Housing Allocations

To be considered In Committee.

C18/10/03/15 CHAIRMAN’S ANNOUNCEMENTS

1. Dates for the Diary

Date	Organisation	Event	Time
16 th October 2018	Onchan District Commissioners	Gardens Competition Presentation	6.15 p.m.
16 th October 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
17 th October 2018	Manx Wildlife Trust	Onsite meeting at Onchan Wetlands	10.00 a.m.
18 th October 2018	Royal British Legion (Onchan Branch)	Celebration Coffee Morning	10.30 a.m.
21 st October 2018	Jurby Parish Commissioners	Divine Service	11.15 a.m.
24 th October	Royal British Legion (Onchan Branch)	Gala Evening	7.30 p.m.
27 th October 2018	Onchan Library	Community Bunting	
29 th October 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
3 rd November 2018	Commissioners’ Surgery	Onchan Hub	11.00 a.m.
6 th November 2018	Commissioners’ Surgery	Heywood Court	2.30 p.m.
6 th November 2018	Onchan British Legion (Onchan Branch)	Celebration Evensong	6.30 p.m.
9 th November 2018	2 nd Onchan Scout Group	Awards Evening and AGM	7.30 p.m.
10 th November 2018	Royal British Legion and St Peter’s Church	Children’s Poppies	10.00 a.m.
11 th November 2018	Royal British Legion	Remembrance Day	9.30 a.m.
12 th November 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
14 th November 2018	Onchan Schools and Onchan District Commissioners	Junior Commissioners Meeting	10.00 a.m.
23 rd November 2018	The Worshipful the Mayor of Douglas	Reception - Mayor’s Parlour	6.00 p.m.
26 th November 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
1 st December 2018	Commissioners’ Surgery	Onchan Hub	11.00 a.m.
7 th December 2018	Onchan District Commissioners	Torchlight Procession & Christmas Market	7.00 p.m.
10 th December 2018	Onchan District Commissioners	Board Meeting	7.00 p.m.
18 th December 2018	Manx Blind Welfare	Christmas Celebration	2.00 p.m.
19 th December 2018	Onchan Methodist Church	Carol Service	7.30 p.m.

C18/10/03/16
ANY OTHER BUSINESS

1. **Andreas Parish Commissioners**

Email invitation received and circulated to Members, to attend the Divine Service to be held on Sunday 28th October 2018.

C18/10/03/17
FINANCE AND GENERAL PURPOSES

1. **Staffing Matter**

See Staff Minute Book.

C18/10/03/18
MINUTES

1. **Staff Minutes of Ordinary meeting held on Monday 17th September 2018**

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

The staff minutes of the ordinary meeting held on Monday 17th September 2018, copies of which having previously been circulated, were considered.

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

Mr Quirk did not cast a vote as he was not in attendance at the meeting.

2. **Staff Minutes of Ordinary meeting held on Monday 1st October 2018**

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

The staff minutes of the ordinary meeting held on Monday 1st October 2018, copies of which having previously been circulated, were considered.

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

For: Messrs Macfarlane, Allen, Cherry and Crellin

Against: Mr Quirk

3. **Staff Minutes of Ordinary meeting held on Tuesday 9th October 2018**

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

The staff minutes of the ordinary meeting held on Tuesday 9th October 2018, copies of which having previously been circulated, were considered.

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

C18/10/03/19
MATTERS ARISING

1. **Minutes of 17th September 2018**

See Staff Minute Book.

C18/10/03/20
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. **Nuisance Abatement Notice**

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

The Deputy Clerk gave a resumé of the current position. The complaint has suggested a compromise position requesting the Authority to remove the glass recycling bins which are the source of the noise.

The Deputy Clerk advised that the site was well used and the recycling bins are located at the widest pavement area.

Members felt that relocating to the suggested site is not appropriate.

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED that the recycling site on Sea Cliff Road remains at its current location.**

2. **Groudle Glen Water Wheel**

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

The Deputy Clerk advised that he had been approached by Mrs Caine, MHK for Garff, on behalf of a company who are keen to progress a potential restoration project of the Groudle Glen Water Wheel. The Managing Director would like to have a look at the site, and discussions with any members who may be interested on 25th October 2018 at 10.30 a.m.

The Chairman reminded Members that the Board's stance was that there was no funding available within the current budget and consideration of funding next year would be brought back during the budget setting process. If an external body is willing to fund and manage the project then this is worth exploring.

The Deputy Clerk to advise the Managing Director that the Board would be pleased to meet on site, but that the ongoing costs are of concern. It was agreed that the structural report previously undertaken should be released to the Company.

C18/10/03/21
PROPERTIES AND AMENITIES MATTERS

1. **Housing Allocations**

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

The report of the Senior Administrator, dated 4th October 2018, having previously been circulated was considered.

It was proposed by Mr Cherry, seconded by Mr Allen: unanimously **RESOLVED that five year fixed term tenancies be granted as follows:**

- HA 3852 – 01/46
- HA 3909 – PW/27

2. Onchan Park – Fire Certificate

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

The Acting District Surveyor advised that the Fire Officer has given warning to the tenant regarding actions that need to be undertaken to comply with the Fire Certificate.

In answer to comment, the Deputy Clerk advised that under the terms of the Tenancy compliance with statutory provisions is the obligation of the tenant and not the landlord.

3. E1/39 – 39 Springfield Court

The report of the Senior Administrator, dated 8th October 2018, having previously been circulated was considered.

After discussion, Members requested Officers to review ways forward and best use of loan schemes for maintenance and improvement programmes across both sheltered and general housing stock.

C18/10/03/22

ANY OTHER BUSINESS**1. Deficiency Payments**

In answer to question, the Deputy Clerk advised that the submission had not yet been completed regarding the amalgamation of the deficiency payments. However, the Department of Infrastructure were aware of the delay.

2. Staffing Matter

See Staff Minute Book.

There being no further business, the meeting closed at 9.30 p.m.