

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 18<sup>th</sup> February 2019 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  
 Mr R. Turton (Lead Member for Finance and General Purposes)  
 Miss K. Williams

**Apologies:** Miss K. Williams  
 Mrs L. Radcliffe (Chief Executive/Clerk)

**In Attendance:** Mrs S. Johnson (Finance Manager)  
 Mr B. Price (District Surveyor)  
 Ms A.S. Dentith (Senior Administrator)

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**C19/02/02/01**

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

Not necessary.

**C19/02/02/02**

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

None.

**C19/02/02/03**

**MINUTES**

**1. Ordinary meeting held on Monday 4<sup>th</sup> February 2019**

The minutes of the ordinary meeting held on Monday 4<sup>th</sup> February 2019, 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.

**C19/02/02/04**

**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES**

None.

**C19/02/02/05**

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

None.

**C19/02/02/06**

**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

**1. Staff Minutes of Ordinary meeting held on Monday 21<sup>st</sup> January 2019**

To be deferred until 4<sup>th</sup> March 2019.

**2. Staffing Matter**

To be deferred until 4<sup>th</sup> March 2019.

3. **Commercial Lease – Update**

To be considered In Committee.

**C19/02/02/07**

**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 19/00090 Mrs A Griffiths, 37 Howe Road.

Members were advised that the planning application was for the proposed replacement conservatory roof with lightweight tiles.

It was proposed by Mr Cherry, seconded by Mr Quirk and unanimously **RESOLVED that PA 19/00090 – 37 Howe Road be recommended for approval.**

(ii) PA 19/00097 Ms N Ellison, 102 Royal Avenue

Members were advised that the planning application was for a proposed steel frame with timber cladding double garage in the rear garden. The existing single attached garage is to be demolished to provide access to the rear garden.

It was proposed by Mr Crellin, seconded by Mr Cherry and unanimously **RESOLVED that PA 19/00097 – 102 Royal Avenue be recommended approval subject to domestic use only.**

(iii) PA 19/000100 Mr R J Craine, 9 Beech Avenue

Members were advised that the planning application was for a proposed flue from a multi-fuel stove.

It was proposed by Mr Crellin, seconded by Mr Cherry and unanimously **RESOLVED that PA 19/000100 – 9 Beech Avenue be recommended approval.**

(iv) PA 19/00008 Groudle Glen Hotel

Members were advised that a Notice of proposal to register the building had been received. Should registration be agreed it will restrict the demolition, alteration or extension for the building.

It was agreed that further clarification be sought on the reasons for the request to register the building which should detail the history of the building and whether the building is as originally built.

2. **Planning Communications**

None.

**C19/02/02/08**  
**FINANCE AND GENERAL PURPOSES**

**1. Financial Statements for the year ended 31<sup>st</sup> March 2019**

To be considered In Committee.

**C19/02/02/09**  
**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. Miscellaneous Charges**

The report of the Finance Manager dated 13<sup>th</sup> February 2019, having previously been circulated was considered.

After discussion it was agreed as follows:-

**(a) Search Fees and Letter of Comfort**

It was proposed by Mr Crellin, seconded by Mr Cherry, and **RESOLVED that the status quo remain:-**

<b>Search Fee</b>	-	<b>£100 per search.</b>
<b>Letter of Comfort</b>	-	<b>£55</b>

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

**(b) Garage Rents**

It was proposed by Mr Cherry, seconded by Mr Quirk, and **RESOLVED that garage rental be increased as follows:-**

- **£13 per week – social housing tenants**
- **£18 per week – for all others (inclusive of V.A.T)**

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

**(c) Refuse Collection Charges**

**(i) Commercial Refuse Collection:**

It was proposed by Mr Crellin, seconded by Mr Cherry and unanimously **RESOLVED that the status quo remain for the administration charge for commercial refuse collection as follows:-**

Bin Size	Current Standard Charge per bin (one collection per week)	Current Additional charge per bin for second collection
	Per annum	Per annum
240L	£106.00	£10.60
360L	£159.00	£15.90
660L	£238.50	£23.85
1100L	£318.00	£31.80

(ii) Domestic Refuse Collection:

It was proposed by Mr Turton, seconded by Mr Cherry, and unanimously **RESOLVED** that the charge for an additional domestic bin to be collected to remain as per the status quo at £40 per annum for each extra 120 litres.

**2. Elderly Persons Heating Charges**

The report of the Finance Manager dated 13<sup>th</sup> February 2019 having previously been circulated was considered.

After discussion, it was proposed by Mr Crellin, seconded by Mr Allen, and unanimously **RESOVLED**, that the current heating and service charges be maintained at the current levels.

**3. Groudle Water Wheel - Update**

The report of the Property Maintenance Manager dated 13<sup>th</sup> February 2019, having previously been circulated was considered.

A further Member gave an update on the meeting which was held on site with the company who have offered to outline plans for the water wheel.

The District Surveyor to communicate with the company, the Chairman and Chief Executive/Clerk to discuss a press release, to advise that the Authority are working together to explore if there is a viable way forward and that the building is in such a state that the demolition will have to be investigated.

It was proposed by Mr Cherry, seconded by Mr Quirk, and unanimously **RESOLVED** that the District Surveyor assists the Company:

- in the process of submitting a planning application;
- in the process with regard to the building control demolition notice application to the Department of Environment, Food and Agriculture.
- In consulting with the Department of Environment, Food and Agriculture regarding permission to work in the river before any work is undertaken.

A member noted concern over future maintenance costs.

**4. Onchan Pleasure Park**

To be considered In Committee.

**5. Library Services**

To be considered In Committee.

**C19/02/02/10****LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS**

None.

**C19/02/02/11****QUESTIONS**

None.

**C19/02/02/12**  
**MOTIONS**

None.

**C19/02/02/13**  
**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**

None.

**C19/02/02/14**  
**PROPERTIES AND AMENITIES MATTERS**

1. **Housing Allocation – 13/26, 2 Bed Bungalow**

To be considered In Committee

**C19/02/02/15**  
**CHAIRMAN'S ANNOUNCEMENTS**

1. **Dates for the Diary**

Date	Organisation	Event	Time
25 <sup>th</sup> February 2019	Onchan District Commissioners	Joint Meeting with Onchan MHKs	6.30 p.m.
2 <sup>nd</sup> March 2019	Onchan District Commissioners	Commissioners' Surgery Mr Quirk and Mr Crellin	11.00 a.m. to 1.00 p.m.
3 <sup>rd</sup> March 2019	Malew Parish Commissioners	Civic Service	3.00 p.m.
4 <sup>th</sup> March 2019	Onchan District Commissioners	Board Meeting	7.00 p.m.
5 <sup>th</sup> March 2019	Onchan District Commissioners	Commissioners Surgery – Heywood Court Mr Cherry and Mr Crellin	2.30 p.m.

**C19/02/02/16**  
**ANY OTHER BUSINESS**

None.

*The public section of the meeting closed at 8.00 p.m.*

**C19/02/02/17**  
**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

1. **Commercial Leases – Update**

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

Report of the Chief Executive/Clerk dated 14<sup>th</sup> February 2019; having previously been circulated was considered and noted.

**C19/02/02/18**  
**FINANCE AND GENERAL PURPOSE MATTERS**

1. **Financial Statements for year ended 31<sup>st</sup> March 2018**

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

The Statement of Accounts for the year ended 31<sup>st</sup> March 2018, having previously been circulated were considered.

It was proposed by Mr Turton, seconded by Mr Cherry, and unanimously **RESOLVED** that the financial statements for the year ended 31<sup>st</sup> March 2018 be approved and signed by the Chairman and the Responsible Finance Officer.

**C19/02/02/19**

**CONSIDERATION OF ANY REPORT FROM THE CLERK OR OTHER OFFICER**

**1. Onchan Park 2019/20 season**

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

The report from the Finance Manager dated 11<sup>th</sup> February 2019, having previously been circulated was considered.

**(a) Park Pricing**

It was proposed by Mr Turton, seconded by Mr Quirk, unanimously **RESOLVED** that the pricing structure at Onchan Park be maintained, with the inclusion of a charge for tennis court hire as follows:-

Activity	Pricing
Adult day ticket	£10
Child day ticket	£5
Family day ticket (2x adult & 2x child)	£20
Family day ticket (2x adult & 4x child)	£25
Single ticket - Adult	£4
Single ticket - Child	£2
Kiddie cars (per token)	£2
Kiddie cars (per 3 tokens)	£5
Tennis court hire (per hour)	£5
 <b>Bowling Pricing:</b>	
Adult Fee	£62.50
Senior Fee	£52
Junior Fee	£15
Bowling Festivals (for two festivals)	£1,350

Members requested that new signs be erected at the Tennis Courts advising where tickets may be obtained.

**(b) Group Bookings**

It was proposed by Mr Turton, seconded by Mr Cherry, and unanimously **RESOLVED** that the policy for group bookings of schools and children's groups of 50% discount and consideration for supervisory adults.

**(c) Opening Dates**

Members requested that an audit be undertaken over the 2019 season to detail how use the activities, and which facilities are used. It was understood that the activities would be weather driven, but this should also be noted within the audit.

The Finance Manager was asked to investigate till programming to aid gathering data.

It was proposed by Mr Turton, seconded by Mr Allen, and unanimously **RESOLVED that the opening hours for Onchan Pleasure Park for the 2019 season will be 10.30 a.m. to 5.30 p.m. The dates of opening are as follows:-**

<b>Easter</b>	<b>6<sup>th</sup> April 2019 - 22<sup>nd</sup> April 2019</b>
<b>Weekend opening, including Bank Holidays</b>	<b>27<sup>th</sup> April 2019 - 27<sup>th</sup> May 2019</b>
<b>Summer Season</b>	<b>28<sup>th</sup> May 2019 - 4<sup>th</sup> September 2019</b>
<b>Weekend opening</b>	<b>7<sup>th</sup> September 2019 - 29<sup>th</sup> September 2019</b>

**Agent Costs**

It was proposed by Mr Turton, seconded by Mr Quirk, and unanimously **RESOLVED that the agent fee for operating the pay kiosk be increased by 5%. It was also agreed to continue to use KWB Services.**

**Boat attendants**

It was proposed by Mr Turton, seconded by Mr Cherry, and unanimously **RESOLVED that:-**

- **The job description and terms and conditions be changed to read Park Attendants;**
- **That the introduction of a zero hours contract be refused;**
- **That the hours and rota be as previously operated and reflected in the Terms and Conditions.**

**(d) Advertising**

The Board agreed that a competition be organised with the schools to create a poster advertising Onchan Pleasure Park. The winning entries to be created into vehicle advertising for the Authority's vehicles.

**(e) Onchan Crown Green Bowling Club**

Correspondence received from the Chairman of Onchan Crown Green Bowling Club dated 23<sup>rd</sup> January 2019, having previously been circulated was considered.

To be considered at the next meeting pending further clarification.

**2. Library Services**

See Staff Minute Book.

**C19/02/02/20**  
**PROPERTIES AND AMENITIES MATTERS**

1. **Housing Allocation - 13/26 – 2 Bed Bungalow**

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

**(a) 13/26 – 2 Bed Bungalow**

After discussion the matter is to be brought back to the Board.

It was proposed by Mr Cherry, seconded by Mr Turton, and unanimously **RESOLVED** that the **allocation of 13/26 shall be from the housing waiting list and the transfer request refused.**

*For: Messrs Macfarlane, Allen, Turton, Crellin, Cherry*  
*Against: Mr Quirk.*

***There being no further business, the meeting closed at 9.53 p.m.***