

IN PUBLIC

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Tuesday 18th April 2017 at 7.30 p.m.

Present: Mr R. Turton (Chairman)
 Mr A. Allen
 Mr J. Cherry
 Mr D. Crellin (Vice-Chair and
 Lead Member for Environmental and Technical Services)
 Mr M. Macfarlane (Lead Member for Finance and General Purposes)
 Mr C. Quirk
 Miss K. Williams (Lead Member for Properties and Amenities)

In Attendance: Mr M.J. Morrison (Chief Executive/Clerk)
 Mr T.R. Craig (Deputy Clerk)
 Mr B.T. Price (District Surveyor)
 Mr T.M.G. Edwin-Reed (Finance Manager) (*until 9.12 p.m.*)
 Ms A.S. Dentith (Senior Administrator)

C17/04/02/01**TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT**

Not necessary.

C17/04/02/02**BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS**

None.

C17/04/02/03**MINUTES****1. Ordinary meeting held on Monday 3rd April 2017**

The minutes of the ordinary meeting held on Monday 3rd April 2017, copies of which having previously been circulated, were considered.

C17/04/02/04**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES OF ANY SPECIAL COMMITTEES****1. C17/04/01/16(4) - Warden Call System – Springfield Court**

In answer to question, the District Surveyor advised that the contractors were on site and works are expected to be completed by the weekend.

C17/04/02/05**BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

C17/04/02/06**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

IN PUBLIC

C17/04/02/07

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) PA17/00352 - 25 Bowness Close – Proposed Porch to the front of the Property

It was proposed by Mr Crellin, seconded by Mr Cherry and unanimously **RESOLVED that PA17/00352 - 25 Bowness Close be recommended for approval.**

- (ii) PA 17/00361 – 13 Highfield Crescent – Proposed enlargement of window and installation of sun tube.

It was proposed by Mr Crellin, seconded by Mr Allen, and unanimously **RESOLVED that PA 17/00361 – 13 Highfield Crescent be recommended for approval.**

- (iii) PA 17/00368 – 1 Ennerdale Avenue – Replacement of Conservatory Roof

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 17/00368 – 1 Ennerdale Avenue be recommended for approval.**

- (iv) PA 17/00372 – 1 Laurel Avenue – Proposed extension and driveway to be widened

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 17/00372 – 1 Laurel Avenue be recommended for approval.**

- (v) PA 17/00377 – 14 Summerhill Road – Proposed ramped access to new door

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/00377 – 14 Summerhill Road be recommended for approval.**

- (vi) PA 17/00384 – King Edward Bay Golf Club – Change of use of redundant residential apartment to a gymnasium

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/00384 – King Edward Bay Golf Club be recommended for approval.**

- (i) PA 17/00387 – 49 Buttermere Drive – Replacement of existing conservatory roof

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 17/00387 – 49 Buttermere Drive be recommended for approval.**

2. Planning Communications

- (a) PA 16/01372/B - Isle of Man Bank

The District Surveyor advised that the planning application had been approved and read out the conditions attached to the approval.

In answer to question, the District Surveyor advised that if the residents should take the matter to Appeal then he would continue with the Commissioners objections.

IN PUBLIC

C17/04/02/08

FINANCE AND GENERAL PURPOSES MATTERS

1. Rate Report

The following matter was considered in committee and transferred to the public domain.

The rate report of the Finance Manager dated 6th April 2017, having previously been circulated was considered. The Finance Manager gave an update on payments received since the production of the report.

The Finance Manager informed Members that the rate demands had been issued.

In answer to question, the Finance Manager advised that the rate due and payable was a tax on the property and not the individual. Any debts would sit with the property and when the property is sold the debt is settled.

2. Rent Report

The following matter was considered in committee and transferred to the public domain.

The rent report of the Finance Manager dated 10th April 2017, having previously been circulated was considered. The Finance Manager gave an update on payments received.

In answer to question, the Finance Manager advised that in comparison the previous 12 months the debt was of a similar level.

3. Online and Telephone Card Payments

The following matter was considered in committee and transferred to the public domain.

The report of the Finance Manager dated 11th April 2017, having previously been circulated was considered and noted. Evidence shows that the payments being received through the website are more popular than through the telephone payment system.

C17/04/02/09

REPORT FROM THE CLERK OR OTHER OFFICER

None.

C17/04/02/10

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Friends of Chernobyl's Children

Letter of thanks received dated 7th April 2017 from the Chairman and Co-Ordinator of the Friends of Chernobyl's Children (Isle of Man) for the Park Child Day Ticket Wristbands issued for use by the children from Belarus.

2. Office of the Clerk of Tynwald – Tynwald Garden Party

Correspondence received dated 7th April 2017 from the Head of Tynwald Administration at the Office of the Clerk of Tynwald whom advises that due to the change of venue for the Garden Party a reduced number of guests will be invited. Therefore, a representative number of Local Authorities will be invited each year on a rota basis The Local Authorities to be invited this year are Castletown Commissioners, Douglas Corporation, Garff Parish Commissioners, German Parish Commissioners and Jurby Parish Commissioners.

*IN PUBLIC***3. IOM Foodbank**

Correspondence received dated 7th April 2017 advising of the success of the Reverse Advent Calendar Appeal on behalf of the Foodbank. Members agreed that the office of Onchan District Commissioners may again be used as a 'drop off point' for December 2017.

C17/04/02/11
QUESTIONS

None.

C17/04/02/12
MOTIONS

None.

C17/04/02/13
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**1. C17/04/01/13(2) – Groudle Glen House**

The Chief Executive advised Members that following prosecution of the owner of Groudle Glen House discussions are being undertaken on how to stop the pollution of the environment. Warning signs and fencing have been put in place for the polluted area.

In answer to question, the Chief Executive gave details of the works being considered by the other property owners.

2. Water Wheel, Groudle Glen

The Chief Executive informed Members of a joint meeting which had been held with Mr R. Callister MHK, a representative from the Department of Environment, Food and, Agriculture and representatives from the Commissioners. The Chief Executive was asked to contact Mr Geddes who has previously carried out water wheel restoration works.

The District Surveyor advised that if works were to proceed then the tender process would need to commence to allow for the window of opportunity to carry out the works.

The Chief Executive stated that during consideration of the budget for 2017/18 the expenditure for the water wheel had been excluded.

The Vice-Chairman advised that as there was no budget then an application for a loan would need to be considered.

3. C17/04/01/13(3) – Area Plan for the East

This matter was deferred to the next meeting of the Board.

*IN PUBLIC***4. Centenary Park – Management of Site**

The report of the District Surveyor dated 11th April 2017, having previously been circulated was considered.

The Chief Executive stated that the licensee on the site was not comfortable with the processing of the green waste on the site. The recommendation of the Waste Management Unit of the Department of Infrastructure is to mix the green and brown waste (wood chippings) together before disposal to land to avoid the issues associated with leachate pollution. [Amended by ODC 08/05/17]

Commissioner Quirk advised that he had contacted the Environmental Health Department regarding possible pollution of the environment. The Environmental Health Officer has visited the site and a report into the complaint is awaited.

In answer to question, the Chief Executive advised that he believed the Environmental Health Officer would also be reporting on the creation of ponds in the area and the fact that metal visible on site may demonstrate that the drainage works carried out may have breached the cap of the tip.

The board considered alternative methods of disposal for green waste options included the purchase of new grass cutting & mulching equipment, disposal to a licensed waste site and disposal at the energy from waste plant. Discussion ensued with regard to alternative methods for the disposal of green waste.

The Chairman requested Commissioner Quirk to forward the report of the Environmental Health Officer to the Chief Executive upon receipt.

Matter to be placed on the agenda for the next meeting of the Board.

5. C17/03/03/13(1) – Tender Report

The following matter was considered in committee and transferred to the public domain.

The report of the District Surveyor dated 11th April 2017, having previously been circulated was considered.

(a) Plumbing Maintenance

District Surveyor gave an explanation with regard to costs and workloads.

It was proposed by Mr Crellin, seconded by Mr Quirk and that the plumbing maintenance contract be awarded to two contractors, Astin Bros Ltd and G.J. Griffiths.

It was counter proposed by Miss Williams, seconded by Mr Turton, that the plumbing maintenance contract be awarded solely to the lowest tender being G.J. Griffiths.

A vote was taken on the counter-proposal.

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

Counter proposal failed.

A vote was taken on the original proposal.

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

IN PUBLIC

It was therefore **RESOLVED** that the plumbing maintenance contract be awarded to two contractors, Astin Bros Ltd and G.J. Griffiths.

In answer to question, the Vice-Chairman stated that the reason to employ two contractors for the work quota currently exceeds the capacity for one contractor, which the Clerk concurred with. ^[amended by ODC 08/05/17]

In answer to question, the District Surveyor stated that the quantity of work is not guaranteed.

(b) Window Cleaning

It was proposed by Mr Crellin , seconded by Mr Cherry and unanimously **RESOLVED** that the window cleaning contract be awarded to locally based company P & M Windows.

(c) Grass Cutting

No tenders returned.

After discussion, it was agreed that the District Surveyor approach the contractor who previously submitted a tender to see if they can carry out the work reducing the number of cuts to meet the budget.

6. Comparisons of Recycled Material

Report of the Waste Operations Manager dated 28th March 2017, having previously been circulated was considered.

The District Surveyor advised that:-

- The 2014 and 2015 figures were a guestimate.
- The 2016 figures are more accurate weighbridge figures.

The Chairman stated that the Board will wait with interest to see the 2017 figures as a comparison.

The Board requested that a campaign be undertaken to promote the bring bank sites via the Commissioner's Website and social media.

7. Waste Working Group – Political

Commissioner Crellin informed Members that he had attended a political meeting of the Waste Working Group. He advised that there appeared to be continuing support for kerbside recycling and bring banks but it was acknowledged that kerbside recycling is very expensive.

The Chairman requested that the list of materials which should not be recycled be circulated to members and included in the Authority's awareness campaign for recycling.

C17/04/02/14

PROPERTIES AND AMENITIES MATTERS**1. Public Sector Housing – Tenancy Agreement**

Report of the Deputy Clerk dated 10th April 2017, having previously been circulated was considered.

The Deputy Clerk advised that the Department of Infrastructure's Public Estates and Housing Division have issued a new Tenancy Agreement and will be used for any new five year fixed tenancies.

IN PUBLIC

The Deputy Clerk informed Members that within the new Tenancy Agreement there are some new clauses which will be issued to all the general housing tenants as an addendum to their original Tenancy Agreement.

Members were made aware of the changes within the Department of Infrastructure to form the Public Estates and Housing Division.

After a brief discussion, the Chairman requested that the issuing of photographs with the tenancy agreement and possible creation of statements of evidence be investigated.

2. Housing Allocations

Report of the Deputy Clerk dated 11th April 2017 having previously been circulated were considered.

It was proposed by Miss Williams, ^[amended by ODC 08/05/17] seconded Mr Cherry, and **RESOLVED that the tenancies be granted as follows:-**

(a) 15/42 – that the tenancy be granted to TG244

(b) 10/06 – that the tenancy be granted to TG 358

It was proposed by Mr Crellin, seconded Miss Williams, and **RESOLVED that the tenancies of 10/18 be granted to HA 3797.**

3. Commissioners' Surgery

Commissioners' Surgery was held on Tuesday 4th April at The Onchan Hub, Commissioner Allen and Quirk were in attendance.

Commissioner Allen advised that there were 3 attendees and correspondence had been issued regarding their issues.

One of the queries was with regard to a rate demand being issued to the Morton hall, Elm Tree Road. The Chief Executive advised that the annual review of exemptions had been undertaken and the exemption for this building could not be sustained. He stated that under the relevant legislation, in general terms, an exemption only applies to a place of worship or a registered charity.

In answer to question, the Chief Executive advised that he had corresponded with the President of the Onchan Pensioners Club who occupy the Morton Hall and had been made aware that if they registered as a charity before 30th June then they may become exempt from paying rates.

4. Willow House

The report of the Chief Executive dated 11th April 2017, having previously been circulated was considered.

Discussion ensued, and it was agreed that officers investigate the option of using Unit B of Willow House as a community space and a business case be brought back to the Board for further consideration.

It was further agreed that the premises continue to be actively marketed for rental whilst the process was being undertaken.

*IN PUBLIC***C17/04/02/15****CHAIRMAN'S ANNOUNCEMENTS**

The Chairman advised that he had attended the Isle of Man Art Society Easter' Exhibition being held at the Village Walk.

The Chairman invited Members to attend the 'First Bowl' of the Season at the Isle of Man Flat Green Bowling Green on Saturday 22nd April 2017.

C17/04/02/16**OTHER URGENT BUSINESS****1. Joint Board Meeting**

Joint Board meeting with Braddan Parish Commissioners in the Boardroom at Hawthorn Villa to be held on 20th April 2017 at 7.00 p.m.

2. Isle of Man Municipal Association

In answer to question, Members were informed that the meeting room at The Onchan Hub had been reserved for 19th September 2017 as requested and officers were awaiting final confirmation.

3. Avondale Road

The Chairman requested that traffic calming and zebra crossing in Avondale Road between the Village Walk and Avondale shops be referred to the Central Traffic Management Liaison Committee.

4. Schools in Onchan

The Chairman advised that he had visited Onchan Primary School and had been informed that all head teachers from the schools in Onchan meet every term. It has been suggested that member of the Board be invited to sit in on the meeting which would assist in working together for the community.

The Chairman requested that a representative to sit at the meeting be placed on the agenda for the Annual General Meeting.

5. Agenda Papers

The Chief Executive apologised for the uploading to the website of the minutes of the 3rd April 2017 prior to approval.

Members noted that more Agenda items had been placed in public part of the Agenda for meetings and wished to revert to the previous custom and practice of keeping matters relating to the business of the Board in the private.

The Chief Executive noted Members concerns which will be addressed when compiling future Agendas.

6. Internal Audit

In answer to question, the Finance Manager advised that the Internal Audit had been completed and he was awaiting the report.

7. Accountancy Services – Expressions of Interest

In answer to question, the Chief Executive advised that the closing date was 20th April 2017.

*IN PUBLIC***8. Chairman**

The Chairman advised that this was his last meeting for this municipal year and would like to take the opportunity to express his thanks to all the staff who he believed had worked well during the year with some very difficult challenges.

The Chairman thanked ^[amended by ODC 08/05/17] fellow colleagues, and felt that they had always respected each other. He stated that debate and argument was the lifeblood of the Authority, especially with new commissioners on the Board who had picked up the challenges very well, and wished to record his thanks.

There being no further business, the meeting closed at 9.58 p.m.