

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held by Video Conference due to Section 5 of the Health Protection (Coronavirus) Regulations 2020 on Monday 18th May 2020 at 2:00 pm

Present:

Mr D Crellin	(Chairman)
Mr M Macfarlane	(Vice-Chair & Lead Member for Finance and General Purposes)
Mr C Quirk	(Lead Member for Environmental and Technical Services)
Mr A Allen	(Lead Member for Housing)
Mr R Turton	
Miss K Williams	

In Attendance:

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

The Chairman commented that this is now a new municipal year, any differences need to be put behind everyone and the Board needs to work together with the Chief Executive/Clerk and Officers.

C20/05/01/01

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

Not necessary.

C20/05/01/02

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

Not necessary.

C20/05/01/03

MINUTES

1. Ordinary meeting held on Monday 27th April 2020

The minutes of the Ordinary Meeting held on Monday 27th March 2020, copies of which having previously been circulated, were considered.

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

Mr Quirk did not cast a vote as he was not present at the meeting of the 27th April 2020.

2, Annual General Meeting held on Tuesday 5th May 2020

The minutes of the Annual General Meeting held on Tuesday 5th May 2020, copies of which had previously been circulated were considered.

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

C20/05/01/04
BUSINESS ARISING FROM SUCH MINUTES IF NOT REFERRED TO IN THE MINUTES

None.

C20/05/01/05
BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C20/05/01/06
BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C20/05/01/07
BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C20/05/01/08
BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C20/05/01/09
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 20/00353 Mrs E J Kennish – Cronkville, Scollag Road**

Members were advised that the planning application was for a Certificate of Lawful Use for storage and parking of HGV's.

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

- No comments had been received; and
- The cut-off date to the application is the 1st May 2020..

After Members consideration it was proposed by Mr Quirk and seconded by Mr Crellin and unanimously **RESOLVED that PA 20/00353 – Cronkville, Scollag Road be recommended for approval for the use as a domestic dwelling.** [ODC 01/06/2020]

- (ii) **PA 20/00375 Ms M S Sherry – 54 Maple Avenue**
- Members were advised that the application was for alterations and an extension.
- In answer to questions, the District Surveyor advised that:-
- Comments had been received from neighbouring properties; and
 - The cut-off date to the application is the 8th May 2020.
- After Members consideration it was proposed by Mr Quirk and seconded by Mr Allen **PA 20/00375 – 54 Maple Avenue be recommended for approval.**
- For: Mr Quirk, Mr Allen and Mr Macfarlane***
Against: Mr Crellin, Mr Turton and Miss Williams
- The Chairman used his casting vote and PA 20/00375 – 54 Maple Avenue be recommended for refusal.**
- (iii) **PA 20/00409/B Mr A Webb – Le Clos Aux Meries, Abbeylands**
- Members were advised that the application was for the formation of a new gate access.
- In answer to questions, the District Surveyor advised that:-
- No comments had been received; and
 - The cut-off date to the application is the 15th May 2200.
- After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/00409/B – Le Clos Aux Meries, Abbeylands be recommended for approval.**
- (iv) **PA 20/00387/B Mr N Kermode – 15 Groudle Road**
- Members were advised that the application was for alterations and extension to roof.
- In answer to questions, the District Surveyor advised that:-
- No comments had been received; and
 - The cut-off date to the application is the 15th May 2020.
- After a discussion, it was proposed by Mr Quirk and seconded by Mr Macfarlane and unanimously **RESOLVED that PA 20/00387/B be recommended for approval.**

(v) **PA 20/00437/B Onchan District Commissioners – Groudle Glen Water Wheel**

Members were advised that the application was for the reconstruction of the water house and water wheel.

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

- No comments had been received; and
- The cut-off date to the application is the 22nd May 2020.

The Chairman advised that in the past it had been practice that the Authority should not comment on any planning applications which have been submitted by the Authority. **The Board agreed that the Authority would not comment on PA 20/00437/B – Groudle Glen Water Wheel.**

(vi) **PA20/00437/B Miss A Curtis – 1 Brookfield, Little Mill**

Members were advised that the application was for alterations to convert existing barn into a home office.

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

- No comments had been received; and
- The cut-off date to the application is the 22nd May 2200.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00437/B – 1 Brookfield, Little Mill be recommended for approval.**

(vii) **PA 20/00438/B Mrs H Callow – 48 Groudle Road**

Members were advised that the application was for a rear extension including the installation of a balcony.

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

- No comments had been received; and
- The cut-off date to the application is the 22nd May 2020.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00438/B – 48 Groudle Road be recommended for approval.**

2. **Planning Communications**

1. **PA 19/01343/B - Carrera Investments (IOM) Ltd - Filling Station, Corkills Garage**

The District Surveyor advised the Board the replacement tank at Corkills Garage had been recommended for approval. The District Surveyor further advised that Corkills Garage are not permitted to refuel out of the permitted times.

After a discussion, it was unanimously agreed that Onchan District Commissioners will take no further action in respect of planning application PA 19/01343/B.

C20/05/01/10
FINANCE AND GENERAL PURPOSES

1. **Commercial Rent Arrears as at 30th April 2020**

To be considered In Committee.

C20/05/01/11
REPORT FROM THE CLERK OR OTHER OFFICER

1. **Cyber Security**

The Chief Executive/Clerk advised that there has been increased caution in relation to cyber security on the Island

The Chief Executive/Clerk further advised that the Isle of Man Constabulary had advised that extra caution should be taken with e-mail addresses whilst working from home devices.

2. **Equality**

None.

3. **Coronavirus (COVID – 19) – Update**

The Chief Executive/Clerk advised that she is currently working on plans to return to the Office. The District Surveyor is carrying out the Risk Assessment.

The Chief Executive/Clerk advised that the Elderly Person's Complexes Wardens had returned to their place of work on the 18th May 2020.

It was agreed that the Board be provided with an update at the next Board Meeting.

4. **Bank Holiday – Senior Race Day**

The Chief Executive/Clerk advised the Board that Central Government had passed legislation in relation to the cancellation of the Senior Race Day Bank Holiday which would have been the 12th June 2020 due to the cancellation of the 2020 Isle of Man TT. It was noted that the proposed replacement Bank Holiday is the 28th August 2020.

The Chief Executive/Clerk advised that the 2020 Statutory Holiday dates had already been approved by the Board and members of staff had been advised.

After a discussion, it proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED that members of staff would either be allowed to take the 12th June 2020 or the 28th August 2020 and would be asked which date they preferred and that it would be at the discretion of the Chief Executive/Clerk.** (ODC 01/06/2020)

C20/05/01/12
LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. **Manx Radio Article – What have Local Authorities done for us**

A copy of the Manx Radio questionnaire sent to all Local Authorities which had been published on the 23rd April 2020, a copy of which having previously been circulated was noted.

2. Onchan Schools Hub Project

A copy of the correspondence dated 13th May 2020 received from the Isle of Man Post Office having previously been circulated was considered.

After a discussion, it was agreed Onchan Schools artwork work would be displayed on the roundabout opposite Corkills Garage and also outside Hawthorn Villa, Main Road. This is subject to the District Surveyor confirming if planning permission would be required.

3. Department of Home Affairs Withdrawal of all Island early warning sirens

A copy of the correspondence received from the Department of Home Affairs dated 14th May 2020 advising that the all Island early warning sirens would be withdrawn with immediate effect.

It was agreed that the District Surveyor would contact the Department of Home Affairs to arrange for the early warning siren installed at Hawthorn Villa, Main Road to be taken down.

C20/0201/12
QUESTIONS

None.

C20/05/01/13
MOTIONS

None.

C20/05/01/14
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. First Avenue External Refurbishment Scheme

To be considered In Committee.

C20/05/01/15
HOUSING MATTERS

1. Housing Allocation – Ref: 03/07

To be considered In Committee

2. Housing Allocation – Ref:13/11

To be considered In Committee.

3. Housing Void Report

To be considered In Committee.

C20/05/01/16
CHAIRMAN'S ANNOUNCEMENTS

1.. **Dates for the Diary**

Date	Organisation	Event	Time
1 st June 2020	Onchan District Commissioners	Board Meeting	2:00 pm
15 th June 2020	Onchan District Commissioners	Board Meeting	2:00 pm

C20/05/01/17
ANY OTHER BUSINESS

Weed Spraying around the village was questioned. The District Surveyor confirmed that the contractor has commenced this work.

An update was requested on when the Sensory Garden can be tidied up, the District Surveyor commented that it is on the schedule of works, however, due to staff shortages, it was not deemed urgent at the present time.

The Public session of the Meeting ended at 15:10 pm

C20/05/01/17
MINUTES

1. **Extra Ordinary Board Meeting Monday 27th April 2020**

The minutes of the Extra Ordinary Board Meeting held on Monday 27th April 2020, copies of which having previously been circulated were considered.

Amendments – page 2 under the Resolution include the vote. For - Mr Turton, Mr Allen and Miss Williams; Against – Mr Macfarlane and Mr Crellin.

Subject to the above amendment, it was proposed by Mr Macfarlane and seconded by Mr Crellin and unanimously **RESOLVED that the minutes be agreed as a correct record of the proceedings and be signed by the Chairman.**

Mr Quirk did not cast a vote as he was not present at the Extra Ordinary Board Meeting of Monday 27th April 2020.

C20/05/01/18
FINANCE AND GENERAL PURPOSES

1. **Commercial Rent Arrears as at 30th April 2020**

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

The Report of the Finance Manager dated the 12th May 2020, having previously been circulated was considered.

After a discussion, it was proposed by Mr Macfarlane and seconded by Mr Allen and unanimously **RESOLVED that the Park Caterers Limited (“in Liquidation”) debt of £10,735 be written off due to the company being liquidated.**

It was noted that the Lead Member for Finance & General Purposes and the Finance Manager had been asked to provide further information in relation to the debt in relation to a former tenant and that it would be brought back to the next Board Meeting.

C20/05/01/19

CONSIDERATION OF ANY RELEVANT CORRESPONDENCE

1. **Crown Green Bowling**

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

A copy of the correspondence dated the 5th May 2020 received from the Onchan Crown Green Bowling Club, having previously been circulated was considered.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Allen and unanimously **RESOLVED that:-**

- i) **The Bowling Greens at Onchan Park be opened;**
- ii) **Each club pay their full Memberships fees;**
- iii) **Match fees and fees in relation to the hiring of the club huts be invoiced as usual;**
- iv) **The District Surveyor stipulates the terms and conditions when the greens can be used and how the maintenance of the greens will be carried out.**

2. **Onchan Raceway**

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

A copy of the correspondence dated the 7th May 2020 received from the Onchan Raceway, having previously been circulated was considered.

After a discussion, it was agreed that the invoice be raised and sent out as usual and if there are any issues in relation to payment of the invoice Onchan Raceway be advised to contact the Authority.

C20/05/01/20

ENVIRONMENT AND TECHNICAL SERVICES MATTERS

1. **First Avenue External Refurbishment Scheme**

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

The Report of the District Surveyor dated 4th May 2020, having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Mr Quirk and unanimously **RESOLVED that Malco Construction Limited be appointed as contractor in relation to the First Avenue External Refurbishment Scheme.**

C20/05/01/21

HOUSING MATTERS

1. **Housing Allocation – Ref: 03/07**

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

The Report of the Housing Officer dated 5th May 2020, having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Miss Williams and unanimously **RESOLVED that HA 3855 be offered tenancy to 03/07.**

2. Housing Allocation – Ref: 13/11

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

The Report of the Housing Officer dated 13th May 2020, having previously been circulated was considered.

After a discussion, it was proposed by Miss Williams and seconded by Mr Turton that HA3830 be offered the tenancy of 13/11.

***For: Miss Williams, Mr Turton and Mr Quirk
Against: Mr Allen, Mr Macfarlane and Mr Crellin.***

The Chairman cast the deciding vote to not offer the tenancy of 13/11 to HA3830.

After further discussion, it was proposed by Mr Allen and seconded by Mr Macfarlane and **RESOLVED that HA 3896 be offered the tenancy to 13/11.**

***For: Mr Crellin, Mr Macfarlane, Mr Allen and Mr Quirk
Against: Mr Turton and Miss Williams***

3. Housing Voids Report

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

The Report of the Property Maintenance Manager dated 13th May 2020, having previously been circulated was considered.

After a discussion, it was agreed that the matter be deferred to the next Board Meeting for further details to be provided.

C20/05/01/21

ANY OTHER URGENT BUSINESS

1. Onchan Park Stadium

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

The draft plans and budget having previously been circulated were considered.

After a discussion, it was proposed by Mr Macfarlane and seconded by Miss Williams and unanimously **RESOLVED that an additional £25,000 be allocated for the project.**

There being no further business the meeting ended at 16:58 pm