

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 19th March 2018 at 7.00 p.m.

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

Apologies: Miss K. Williams

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

The Chairman extended the condolences of the Board to Commissioner Williams on the death of her Mother.

C18/03/02/01

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

Not necessary.

C18/03/02/02

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

None.

C18/03/02/03

MINUTES

1. Ordinary meeting held on Monday 5th March 2018

The minutes of the ordinary meeting held on Monday 5th March 2018, copies of which having previously been circulated, were considered.

(a) C18/03/01/18(4)(2) – Kiddie Cars

Second paragraph, change the word 'from' to the word 'has'.

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

C18/03/02/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. C18/03/01/04(1) - Chief Executive/Clerk Recruitment

To be considered In Committee.

C18/03/02/05

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C18/03/02/06BUSINESS ADJOURNED FROM A PREVIOUS MEETING1. Lease and Licence – Nivison Stadium

To be considered In Committee.

2. Onchan Park Kiosk

To be considered In Committee.

3. Commercial Refuse Collection

To be considered In Committee.

4. Dog Fouling

To be considered In Committee.

5. Elm Tree House

To be considered In Committee.

C18/03/02/07PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE1. Plans to the Board

(a) The following plans were considered by the Board.

- (i) **PA 18/00191 – 7 Birch Hill Crescent, Enlargement of existing gable window to loft to form new external access. With the conversion of loft space to a storage room and installation of 4 No. roof lights.**

After discussion, It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 18/00191 – 7 Birch Hill Crescent be recommended for refusal on the grounds:-**

- **The proposed application is not in keeping with properties in the surrounding area.**
- **Proximity to the neighbouring property causing lack of privacy.**
- **What is the actual intended purpose, as it was a strange request for loft storage.**

- (ii) **PA 18/00194 – 16 King Edward Park, extend existing conservatory to rear of property.**

After discussion, It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 18/00194 – 16 King Edward Park be recommended for approval.**

- (iii) **PA 18/00202 – 8 Whitebridge Road, Widening of existing vehicular access.**

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 18/00202 – 8 Whitebridge Road be recommended for approval.**

- (iv) **PA 18/00207 – 80 Royal Avenue – Removal of rear chimney stack due to state of disrepair.**

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED** that **PA 18/00207 – 80 Royal Avenue be recommended for approval.**

- (v) **PA 18/00221 – The Long House, Lag Birragh Drive, replace existing orangery with new sun room.**

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED** that **PA 18/00221 – The Long House, Lag Birragh Drive be recommended for approval.**

2. Planning Communications

None.

C18/03/02/08

FINANCE AND GENERAL PURPOSES

1. Miscellaneous Charges

To be considered In Committee.

C18/03/02/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. Street Lighting Report - Update

Report of the Acting District Surveyor dated 1st March 2018, having previously been circulated was considered.

The Acting District Surveyor advised that the street lighting contractor, representatives of Manx Utilities Authority (MUA) and himself had trialled the testing equipment currently on loan to the MUA.

Members were advised:-

- Three columns had been selected for testing
- 12KER had the greatest %Max loss, and from the readings the column was removed.
- The equipment only tests structural thickness of the column below ground level.
- Takes a datum of the thickness of the column just below the door aperture.
- After discussions with MUA, it was decided that the equipment on trial was not fully accurate due to the datum measurement only being from existing column material, and the equipment only measures below ground level.
- We have requested that MUA no longer provide a cost to test the columns based on using this equipment as previously suggested.
- It was explained that MUA's testing regime was by visual inspections.

Discussion ensued with regard to:-

- the type of equipment which could be used for testing the street lighting columns.
- Whether it could be a shared exercise with other Local Authorities.
- Column which had been removed and the amount of hidden damage.

The Acting District Surveyor stated that the starting point would be the 20 columns highlighted and do visual inspections. In answer to question, the Acting District Surveyor advised that photographs could be taken using the endoscope.

Members agreed that the Acting District Surveyor should:-

- Carry out joint inspections with Hoistline of the columns highlighted as “Columns recommended for immediate removal” as detailed in the condition report.
- Investigate costs for inspection from a qualified and suitably insured consultant/inspection body to carry out an independent report on the street lights throughout the district and produce an up to date report.
- Liaise with other Local Authorities as they may wish to share the cost of engaging the consultant/inspection body.
- Produce a Planned Maintenance Schedule to upgrade and replace streetlights where required throughout the district, this would assist as a budgeting tool to forecast future expenditure.

2. General Data Protection Regulations

To be considered In Committee.

C18/03/02/10

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Port St Mary Commissioners – Joint Board Meeting

Members agreed the date of 28th March 2018, commencing at 6.30 p.m. at Port St Mary Commissioners’ Offices.

C18/03/02/11

QUESTIONS

None.

C18/03/02/12

MOTIONS

None.

C18/03/02/13

ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

None.

C18/03/02/14

PROPERTIES AND AMENITIES MATTERS

1. Marquee – Central Lawn, Onchan Park

To be considered In Committee.

2. War Memorial Costs

To be considered In Committee

3. Onchan Park Update

The Deputy Clerk advised:-

- Work has completed on the extension to the kiddi car track.
- The new kiddi cars have been delivered and are up and running.
- A meeting had been held with Onchan AFC regarding the licence.
- Onchan Raceway – meeting yet to be confirmed.

The Acting District Surveyor advised that costs were being progressed and will be presented to the next meeting of the Board. Further, that Curtins Consulting Engineers had been instructed to carry out a structural survey of the grandstand.

Due to recent vandalism, discussion ensued with regard to the provision of CCTV at Onchan Park to monitor the area when after hours. Members were advised that the Police had been informed of the incident.

Officers were requested to speak with the Data Protection Supervisor regarding use of CCTV equipment and to bring the information back to the next meeting of the Board.

The Deputy Clerk was requested to write to the MHKs in the District to see if there was any update with regard to measures in dealing with youths.

C18/03/02/15

CHAIRMAN'S ANNOUNCEMENTS

1. Dates for the Diary

- 21st March 2018 – Junior Commissioners Board, 10.00 a.m.
- 28th March 2018 – Port St Mary Commissioners
- 3rd April 2018 – Commissioners Surgery,
 - 6.30 p.m. – Onchan Hub. Commissioners Allen and Macfarlane
 - 2.30 p.m. - Springfield Court – Commissioners Cherry and Quirk

C18/03/02/16

ANY OTHER BUSINESS

1. Eastern Civic Amenity Site Joint Committee

The Deputy Clerk advised Members of revised pricing for disposal of the following items at the Eastern Civic Amenity Site:

- TVs increased in charge - £12
- Laptops new charge - £6

Members were advised that the charges had already been agreed between the Department of Infrastructure and Manx Waste Solutions who manage the site.

A Member was disappointed that there is an Eastern Civic Amenity Site Joint Committee to which all Eastern Local Authorities had membership, and they had not been consulted before imposing the decision. The Member further stated that the additional charges should be refused until the matter had been discussed at the Joint Committee.

The Deputy Clerk recommended that any discussion for a subsidy should be left to one side and, if there is a necessity at a later date then the matter be brought back to the Board.

In answer to question, the Deputy Clerk stated that under the current constitution of the Joint Committee, Douglas Borough Council have the majority vote.

Members agreed that that the Deputy Clerk informs other member Local Authorities of the Joint Committee as to why the decision to refuse the charges had been made, as the Board felt that the Government and the Contractor were working without consulting the Joint Committee.

The meeting moved to In Committee proceedings at 8.08 p.m.

C18/03/02/17

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

1. C18/03/01/04(1) - Chief Executive/Clerk Recruitment

Deputy Clerk and Acting District Surveyor left the meeting at 8.10 p.m. and returned at 8.55 p.m..

Please see Staff Minute Book.

C18/03/02/18

TO DISPOSE OF ANY RELEVANT BUSINESS ADJOURNED FROM A PREVIOUS MEETING

1. Elm Tree House

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

Report of the Acting District Surveyor dated 2nd March 2018, having previously been circulated was considered. The Acting District Surveyor advised on the works required to separate the first floor unit in Elm Tree House into two separate units.

The Chairman stated that if the works were undertaken to separate the unit, it would make the area more attractive to rent out to interested parties.

Members agreed that Deanwood be approached to negotiate with interested parties to register their interest of a tenancy for the proposed separated units before the Board commits to the expenditure.

The Acting District Surveyor was requested to circulate to the next meeting of the Board an accurate breakdown of the costings and timescales involved.

It was agreed that the Acting District Surveyor arrange a site visit to the Ballachrink Drive Shop.

Acting District Surveyor left the meeting at 9.05 p.m.

2. Lease and Licence – Nivison Stadium

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

The Deputy Clerk advised that:-

- a meeting had been undertaken with Onchan AFC, who was keen to proceed with the licence but not to any increased costs.
- A meeting with Onchan Raceway had yet to be confirmed.

3. Onchan Park Kiosk

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

The Deputy Clerk advised that Mr Bragg will be operating the Onchan Park Kiosk, there is a small increase in these costs.

The Chairman stated that this was an area of risk, as this would be the last service that the current incumbent would run the service. At some point in the near future, other options will need to be considered.

4. **Commercial Refuse Collection**

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

The report of the Waste Operations Manager dated 22nd February 2018, having previously been circulated was considered.

The Lead Member for Environment and Technical Services stated that the Board had asked the Waste Operations Manager to go out and speak with companies to see if there was any interest in commercial refuse collections and report back to the Board on the feedback received. The main object of the exercise is to get more business, at a competitive rate, which will help keep our existing staff in employment.

The Deputy Clerk commented that he would request the Waste Operations Manager not to feel constrained by what charges were agreed by the Finance Manager and perhaps a more realistic figure could be achieved in order to attract new business. There was a need to look at the overall costs of how we do that particular area of the business.

5. **Dog Fouling**

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

The report of the Waste Operations Manager dated 22nd February 2018, having previously been circulated was discussed.

Discussion ensued where it was acknowledged that dog fouling was also a problem in other Local Authorities.

Lead Member for Environment and Technical Services requested the Waste Operations Manager to show the current locations of dog waste bins and to bring suggestions of areas where they may be better sited. Report to be presented to the Board.

Deputy Clerk advised that the signs for the waste receptacles and stencils for the pavements have been ordered.

C18/03/02/19
FINANCE AND GENERAL PURPOSES MATTERS

1. **Miscellaneous Charges**

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

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that the family day ticket be as per the printed literature. Family of 4 - £25 and family of 6 - £30.**

C18/03/02/20
REPORT FROM THE CLERK OR OTHER OFFICER

1. **General Data Protection Regulation (GDPR)**

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

The report of the Acting Chief Executive dated 14th March 2018, having previously been circulated was considered.

Briefing Paper to be circulated. In answer to question, Members were advised that the Compliance Officer will be the Finance Manager.

After discussion, it was proposed by Mr Cherry, seconded by Mr Turton, and **RESOLVED that Quinn Legal be engaged for Phase 1 – Discovery.**

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

C18/03/02/21
SUSPEND STANDING ORDERS

It was proposed by Mr Cherry, seconded by Mr Macfarlane, and unanimously **RESOLVED that Standing Orders be suspended to continue with the business on the agenda till 10.10 p.m.**

C18/03/02/22
PROPERTIES AND AMENITIES MATTERS

1. Housing Allocation

It was proposed by Mr Cherry, seconded by Mr Turton, and unanimously **RESOLVED that the tenancy of 16/08 be offered to HA 3877.**

2. Marquee

Report of the Senior Administrator dated 14th March 2018, having previously been circulated was considered. Members agreed that this matter should not progress any further.

C18/03/02/23
ADJOURNED ITEMS

The agenda item referring to the War Memorial Costs was adjourned to the meeting of Monday 9th April 2018.

There being no further business, the meeting closed at 10.15 p.m.