

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 19th August 2019 at 7:00 pm

Present: Mr R Turton (Chairman)
Mr D Crellin (Lead Member for Environmental and Technical Services)
Mr A Allen
Mr C Quirk

Apologies: Miss K Williams (Vice-Chair)
Mr J Cherry (Lead Member for Properties and Amenities)
Mr M Macfarlane (Lead Member for Finance and General Purposes)
Mr B Price (District Surveyor)
Mrs S Johnson (Finance Manager)

In Attendance: Mrs L Radcliffe (Chief Executive/Clerk)
Mrs A Gale (Senior Administrator)
Ms A Crellin (Executive Officer/Assistant)

C19/08/02/01

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

Not necessary.

C19/08/02/02

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

None.

C19/08/02/03

MINUTES

1. Ordinary meeting held on Monday 5th August 2019

The minutes of the Ordinary Meeting held on Monday 5th August 2019, copies of which having previously been circulated, were considered.

It was proposed by Mr Crellin 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.

C19/08/02/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C19/08/02/05

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C19/08/01/06

BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C19/08/02/07BUSINESS ADJOURNED FROM A PREVIOUS MEETING1. Extra Ordinary Minutes – Meeting held on Thursday 18th July 2019

To be considered in Committee

2. Staff Minutes – Ordinary Meeting held on Monday 22nd July 2019

To be considered in Committee.

3. Housing Allocation – 10/16

To be considered in Committee.

C19/08/01/08PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE1. Plans to the Board

(a) The following plans were considered by the Board:-

(i) **PA 19/00804 Mrs H Houston – 55 Maple Avenue**

Members were advised that the planning application was for the conversion of existing garage into bedroom and en-suite to increase living accommodation.

In answer to questions the Lead Member for Environmental and Technical Services advised that:-

- There is no increase to the ridge height;
- There is no detrimental impact on neighbouring properties;
- It is in keeping with the area;
- No comments have been received; and
- The cut-off date to the application is 23rd August 2019.

The Lead Member for Environmental and Technical Services advised the Board that he has spoken with the District Surveyor and the District Surveyor had confirmed that he has no concern regarding the Planning Application.

It was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that PA19/00804 – 55 Maple Avenue be recommended for approval.**

2. **Planning Communications**

(a) **PA No 19/00678 – 4 Harbour View**

The Lead Member for Environmental and Technical Services advised the Board of the following:-

- The Planning Office had approved the Planning Application;
- The Authority had refused the Planning Application;
- An objection had been received from a Neighbouring property; and
- The cut-off date to appeal the decision is the 30th August 2019.

After a discussion, it was proposed by Mr Crellin and seconded by Mr Quirk and unanimously **RESOLVED that the Authority continue to not support the Planning Application.**

C19/08/02/09

FINANCE AND GENERAL PURPOSES

1. **Onchan Park – Pricing Structure**

To be considered in Committee.

2. **Commercial Properties – Invoicing**

To be considered and in Committee.

C19/08/02/10

REPORT FROM THE CLERK OR OTHER OFFICER

1. **Hawthorn Villa – Parking**

The Report from the Property Maintenance Manager dated 13th August 2019 having previously been circulated was considered.

The Chief Executive/Clerk explained to the Board the following:-

- The Proposal had been brought on due to Health & Safety Concerns;
- The Car Park is very busy at times and there had been some near misses with people reversing out of the spaces;
- 3 staff members' cars had been damaged over the last 3 weeks with each damage incident amounting to over £1000.

The Chief Executive/Clerk explained that the Property Maintenance Manager had looked into different options of creating further car parking spaces, and the proposal was to relocate the recycling bins to the Hub Car Park, which would create an additional 7 spaces and designate the four spaces adjacent to the secure compound area as Staff Parking.

After a discussion, it was agreed that:-

- The Property Maintenance Manager carry out a full review of the Car Park and report back to the Board at the Meeting of the 16th September 2019;
- As a temporary measure new signs stating the terms be put up and also signs in relation to staff parking.

C19/08/02/11**LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS****1. Peel Town Commissioners – Civic Sunday**

A letter of invitation dated 16th June 2019, was received from Peel Town Commissioners inviting the Board of Onchan District Commissioners to attend the annual Civic Sunday to be held on Sunday 22nd September 2019 at 12 noon.

The Chairman confirmed that he would be attending.

2. Rent Setting

A letter dated 2nd August 2019 was received from the Department of Infrastructure in relation to 2020/21 rent setting for Local Authority Housing. It was noted that comments had to be received by the Department of Infrastructure by the 27th September 2019.

The Chief Executive/Clerk advised that Board that there is a Housing Management meeting on Monday 10th September 2019.

After a discussion, it was agreed that the Rent Setting be brought back to the Board Meeting of the 16th September 2019.

C19/08/02/12**QUESTIONS**

None.

C19/08/01/13**MOTIONS**

None.

C19/08/02/14**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS****1. Bus Shelter – Bonds Restaurant**

The Lead Member for Environmental and Technical Services advised the Board that he had contacted the District Surveyor who had confirmed that the Property Maintenance Manager had contacted Bus Vannin who had confirmed that the installation date would be early September 2019.

Members of the Board commented that they were being asked by residents when the new bus shelter would be installed.

A Member of the House of Keys for Onchan confirmed that they were in correspondence with the Chief Executive of the Department of Infrastructure and the deadline for installation of the Bus Shelter is the 9th September 2019. The Member of the House of Keys for Onchan also confirmed that they had requested a copy of the design and when received they would provide a copy to the Authority.

After a discussion, it was agreed that the Chief Executive/Clerk write to the Minister of Infrastructure to express the disappointment and concerns of the Authority.

2. Hedge at Governors Road

The Chief Executive/Clerk advised the Board that some works had been carried out to allow a clear passage. Government House had confirmed that the hedges would be cut back in September so as not to disturb the Wildlife.

The Board are mindful of the amount of complaints which are being received in relation to overhanging hedges in Onchan. It was agreed that a reminder would be sent out with the Rate Demands advising residents that it is their responsibility to cut back their hedges.

3. Pavement at Wybourn Drive

The Chief Executive/Clerk confirmed that the District Surveyor had contacted the Department of Infrastructure who had confirmed that they are awaiting their Surveyor's Report.

4. Pavement at Sea Cliffe Road

The Chief Executive/Clerk confirmed that the District Surveyor had contacted the Department of Infrastructure who had confirmed that they are awaiting their Surveyor's Report.

C19/08/02/15**PROPERTIES AND AMENITIES MATTERS****1. Housing Appeal – HA 3879**

To be considered In Committee.

2. Update Property – 03/04

To be considered In Committee.

C19/07/02/16**CHAIRMAN'S ANNOUNCEMENTS****1. Attendances**

The Chairman advised that he will be attending the King Edward Bay Golf Club presentation of the Onchan Silver Cup on the 28th August 2019.

The Chairman also advised that he had received an invitation to a TT Event and also Marown Commissioners and Peel Town Commissioners Civic Sundays which he would be attending.

2. Dates for the Diary

Date	Organisation	Event	Time
19 th August 2019	Onchan District Commissioners	Board Meeting	7:00 pm
22 nd August 2019	Julie Edge MHK	Clagh Vane Site Visit	2:00pm
2 nd September	Onchan District Commissioners	Board Meeting	7:00 pm

C19/807/02/17ANY OTHER BUSINESS1. Local Government Act (1985)

To be considered in Committee.

2. Footpath at Birch Hill

The Chief Executive/Clerk advised the Board that we were unsure if the Forrester had attended. The Chief Executive/Clerk is to speak with the Property Maintenance Manager for an update and to report back to the Board.

The Public Session of the Meeting closed at 19:50 pm

C19/08/02/18BUSINESS ADJOURNED FROM A PREVIOUS MEETING1. Extra Ordinary Meeting held on the 18th July 2019

Deferred to the next Board Meeting.

2. Staffing Minutes of the Ordinary Meeting held on 22nd July 2019

Deferred to the end of the Meeting.

3. Housing Allocation – 10/16

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

The update report from the Senior Administrator dated 15th August 2019 having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Mr Crellin and unanimously **RESOLVED to allocate property 10/16 to HA 3094.**

C19/08/02/19FINANCE AND GENERAL PURPOSES1. Onchan Park – Pricing Structure

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

The Report from the Assistant Finance Manager dated 7th August 2019 having previously circulated was considered.

After a discussion, it was proposed by Mr Crellin and seconded by Mr Quirk and unanimously **RESOLVED to offer a discount of 25% for group bookings in Onchan Park and also a 50% discount for Senior Citizen group bookings.**

2. Commercial Properties – Invoicing

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

The Report from the Assistant Finance Manager having previously been circulated was considered.

After a discussion, it was proposed by Mr Crellin and seconded by Mr Quirk and unanimously **RESOLVED** that all future commercial properties tenancies are standardised to include overdue interest to be charged at 4% over the Bank of England Base Rate for any accounts which are overdue for a period of 14 days.

C19/08/02/20

REPORT FROM THE CLERK OR OTHER OFFICER

1. Staffing Matter

Deferred to the end of the Meeting

C19/08/02/21

CONSIDERATION OF ANY RELEVANT CORRESPONDENCE

1. Sale of 23 & 23A Main Road

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

The Chief Executive/Clerk confirmed that the above mentioned property has been sold pending criteria completion. The Chief Executive/Clerk also confirmed that the Finance Manager had written to the Department of Infrastructure in relation to their decision regarding the allocation of the sale proceeds.

The Chief Executive/Clerk further confirmed that the Department of Infrastructure are not in agreement, the funds from the sale of the property would have to be allocated for capital schemes.

After a discussion, it was agreed that the sale proceeds be placed in reserves for the time being.

C19/08/02/22

PROPERITIES AND AMENITIES MATTERS

1. Housing Appeal – HA 3879

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

The letter dated 1st August 2019 received from the Department of Infrastructure having previously been circulated was considered. It was noted that the original decision of officers had been upheld.

2. Update Housing Allocation – 03/04

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

The report from the Senior Administrator dated 14th August 2019, having previously been circulated was considered.

After a discussion, it was agreed that the allocation of property 03/04 be brought back to the next Board Meeting.

C19/08/01/23
PROPERITES AND AMENTITIES MATTERS CONTINUED

None.

C19/08/01/24
STAFFING MATTER

See Staff Minute Book

The Senior Administrator left the Meeting at 20:50 pm

There being no further business, the meeting closed at 21:15 pm