

IN PUBLIC

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 20th March 2017 at 7.35 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 9.35 p.m.)	
	Ms A.S. Dentith	(Senior Administrator)	

C17/03/02/01**TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT**

Not necessary.

C17/03/02/02**BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS**

None.

C17/03/02/03**MINUTES****1. Ordinary meeting held on Monday 6th March 2017**

The minutes of the ordinary meeting held on Monday 6th March 2017, copies of which having previously been circulated, were considered.

(a) C17/03/01/15(1) – Housing Allocations

Delete duplicated proposer and seconder for each housing allocation.

(b) C17/03/01/07(1)(x) – PA 16/01372 – IOM Bank, 26 Main Road

First paragraph, last line, extractor to be singular.

(c) C17/03/01/08(1) – Management Accounts – January 2017

Add in paragraph as follows:-

“In reply, the Lead Member for Finance and General Purposes expressed a concern that the current level of spending will result in housing reserves being exhausted in the forthcoming year and suggested that the Board consider if a reasonable level of reserves would be appropriate for urgent repairs and projects.”

(d) C17/03/01/14(3)(o) – Plumbing Maintenance

After a brief discussion it was agreed that this matter would be considered In Private.

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As the minutes could not be confirmed as a correct record of proceedings they were not signed by the Chairman.

C17/03/02/04**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES OF ANY SPECIAL COMMITTEES**

None.

C17/03/02/05**BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

C17/03/02/06**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

C17/03/02/07**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) PA16/00891 - Lanjaghan Lodge, Abbeyfields – Relocation of proposed sun-lounge

It was proposed by Mr Crellin, seconded by Mr Cherry and unanimously **RESOLVED that PA16/00891 - Lanjaghan Lodge, Abbeyfields be recommended for approval.**

- (ii) PA 17/00213 - 42 Howe Road – Proposed extension to the rear

It was proposed by Mr Crellin, seconded by Mr Macfarlane, and unanimously **RESOLVED that PA 17/00213 - 42 Howe Road be recommended for approval.**

- (iii) PA 17/00221 – Unit 23B Village Walk - Change of Use

It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED that PA 17/00221 – Unit 23B Village Walk be recommended for approval.**

- (iv) PA 17/00228 - 4 Birch Hill Gardens - Installation of a Flue

It was proposed by Mr Crellin, seconded by Mr Allen, and unanimously **RESOLVED that PA 17/00228 - 4 Birch Hill Gardens be recommended for approval.**

- (v) PA 17/00229 – Bibaloe View, Groudle Road – Increase size of balcony

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/00229 – Bibaloe View, Groudle Road be recommended for approval.**

- (vi) PA 17/00255 – 27 Fairfield Avenue – Creation of off-street parking

It was proposed by Mr Crellin, seconded by Mr Allen, and unanimously **RESOLVED that PA 17/00225 – 27 Fairfield Avenue be recommended for approval subject to the condition that 50% of the garden be retained.**

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- (vii) PA 17/00262 – 103 Wybourn View – Proposed Replacement Shed

It was proposed by Mr Crellin, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/00262 - 103 Wybourn View be recommended for approval subject to no business being run from the premises.**

2. Planning Communications

- (a) **PA 16/00051/B - Alpine Mews, Strathallan Lane**

The District Surveyor advised:-

ODC recommendation: Refusal
 Planning Committee: Approved
 Decision at Appeal: Refusal
 Independent Inspector: Refusal
 Minister Decision: Approval

The matter was referred to the High Court, which instructed the Planning Department to reconsider the decision, and the planning application for dwelling and integral garage has now been refused.

C17/03/02/08

FINANCE AND GENERAL PURPOSES MATTERS

1. Rate Arrears

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

The report of the Finance Manager dated 28th March 2017, having previously been circulated was considered. The Finance Manager gave an update on payments received and gave a breakdown of the historic debtors.

2. Rent Arrears

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

The report of the Finance Manager dated 28th March 2017, having previously been circulated was considered. The Finance Manager reported that 60% of those listed had made significant payments in the last fortnight.

C17/03/02/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. Onchan Byelaws – Consultation

Report of the Chief Executive dated 14th March 2017, having previously been circulated was considered.

It was proposed by Mr Cherry, seconded by Mr Macfarlane, and unanimously **RESOLVED that the Onchan Byelaws can now proceed to the six week consultation period.**

The Chairman advised Members that any comments received will be brought before the Board prior to proceeding to the next stage.

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2. Proposed Improvements to Governance of Meetings

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

Matter deferred to the continuation meeting of the Board to be held on Tuesday 28th March 2017.

3. Accountancy Services

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

The report of the Chief Executive dated 14th March 2017, having previously been circulated, was considered.

After debate, it was agreed that a business case be prepared for the next meeting of the Board to employ a part-time qualified Accountant.

4. Step Student

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

The report of the Chief Executive dated 14th March 2017, having previously been circulated, was considered.

After a brief discussion, it was proposed by Mr Macfarlane, seconded by Mr Cherry and unanimously **RESOLVED that the Board agreed to the recruitment of a STEP student in conjunction with the Department of Economic Development during the Summer of 2017.**

5. Commercial Properties

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

The report of the Chief Executive dated 14th March 2017, having previously been circulated, was considered.

It was proposed by Mr Quirk, seconded by Mr Turton, and unanimously **RESOLVED that the decisions regarding leases and licences be approved as follows:-**

- (a) 25 Main Road – renewal of 5 year lease.
- (b) 46 Main Road – do not renew the licence upon expiry on 30th June 2017.
- (c) 75 Main Road – 2 year licence be granted.
- (d) Elm Tree House, 1st Floor – Licence to occupy on 30 days notice.
- (e) 10 Elm Tree Road – subject to planning approval, 5 year lease to be granted.
- (f) 12 Elm Tree Road – 5 year lease be granted
- (g) Onchan Park, Restaurant – 5 year lease be granted.
- (h) Onchan Park, Arcade – To be included with lease for the Café.
- (i) Onchan Park, Café – 5 year lease be granted.
- (j) Onchan Park, Studio – Renewal of 5 year lease be granted

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- (k) Onchan Park – Easter 2017 – Short Term Licence for the 2017 season.
- (l) Ballachrink Stores – Renewal of 5 year lease be granted.
- (m) Willow House, Unit B – The possible requirement for additional kitchen and toilet facilities was noted.
- (n) Hawthorn Garages – Subject to planning approval a 5 year lease be granted.

6. **Parks Section – Staffing**

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

The report of the Deputy Clerk dated 15th March 2017, having previously been circulated, was considered. The Deputy Clerk explained the business case to employ a temporary full time manual worker.

It was proposed by Mr Cherry, seconded by Miss Williams, and unanimously **RESOLVED that a temporary member of Staff to the Parks Section be employed to cover the period of continuing absence of the established Parksman.**

7. **Tour of District – His Excellency the Lieutenant Governor**

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

Matter deferred to the continuation meeting of the Board to be held on Tuesday 28th March 2017.

C17/03/02/10

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. **Onchan District Explorer Scout Unit**

Mr Turton declared an interest and took no part in the discussion.

Report of the Finance Manager dated 10th March 2017, having previously been circulated was considered.

It was proposed by Mr Macfarlane, seconded by Mr Quirk, and **RESOLVED that a donation of £250 be granted from the Onchan Youth Development Fund, ^[amended by ODC 03/04/17] to the Onchan District Explore Scout Unit towards their expedition to Iceland.**

C17/03/02/11

QUESTIONS

None.

C17/03/02/12

MOTIONS

None.

*IN PUBLIC***C17/03/02/13****ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS****1. C17/03/01/13(1) – Groudle Glen House**

The Chief Executive advised that a prosecution has been initiated and the hearing was delayed until 14th March. However, as the occupier was not legally represented the hearing was adjourned to 28th March. Members were also advised that the occupier has requested a meeting this week and the Authority's Advocate will be present.

2. LED Street Lights

The District Surveyor advised that he was still awaiting definitive answers from the Manx Utilities Authority for comparison of costs for LED lights against the sodium lights.

The Chairman requested that an update be given to the next meeting of the Board.

3. C17/03/01/08(2) – Maintenance Services

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

Matter deferred to the continuation meeting of the Board to be held on Tuesday 28th March 2017.

C17/03/02/14**PROPERTIES AND AMENITIES MATTERS****1. C17/03/01/04(2) – Onchan Park Strategic View – Public Consultation**

The Chief Executive advised that the public consultation seems to be well received. Three Commissioners attended Onchan School, and the children had come forward with some good ideas. A comprehensive report will come back to the Board.

Members agreed that the other Schools should also be approached.

Members were pleased with the public interest expressed at the Library, and it was agreed that a second attendance by Commissioners take place at the Harvey Briggs Library on Saturday 26th March from 2.00 p.m. to 4.30 p.m.

2. C17/03/01/08(2) – 2017/18 Housing Deficiencies

Correspondence received dated 28th February 2017 from the Housing Division of the Department of Infrastructure. The Finance Manager advised that the majority of the deficiency comes from the loan repayments, the final figure based on 2% voids would be less than the amount depicted.

3. C17/02/02/04(3) – Public Sector Housing and Access Eligibility Criteria – Consultation

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

Matter deferred to the continuation meeting of the Board to be held on Tuesday 28th March 2017.

4. Housing Allocations

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

Matter deferred to the continuation meeting of the Board to be held on Tuesday 28th March 2017.

*IN PUBLIC***C17/03/02/15****CHAIRMAN'S ANNOUNCEMENTS**

The Chairman advised that Onchan School were holding a Mother's Day celebration on Friday between the hours of 2.00 p.m. and 4.00 p.m..

C17/03/02/16**OTHER URGENT BUSINESS****1. Flooding Issues - Laurel Avenue, Hackett Close and Ashley Park.**

The Chief Executive advised that correspondence had been received from the Department of Infrastructure which had previously been circulated to the Members. The Chairman requested that the matter to be placed on the agenda for the next meeting of the Board.

2. School Catchment Areas – Onchan

After a lengthy discussion, the Board advised that they are disappointed to note that there may be a need to use mobile classrooms in one of the primary schools for the forthcoming school year, whilst the other primary school in the district appears to have scope for more pupils within its classrooms.

It was agreed that a letter be issued to the Minister of Department of Education and Children advising that the Authority believed that the catchment area had failed in Onchan at the present time and requested that an urgent remedy be investigated before September 2017.

Members agreed that Commissioner Allen and Commissioner Macfarlane be the Board's contact regarding this matter.

C17/03/02/17**SUSPENSION OF STANDING ORDERS**

A vote was taken on the suspension of Standing Orders to allow the meeting to continue past 10.00 p.m.

For: Messrs Cherry, Macfarlane and Allen

Against: Messrs Turton, Crellin, Quirk and Miss Williams.

The proposal failed.

Members agreed that the meeting be adjourned and continued on Tuesday 28th March between 6.30 p.m. and 8.00 p.m. to conclude the business on the agenda.

There being no further business, the meeting closed at 10.10 p.m.