

# ONCHAN DISTRICT COMMISSIONERS

Hawthorn Villa,  
79 Main Road, Onchan.

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## ORDINARY MEETING

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22<sup>nd</sup> May 2017

Sir/Madam,

You are hereby summoned to attend an **ORDINARY meeting of the Authority** to be held in the Boardroom at **HAWTHORN VILLA, 79 MAIN ROAD, ONCHAN**, to transact the undernoted business at:

**7.00 p.m. on Monday, 22<sup>nd</sup> May 2017**

which will be followed by a meeting of the Board sitting *In Committee*. Items on this agenda marked **(P)** will be considered in private, and correspondence is circulated separately.

**Please note that the minutes referred to in the agenda have yet to be confirmed by the Authority as a true and correct record of proceedings at the various meetings.**

Yours faithfully,



**M.J. MORRISON**  
**CHIEF EXECUTIVE/CLERK**

## **AGENDA**

*The order of business at every meeting of the authority shall be in accordance with that laid down in Standing Order No. 13 unless varied by the Chairman at his discretion (with the exception of items 1, 2, 3 or 4 which cannot be varied) or by a resolution duly moved and seconded and passed on a motion which shall be moved and put without discussion.*

- 1. To choose a person to preside if the Chairman and Vice-Chairman be absent.**
- 2. To deal with any business required by statute to be done before any other business.**
- 3. To approve as a correct record and sign the Minutes of the:-**
  - 3.1. Ordinary meeting held on 8<sup>th</sup> May 2017 *(Appendix 3.1)*
- 4. To dispose of any relevant business arising from such minutes if not referred to in the minutes of any Special Committee.**

None.
- 5. To deal with any business expressly required by statute to be done.**
  - 5.1 Onchan Byelaws *(Clerk to report)*
- 6. To dispose of any relevant business adjourned from a previous meeting.**
  - 6.1 Governance at Meetings *(Previously circulated)*
  - 6.2 Centenary Park – Update *(Clerk to report)*
  - 6.3 Kenyon’s Café – Onchan Hub *(Clerk to report)*
- 7. To consider any planning decisions/communications from the Department of Infrastructure Planning Committee.**
  - 7.1. Plans for Consideration *(Appendix 7.1)*
    - (a) PA 17/00472 Flat 3, 7 Royal Avenue West
    - (b) PA 17/00482 1 Marina Close
    - (c) PA 17/00483 7 Beech Avenue
    - (d) PA 17/00485 58 Summerhill Road
    - (e) PA 17/00512 7 Harbour View
    - (f) PA 17/00515 1 Governors Road
    - (g) PA 17/00518 14 Briarfield Avenue

(h) PA 17/00523 19 Highfield Crescent

7.2. Planning Communications

None

**8. Finance & General Purpose Matters.**

- 8.1 Moreton Hall *(Clerk to Report)*
- 8.2 Onchan Youth Development Fund Request *(Appendix 8.2)*
- 8.3 Local Authority Borrowing Agreements - Signatories *(Appendix 8.3)*
- 8.4 **(P)** Rate Report *(Appendix 8.4)*
- 8.5 **(P)** Rent Report *(Appendix 8.5)*
- 8.6 **(P)** Draft Financial Statements to 31<sup>st</sup> March 2017 *(Appendix 8.6)*
- 8.7 **(P)** Accountancy Services – Update *(Clerk to Report)*  
[Previously discussed C17/05/02/08(2)]
- 8.8 **(P)** Appointment of Responsible Finance Officer – Update *(Clerk to Report)*  
[Previously discussed C17/05/02/10(3)]
- 8.9 **(P)** Housing Reserves – Control Measures (Commissioner Macfarlane to report)

**9 Consideration of any report from the Clerk or other officer.**

- 9.1 Joint Board Meeting – Braddan Parish Commissioners *(Clerk to report)*
- 9.3 Recording of Meetings *(Appendix 9.3)*

**10 Consideration of any relevant correspondence (already circulated unless indicated).**

- 10.1 H.E. Lieutenant Governor – Letter of Thanks *(Appendix 10.1)*

**11 To answer questions asked under Standing Order 18.**

None

**12 To consider Motions in the order in which notice has been received.**

*(Note: See Standing Order No. 14, 15, 16 and 17 attached)*

None

**13. Environmental & Technical Services Matters.**

- 13.1 Eastern Area Plan *(District Surveyor to report)*
- 13.2 Surface Water Flooding *(District Surveyor to report)*
- 13.3 Groudle Glen House *(Clerk to Report)*  
[Previously discussed C17/05/02/15(3)]
- 13.4 Groudle Glen Water Wheel *(Appendix 13.4)*
- 13.5 **(P)** Request for use of Land – Sewerage System *(Appendix 13.5)*

**14. Properties & Amenities Matters.**

- 14.1 Heywood Court Communal Lounge – Redecoration *(Commissioner Crellin to report)*
- 14.2 **(P)** Empty Property Report *(Appendix 14.2)*

**15. Chairman's Announcements.**

Chairman to report

**16. Any other URGENT business as authorised by the Chairman for consideration.**

*IN PUBLIC*

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

<b>Present:</b>	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)
<b>In Attendance:</b>	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) <i>(until 9.12 p.m.)</i>
	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 3<sup>rd</sup> April 2017**

The minutes of the ordinary meeting held on Monday 3<sup>rd</sup> 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 6<sup>th</sup> 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 10<sup>th</sup> 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 11<sup>th</sup> 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 7<sup>th</sup> 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 7<sup>th</sup> 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 7<sup>th</sup> 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 11<sup>th</sup> 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 11<sup>th</sup> 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. <sup>[amended by ODC 08/05/17]</sup>

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 28<sup>th</sup> 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 10<sup>th</sup> 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 11<sup>th</sup> April 2017 having previously been circulated were considered.

It was proposed by Miss Williams, <sup>[amended by ODC 08/05/17]</sup> 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 4<sup>th</sup> 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 30<sup>th</sup> June then they may become exempt from paying rates.

## 4. **Willow House**

The report of the Chief Executive dated 11<sup>th</sup> 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 22<sup>nd</sup> 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 20<sup>th</sup> 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 19<sup>th</sup> 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 3<sup>rd</sup> 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 20<sup>th</sup> 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 <sup>[amended by ODC 08/05/17]</sup> 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.***

## PLANS LIST

**Board Meeting to be held on 22<sup>nd</sup> May 2017**

**The Lead Member for Environmental and Technical Services has viewed the applications with the District Surveyor and proposes the following:-**

Planning Application	Address	Description
PA 17/00472	Flat 3, 7 Royal Avenue West	Change of use of a bedroom to a tattoo studio. The existing flat has two bedrooms and it is proposed to change the smaller one to a studio. The applicant states that there will be no more than one client at a time.
		<b><i>Recommendation – Approval</i></b>
PA 17/00482	1 Marina Close	Proposed alterations to windows and doors. Front elevation to be replaced like for like, but larger door and windows proposed for the rear.
		<b><i>Recommendation – Approval</i></b>
PA 17/00483	7 Beech Avenue	Proposed bedroom extension to the rear.
		<b><i>Recommendation – Approval</i></b>
PA 17/00485	58 Summerhill Road	Replacement of a garage with a two storey flat roofed extension to the side of the property, and a conservatory to the rear. This is a semi-detached property and there is currently a two storey flat roof extension to the side towards the rear. Bringing that element forward would unbalance the symmetry of the pair, adversely impacting on the character of the neighbourhood.
		<b><i>Recommendation – Refusal on the grounds the proposed side extension would unbalance the appearance of the pair of semi-detached properties adversely impacting on the character of the neighbourhood.</i></b>
PA 17/00512	7 Harbour View	Replacement of existing flat roof to porch with a pitched roof.
		<b><i>Recommendation – Approval</i></b>
PA 17/00515	1 Governors Road	Proposed extension to porch to provide cloaks space and pitched roof to existing bay window.
		<b><i>Recommendation – Approval</i></b>
PA 17/00518	14 Briarfield Avenue	Widening of existing driveway and dropped kerb. More than 50% of the front garden remains.
		<b><i>Recommendation – Approval</i></b>
PA 17/00523	19 Highfield Crescent	Proposed two storey extension to the side and single storey extension to the rear. This bungalow is on a sloping site and the two storey extension is designed to be split level thus the roof height is only 600mm higher than the existing, but only a small section of that is visible from the front elevation.
		<b><i>Recommendation – Approval</i></b>

# MEMORANDUM

To:	Board of Commissioners		
Copies:	M J Morrison, Chief Executive T R Craig, Deputy Clerk B T Price, District Surveyor		
From:	T M G Edwin-Reed, Finance Manager		
Subject:	Request for Youth Development Fund money		
Date:	16 May 2017		

We have had a request for a donation from the Onchan Youth Development Fund, which is attached.

The fund currently has a balance of £2,150

This individual has previously received donations from the fund. Previous donations for similar trips have been between £50 and £125.

If members wished to provide a donation, one of a similar level would not be unreasonable.

I would be grateful if members could consider this request.

*T M G Edwin-Reed*

*16 May 2017*

# MEMORANDUM

To:	Board of Commissioners		
Copies:	M J Morrison, Chief Executive T R Craig, Deputy Clerk B T Price, District Surveyor		
From:	T M G Edwin-Reed, Finance Manager		
Subject:	Local Authority Borrowing Agreements		
Date:	16 May 2017		

The current Local Authority Borrowing Agreement is with HSBC plc and is guaranteed by Treasury.

I am currently one of the three signatories who are authorised to sign any agreements and other documents that may be considered necessary for purposes of borrowing under this agreement in line with the resolutions of the board or transactions thereafter.

In order for the authority to continue borrowing seamlessly, it is proposed that Brian Price is added as a signatory in my place.

Therefore can we please ask the board to resolve the following.

1. That the Authority has the power to borrow and the purpose for which it will borrow amounts under the Agreement is consistent with the authority in section 51 of the Local Government Act 1985.
2. That any two of the following:
  - a. Michael James Morrison, Chief Executive/Clerk;
  - b. Timothy Roy Craig, Deputy Clerk; and
  - c. Brian Thomas Price, District Surveyor

are hereby authorised to sign any Agreements and to sign any other documents that may be considered by such signatory necessary or desirable for the purposes of carrying into effect any of the foregoing resolutions or the transactions contemplated thereby.

*T M G Edwin-Reed*

*16 May 2017*



**MEMORANDUM**

To:	Chairman and Members of Onchan District Commissioners		
From:	Chief Executive / Clerk		
Ref:	Recording of Meetings		
Date:	15 <sup>th</sup> May 2017	File Reference	

The Clerk has been asked to table the issue of making audio recordings of Board meeting for reference purposes.

There is concern that recently a number of questions have arisen with regard to the accuracy of the minutes and on occasions the minutes have had to be restated when they have not met with the recollection of Board members.

One of the methods of ensuring the accuracy of minutes would be to create an audio recording so that the accuracy of the minutes can be checked against the recording.

Set out below are issues Board members may wish to consider:-

- Accurate recording of Board meetings would require some additional discipline to avoid more than one participant talking at the same time;
- Recordings of meetings would be subject to a Freedom of Information request;
- Good corporate governance would suggest that recordings of public meetings should be published on line;
- There would be a cost to purchase and maintain audio equipment to facilitate recording this has not been included in the budget for 2017/8;
- Published minutes should contain a summary of events and action points, recordings would include all contributions to the meeting.



Clerk.



HIS EXCELLENCY SIR RICHARD GOZNEY KCMG CVO

THE LIEUTENANT GOVERNOR  
GOVERNMENT HOUSE  
ISLE OF MAN  
IM3 1RR

Saturday 6.v.17

Dear Chairman of the Ouchal Commissioners, Dear Anthony,

What an excellent day you gave Dania and me yesterday! You and your fellow Commissioners, with the efficient help of Michael Morrison and others in his team, gave us <sup>a</sup> ~~2~~ <sup>2</sup> good insight into varied aspects of Ouchal District and the activities and institutions which you oversee. And we enjoyed it all.

Please thank Alex Thompson for our visit to Tromode Industrial Estate & I should be very grateful if he would thank the Head of Strand Group who, with his informative Head of Logistics, explained well how they were making the most of Tromode for their company, & for their new parent company.

I'll thank the Inghamites & Mark Gibson separately.

After the exhilaration of the Shakedown Stage of the Raux National Rally lunch was doubly welcome. Those preparing the food went to much trouble & it was delicious. We were grateful to them. As was I to you for the plaque and was Dania for the flowers.

It was a memorable day & we were warmly grateful.

With best wishes,

Srs, Richard G.

Tel No. (01624) 620147

Email: government.house@gov.im

I should have said, too, how much we appreciated Brian Price's explanation of the 'Ashley Park' houses. That was very helpful!

Tom Durrant on behalf of the Green Centre

Bramble Lodge

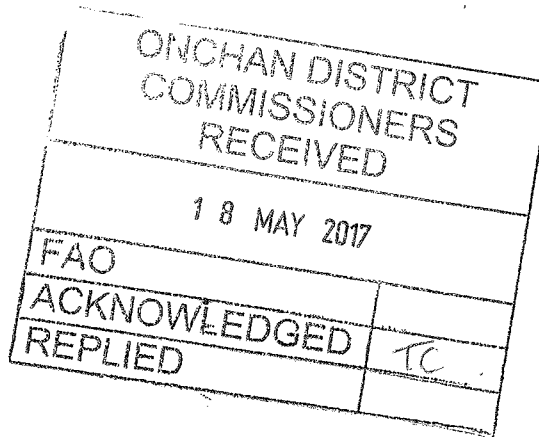
9 Ballasteen Road

Andreas

IOM

16 May. 17

Michael Morrison  
Chief Exec  
Onchan Commissioners



Dear Michael

Re – Little Isabella, Groudle Glen

I must apologise for the delay in replying. This waterwheel is a photographic icon and should be saved as part of our Heritage.

Is there a group who are Friends of Little Isabella.? I am sure that the public should create one if it does not exist.

I note that a number of surveys have been done. The last one in 2016 which we agree with except that we think the wheel should turn at certain times of the year. It has useful energy.

Are there up to date plans available? This important in order that work changes can be identified.

We will not waste words in what we think should be done

There must be scaffolding organised over the water to create a safe dismantling area. There must be insurance in place

Wheel

The wheel must be taken to pieces down to the base walls. These walls must be examined to ensure solid foundations. Three extra layers of bricks must be add to the top of each wall and plumbed.

The steel fan brackets at the base of spokes timbers needs modifying by a blacksmith to take a new steel axle of 3 inches in diameter. This axle and brackets will become one piece. This new metal work must be proven on a beam which runs along the length of each wall to prove suitable true stability. Axle wall brackets/clamped on this wall are bolted to timber with grease nipples included.

The new wheel will be made from larch and can be built off site such as the Forestry on dummy beam proving walls. Timber must be well preserved.

It must be built with the ability for it to be dismantled in sections to allow it to be handled down to the site and re erected. It should be tested without water to ensure it runs true.

### Sluices

There must be two sluices which must be chain secured. The higher one is to divert the flow of water during wheel rest periods and maintenance. It will be shut off when the wheel can become active.

### Wheel house building

We are not sure of the state of the wheelhouse. Its base must be made strong enough with timber uprights to cater for its weight. It must have a solid safe floor which extends across the entrance and to the path. There must be good solid viewing platform fencing. As pointed out on previous surveys work must be done to bring site back to excellence.

### Use of Energy with help from Green Centre

The Green Centre thinks that there should be a linkage from wheel to a DC Generator or AC generator and inverter. Battery charging included. A sluice 30sec DC timer on the lower sluice allows water to flow by lifting sluice gate for a short period. LED lights will come on. This allows the wheel to turn on a tamper proof 50p slot machine. Camera will ensure security monitoring on a 24hr loop.

The 50p sign should say how their contribution will ensure upkeep of the Little Isabella. Part of Friends charity? We hope you will seriously consider our proposal. I think costs can be kept to a minimum without Turnkey op.

Regards

Tom Durrant



Chair of Queens Pier Restoration Trust

Copy to George Fincher, Green Centre only