

IN PUBLIC

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 26th June 2017 at 7.45 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
 Miss K. Williams

Apologies: Mr T.R. Craig (Deputy Clerk)

In Attendance: Mr M.J. Morrison (Chief Executive/Clerk)
 Mr B.T. Price (District Surveyor)
 Ms A.S. Dentith (Senior Administrator)
 Mr D. Vincent (Finance Manager)

C17/06/02/01**TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT**

Not necessary.

C17/06/02/02**BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS**

None.

C17/06/02/03**MINUTES****1. Ordinary meeting held on Monday 12th June May 2017**

The minutes of the ordinary meeting held on Monday 12th June 2017, copies of which having previously been circulated, were considered.

(a) C17/06/01/06(1) – Staff Matter

Second paragraph, change comma to a full stop.

(b) C17/06/01/07(1)(b) – PA 17/00583 – Ashley Hill Primary School

Add in “and did not take part in the vote”

(c) C17/06/01/16(2) – Empty Properties Sub-Committee

Second paragraph delete the, amend initial capital and delete typographical.

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

C17/06/02/04**BUSINESS ARISING NOT REFERRED TO IN THE MINUTES OF ANY SPECIAL COMMITTEES**

None.

*IN PUBLIC***C17/06/02/05****BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

C17/06/02/06**BUSINESS ADJOURNED FROM A PREVIOUS MEETING****1. C17/06/01/09(2)(c) – Skate Park**

The Chief Executive gave Members a summary of the previous discussions regarding the provision of a Skate Board Park, resulting in planning permission being granted in 2004 which had now lapsed. Since that time various models and designs had been submitted for consideration.

In answer to question, the Chief Executive advised that the matter was on the agenda for consideration as a result of a presentation given to the Board as part of the Onchan Park Public Consultation.

The Chairman questioned as to whether there was a great appetite for the provision of a skate board park as he felt that the costs seemed to be quite conservative and the reality could be quite costly. He wondered whether the money could be spent elsewhere to give greater value to the people of Onchan.

A brief discussion ensued with regard to playground equipment upgrades, repairs and replacement.

It was proposed by Mr Cherry, seconded by Mr Quirk and unanimously **RESOLVED** that the provision of a skate board park be considered as part of the Onchan Park Consultation.

2. C17/06/01/06(1) - Staff Matter

Deferred for consideration after the close of business.

3. C17/06/01/08(1) – Internal Audit Report

The Chief Executive advised that a mutually convenient date and time for a meeting was awaited from the Internal Auditors.

C17/06/02/07**PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE****1. Plans to the Board**

(a) The following plans were considered by the Board. It was proposed by Mr Crellin, seconded by Mr Cherry, and unanimously **RESOLVED** that the following planning applications be recommended approval:-

Planning Application	Address	Description
17/00579	20 Beech Avenue	Replacement conservatory roof with tiles. In answer to question the District Surveyor advised that the planning application is for aesthetics and building regulation monitors the materials. He further advised that the tiles are fire tested and of BRE designed tiles.
Recommendation – Approval		

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17/00618	30 Cronk Avenue	Replace existing flat roof with pitched roof to sunroom on rear elevation.
Recommendation – Approval		
17/00624	145/147 Royal Avenue	Proposed demolition of existing flats and replacement with a pair of semi-detached houses with integral garages.
Recommendation – Approval		

(b) PA 17/00645 – St Peter’s Church, Church Road

The Lead Member for Environment and Technical Services advised that the building has Registered Building Consent for internal alterations to replace pews with chairs, new heating system and minor internal alterations.

After a lengthy discussion and due consideration, it was proposed by Miss Williams, seconded by Mr Cherry and unanimously **RESOLVED that PA 17/00645 – St Peter’s Church, Church Road, be recommended approval to the Planning Committee.**

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

2. Planning Communications(a) PA 17/00418/B – Cronkville, Hillberry Road

The District Surveyor advised that the Commissioners’ recommendation was:-

“that in light of the outstanding planning issues with these premises no recommendation be put forward, but that the planning officer’s attention be directed to the condition in original approval requiring the garage to be for domestic use only.”

The District Surveyor advised that the Planning Committee had approved the planning application and have included the wording:-

“The garage/store may be used only for domestic purposes incidental to the enjoyment of the main dwelling as a residence in accordance with the condition imposed on PA01/00769”

C17/06/02/09**REPORT FROM THE CLERK OR OTHER OFFICER****1. C17/06/01/09(1) - Kenyon’s Café at Onchan Hub**

The Chief Executive advised that he was expecting a response from the Trustees for the next meeting of the Board.

2. Communication Report

Report of the Senior Administrator, dated 19th June 2017, having previously been circulated was considered and noted.

After a brief discussion, Members requested that the next report come back to the Board for consideration in three months’ time.

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LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

None.

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QUESTIONS

None.

C17/06/02/12

MOTIONS

None.

C17/06/02/13

ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS

1. Street Lighting Report

The Street Lighting Report prepared by the District Surveyor for January to April 2017, having previously been circulated was considered.

In answer to question, the District Surveyor advised that there were no faults outstanding from the report.

Lead Member for Environment and Technical Services requested that a label be placed on the faulty street lights to advise the public that the fault is being attended to.

2. C17/04/01/13(5) – LED Street Lights

The report of the District Surveyor dated 21st June 2017, having previously been circulated was considered.

After discussion, it was proposed by Mr Macfarlane, seconded by Mr Cherry, and unanimously **RESOLVED that the 30 lights situated at or adjacent to bus stops have their time clocks replaced to allow the timings to be adjusted for the winter months.**

C17/06/02/14

PROPERTIES AND AMENITIES MATTERS

1. C17/05/01/09(2)(d) – Surface Water Flooding

The Chief Executive advised that as a result of the matter being raised with the meeting with the Onchan MHKs earlier in the evening that:-

- Mr Callister MHK will raise the matter with Dr Allison of Manx Utilities
- Mrs Edge MHK will address the matter with the Department of Infrastructure requesting the professionals to come together to bring plans forward. Also, to encourage the Department to have greater involvement with Onchan District Commissioners, represented by the District Surveyor, would be a positive way forward.

2. C17/05/03/14(1) – Heywood Court Communal Lounge – Redecoration

The Chief Executive advised that at the previous meeting of the Board a resolution had been passed to decorate the communal lounge at Heywood Court at a cost not exceeding £500. He

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informed Members that the quotation received exceeded that figure. Extract of the minutes relating to this matter were read to the Board.

It was proposed by Mr Crellin, seconded by Mr Quirk and **RESOLVED that a suspension of Standing Orders be agreed in order to revisit the resolution regarding the decoration of Heywood Court Communal Lounge.**

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

It was proposed by Mr Crellin, seconded by Mr Quirk and **RESOLVED that the Board directs officers to refurbish the Communal Lounge at Heywood Court in the most cost effective way of carrying out the works within the summer months.**

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

3. Housing Sub-Committee

Minutes of the Housing Sub-Committee dated 12th June 2017, having previously been circulated were noted.

The Vice-Chairman advised that the Housing Sub-Committee had undertaken a tour of a selection of empty properties which was beneficial and gave a greater understanding of the current situation.

In answer to question, the Vice-Chairman advised that the next meeting date had not yet been set.

4. Community Engagement – Ashley Park

The Chief Executive informed Members of low level anti-social behaviour which was being carried out at Ashley Park. It was felt that it would be beneficial to speak with residents in the area.

In answer to question, the Chief Executive advised that with co-operation of Ashley Hill School it may be possible to place some equipment on the field for use of the children. However, we need engagement from parents and children in order to encourage the children to play in that area.

Senior Administrator to arrange a suitable date and time for a meeting with residents and children of the area. It was agreed that the Vice Chairman and Lead Member for Properties and Amenities be in attendance.

C17/06/02/15**CHAIRMAN'S ANNOUNCEMENTS****1. Attendances**

21st June - Manx Legion Service
25th June - Armed Forces Day

2. Dates for Diary

2nd July - Tynwald Garden party
5th July - Tynwald Day

3. Commissioners' Surgery – 4th July

2.30 p.m. – Communal Lounge, Springfield Court - Commissioner Crellin to attend
6.30 p.m. – Onchan Hub - Chairman, Mr Allen to attend.

*IN PUBLIC***C17/06/02/16****ANY OTHER BUSINESS****1. Apologies**

Mr Cherry gave apologies for the next meeting of the Board on 10th July.

It was noted that the Chief Executive would be on leave from the 10th to 21st July 2017 inclusive.

2. Groudle Glen Water Wheel

Meeting date to be recirculated.

3. Action List**(a) Policies**

The Vice-Chairman requested that an index of policies be circulated to Members.

(b) Onchan Park Consultation

In answer to question, the Chief Executive advised that this will form part of the work undertaken by the STEP Student and will report to the Board at a later date.

(c) Onchan WiFi

In answer to question, the Chief Executive gave the background regarding the change to a new telephone system, and enhancement of the current broadband provision to Board buildings to allow public Wi-Fi to be provided. The savings in the revenue cost of telecoms has been used to provide additional Wi-Fi at the Onchan Hub, Beech House, Onchan Library and Onchan Park. Arrangements are in place to provide Wi-Fi in the communal lounges at Springfield Court and Heywood Court.

In answer to question, the Chief Executive advised that the service provision in commercial premises will be included in the rent charged.

The Vice-Chairman expressed concern that the matter had not been explored by the Board prior to expanding the service.

A Member commented that they felt that the new telephone system had a poor sound quality.

2. Overgrown Gardens and Hedges

A Commissioner expressed concern on the harshness of the initial letter given for those residents who have overgrown hedges and gardens.

In answer to comment, the District Surveyor advised that the correspondence had been reviewed and notices had been amended. The first point of contact will be a cautionary letter and that the formal letter would be used at the next stage to warn of legal proceedings if the matter is not addressed.

3. Community Warden (G4S)

In answer to question, the Chief Executive advised that no budget had been included for a Community Warden in this financial year as it was felt that the Authority were not receiving value for money from this post.

*IN PUBLIC***C17/06/02/17****FINANCE AND GENERAL PURPOSES MATTERS**

The Lead Member for Finance and General Purposes welcomed Mr Vincent into his new position and wished him well in his role.

1. Rate Report

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

The Rate Report prepared by the Finance Manager dated 22nd June 2017, having previously been circulated was considered and noted.

2. Rent Report

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

The Rent Report prepared by the Finance Manager dated 22nd June 2017, having previously been circulated was considered and noted.

The Finance Manager advised that with regard to rent debtors he wished to encourage tenants to actively engage with them regarding their difficulties.

The Finance Manager advised Members that the current debtors are in the process of being dealt with through the small claims court.

The Chief Executive informed Members that under the 5 year fixed term tenancies that those in rent debt may not have their tenancies renewed.

C17/06/02/18**REPORT FROM THE CLERK OR OTHER OFFICER****1. Heywood Court – Services Review**

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

The Chief Executive gave an outline of the cleaning and handyman service provided at the sheltered housing facilities. He advised that the cleaner worked between both facilities and had a temporary uplift in working hours to cover the prolonged absence of the Handyman.

The Chief Executive advised that after a significant period of ill health the Handyman has been referred to Occupational Health who have recommended that he is retired on ill health grounds.

Following the absence of the handyman, the maintenance team had continued to provide a service to both Complexes.

Following comments at the last Board Meeting with regard to the specification of the cleaning service, the Chief Executive outlined alternative proposals.

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The Chief Executive commented that should Members require the same specification of cleaning service at Springfield Court this would require changes to the terms and conditions of existing staff.

A Member disagreed with treating the two Elderly Persons Complexes differently resulting in different service standards. The Chief Executive pointed out that the service to both complexes had always been different and was based on the age, design and size of each facility.

The Chairman stated that this appeared to provide the best service for the people who live there.

It was agreed that the situation should be monitored.

C17/06/02/19

PROPERTIES AND AMENITIES MATTERS

1. Housing Allocation

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

It was proposed by Mr Cherry, seconded Miss Williams, and unanimously **RESOLVED that the tenancy of PW/33 be granted to HA 3798.**

There being no further business, the meeting closed at 10.00 p.m.