

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 17th February 2020 at 7:00 pm

Present: Mr R Turton (Chairman)
Miss K Williams (Vice-Chair & Lead Member for Housing)
Mr D Crellin (Lead Member for Environmental and Technical Services)
Mr M Macfarlane (Lead Member for Finance and General Purposes)
Mr A Allen
Mr C Quirk

Apologies: Mrs L Radcliffe (Chief Executive/Clerk)
Ms A Crellin (Executive Officer/Assistant)

In Attendance: Mr R Phillips (District Surveyor)
Mrs S Johnson (Finance Manager)
Mrs A Gale (Housing Manager)

C20/02/02/01

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

Not necessary.

C20/02/02/02

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

None.

C20/02/02/03

MINUTES

1. Ordinary meeting held on Monday 3rd February 2020

The minutes of the Ordinary Meeting held on Monday 3rd February 2020, copies of which having previously been circulated, were considered.

- (a) **Page 7 – Kitchen Framework Scheme 2020** – Third paragraph remove name and insert A Member commented.
- (b) **Page 8 – Buying/Lease of Land** – Second paragraph – add in owned by Onchan District Commissioners.

Third Paragraph – amend to read After a discussion, it was agreed that the District Surveyor to look in to the above and report back to the Board. ^[amended by ODC 17/02/20]

Subject to the above amendments it was proposed by Mr Allen and seconded by Mr Quirk and unanimously **RESOLVED** that the minutes be agreed as a correct record of the proceedings and be signed by the Chairman.

C20/02/02/04

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES

None.

C20/02/02/05

BUSINESS ARISING NOT REFERRED TO IN THE MINUTES CONTINUED

None.

C20/02/02/06BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C20/02/02/07BUSINESS ADJOURNED FROM A PREVIOUS MEETING

None.

C20/02/02/08PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE1. Plans to the Board

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

(i) **PA 20/00047 Lowey Estates Ltd - 46 Main Road**

Members were advised that the planning application was for the installation of replacement first floor windows.

In answer to questions, the District Surveyor advised that:-

- It is a conservation area;
- No comments have been received; and
- The cut-off date to the application is the 21st February 2020.

It was noted that Nos 48, 50, 52 Main Road and 2 Church Road all have uPVC windows in a similar style and are within the conservation area.

After Members consideration it was proposed by Mr Crellin and seconded by Mr MacFarlane and **RESOLVED that PA 20/00047 - 46 Main Road be recommended for approval.**

*For: Messrs Turton, Crellin, Quirk, Macfarlane and Miss Williams.
Against: Mr Allen*

(ii) **PA 20/00068 Mrs N.J. Fenton - 50 Alberta Drive**

Members were advised that the planning application was for the construction of a roof over rear yard to form extension to dwelling.

In answer to questions, the District Surveyor advised that:-

- comment received from 52 Alberta Drive;
- The cut-off date to the application is the 28th February 2020
- There are similar properties in the area who have carried out the works.

After a discussion it was proposed by Mr Crellin and seconded by Mr Allen and unanimously **RESOLVED that PA 20/00068 – 50 Alberta Drive be recommended for approval.**

(iii) PA 20/00074 Mr G Smith - 10 Falkland Drive

Members were advised that the planning application was for the widening of existing vehicular access and driveway. No comments received.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 28th February 2020

After a discussion it was proposed by Mr Crellin and seconded by Mr Quirk and unanimously **RESOLVED that PA 20/00074 - 10 Falkland Drive be recommended for approval.**

(iv) PA 20/00086 Mr N Corson - 37 Maple Avenue

Members were advised that the planning application was for the alterations and conversion of garage to create additional living space.

In answer to questions, the District Surveyor advised that:-

- No comments had been received; and
- The cut-off date to the application is the 28th February 2020

After a discussion it was proposed by Mr Crellin and seconded by Mr Allen unanimously **RESOLVED that PA 20/00086 – 37 Maple Avenue be recommended for approval.**

(v) PA 19/01233 Mr D Priestnal - 31 Eskdale Road

Members were advised that the planning application was for alterations and erection of side extension to replace existing detached garage. (**amended plan**).

In answer to questions, the District Surveyor advised that:-

ODC previously approved on 9/12/19. Highways recommended refusal due to driveway siting.

- On the 9th December 2019, the Board approved the planning application;
- Highways recommended refusal due to the driveway siting^[ODC 02/03/2020]
- No comments had been received; and
- The cut-off date to the application is the 24th February 2020

After a discussion it was proposed by Mr Crellin and seconded by Mr Quirk and unanimously **RESOLVED that PA 19/01233 - 31 Eskdale Road be recommended for approval.**

(vi) PA 19/01343 **Carrera Investments (IOM) Ltd - Filling Station, Corkills Garage**

Members were advised that the planning application is for the Installation of an above ground diesel tank (25,000 litres) with screen. **(additional information)**. ODC refused 6/1/20 – “layout/design and potential for noise during operation”. More information received.

In answer to questions the District Surveyor advised that:-

- On the 6th January 2020, the Board refused the planning application on the grounds of layout/design and potential for noise during operation;
- More information had been received;
- The cut-off^[ODC 02/03/2020] date to the application is the 17th February 2020;
- The amended details provided from the applicant, showed evidence of two other above ground tanks on the Island. However, they cannot be compared like for like with this application as they do not have residential properties overlooking.

In answer to question, the District Surveyor advised that no operation times had been given.

After Members consideration it was agreed that the previous resolution still stands of refusal of PA 19/01343 – Corkill Garage Filling Station be recommended

(vii) PA 20/00049 **Mr & Mrs Morgan - 93 King Edward Road**

Members were advised that the planning application was for alterations and an extension.

In answer to questions, the District Surveyor advised that:-

- On the 24th June 2019 the Board approved the planning application 19/00650/B but following representations from residents the Board proposed refusal on the grounds of detrimental to the amenity of the neighbouring properties and the refusal condition was read out to those present.
- On the 7th November 2019, planning refused the application;
- Comments had been received from 44 & 46 Howe Road;
- The cut-off date to the application is the 21st February 2020

Comment from the applicant was allowed during the meeting who advised that they had worked closely with the Planning Officer and had only submitted the application after the Planning Officer was content with the amendments.

After Members consideration it was proposed by Mr Crellin and seconded by Mr Macfarlane and **RESOLVED that PA 20/00049 – 93 King Edward Road be recommended for refusal as the planning application impacts the outlook of the neighbouring properties.**

For: Messrs Turton, Crellin, Quirk, Macfarlane and Miss Williams.

Against: Mr Allen

2. Planning Communications

1. PA No 19/01115 – Beehive Kindergarten

The District Surveyor advised the Board that Beehive Nursey had applied for the removal of condition 6 of PA 88/00155/B which stated the maximum number of children at any time must not exceed 55.

After discussion, Members agreed that the initial objection should still stand. It was further recommended that a traffic impact assessment be undertaken, and Planning Inspector's suggestion of double yellow lines being installed in the area would just move the problem elsewhere.

C20/02/02/09

FINANCE AND GENERAL PURPOSES

None.

C20/02/02/10

REPORT FROM THE CLERK OR OTHER OFFICER

1. Cyber Security

None.

2. Equality

The District Surveyor advised that the Equality Officer had contacted the Chief Executive/Clerk to advise that the notice advertising the Junior Parks Attendant was not compliant as we were being discriminatory on age criteria. The amendments have been made and replacement advert issued.

3. Responsibility for Functions and Schemes of Delegation Policy

The draft Responsibility for Function and Scheme of Delegation Policy, a copy of which having previously been circulated was considered.

The Lead Member Finance and General Purposes ^[ODC 02/0/3/2020] stated that this was a good piece of work, however, would like further clarity with regard to accountability with an introduction as to what has motivated the bringing forward of the policy.

After brief discussion, it was agreed that consideration of the Policy be deferred to the next meeting of the Board.

The Chairman requested that any comments be forwarded to the Chief Executive/Clerk for consideration.

4. Internet and E-Mail Policy and Procedure

The draft Internet and E-Mail Policy and Procedure, a copy of which having previously been circulated was considered.

A Member sought clarification with regard to Point 15 – Remote Access.

After a brief discussion, it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED that the Internet and E-Mail Policy and Procedure be approved and adopted.**

5. Social Media Policy and Guidance for Members Blogs

The draft Social Media Policy and Guidance for Members Blogs, a copy of which having previously been circulated was considered.

A Member requested that the word guidance be removed from the title.

Subject to the above amendment, it was proposed by Mr Macfarlane and seconded by Mr Crellin and unanimously **RESOLVED that the Social Media and Members Blogs Policy be approved and adopted.**

6. **On-Call Scheme 2020 Policy**

The draft Internet and On-Call Scheme 2020 Policy, a copy of which having previously been circulated was considered.

After a brief discussion it was proposed by Mr Macfarlane and seconded by Mr Quirk and unanimously **RESOLVED that On-Call Scheme 2020 Policy be approved and adopted.**

7. **Officers' Action List**

A copy of the Officers' Action List, having previously been circulated was noted.

A Member requested that point 19 is not completed and should not be highlighted as such.

8. **Local Elections 2020**

A copy of the Report from the Chief Executive/Clerk having previously been circulated was noted.

In answer to comment, the Chairman confirmed that the fees payable to officials at the Election had been included in the budget.

9. **Library Subscriptions**

To be considered In Committee.

C20/02/02/11

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. **Arbory Parish Commissioners**

Invitation received from Arbory Parish Commissioners inviting the Chairman, Members and the Chief Executive/Clerk to their Annual Civic Service to be held on Sunday 15th March 2020 at 10:30 am at Arbory Parish Church, Ballabeg.

2. **Onchan Stargazing**

Correspondence received dated 11th February 2020 expressing thanks from the Isle of Man Astronomical Society in relation to the Star Gazing Event held on the 31st January to the 2nd February 2020 at the Dark Skies site in Onchan Park. Noted with pleasure.

C20/0201/12

QUESTIONS

None.

C20/02/02/13

MOTIONS

None.

C20/02/02/14**ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS****1. Proposed Amendments to Increased Permitted Development**

A copy of the e-mail received from the Planning & Building Control Directorate dated 3rd February 2020 in relation to the reform of the planning systems and proposed amendments to increased permitted development having previously been circulated was considered.

Members to forward comments to the District Surveyor, and a report be brought back to the next meeting of the Board.

A Member requested that the document be published on the Commissioners' social media.

2. Draft Onchan 15 Year Road Map

A copy of the amended draft Onchan 15 year Road Map having previously been circulated was considered.

A Member commented that there was no mention of clearing the sides of Kaighen's Lane including the trees lining the pathway, as those works will have an impact on the budgets when the Department of Infrastructure are programming the works.

Members requested that thanks be expressed to the Department of Infrastructure for the consultation with the Board on the Draft Onchan 15 Year Road Map, and that comments had been included. They hoped that before any work commences, that the Department will continue their liaison with the Authority.

3. Eastern Civic Amenity Site

To be considered In Committee.

C20/02/02/15**HOUSING MATTERS****1. Elderly Persons Complex – Allocations**

To be considered In Committee.

2. Housing Allocation – Ref: 18/10

To be considered In Committee.

3. Housing Allocation – Ref: 11/11

To be considered In Committee.

4. Housing Voids

To be considered In Committee.

C20/02/02/16**CHAIRMAN'S ANNOUNCEMENTS****1. Attendances**

12th February 2019 – Reception in honour of Mr D. Crellin in recognition of 20 years' service to the community as an Onchan District Commissioner.

2. Dates for the Diary

Date	Organisation	Event	Time
2 nd March 2020	Onchan District Commissioners	Board Meeting	7:00 pm
3 rd March 2020	Onchan District Commissioners	Commissioners Surgery – Heywood Court Mr Allen and Mr Crellin	2:30 pm to 3:30 pm
7 th March 2020	Onchan District Commissioners	Commissioners Surgery – The Hub Mr Allen and Mr Quirk	11:00 am to 1:00 pm
16 th March 2020	Onchan District Commissioners	Board Meeting	7:00pm

C20/02/02/17

ANY OTHER BUSINESS

1. **07/11 – 3 Bedroom House**

Members invited to attend property to view the works required.

The Public session of the Meeting ended at 20.21pm

C20/02/02/18

MINUTES

1. **Extra-Ordinary meeting held on Monday 29th January 2020**

The minutes of the Ordinary Meeting held on Tuesday 29th January 2020, copies of which having previously been circulated, were considered.

After a discussion it was proposed by Mr Macfarlane, 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.

C20/02/02/19

REPORT FROM THE CLERK OR OTHER OFFICER

1. **Library Subscriptions**

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

Report of the Chief Executive/Clerk dated 12th February 2020, having previously been circulated was considered.

After a discussion, it was proposed by Mr Turton and seconded by Mr Quirk and unanimously **RESOLVED** that the Harvey Briggs Onchan Library operate with free subscriptions.

C20/02/02/20HOUSING MATTERS**1. Elderly Persons Complex Allocation – E1/58 EPC**

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

The Report of the Housing Manager dated 11th February 2020, having previously been circulated was considered.

After a discussion, it was proposed by Miss William's, seconded by Mr Crellin, and unanimously **RESOLVED that HA 3953 be offered the tenancy of E2/58.**

For: Messrs Turton, Crellin, Quirk, Macfarlane and Miss Williams.

Against: Mr Allen

The Housing Manager explained the difficulty in allocating properties which were difficult to access. Members wish to continue with the stance that each vacancy is considered on a case by case basis.

2. Housing Allocation – Ref: 18/10

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

The Report of the Housing Manager dated 11th February 2020, having previously been circulated was considered.

After a discussion, it was proposed by Miss Williams, seconded by Mr Crellin, and unanimously **RESOLVED that TG 388 be offered a five-year fixed term tenancy of 18/10 – 2 Bedroom Flat.**

3. Housing Allocation – Ref: 11/11

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

The Report of the Housing Manager dated 11th February 2020, having previously been circulated was considered.

After a discussion, it was proposed by Miss Williams, seconded by Mr Crellin, and unanimously **RESOLVED that TG 349 be offered a five-year fixed term tenancy of 11/11 – one-bedroom bungalow.**

4. Housing Voids

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

The Report of the Property Maintenance Manager dated 12th February 2020, having previously been circulated was considered and noted.

C20/02/02/19ENVIRONMENTAL & TECHNICAL SERVICES MATTERS**1. Eastern Civic Amenity Site**

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

A copy of the Committee Report dated 17th February 2020 including legal advice ^[ODC 02/03/2020], received from the Joint Eastern Civic Amenity Site Committee having previously been circulated was considered.

The Lead Member for Environmental and Technical Services gave an update on the potential joint purchase of a parcel of land for a new Civic Amenity Site.

The Lead Member for Environmental and Technical Services also indicated that the owners of the current site are prepared to consider extending the present Civic Amenity Site and re-design is an option, however, not ideal in line with the WRAP Guidelines.¹

The reason for the Report was to seek Board approval to pursue an alternative location for a new Civic Amenity Site for the Joint Committee.^[ODC 02/03/2020]

After discussion, the Board wished to defer further consideration until the next meeting of the Board.

C20/02/02/22

ANY OTHER BUSINESS

1. Nivison Stadium 70th Anniversary Celebrations

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

The Report of the Chief Executive/Clerk dated 13th February 2020, having previously been circulated was considered.

Members agreed that ideas could be explored.

There being no further business the meeting ended at 9.55 pm