

# ONCHAN DISTRICT COMMISSIONERS

*Hawthorn Villa,  
79 Main Road, Onchan.*

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## ORDINARY MEETING

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*7<sup>th</sup> December 2023*

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 on:

**Monday 11<sup>th</sup> December 2023**

**7:00 pm - Board Meeting**

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, and will be published after ratification.**

Yours faithfully



**R PHILLIPS  
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. 24 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 Chair and Vice-Chair be absent.**

None.

**2. To deal with any business required by statute to be done before any other business.**

None.

**3. To approve as a correct record and sign the Minutes of the:-**

**3.1** Minutes of the Ordinary Meeting held on Monday 27<sup>th</sup> November 2023 (Appendix 3.1)

**3.2** (P) Staff Minutes of the Ordinary Meeting held on Monday 27<sup>th</sup> November 2023 (Appendix 3.2)

**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 dispose of any relevant business adjourned from a previous meeting:-**

None.

**6. To deal with any business expressly required by statute to be done:-**

None.

**7. To consider any planning decisions/communications from the Department of Infrastructure Planning Committee:-**

**7.1 Plans for Consideration**

(Appendix 7.1)

|     | PA Reference  | Applicant/Address                                 | Return Date                    |
|-----|---------------|---|--------------------------------|
| (a) | PA 23/00124/B | Mr & Mrs T Cox - "White Oaks" 54 King Edward Road | 29 <sup>th</sup> December 2023 |
| (b) | PA 23/01349/B | Mr M Newing - "The Grange" Clypse Moar Road       | 22 <sup>nd</sup> December 2023 |
| (c) | PA 23/01368/B | Mr A Lloyd - 23 Hillcrest Grove                   | 29 <sup>th</sup> December 2023 |

**8. Finance and General Purposes:-**

- 8.1 (P) Financial Accounts for the year ended 31<sup>st</sup> March 2023  
8.2 (P) Miscellaneous Charges 2024/25

(To follow)  
(Appendix 8.2)

**9. Consideration of any Reports from the Clerk or other Officer:-**

- 9.1 Traffic Management Purchase  
9.2 (P) Street Lighting Pilot Schemes

(Appendix 9.1)  
(Appendix 9.2)

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

- 10.1 Local Government (Members' Attendance Allowances) Order 2013  
10.2 Built Environment Reform Programme – Consultation on Change to Town Planning Secondary Legislations

(Appendix 10.1)  
(Appendix 10.2)

**11. To answer any questions asked under Standing Order 34:-**

To be confirmed.

**12. To answer any Motions in the order in which notice has been received:-**

None.

**13. Environmental and Technical Services:-**

None.

**14. Housing Matters:-**

- 14.1 (P) Pet Permission Appeal

(Appendix 14.1)

**15. Chair's Announcements:-**

**Dates for Diary**

| Date                           | Organisation                  | Event  | Time     |
|--------------------------------|-------------------------------|--|----------|
| 8 <sup>th</sup> December 2023  | St Peter's Church             | Evening of Christmas Music presented by Roc Vannin – St Peter's Church | 7:30 pm  |
| 10 <sup>th</sup> December 2023 | St Peter's Church             | Christingle  | 5:00 pm  |
| 11 <sup>th</sup> December 2023 | Onchan District Commissioners | Board Meeting  | 7:00 pm  |
| 13 <sup>th</sup> December 2023 | Onchan Methodist Church       | Carol Service with Onchan Silver Band                                  | 7:00 pm  |
| 15 <sup>th</sup> December 2023 | Onchan Methodist Church       | Christmas Coffee Morning   | 10:00 am |
| 15 <sup>th</sup> December 2023 | Onchan Baptist Church         | Christmas all age Fun Evening  | 7:00 pm  |

|                                |                         |                                      |          |
|--------------------------------|-------------------------|--------------------------------------|----------|
| 17 <sup>th</sup> December 2023 | Onchan Baptist Church   | Carol Service                        | 10:30 am |
| 17 <sup>th</sup> December 2023 | St Peter's Church       | Nine Lessons and Carols              | 6:30 pm  |
| 24 <sup>th</sup> December 2023 | Onchan Methodist Church | Family Carol Service                 | 10:30 am |
| 24 <sup>th</sup> December 2023 | St Peter's Church       | Crib Service                         | 11:00 am |
| 24 <sup>th</sup> December 2023 | Onchan Methodist Church | Christmas Eve Communion              | 7:00 pm  |
| 24 <sup>th</sup> December 2023 | St Anthony's Church     | Mass (Carols from 7:30 pm)           | 8:00 pm  |
| 24 <sup>th</sup> December 2023 | St Peter's Church       | Midnight Holy Communion              | 11:30 pm |
| 25 <sup>th</sup> December 2023 | St Anthony's Church     | Christmas Day Mass                   | 9:30 am  |
| 25 <sup>th</sup> December 2023 | Onchan Methodist Church | Family Service                       | 10:00 am |
| 25 <sup>th</sup> December 2023 | Onchan Baptist Church   | Christmas Day Service                | 10:30 am |
| 25 <sup>th</sup> December 2023 | St Peter's Church       | Holy Communion – Christ Church Laxey | 10:30 am |

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

## PLANS LIST

**Board Meeting to be held on 11<sup>th</sup> December 2023**  
**The Lead Member of Environmental and Technical Services and the District**  
**Surveyor have viewed the applications and recommend the following:-**

| Planning Application                                   | Applicant/Address                                      | Description  |
|--|--|--|
| PA 23/00124/B<br><b>Return Date</b><br><b>29/12/23</b> | Mr & Mrs T. Cox<br>"White Oaks"<br>54 King Edward Road | Erection of a double storey side extension, enlarging existing rear raised patio area, alterations to existing conservatory finish and extension of driveway. <b>(amended plans)</b> |
|  | <b>Recommendation - No further comment</b>             |  |
| PA 23/01349/B<br><b>Return Date</b><br><b>22/12/23</b> | Mr M. Newing<br>"The Grange"<br>Clypse Moar Road       | Remove existing conservatory and replace with orangery extension on south-east corner of the existing dwelling.  |
|  | <b>Recommendation - Approve</b>                        |  |
| PA 23/01368/B<br><b>Return Date</b><br><b>29/12/23</b> | Mr A. Lloyd<br>23 Hillcrest Grove                      | Installation of flue for wood burning stove.   |
|  | <b>Recommendation - Approve</b>                        |  |

**MEMORANDUM**

|              |  |                  |  |
|--------------|--|------------------|--|
| <i>To:</i>   | <b>ONCHAN DISTRICT COMMISSIONERS</b>         |                  |  |
| <i>From:</i> | <b>ENVIRONMENTAL &amp; TECHNICAL MANAGER</b> |                  |  |
| <i>Ref:</i>  | <b>Traffic Management Purchase</b>           |                  |  |
| <i>Date:</i> | <b>04/12/2023</b>                            | <i>File Ref:</i> |  |

During the month of November 2023 staff from all operational departments undertook training to be able to safely work in and around the highway. Following the training and subsequent risk assessments have been reviewed and updated, it has been identified that a selection of cones, barriers and signage is required for the Authority to comply fully with the Health and Safety at Work Act 1974 and Chapter 8 of the Traffic Signs Manual 2009.


The equipment that would be required to be purchased for the two operational departments would consist of 750mm cones, Men at Work, Directional and other job specific safety signs for long term and short term work sites.

A selection of the works requiring such measures, but not limited to are, hedge cutting, gully emptying, strimming, mowing and tree work and other civic events we utilise traffic management for.

Following investigations of the requirements it is estimated that the Authority would need an expenditure of £4000 to commit to the purchase and comply with the above legislation, this has not been budgeted for in the 2023/24 budgets.

It is proposed that the Board consider approving that the funding is drawn down from the Authority's reserves.

The above information is for member's consideration.



Will Costain  
ENVIRONMENTAL & TECHNICAL MANAGER

**Alyson Crellin**

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**To:** Admin  
**Subject:** FW: Local Government (Members' Attendance Allowances) Order 2013

**From:** [REDACTED]  
**Sent:** 15 November 2023 15:28  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Local Government (Members' Attendance Allowances) Order 2013

Afternoon [REDACTED]

At the Board meeting of Port Erin Commissioners yesterday evening, the following notice of motion was passed:

*That the board resolve to submit a request to the Department of Infrastructure for a review of the Local Government (Members' Attendance Allowances) Order 2013 to be undertaken as this order was made more than a decade ago.*

The rationale provided for the motion was that the attendance allowance rates have not been addressed for around 10 years and that with a review and increase of the allowance rates, this may encourage more people to stand for office in the future. The Consumer Price Index increase from November 2013 to date stands at 37.8 (121.0 to 158.8).

As such, please accept this email as a formal request by the Board of Port Erin Commissioners that the Department of Infrastructure undertakes a review of the Local Government (Members' Attendance Allowances) Order 2013 with a view to increasing the attendance allowance rates to a more realistic level.

The Board also asked for this request to be circulated to each of the other local authorities for reference, which has been done by blind copy.

Kind regards,

[REDACTED]

[REDACTED]

Clerk

[REDACTED]

Tel: [REDACTED]

Web: [REDACTED]

Facebook: porterincoms

Twitter: porterincoms

Instagram: porterincoms

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**Alyson Crellin**

---

**To:** Admin  
**Subject:** FW: Local Government (Members' Attendance Allowances) Order 2013

---

**From:** [REDACTED]  
**Sent:** 17 November 2023 12:06  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Local Government (Members' Attendance Allowances) Order 2013

Dear [REDACTED]

Thank you for your email and I acknowledge the request from the Commissioners.

I would like to remind your Commissioners and all authorities (by blind copy) of the fact that the intention of the Department is to include within the Local Government Amendment Bill 2023 a Clause which deals with Members Attendance Allowances.

The intention of this legislation is to give each LA the power to set their own allowances (see Clause 29 (Schedule 2)) <https://legislation.gov.im/cms/images/LEGISLATION/BILLS/2023/2023-0003/LocalGovernmentAmendmentBill2023.pdf> subject to a set of regulations which may for example set maximum amounts.

The Local Government Amendment Bill 2023 reached 2<sup>nd</sup> Reading at the House of Keys (prior to the Summer Recess) and is awaiting its 3<sup>rd</sup> Reading, which is known as the Clauses Stage. No date has yet been set for this stage.

One of the main reasons for including this Clause was that when the Department has brought in new Attendance Allowances in the past it has found it difficult to reach a consensus amongst LAs, many not wishing to pay any attendance allowances and others wishing to give more than the current allowance rates. The amendment to the legislation will bring regulations in that allow LAs to set their own rates. The Department will then issue statutory guidance which LAs will be required to follow around the implementation of a members allowances scheme.

I haven't as yet of course asked the Department to comment directly on the request in your email but I wanted to set out the above so the context of the current situation can be understood.

I hope that this email assists.

Kind Regards

[REDACTED]

[REDACTED]  
Central Support and Change Division | Department of Infrastructure  
Sea Terminal Building | Douglas | IM1 2RF | Tel 686246

  
infrastructure  
bun-troggalys

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**Sent:** 15 November 2023 15:28  
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**Cc:** [REDACTED]  
**Subject:** Local Government (Members' Attendance Allowances) Order 2013

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The Board also asked for this request to be circulated to each of the other local authorities for reference, which has been done by blind copy.

Kind regards,

[REDACTED]  
[REDACTED]

Port Erin Commissioners

[REDACTED]  
**Web:** [www.porterin.gov.im](http://www.porterin.gov.im)  
**Facebook:** porterincoms  
**Twitter:** porterincoms  
**Instagram:** porterincoms

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**Alyson Crellin**

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**From:** Admin  
**To:** Admin  
**Subject:** FW: Built Environment Reform Programme - Consultation on Changes to Town Planning Secondary Legislation

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**From:** [REDACTED]

**Sent:** 20 November 2023 10:50

**Subject:** Built Environment Reform Programme - Consultation on Changes to Town Planning Secondary Legislation

Good Morning,

I write to update that as part of the Built Environment Reform Programme, and to facilitate the Department of Environment, Food and Agriculture's (DEFA) core functions a consultation has been launched on proposed changes to the following secondary legislation which is made under the Town and Country Planning Act 1999 ("the Planning Act"):

- the Town and County Planning (Development Procedure) Order 2019 ("the DPO"); and
- the Town and County Planning (Application and Appeal Fees) Order 2021 (as amended in 2023) ("the Fees Order").

This legislation sets out how applications are dealt with for:

- planning approval (e.g. new buildings, extensions/changes to existing buildings, changes of use etc.);
- minor changes to existing planning approval; and
- approval of information required by a condition attached to a planning approval.

The consultation runs until the 26.01.24 and the details can be accessed via the [Consultation Hub](#)

A consultation document is available to download and sets out the proposed changes, which in summary relate to:

- reviewing the ability to trigger/participate in an appeal (Interested Person Status);
- introducing a new fast track householder appeal process;
- streamlining how DEFA applications are dealt with (so there is more resource to focus on delivering planning services to the public);
- expanding Minor Change provisions so that approvals which incorporate fossil fuel boilers can be amended to remove them;
- establishing a proportionate requirement for climate change information within applications;
- targeted amendments to planning fees; and
- a number of other minor amendments.

If you require any more information or wish to discuss the consultation, please do not hesitate to contact me.

Thank you,

[REDACTED]

[REDACTED]

**Lead Programme Officer**  
**Built Environment Reform Programme**

[REDACTED]  
[REDACTED]  
Department of Environment, Food & Agriculture (DEFA)  
Murray House  
Mount Havelock  
Douglas  
Isle of Man  
IM1 2SF

Tel: [REDACTED]  
e-mail: [REDACTED]

Public counter hours for the office are as follows:

| Day       | Telephones <i>(and pre-arranged meetings)</i> | Public Counter | Duty Planner  |
|-----------|---|----------------|---------------|
| Monday    | 09:00 – 17:00                                 | 09:00 – 15:00  | <b>Closed</b> |
| Tuesday   | 09:00 – 17:00                                 | 09:00 – 15:00  | 09:00 – 15:00 |
| Wednesday | 09:00 – 17:00                                 | <b>Closed</b>  | <b>Closed</b> |
| Thursday  | 09:00 – 17:00                                 | <b>Closed</b>  | <b>Closed</b> |
| Friday    | 09:00 – 16:30                                 | 09:00 – 15:00  | 09:00 – 15:00 |

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RAAUE: S'preevaadjagh yn çhaghteraght post-l shoh chammah's coadanyn erbee currit marish as ta shoh coadit ec y leigh. Cha nhegin diu coipal ny cur eh da peiagh erbee elley ny ymmydey yn chooid t'ayn er aght erbee dyn kied leayr veih'n choyrtagh. Mannagh nee shiu yn enmyssagh kiarit jeh'n phost-l shoh, doll-shiu magh eh, my sailliu, as cur-shiu fys da'n choyrtagh cha leah as oddys shiu.

Cha nel kied currit da failleydagh ny jantagh erbee conaant y yannoo rish peiagh ny possan erbee lesh post-l er son Rheyynn ny Boayrd Slattyssagh erbee jeh Reiltys Ellan Vannin dyn co-niartaghey scrut leayr veih Reireyder y Rheyynn ny Boayrd Slattyssagh t'eh bentyn rish.