

Minutes of the Ordinary Meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 4<sup>th</sup> April 2022 at 7:00 pm

<b>Present:</b>	Miss K Williams	(Vice-Chair)
	Mr A Allen	(Lead Member for Finance and General Purposes)
	Mr D Crellin	
	Miss Z Lewin	
	Ms F Logan	(Lead Member for Environmental and Technical Services)
	Mr D Quirk	(Lead Member for Housing)
<b>Apologies:</b>	Mr R Turton	(Chairman)
<b>In attendance:</b>	Mr R Phillips	(Acting Chief Executive/Clerk)
	Mrs S Johnson	(Finance Manager)
	Miss A Crellin	(Executive Assistant)

#### **C22/04/01/01**

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

Not necessary.

#### **C22/04/01/02**

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

None.

#### **C22/04/01/03**

#### **MINUTES**

#### **1. Ordinary Meeting held on Monday 21<sup>st</sup> March 2022**

The minutes of the Ordinary Meeting held on Monday 21<sup>st</sup> March 2022, copies of which having previously been circulated, were considered.

Amendments:-

Page 1 – include Mr D Crellin present at the meeting.

Page 1 Annual Crown and Lawn Green Costs – 2<sup>nd</sup> paragraph after no conflict of interest include or pecuniary interest.

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

#### **C22/04/01/04**

#### **TO DISPOSE OF ANY RELEVANT BUSINESS ARISING FROM SUCH MINUTES**

#### **1. Flat Green Bowling Club**

The Vice Chair advised the Board that she had matters arising from the minutes in relation to the above, and that they would be discussed In Committee.

#### **C22/04/01/05**

#### **TO DISPOSE OF ANY BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

C22/04/01/06TO DEAL WITH ANY BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE

None.

C22/04/01/07PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE  
PLANNING COMMITTEE1. Plans to the Board

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

(i) **PA 22/00032 Mr K O'Brien- 23 Sunnybank Avenue**

Members were advised that the planning application is for alterations, the erection of two extensions and installation of a flue (amended plans)

In answer to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 15<sup>th</sup> April 2022.

After Members consideration, it was proposed by Ms Logan and seconded by Mr Quirk and **RESOLVED that PA 22/00032 – 23 Sunnybank Avenue be recommended for approval.**

***For: Miss Williams, Ms Logan, Mr Crellin, Miss Lewin and Mr Quirk***

***Against: Mr Allen***

(ii) **PA 22/00241 Mr B Douglas - Fy-Yerrey, Ballanard Road, Abbeylands**

Members were advised that the planning application is for a detached dwelling with improvements to the existing vehicular access.

In answer to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 8<sup>th</sup> April 2022.

After a discussion, it was proposed by Ms Logan and seconded Miss Lewin and unanimously **RESOLVED that PA 22/00241 - Fy-Yerrey, Ballanard Road, Abbeylands be recommended for approval.**

(iii) **PA 22/00258 Mr R Holtby – 115 King Edward Road**

Members were advised that the planning application is for a carport to the south east of the existing garage.

In answer to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 8<sup>th</sup> April 2022.

After discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00258 – 115 King Edward Road be recommended for approval.**

**(iv) PA 22/00268 Mr & Mrs M Beaumont – 55 Bemahague Avenue**

Members were advised that the planning application is for extensions.

In answer to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 8<sup>th</sup> April 2022.

After Members consideration, it was proposed by Mr Allen and seconded by Mr Quirk and **RESOLVED that PA 22/00268 – 55 Bemahague Avenue be recommended refusal on the grounds of the layout and density of building design and visual appearance.**

***Ms Logan declared and interest and did not vote.***

***For: Miss Williams, Mr Allen, Mr Crellin and Mr Quirk***

***Against: Miss Lewin***

**(v) PA 22/00299 Mr & Mrs A Monds – 22 Groudle View**

***The Acting Chief Executive/Clerk declared and interest.***

Members were advised that the planning application is for the removal of the existing mock-tudor cladding and the installation of wood-effect composite vertical cladding.

In answer to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 15<sup>th</sup> April 2022.

After a discussion, it was proposed by Ms Logan and seconded by Mr Quirk and unanimously **RESOLVED that PA 22/00299 – 22 Groudle View be recommended for approval.**

**(vi) PA 22/00304 Mrs A Colley – 5 Sycamore Close**

Members were advised that the planning application is for the installation of a rear balcony with balustrade and sliding door access.

In answer to questions, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 15<sup>th</sup> April 2022.

After a discussion, it was agreed that PA 22/00304 – 5 Sycamore Close be deferred to the next Board Meeting to allow time for comments to be received from the public.

**PA 22/00318 Mrs A Kneen – 5 Howstrake Drive**

Members were advised that the planning application is for a rear dormer extension.

In answer to question, the Acting Chief Executive/Clerk advised that:-

- No comments had been received from neighbouring properties; and
- The return date for the application is the 22<sup>nd</sup> April 2022.

After a discussion, it was agreed that PA 22/00318 – 5 Howstrake Drive be deferred to the next Board Meeting to allow time for comments to be received from the public.

**2. Planning Communications**

**PA 22/00155/B – Stanley House, Second Avenue**

The Acting Chief Executive/Clerk advised the Board that the above planning application had been approved.

After a discussion, it was proposed by Mr Quirk and seconded by Mr Crellin and **RESOLVED that the Authority appeal the planning decision on the grounds that the application goes against the Parking Criteria of the Isle of Man Strategic Plan 2016.**

***For: Miss Williams, Mr Allen, Mr Crellin, Miss Lewin and Mr Quirk  
Against: Ms Logan***

**C22/04/01/08**

**FINANCE AND GENERAL PURPOSES**

None.

**C22/04/01/09**

**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. Onchan Mural Festival and Creation of Public Artwork**

The Acting Chief Executive/Clerk confirmed the festival will be held in the Hub on the 2<sup>nd</sup> & 3<sup>rd</sup> July 2022.

The Acting Chief Executive/Clerk reported that there is a Commissioners Surgery scheduled to be held on the 2<sup>nd</sup> July 2022. It was agreed that the location of the Commissioners Surgery would be moved and it would be agreed nearer the time.

**2. Onchan Park Stadium Toilets**

To be considered In Committee.

**3. Onchan General Bye-Laws Review**

To be considered In Committee.

**4. Street Traders Licence Review**

To be considered In Committee.

**5. Flat Green Bowling Club**

To be considered In Committee.

**6. 2<sup>nd</sup> Onchan Scouts 60<sup>th</sup> Anniversary Tree Planting**

To be considered In Committee.

**C22/04/01/10**

**CONSIDERATION OF ANY RELEVANT CORRESPONDENCE****1. Empty/Derelict Properties – Consultation**

A copy of the consultation in relation to empty/derelict properties together with the responses submitted by the Acting Chief Executive/Clerk having previously been circulated were noted.

The Acting Chief Executive/Clerk confirmed that the response which had been provided are based on his personal opinion and experiences.

A Member commented that it is his opinion that it is a national issue, and they would like the Government to provide some financial assistance in relation to the costs which are incurred by the Authority.

A Member asked the Acting Chief Executive/Clerk to confirm the number of empty/derelict properties within the District. The Acting Chief Executive/Clerk confirmed that there are currently 5 properties.

**2. Elections (Keys and Local Authorities) Local Authorities Regulations 2022 - Consultation**

A copy of the above mentioned consultation documentation received from the Cabinet Office, having previously been circulated was considered, discussed and noted.

The Acting Chief Executive/Clerk advised the Board that the consultation had been discussed at the recent Clerk's Forum, and that most Clerks' are in favour of postal votes and not using seals on the ballot papers.

**3. Code of Practice on Disciplinary and Grievance Procedures – Consultation**

A copy of the above mentioned consultation documents, having previously been circulated were considered and noted.

The Acting Chief Executive/Clerk advised the Board that the reason why it had been included as an agenda item, was to make members aware, any changes which come forward could affect the Authority's policy depending on what terms and conditions employees employed under.

It was agreed that should advise need to be obtained from the Authority's external HR provider then it would be.

**4. Onchan Hub**

A copy of the correspondence dated 8<sup>th</sup> March 2022, received from a regular user of the Hub, having previously been circulated was considered and discussed.

A Member suggested that the user of the Hub be advised to contact Manx Sport and Recreation to see if they would be able to provide any assistance. All Members agreed with this recommendation.

**5. Onchan Junior Commissioners Minutes**

To be considered In Committee.

**6. Onchan Pensioners Social Club**

A copy of the correspondence received from the Onchan Pensioners Social Club dated the 31<sup>st</sup> March 2022, having previously been circulated were considered and discussed.

After a discussion, it was agreed that permission be granted to Onchan Pensioners Social Club, Onchan Football Club and Onchan Silver Band for them to hold a duck race at Port Jack Glen on Sunday 22<sup>nd</sup> May 2022.

**C22/04/01/11**

**TO ANSWER ANY QUESTIONS ASKED UNDER STANDING ORDER 34**

None.

**C22/04/01/12**

**TO CONSIDER ANY MOTIONS**

**1. Motion 64 – Under Standing Order Number 26**

Mr Quirk [ODC 19/04/2022] tabled Motion Numbered 64:-

*“that Onchan District Commissioners re-establish the tradition of placing Manx flags throughout the village from June to September.”*

Motion 60 was proposed by Mr Quirk, seconded by Ms Logan and unanimously **RESOLVED to stand adjourned without discussion to the next meeting of the ordinary meeting of the Authority to be held on Tuesday 19<sup>th</sup> April 2022.**

**C22/04/01/13**

**ENVIRONMENTAL AND TECHNICAL SERVICES**

None.

**C22/04/01/14**

**HOUSING MATTERS**

**1. Housing Allocation – Update**

The report of the Housing Manager dated 25<sup>th</sup> March 2022, having previously been circulated was considered and noted.

**C22/04/01/15**  
**CHAIRMAN'S ANNOUNCEMENTS**

**1. Dates for the Diary**

<b>Date</b>	<b>Organisation</b>	<b>Event</b>	<b>Time</b>
19 <sup>th</sup> April 2022	Onchan District Commissioners	Board Meeting	7:00 pm
3 <sup>rd</sup> May 2022	Onchan District Commissioners	Commissioners Surgery – Springfield Court, Commissioners Turton and Williams attending	2:00 pm to 3:00 pm
3 <sup>rd</sup> May 2022	Onchan District Commissioners	Annual General Meeting	7:00 pm
7 <sup>th</sup> May 2022	Onchan District Commissioners	Commissioners Surgery – The Hub, Commissioners Quirk and Williams attending)	10:00 am to 12 noon
16 <sup>th</sup> May 2022	Onchan District Commissioners	Board Meeting	7:00 pm

**C22/04/01/16**  
**ANY OTHER BUSINESS**

**1. Belgravia Road – Parking**

A Member commented that he has concerns in relation to the number of campervans which are parked on Belgravia Road. The Member suggested that the Department of Infrastructure be contacted and for the area to be designated as a 24 hour parking zone. The Member further commented that the owners of the camper vans may not be complying with the Road Traffic Act.

At the Meeting of the 21<sup>st</sup> March 2022, it had been agreed that a meeting with the Department of Infrastructure and the Police be arranged. The Acting Chief Executive/Clerk confirmed a reply had been received from the Police and that he was waiting for confirmation from the Department of Infrastructure.

Another Member commented that as the Authority is arranging for a meeting with the Department of Infrastructure an agenda could be prepared and this issue be discussed at that the meeting. All Members were in favour of this.

**2. Electrical Charging Points**

A Member commented that the Government are encouraging people to have charging points. He requested that the Acting Chief Executive/Clerk look into costing for the Authority to have charging points around the District.

The Member further commented than an internal audit would need to be undertaken to see how green the Authority is. The Acting Chief Executive/Clerk and Lead Member for Environmental and Technical Services confirmed that this would be undertaken when the Climate Bill comes into effect.

*The Public session of the Meeting ended at 20:09pm*

C22/04/01/17

**REPORT FROM THE CLERK OR OTHER OFFICER**

**1. Onchan Park Stadium – Toilet**

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

The report of the Acting Chief Executive/Clerk dated 30<sup>th</sup> March 2022, having previously been circulated was considered.

The Acting Chief Executive/Clerk advised that Onchan Football Club are content with the works that have been undertaken to the ladies toilets, and they have approached the Acting Chief Executive/Clerk to look into costings for new flooring.

**2. Onchan General Bye-Laws Review**

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

The report of the Acting Chief Executive/Clerk dated 30<sup>th</sup> March 2022, having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Mr Quirk and unanimously **RESOLVED that Officers be and are hereby authorised to draft new Onchan General Bye-Laws with the omission of Section 19 “Artificial Light”.**

**3. Street Traders Licence Review**

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

The report of the Acting Chief Executive/Clerk dated 30<sup>th</sup> March 2022, having previously been circulated was considered.

After a discussion, it was proposed by Mr Allen and seconded by Ms Logan and unanimously **RESOLVED that Officers be and are hereby authorised to draft a new bye-law solely for the issuing of Street Traders Licences.**

**4. Flat Green Bowling Club**

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

The Vice Chair advised that she had meet with 3 representatives of the Flat Green Bowling Club (“the Bowling Club”).

The Vice Chair further advised that there had been some misunderstanding in relation to what support the Bowling Club are looking for from the Authority.

The Vice Chair confirmed the following:-

- The Bowling Club are not looking for any financial funding from the Authority as they are applying for a grant from the lottery trust;
- The Bowling Club require a 5 year lease from the Authority and it has to be a lease, not a licence;
- After the 5 year lease expires the Bowling Club would gift the facility to the Authority;
- At the end of the 5 year lease, it is the intention of the Bowling Club to approach the Authority for another lease;
- The Bowling Club needed to submit their application to the Lottery Fund by the 31<sup>st</sup> March 2022;



- In consultation with the Acting Chief Executive/Clerk, consideration was given to an Extra Ordinary Meeting being called. However, as the Vice Chair was off Island she did not feel that it was appropriate for a meeting to be held virtually and advised the Bowling Club it would be added to the Agenda for tonight's meeting and discussed.

The Acting Chief Executive/Clerk stated that the Authority would be submitting the planning application on behalf of the Bowling Club and asked for clarification on who would be responsible for the maintenance of the proposed new facility.

The Vice Chair advised the Board that the impression which she got from the Bowling Club is that they would be applying for 100% of the funding from the Lottery Trust, and that if their application was not submitted by the 31<sup>st</sup> March 2022, then it would be another 12 months before they would be able to re-apply.

After a discussion, it was agreed that the Acting Chief Executive/Clerk would contact the Bowling Club to request the following additional information:

- Would 100% of the funding be provided by the Lottery Trust;
- Will members of the public still be able to pay to use the green, once the proposed new facility has been completed;
- Membership numbers; and
- Who is responsible for the future maintenance.

It was agreed that the matter would be brought back to the Board.

## **5. 2<sup>nd</sup> Onchan Scouts – 60<sup>th</sup> Anniversary Tree Planting**

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

The report of the Property Maintenance Officer, dated 29<sup>th</sup> March 2022, having previously been circulated was considered and discussed.

After a discussion, it was agreed that the Acting Chief Executive/Clerk would confirm that types of trees are to be planted, and if members of the Board would be able to assist with the planting of the trees.

A Member requested that the Board be provided with a location plan of the area which the proposed trees are to be planted, and also suggested that perhaps fruit trees could also be considered.

It was agreed that the matter would be brought back to the Board.

**C22/04/01/18**

## **CONSIDERATION OF ANY RELEVANT CORRESPONDENCE**

### **1. Onchan Junior Commissioners – Minutes**

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

A copy of the Onchan Junior Commissioners, minutes of the meeting held on Wednesday 2<sup>nd</sup> March 2022, having previously been circulated were considered and noted.

C22/04/01/19

**ANY OTHER URGENT BUSINESS AS AUTHORISED BY THE CHAIRMAN FOR CONSIDERATION**

None.

C22/04/01/20

**STAFFING MATTERS**

**1. Staffing Minutes of the Ordinary Meeting of Monday 21<sup>st</sup> March 2022**

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

The Staff Minutes of the Ordinary Meeting held on Monday 21<sup>st</sup> March 2022, copies of which having previously been circulated, were considered.

After a discussion, it was proposed by Ms Logan and seconded Mr Allen by and unanimously **RESOLVED** that the minutes be agreed as a correct record of the proceedings and be signed by the Vice Chair.

*The Acting Chief Executive/Clerk and Finance Manager left the meeting at 21:15 pm*

**2. Staffing Matter**

See Staff Minute Book

*There being no further business the meeting closed at 21:48 pm*