

GARFF PARISH DISTRICT COMMISSIONERS
Monthly Meeting: Wednesday 3rd May 2017 7.00 pm

Meeting Minutes

Present: Mr S.Clague, Mr N. Dobson, Mr T Kenyon.
Mrs M. Fargher, Mr P. Kinnish, Mr L. Miller, Mrs J. Pinson, Mr. J. Quayle.
In Attendance: Mr P. Burgess, Clerk, Mr M.Royle, Deputy Clerk/RFO, Mrs Julie Peel
Housing Manager, **Apologies:** Mr R. Moughtin.

*The meeting was opened by the Chairman at 7.02 pm. **SC** referred to the apologies that had been forwarded by **RM**. **ND** advised that **RM** had previously indicated he would stand if nominated. He proposed that standing orders were suspended and the election of the Chairman and other offices be postponed and scheduled for the Commissioners' Meeting on the 17th of May 2017. This was seconded by **JPN** and **Resolved**.*

As a result of this decision **ND** advised that Items 01/17, 02/17, 03/17 would also be reserved for consideration at the meeting on 17th of May 2017.

		Action
01/17	Election of Chairman – decision deferred until 17.05.17	
02/17	Election of Vice Chairman – decision deferred until 17.05.17	
03/17	Board Representation – Confirmation/Changes deferred until 17.05.17.	
a)	Municipal Association –	
b)	Laxey & Lonan Heritage Trust –	
c)	Laxey & Lonan Sports and Community Facilities –	
d)	Northern Traffic Management Liaison Committee –	
e)	Northern Neighbourhood Policing Team Community Partnership meeting – Anyone to attend as and when required.	
f)	Regeneration Committee –	
g)	Eastern Civic Amenity Site Joint Committee –	
h)	Northern Civic Amenity Site –	
i)	Northern Swimming Pool Board –	
j)	Northern Area Housing steering group –	
k)	Northern Sheltered Housing Committee –	
l)	Eastern Area Housing steering group –	
m)	Waste Management Steering Group –	
04/17	Planning Matters	
	Planning Applications	
a)	PA 17/00412/B – The Shieling, Baldrine Road, Baldrine. Alterations and erection of extension. Deferred from meeting 19 th April to allow Clerks to Clarify location of the application site. <i>The site location was noted. No objections.</i>	
b)	PA 17/00436/B – Dhoon Plat, Main Road, Maughold. Erection of a detached two storey garage. <i>SC declared a personal interest in this application. He signed the register and took no part in the discussion of the application. The size and structure of the proposal were discussed, but it was felt that the location close to the current main dwelling would minimise the visual impact on the landscape. No objections.</i>	
c)	PA 1700443/B – Sea Level House, Back Shore Road, Laxey. Installation of 3 roof lights to rear elevation to replace 2 existing rooflights. <i>No objections.</i>	
d)	PA 17/00465/B – Dreemskerry Farm, Dreemskerry Road, Maughold. Erection of a replacement Tractor/Mower Shed.	

	<i>It was noted that the proposed shed was of a similar size and was on the footprint of the current shed. No objections.</i>	
e)	P.A. 17/00471/B Laxey Weir (Glen Road Bridge) repairs & reconstruction of weir and weir face. PB advised that there were problems with the construction of the current weir which the MUA wished to rectify in this re-build of the weir and its face. No objections.	
	Refusal Notices (DoI Planning Committee) - ntr	
	Appeal Notices (DoI Planning Committee) - ntr	
	Planning Enforcement (DoI Planning and Building Control) - ntr	
05/17	Approval of Minutes	
a)	Approval of minutes of meeting 19 th April 2017. <i>These were agreed to be a correct record of decisions made. Proposed JQ, Seconded JP, Resolved.</i>	
06/17	Matters Arising & Other Business	
a)	Unauthorised Engineering Works, Corony Bridge. MF referred to the unauthorised engineering works to install a helicopter landing pad at Ain Chea, Corony. She asked whether there was a time limit for a retrospective application to be submitted by the applicant. MR reported that no correspondence had been forthcoming on this matter. The clerks were instructed to contact planning enforcement seeking an update on progress with the retrospective application.	Clerks
b)	Mr Raymond Clague PK proposed that the Commissioners consider an appropriate way of marking the passing of Raymond Clague. Mr Clague had worked for the Commissioners around Laxey for many years, had been a Lonan Commissioner, and contributed greatly to both local and Island life. PK to liaise with the clerks on this matter.	PK/ clerks
c)	Issues at a Property in Glen Roy PB referred to item 262.16.b in the minutes of the 19 th of April Meeting relating to a property in Glen Roy following expressions of concern from members of the public. He reported that the Department had been contacted but were already investigating these matters. The Commissioners would monitor the situation.	
d)	Governor's Visit to Parishes – Suggested dates – First 3 weeks in July, Monday 3 rd to Friday 21 st , Last 2 weeks in August, Monday 21 st to Friday 1 st Sept or any other dates in September. <i>It was agreed that the clerks should propose Monday the 17th of July 2017 as the most suitable date for a visit from the Governor.</i>	
07/17	General correspondence	
a)	Municipal Association – Extract of minute of meeting 30th March 2017. <i>Concern was expressed that DEFA were not notifying Local Authorities when granting licences for tree removal so situations could arise where it was not clear whether work was being done legitimately. Similar situations could arise in respect of other work. Members agreed to raise this matter with Clerks and look to instigate/update liaison mechanisms. The Secretary would write to Clerks to advise. AP Secretary.</i> The Clerks have considered this and rather than be notified of every licence issued recommend that if concerns are raised with respect to tree work the Authority contact the Department for clarification. These matters were noted including the recommendation of the clerks. It was agreed to accept the recommendation of the clerks. Municipal Association to be notified.	clerks
b)	Manx International Classic Trial, 3rd September 2017 – Organisers are hoping to start and finish the Sunday stage in Laxey again this year and write requesting Commissioners permission. Event Insurance certificate provided. <i>"We would like to start on the Promenade on the Sunday morning from 8am and use a similar area of the beach as last year for the first two sections if possible, then leaving the village on public roads</i>	

	<i>in the direction of Axnfell. We would then return at the end of our route to the Shore Hotel from approx. 2pm using the track alongside the river and use the land at the rear of the pub for the last section. We will obviously also contact the Pub and the landowner (Mr. Vannan) for their permission." This matter was noted. No objections.</i>	clerks
c)	Email from Resident – Various Road Traffic Issues in Old Laxey and Glen Road. <i>PB outlined the concerns of the resident which included various traffic issues on Old Laxey Hill and Glen Road. These matters had either been dealt with or had been scheduled by DoI Highways. PK referred to the implementation of additional double yellow lines on Glen Road. MR reported that Highways were considering the feedback received by the Commissioners from residents. It was noted that IOM Transport would only operating mini-buses on this road in future. JPN expressed concern at the time being taken to install DYs at the bottom of Old Laxey Hill. MR advised that there were several other areas in Laxey that needed re-lining. MR was instructed to contact Highways to request that these be painted asap, and to liaise with Highways regarding progress with proposed additional DYs on Ramsey Road, Glen Road, etc.</i>	clerks
d)	The Annual General Meeting of the Isle of Man Municipal Association - will be held on Thursday 25th May 2017 at Ballacragga restaurant and Salmon Centre in Laxey, at 7.00pm for 7.30pm prompt. Cost £18 per person. Please note the main course will need to be pre-ordered. This matter was noted. It was anticipated that 7/8 Members would attend as Garff was the host authority this year. Clerks to notify MA Secretary.	clerks
e)	Cash Dispensing Machine – Resident writes regarding the cash point at the Coop stating it is regularly out of order and suggesting a second cash point could be installed at the Post Office. <i>This matter was noted. Members discussed the influence the Commissioners could bring to bear regarding this request.</i>	
f)	Daphne Caine/Martyn Perkins - The Political Surgery scheduled for Saturday 6 th May will commence at 12.00 mid-day due to the attendance of the Garff MHKs at the Opening Ceremony of the Manx Youth games. A representative of the Commissioners will also be available at the Surgery. <i>JPN would attend on behalf of the Commissioners.</i>	JPN
g)	Valley Gardens – Correspondence from a member of public seeking permission to hold a civil wedding ceremony and erecting a small marquee. 14 July 2018 (preference) or 11 August 2018. <i>PB advised that once the ceremony had taken place the party would go on to a private function elsewhere. They would only be in the Valley Gardens for a short period and there should be minimal noise/nuisance issues. There were no objections to this proposal.</i>	
08/17	Committee Reports (schedule of forthcoming meetings attached at Appendix 1 below)	
a)	Municipal Association – ntr	
b)	Laxey & Lonan Heritage Trust – TK referred to several matters including: 1). The contribution to the Trust for running the information Centre. <i>It was noted that payment would be forwarded in the next few days.</i> 2). When reprinted leaflets would be available for the Laxey Guide and Salmon Walks Guide. <i>PB advised that he had contacted the printers and was awaiting a reply.</i> 3). Hedge on Washing Floor to be removed to enable installation of interpretive signage. It was noted that planning permission may be required for these. Clerks to liaise with Mr Campbell from the Trust. 4). Play Train at Glen Mooar. <i>Mr Wild had suggested he attend a Commissioners meeting to present proposals for this Installation. It was noted that it was likely that planning permission would be required. ND proposed that Mr Wild be invited to the meeting of the Commissioners on the 14th of June.</i>	PB clerks clerks
1)	Laxey & Lonan Sports and Community Facilities – ntr	
2)	Northern Traffic Management Liaison Committee – ntr	
3)	Northern Neighbourhood Policing Team Community Partnership meeting – ntr	
4)	Regeneration Committee – ntr	
5)	Eastern Civic Amenity Site Joint Committee - ntr	

6)	Northern Civic Amenity Site – MR reported that arrangements for the transfer of operational responsibility of the site to the northern authorities and Garff was ongoing.	
7)	Northern Swimming Pool Board – JQ presented the minutes of previous meeting to the clerks.	
8)	Northern Area Housing steering group - ntr	
9)	Northern Sheltered Housing Committee – MF reported that some progress had been made with new plans for the Mayfield Sheltered Housing Complex in Ramsey.	
10)	Eastern Area Housing steering group – ND referred to the press release issued to advise the public of the new Eastern Area Shared Housing List that was being launched. Onchan had declined an invitation to join the initiative.	
11)	Waste Management Steering Group - ntr	
09/17	Officers Reports	
a)	Health and Safety The weekly H&S meetings with maintenance staff were being up-kept as were the monthly meetings at Cooil Roi where H&S at the complex was central to discussions. There had been no incidents to report. It was anticipated that the works to improve internal and external rail safety at Cooil Roi would commence in the next 7/10 days.	
10/17	Staffing Matters –	
a)	MR reported that quarterly appraisals had been completed with the maintenance staff. This had included discussion of health and safety matters. There had been no issues of note and objectives for the next period had been set. ND advised that he had noticed improvements in the Sheading over the last twelve months, however much remained to be done.	
b)	Internal Audit PB referred to the internal audit which had its focus on three areas, one of which was Health and Safety. There were several recommendations on improving the record keeping process; these would be analysed and implemented as the authority's Health and Safety Policy was implemented, developed and formalised. The internal audit report contained recommendations on modernising payment facilities at the camp site, and recording Members' expenses. The report had been circulated to Members.	
c)	Cooil Roi Sheltered Housing Complex JPL briefed Members on the recent training that had taken place in Laxey on those who have Dementia. This had been organised by JPL and was attended by the vast majority of retail businesses in the Village, as well as Commissioners' Staff. It had been a great success and those attending had found it very useful and informative. Businesses in Garff who had attended could now claim and advertise their 'Dementia Friendly' status. Stickers indicating this would be circulated by the Alzheimer's Society. A very sombre mood descended on the meeting as Mrs Peel advised Members of the passing of Robbie, the Deputy Warden at Cooil Roi. The loss of Robbie had been a tremendous shock that was felt very deeply at the complex. As Chairman, Mr Dobson passed on the condolences of the Board to Robbie's family and his many friends at Cooil Roi. JPL reminded Members that the 50 th Anniversary of Cooil Roi was upcoming on the 27 th of July. She advised that arrangements were underway for the whole day. She asked that Members contact her asap with suggestions to help mark the anniversary. ND suggested that the MHKs and the Governor be invited to attend.	
	Works and Amenities – MR reported that commissioning the new toilets had been held up due to the time it was taking to arrange for a connection along the highway from the car park boundary to the first connection	

	<i>point in the highway. The MUA were arranging this matter in conjunction with the contractor, but due to the presence of a potentially unstable wall on a private property a road closure order was likely to be necessary. The latter required a four week notice period and would delay matters meaning that the toilets would not be commissioned until mid-June. In the meantime the temporary toilet facilities remained in the car park.</i>	
11/17	Chairman's Report - ntr	
a)		
12/17	Any Other Business	
a)	NCAS – Confirmation of decision to form a joint committee to operate the site. MR updated Members on progress with arrangements for the forming of this committee. The decision to join a joint Committee with the northern local authorities to operate NCAS was discussed. JPN proposed that Garff Commissioners join the NCAS Committee. This proposal was Seconded by JQ and the proposal was unanimously Resolved.	
b)	Laxey and Lonan Heritage Trust – Invoice for 2017 season for the provision of tourist information services, £3,000. <i>This payment was agreed. No objections.</i> TK was asked liaise with his fellow Trustees and investigate how Maughold might be integrated into the operations of the Trust, particularly through the Information Centre. MF pointed out that the current volunteers at the Trust were already very stretched and any expansion would be difficult in these circumstances.	
c)	Correspondence from Residents – Regarding the decision made to refuse the issue of a trading licence to 'Manx Whippy Ltd' at the Commissioners' Meeting on 15.03.17. ND confirmed that the original application for a licence had been turned down on the 15 th of March. The reasons for this had included health and safety and parking concerns. JQ referred to the fatal accident in St Johns involving a contractor's refuse collection vehicle out operating on the highway and the amount of guidance and advice that had been issued to local authorities following that incident. The consensus was that highway safety was an issue that should be included in consideration of granting a licence to a mobile operator; particularly along the main A2 Coast Road and in areas congested with parked cars. ND also advised that there were also events during the year where organisers of events such as the Laxey Fair obtain income from refreshment outlets which is used to benefit local charities; there had been a concern that such activity may be compromised by additional retail activity in the locality. ND stated that any suggestion that conflict of interest had any part in the decision was unfounded. In particular, ND confirmed that JPN had been off-island on the 15 th of March and had played no part in the decision made. ND referred to his own business in Garff which included a restaurant in which ice cream was available with meals, but did not feel that the operation of an ice cream van in Garff was any threat to his type of business. However, if the matter were discussed again the Board would assess whether any Members had a personal interest that would influence their decision and would take appropriate action. All these matters would be discussed in public session. PB read the original email from Mr Whyman dated the 9 th of March 2017 which had been considered previously. Members were also briefed that subsequent to the decision Mr Whyman had been contacted and had indicated his disappointment at the decision, stating that he would have liked to have been invited to the meeting to explain how he wished to operate in Laxey Village and in the various housing estates in Garff.	

	These matters were noted. ND proposed that the decision be re-visited at the next meeting on the 17 th of May. He asked if Members would agree to inviting Mr Whyman to that meeting to allow him the opportunity to fully outline how he proposed to operate his outlet in the Sheading. TK seconded these proposals. This was agreed and the clerks were instructed to make further contact with Mr Whyman to attend the meeting.	
d)	MF asked if the DEFA Warden could be asked to liaise with motorcyclists who ride around Snaefell Mines, some of whom were seen to be ignoring the signage to keep off the open countryside. Clerks to contact DEFA.	clerks
e)	MF asked about replacement trees for the ones damaged by goats at the Dhoon Arboretum. MR reported that the Laxey blacksmith had been asked to quote for the provision of metal tree protectors. Once a satisfactory solution had been found, the damaged/dead trees could be replaced. Clerks to monitor.	clerks
f)	MF asked if DEFA could be contacted with a request that tables or picnic benches be placed outside the Dhoon Café. The clerks were instructed to contact DEFA and make such a request.	Clerks
g)	<i>SC asked about the insurance status of the raft. PB advised that it was not covered by the Commissioners' policy. There was signage on the raft indicating that it was at the user's risk, etc. No further instruction.</i>	
h)	<i>TK asked if the bridge at the bottom of Ballacollister could be repaired. Clerks to report the matter to Highways.</i>	clerks
i)	<i>Following a request from a resident LM requested that the gorse on the riverbank behind the Shore Hotel be removed and the path be improved. The clerks were instructed to obtain costings for this work to be undertaken.</i>	clerks
j)	<i>SC advised that a meeting would take place with the Archdeacon on Thursday 11th of May 2017 at 7.00 pm. Venue 35 New Road, Laxey. MF and PB gave their apologies in advance for this meeting.</i>	
k)	<i>JQ raised questions about the placement of the recycling bins in Maughold Village Car Park.</i>	
l)	<i>PK asked about the river wall opposite the bowling green. PB confirmed that this had been surveyed by the Flood Risk Management Team at the MUA. Clerks were instructed to contact the MUA to ask when works will be carried out.</i>	
m)	<i>PK advised that Andrew Smith had proposed a cover for the stage. PB advised that Mr Smith would come forward with proposals. No further instruction.</i>	
	Mrs Peel left the meeting at 8.49 pm.	
13.17	Private Session Sewerage treatment facilities in Laxey and at Garwick were discussed.	clerks

Meeting closed at 9.02 pm.

Next Meeting AGM Wednesday 17th May 2017.