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| GARFF PARISH DISTRICT COMMISSIONERSStatutory Meeting: Wednesday 18th October 2017, 7.00 pm |
| Minutes of the Meeting |
| **Present:** Mr N. Dobson (ND) (Chair), Mr S. Clague (SC), Mrs M. Fargher (MF), Mr T Kenyon (TK),  Mr P. Kinnish (PK), Mr L. Miller (LM), Mr R. Moughtin (RM), Mrs J. Pinson (JP), Mr. J. Quayle (JQ),  Officers: Mr P. Burgess (PB), Clerk, Mr M. Royle (MR), Deputy Clerk/RFO, Mrs Julie Peel (JP)  Housing Manager. **Apologies:** All Present. |
| **7.00 pm** | *The new table in the Board Room was noted by Members; the general consensus being that it was a great improvement.* ***ND*** *thanked Mr Wells for donating the table which was in excellent condition.* ***ND*** *also thanked* ***RM*** *for organising its collection and installation.*  |  |
|  | Attendance of the proprietors of the Laxey Diner/Browns Café, Mines Road, Laxey, to discuss operation and licensing of mobile catering facilities in Laxey. ***SC*** *declared an interest and left the room for the duration of the discussion.* ***ND*** *welcomed the proprietors and advised that the licensing of the mobile chip shop had been discussed on several occasions at recent meetings.* ***ND*** *advised that staff had been monitoring the activities of the facility on a Tuesday. Mr Brand asked if this monitoring had been for the full duration that the chip van was present on a Tuesday evening.* ***ND*** *advised that the monitoring had not been for the full duration of this period. Mr Brand conveyed descriptions of several behaviours and incidents which he alleged had involved the staff or operation of the chip van. These were noted by the Commissioners. Mr Brand pointed out that the Laxey Diner was an established business that had served the village for many, many years. She stated that her business had employed around a hundred local people during her tenure and part of her intention was to protect the jobs of her staff. Ms. Dorn felt that there was no consistency in the licences issued to the mobile chippy and a mobile ice cream vendor; adding that the latter licence protected other businesses in the village whilst there was no such protection for their business in the licence issued to the mobile chippy. Ms. Dorn and Mr Brand advised of the parking problems that they perceived were caused by the presence of the mobile chippy. Ms. Dorn asserted that she could not take bookings on a Tuesday evening because there was no parking available due to the presence of the mobile chippy. It was noted that the mobile chippy took no car parking spaces as it was on the coach park section.* ***ND*** *advised that irrespective no complaints had been received from residents or the coach firms. There followed further discussion of the Mines Road location and Mr Brand and Ms. Dorn advanced several other locations in the village and wider sheading. These were noted.* *The Laxey Diner had been closed at the time that the licence had been issued.* ***RM*** *advised that when Mr Brand had initially written earlier this year questioning why the licence that had been issued to the mobile chippy, the Commissioners had responded requesting details of opening times of the café. He added that to his knowledge no indication of opening times had been forwarded to the Commissioners.* ***MF*** *asked for details of the café’s opening hours. Mr Brand replied that they were varied to meet the demand, which was largely unpredictable.* ***ND*** *thanked Ms. Dorn and Mr Brand for attending and advised that the Commissioners would consider their views and comment discuss the matter further.* *Mr Brand and Ms. Dorn left the meeting at 7.21 pm.* *These matters were the subject of further discussion by the Board. The clerks were briefed to take several actions including continued monitoring on a Tuesday evening, investigations into alternative locations going forward, and contact the proprietor of Kirk Michael Chippy for a discussion of the issues that had been raised.****SC*** *returned to the meeting.* |  |
|  | Attendance of Mr Ian Begley, Director, SMP Accounting and Tax Limited, to brief the Commission on 2017 Year End Accounts.*Mr Begley had advised that he was unable to attend tonight’s meeting. A re-scheduled meeting with Mr Begley will take place at 7.00 am on Wednesday 25th of October. This was noted.* |  |
| **99/17** | **Planning Matters** |  |
|  | **Planning Applications** |  |
|  | 17/01043/B Copper Top, Booilushag, Re-alignment of driveway access, erection of gateway piers/pillars.*There were no objections to the proposals in this application.*  |  |
|  **b)** | 1700800/B Bridge House, Mill Road, Laxey, Conversion of existing commercial garage to self-contained unit for permanent residential and/or tourist use – amended plans received.*There were no objections to the proposals in this application.* |  |
| **c)** | 17/00802/B Bridge House Complex, Mill Road, Laxey, Additional use of two existing residential units as tourist accommodation, plus the erection of a conservatory (for residential and/or tourist use) to Unit 1 – amended plans received.*There were no objections to the proposals in this application.* |  |
| **d)** | 17/01068/B Ballamenagh Moar Farm, Erection of agricultural store/out-building (retrospective).*There were no objections to the proposals in this application.* |  |
| **e)** | Approval Notice – 17/00919/B Farm House, Ballamoar Farm, Ramsey Road, Laxey, Alterations and extension to provide additional living accommodation – Approved 17.10.17.*There were no objections to the proposals in this application.* |  |
|  | **Refusal Notices** – ntr |  |
|  | **Appeal Notices**  |  |
|  | 16/01139/AAppeal against the approval in principle for the development of seven dwellings, with means of access to be approved, Fields 612728 & 612727, off Baldrine Road.Statement deadline 27.10.17.*This matter was noted. The clerks were given no further instruction*. |  |
| **100/17** | **Approval of Minutes** |  |
|  | Approval of minutes of the meeting of 4th October 2017. These were agreed to be a correct record. Proposed **MF**, seconded **JQ**. Resolved. |  |
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| **101/17** | **Matters Arising & Other Business** |  |
|  | All Saints Church, Lonan – To discuss the following proposals for the Commissioners:* *To purchase All Saints Church with a view to operating the building as a Community Facility and ‘Festival Church’*
* *To seek Tynwald approval to take responsibility for Lonan Burial Authority.*

***PB*** *left the meeting for the duration of this discussion.* ***SC*** *outlined that the investigations of the proposal to operate All Saints Church as a community resource in Lonan had reached the stage where the Board were in a position to progress the proposal to the Local Authority Petition Stage. In a recent meeting with SC and MR, the Archdeacon had clarified the sale price of £50.00 and the terms and conditions of sale. These being a ‘clawback’ clause that should the Commissioners sell the building, the church would receive 25% of the sale price – this clause would be active for a 20 year period. There would also be a clause stipulating that the building could not be used for any activity that would bring the church into disrepute. It was also noted that the monies to fund the necessary repairs to the building would be released to the Commissioners by the Diocesan Board of Finance at the time of sale. A report on the proposal and a business plan were available on the Commissioners’ website and for collection at the office.* ***JPN*** *expressed concerns in regard to parking provision.* ***SC*** *advised that the planning authority had advised that they had no concerns and would not request a change of use application as the community use being proposed was similar to the previous use as a parish church at which on-road parking had been the custom and practice.* *It was noted that the proposal for the responsibilities for the Lonan Burial Authority to the Commissioners would be a lengthier process and it was accepted that this was a separate matter which could be progressed separately if agreed by the Board.****RM*** *felt that the public should be kept fully informed of the details of the proposal to purchase the church building. He referred to commitments in the business plan such as the indication that there would be a rate borne contribution of £9,000 per annum for three years towards the running costs of the facility.* ***ND*** *referred to the public meeting that had taken place in July, and to the presence of the report and business plan on the website. He added that should the proposal be progressed to the petition process then further public consultation would take place as part of that process.* ***RM*** *proposed that a further public meeting should be called once the full details were known.* ***JPN*** *felt that the need for the facility still needed to be proved; she felt that a more comprehensive report on the need should be included with the petition.* ***ND*** *stated that the petition process allowed the public and government to scrutinise the proposals and ensure that due diligence had been applied.* ***SC*** *stated that Lonan had no facilities.* ***PK*** *felt that the church could provide local facilities and a community focus for Lonan.* ***ND*** *read a resolution for consideration by the Board. This stated that:**“Garff Parish District Commissioners, subject to successful progress through the local authority process and agreement of terms with the Church Authorities, purchase All Saints Church, Lonan for the sum of £50.00 and then operate it as a community resource and permit its use as a Festival Church”.**And that:**“Garff Parish District Commissioners enter into negotiations with the Church Authorities to investigate the proposal for the responsibilities of the Lonan Burial Authority to be transferred to the Local Authority”.**Eight Members voted in favour of each of the above motions.* ***RM*** *voted against both motions at this stage. Both motions were therefore Resolved and carried.* ***PB*** *returned to the meeting.* |  |
|  | Report on potential planning breaches raised by **JQ** (04.10.17)* Field opening widening Jack’s Lane, Maughold.

***MR*** *was instructed to submit a planning enforcement investigation request.* * Hedge removal and gate installation, Glen Mona Loop Road, Maughold.

***MR*** *was instructed to submit a planning enforcement investigation request.*  | MR |
| **c)** | Daffodil Competitions to take place at both Garff primary schools. Bulb planting with Laxey (infants) will take place at 9.00 on Tuesday 7th November, whilst Dhoon planting will be at 9.00 am on Thursday 9th of November. *Members were invited to attend and assist with these events.*  | All members |
| **d)** | ***MR*** *referred to the proposals being considered for the provision of toilet facilities in Laxey Valley gardens. It was agreed that the matter should be placed on to the Agenda of the meeting taking place on the 1st of November 2017. In particular, members should consider the design, materials and appearance of the facility as had been outlined in the initial proposals made by Penketh Millar architects.*  | Agenda 01.11.17 |
| **e)** | ***MR*** *advised that no response had been received from Moore Stephens in regard to staff appraisal services.* ***MR*** *to contact Moore Stephens.*  | MR |
| **102/17** | **General correspondence**  |  |
|  | Invitation to attend a meeting to discuss the government’s ‘Review of Electoral Administration and Legislation’ with Mr John Turner, the Chief Executive of the Association of Electoral Administrators. ‘Drop-in’ session, Friday 3rd November between 1.30 and 2.45 pm in the Committee Room, Third Floor Government Office. *The details of this meeting was noted.*  |  |
|  | Invitation from PSM Commissioners to attend their ‘Celebration of Christmas Event’, Friday 1st December 2017, 7.30 pm, Town Hall, Port St Mary.***TK*** *advised that he would attend on behalf of the Commissioners.* | TK |
|  | Changing Local Government Legislation – Consultation - Documents circulated via email dated 12/10/17. ***JQ*** *had concerns with this document in the light of the manner in which government had dealt with previous consultations with local authorities – where views had been completely ignored as in the consultation on Members’ expenses.* ***MF*** *felt that clear guidelines should be issued to deal with actions to be taken when it was found a local authority member was not on the electoral roll; perhaps a time period could be allowed which would allow time to re-register.* ***MF*** *was also concerned in regard to the recommendation 4 to impose of ‘statutory powers’ to make local authorities follow government guidelines. The clerks were instructed to seek clarification of the latter recommendation.* |  |
|  | Eric Whitelegg – Notification of Meeting of the Eastern Housing Cluster to be briefed on progress with Housing Reform. 6.00 – 7.30 pm, Thursday 9th of November 2017, Braddan Community Hall.*This meeting was noted.* *All Members invited. Members to notify the office if they wish to attend.* ***JPL*** *confirmed that she would attend.*  | JPL & comms |
| **103/17** | **Committees –** No matters to report at this meeting. |  |
|  | **Glen Road Recreation Facility Sub-Committee –** Proposal from Mr Paul Bridson, Head of Sport and Recreation at MSR (email dated 09.10.17) for a meetingwith him to discuss need for a recreation facility in Laxey. Mr Bridson would like the Committee to suggest a suitable date in early November. Clerks to arrange a meeting of the sub-committee and Mr Bridson. | clerks |
| **104/17** | **Officer Reports** |  |
|  | Financial Report – September 17 Report circulated with papers.*These documents were noted. There followed discussion of the camp site finances which had also been circulated. The consensus was that these were in order and the prices charged were on a par with other sites on the Island.* ***JPN*** *circulated a suggestion to upgrade the entry about the camp site on the website. Clerks to update.* | clerks |
| **b)** | Health and Safety – * *Response (email Chris Lally dated 11.10.17) from DOI regarding landslip on the B19 Dreemskerry Road following expression of concern by* ***JQ*** *at the meeting on 04.10.17.*

***MR*** *was asked to contact Mr McCusker for an update.** ***MR*** *updated Members on the latest training and advised that**had taken place****.*** *This had**included fire safety training at Cooil Roi and a quarterly H&S meeting with Pegasus.*
* ***SC*** *asked about the provision of fire extinguishers and their maintenance at the camp site.* ***PB*** *reported that these were checked as per the regulations by UFP.*
* ***JPN*** *asked if the provision of community first aid boxes could be provided.* ***PK*** *felt that there could be legal problems with administering such items to the public. The clerks were instructed to investigate whether such provision was permissible.*
* ***JPN*** *asked if a store could be set up that contained blankets and other items for times of emergency. The consensus was that Civil Defence would organise and store such items. The clerks were instructed to contact Civil Defence to see if the Commissioners could be of assistance to any of their operations.*
* ***RM*** *asked if campers registered when they were on the site.* **PB** *replied saying that their stay was registered, but their movements on and off the site once registered were not recorded: this was normal practise for a camp site.*
 | MRclerksclerks |
| **c)** | Works and Amenities – Activity report Oct 2nd to 20th Circulated with papers. *This document was noted.** ‘River Beach Area’ – meeting to assess the site with Ian Alder H&S Consultant.

*The clerks reported back on this meeting and were instructed to contact the Flood Risk Management Team at the MUA and ask them to undertake a health and safety assessment of the area.** **PK** advised that the memorial stone to Raymond Clague had been installed on the Promenade.
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| **105/17** | **Staffing Matters –** ntr |  |
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| **106/17** | **Chairman’s Report -** ntr |  |
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| **107/17** | **Any Other Business** |  |
| **a)** | to discuss a Mining Museum for Laxey and other mine workings in Garff (generated by **TK** email to office 09.10.17). **TK** to invite Valerie Kinrade to attend a meeting to discuss this proposal further.  | TK |
| **b)** | to discuss the impact on the public of the Proposed prescription charges (generated by **TK** email to office 09.10.17). This matter was discussed in detail. There was not felt to be a consensus at the end of the discussion. It was agreed that members could respond to the consultation individually.  | TK |
| **c)** | Andreas Parish Commissioners – Invitation to Civic Service Sunday 22nd October 2017, 11.15 am, Andreas Parish Church. *This invitation was noted.* |  |
| **d)** | Richard Raine – Request to use the Valley Gardens for a musical concert by the band “Pigs on the Wing” on a date to be specified in 2018. *This was noted. In principle, the Commissioners support this proposal, subject to necessary licences, etc, being obtained.*  |  |
| **e)** | DoI – Notification of a meeting of the NTMLG taking place on Tuesday 7th November 2017, Ramsey Town Hall, 9.30 pm (*please submit matters for the agenda to the office in writing/via email asap*).*This was noted.* ***TK,******PK*** *and* ***MR*** *to attend.*  |  |
| **f)** | SCS – Additional cost notification in regard to installing the defibrillator in the phone Box on Church Hill, Laxey.*This was noted.* ***SC*** *to clarify the need for earthing to be installed.*  |  |
| **g)** | DoI – Draft copy of Orders for waiting restrictions (DYLs) on Baldrine Road, Lonan *(Any comment by 02.11.17).* ***JPL*** *copied this document for* ***SC, PK****, and* ***TK*** *who will assess and submit comment to the office prior to 2nd of November.* |  |
| **h)** | Resident – report of poor surface on the Green Lane from Agneash to Snaefell Mine *(email received via* ***LM*** *dated 17.10.17).* *The clerks were instructed to report this matter.* | clerks |
| **i)** | River Beach – Update on clearance of the area and advice from H&S Consultant.*This matter had been dealt with at item 104.17.c above.*  |  |
| **j)** | To rearrange meeting of the Board with Mr Ian Begley of SMP Tax & Accounting.*It was agreed that Members should meet Mr Begley in ‘committee’ at 7.00 pm on Wednesday 25th of October in the Boardroom.*  |  |
| **k)** | ***JPN*** *asked if pedestrian access would be maintained whilst the bridge was being resurfaced from the 28th of October.* *The clerks were asked to clarify this matter with Mr McCusker at DOI.* | clerks |
| **l)** | ***JPN*** *asked if the viability of a ‘Garden Competition’ could be considered for 2018 in Garff.* *The clerks were asked to investigate this proposal and report back by January 2018.*  | clerks |
| **m)**  | ***JPL*** *asked if a budget could be set for Christmas decorations prior to Christmas 2018. This was agreed.* |  |
| **n)** | ***SC*** *requested an update on the proposal for the Commissioners to take ownership of the field beside the Dhoon Church.* ***MR*** *reported that he was waiting for the Vicar to indicate the area that would be retained for a garden to go with the current hall. Once this information was received an architect would be approached to provide initial designs and costings for a vehicular entrance and car park. RM advised that the intention is to use the field for the community; perhaps by installing play equipment and other facilities.* ***JPN*** *proposed that a camp site be considered. This was noted.* ***MR*** *to contact the vicar asap.* |  |
| **o)** | ***PK*** *asked if any progress had been made with arranging a survey of the building.* ***PB*** *advised that requests had been sent to several structural surveyors.*  |  |
| **p)** | ***PK*** *proposed that new chairs be sourced as the current range of chairs were generally in poor quality.* ***JPN*** *to investigate the cost of new chairs.*  |  |
|  | ***PK*** *asked if the SID signs could be deployed on the 20 mph section of New Road.* ***PB*** *proposed re-contacting Gary Saunders who had stated he was undertaking a review of Signage on New Road in 2016.* | PB |
| **q)** | ***ND*** *asked if the Board would wish to hold a civic service or perhaps a carol service in 2018.****ND*** *to liaise with Jo Dudley and report back.*  | ND |
| **r)** | ***MF*** *advised Members that Hazel Lace, Captain of the Parish of Maughold, was poorly. The clerks were instructed to forward a card expressing the best wishes of the Board.* | clerks |
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| **108/17** | **Private Session** |  |
|  | **PB** outlined the terms and conditions on which the Camp Site Warden was employed. These were noted.  |  |
|  |  **Meeting Closed 10.28 pm** |  |
|  | Date of next meeting:- Wednesday 1st November 2017 at 7.00pm |  |