

GARFF PARISH DISTRICT COMMISSIONERS

Meeting of the Commissioners

Laxey Working Men's Institute

Minutes of the Meeting

Wednesday 17th June 2020, 7.00 pm

Present:	Mr J. Smith (JS) (Chair), Mr N. Dobson (ND), Mrs M. Fargher (MF), Mr T. Kenyon (TK), Mr P. Kinnish (PK), Mr L. Miller (LM), Mr A. J. Moore (AJM), Mr. J. Quayle (JQ).
In Attendance:	Mr M. Royle (MR), Deputy Clerk/RFO. Sue Gower-Jackson (SGJ) New Road Office Administrator.
Apologies:	Mrs J. Pinson (JP) (Vice-Chair), Mr P. Burgess (PB), Clerk.
7.00 pm	Public Session - Preliminary Matters for consideration
(1)	To open the meeting and request that Members consider this agenda and declare any interest that they may, or may be perceived to have, in its business. <i>JS made this request. LM indicated a professional interest in the item at 121/20.b. No other Member indicated an interest in any matter on the agenda at this point in the meeting.</i>
121/20	Planning Matters
	Planning Applications
a)	19/01063/B Creation of a dwelling with associated landscaping and access road and erection of detached storage building Right of Field 624235 Via Ards to Cornaa Cornaa Ramsey Isle Of Man <i>The visual impact of the access road that would be created was debated. MF expressed concern that the impact would be detrimental to the rural character of the landscape. The Consensus was that the Board would not object directly to the proposals but would raise concern with the impact of the access road as a matter for the Planning Officer and Committee to control through the setting of conditions on the type of surface and any structures such as walls and posts that were to be constructed.</i>
b)	20/00536/B Installation of replacement windows to Southern elevation Goods Shed MER Station Captains Hill Laxey Isle Of Man IM4 7AY <i>There were no objections to this application.</i>
c)	20/00546/B Installation of replacement windows Oakfield Old Laxey Hill Laxey Isle Of Man IM4 7BT <i>There were no objections to this application.</i>
d)	20/00554/B 1 Minorca Cottages, Laxey, Installation of bi-fold doors and bay windows to rear. <i>There were no objections to this application.</i>
e)	20/00556/B Clifton Baldhoon Road, Laxey. Replacement windows. <i>There were no objections to this application.</i>
	Approval Notices (DEFA Planning Committee)
f)	20/00441/B Installation of a flue (retrospective) 2 Reayrt Ny Glionney Drive Laxey Isle Of Man IM4 7LG. Approved 09.06.20
g)	20/00421/B Installation of replacement windows and door to front elevation The House Of Sizers Tent Road Laxey. Approved 03.06.20
h)	20/00220/B Erection of detached garage with associated hardstanding Land Opposite Thie Varrey The Colony Port Lewaigue Approved 10.06.20
i)	18/01121/B Refurbishment of redundant farmhouse, relocation of vehicular access Tower Farm, Albert Tower, Maughold – Approved 15.06.20. <i>MF asked if the clerks could investigate the arrangements for access to the existing public right of way between the Ballure Reservoir Car Park and the Albert Tower. This was agreed MR to liaise with MF and report back to the Board.</i>
	Refusal Notices (DEFA Planning Committee) – ntr
	Appeal Notices (DEFA Planning Committee) - ntr
	Other Planning Matters
j)	20/00104/B Ballellin Farm Glen Mona Loop Road Glen Mona Ramsey Isle of Man IM7 1HJ Erection of a porch extension. WITHDRAWN.

122/20	Approval of Minutes	
a)	Approval of minutes of the meeting of the 3 rd June 2020. <i>JM & MF advised that the minute at 117/20 had indicated that the fire at a housing complex in another local authority area had been caused by a bathroom fan, rather than by a kitchen fan as indicated in the minute. It was agreed that this should be amended. It was agreed that the minutes should be approved once this amendment was made. Proposed ND. Seconded JQ. Resolved.</i>	
123/20	Matters Arising & Other Business	
a)	To review decisions made in regard to composition of the Board and representation on Boards and Committees made at the meeting on the 6 th of May 2020 (<i>item 91/20.c</i>). <i>The decision made at the meeting on the 6th of May 2020 to review the necessity to hold a further AGM to elect a Chair, Vice-Chair, and other Board/Committee representatives when the Health Situation improved was referenced and discussed. It was noted that the health situation had now improved. This prompted agreement that nominations for the positions of Chair and Vice-Chair to serve for the term until May 2021 should take place at the meeting to be held on the 15th of July 2020. Members were asked to submit nominations for the positions of Chair and Vice-Chair by the time of the meeting on the 1st of July 2020. Standing Orders had been suspended at the meeting on May 6th 2020 to permit the 'status quo' to continue temporarily. This decision to suspend Standing Orders was extended to enable voting for a new Chair, Vice-Chair, & other representation to take place on the 15th of July 2020.</i>	
b)	<i>MF referred to the meeting that had taken place in private on the 10th of June 2020 to discuss matters in regard to the motion put at item 113.20.b which had involved discussion of the Local Authority 'Principles of Corporate Governance and Code of Conduct for Members'. It was noted that the Board had agreed to issue correspondence to a Member following this meeting. No further discussion of the matter took place.</i>	
c)	<i>TK asked if any actions had been taken following his request at the meeting on the 3rd of June for a 20mph speed limit on Croit e Quill Road. MR advised that a report was currently being prepared and that the Department would be contacted in due course with a formal request for them to investigate the proposal.</i>	
d)	To discuss and review a 're-start' of the marketing and various visitor promotions in Garff that had been initiated prior to the Covid-19 emergency. <i>Deferred from meeting 03.06.20.</i> <i>This item prompted a discussion of parking issues that had been reported around the area of Laxey Promenade in recent weeks. The feeling was that the Promenade area was currently operating at full capacity, particularly in terms of parking availability. It was agreed that musicians and performers would be contacted to discuss opportunities to perform in Laxey, particularly on the Village Square. It was agreed that such performances should be timed to coincide with the re-opening of the Manx Electric Railway. It was hoped that an announcement would be made on the latter's opening in the coming days. MR reported that it was anticipated that the raft would be ready to be deployed in the next 7/10 days.</i>	
e)	Review of the operation of the Campsite after reopening. <i>MR reported that the campsite continued to operate efficiently. Motorhomes and tents were being accepted if pre-booked. Various measures remained in place to manage the use of shared facilities at the site. These would be eased carefully as the health situation continued to improve. Members thanked the Campsite Manager, John Bate, for his lead role in managing and controlling the use of the site in a safe manner. His hard work was very much appreciated by the Board.</i>	
f)	To discuss replacement of the streetlight in Maughold Village (<i>documents circulated 12.06.20</i>). <i>It was agreed that a new streetlight should be installed as per the quotation from Manx Utilities. Proposed MF Seconded AJM. Resolved. Comments received from several local residents in regard to the matter were noted. The clerks were asked to conduct further consultation with residents in regard to this matter prior to installation.</i>	
g)	To discuss a proposal from PK to improve the amenity of the Laxey Promenade Green Area (<i>image circulated 12.06.20</i>). <i>PK outlined his proposal to improve the visual amenity of the area immediately to the south of the Public Shelter building. This would involve works to screen the large wheelie bins,</i>	

	<i>and works to ensure preservation of the pebbled three legs of Man symbol. MR advised that a costed proposal would be brought forward for implementation during the winter of 2020/2021.</i>	AP
h)	<p>To discuss the proposal from MF that following on from the release of ARUP's findings and recommendations a second Public Meeting is called at which representatives from Government will be invited to attend (<i>correspondence circulated by email 15.06.20</i>).</p> <p><i>ND referred to the fact that COMIN had accepted the report and advised that they would be implementing all its recommendations. He noted, however, that no timescales or detail as to how the recommendations would be implemented had been issued as yet. Members noted that government had been diverted from most matters by the current health situation and the consensus was that it would be appropriate to allow COMIN a short period to consider how they would be implementing the recommendations. It was agreed that the Commissioners would write to COMIN advising that they would be calling a Public Meeting once these details had been released. Members agreed that the public must be kept frequently and fully informed in all matters regarding flood risk.</i></p> <p><i>MF</i> referenced a report on Manx Radio that had suggested that the Commissioners could be given control of the rivers in the Laxey Catchment. MR advised that this was very misleading as the intention of the agreement being discussed was to provide powers for the Commissioners' staff to undertake actions in support of Manx Utilities in the event of an emergency. Manx Utilities would remain the lead organisation with full responsibility for flood risk management. It was noted that the Commissioners had 1.5 maintenance staff and that the ratepayer could not supply the Commissioners with the financial resources for additional staffing and equipment to undertake responsibility for flood risk management. MR reminded Members that they had been at the meeting at which these aspects were discussed. He read from a draft version of the agreement which the officers had amended for MU's consideration. Discussions of the agreement were ongoing, but its purpose was to provide the vires and official authorisation for Commissioners' staff to take actions, which they were already undertaking, that were supportive of government agencies in emergency situations. JS advised that he had spoken to a reporter from Manx Radio and asked them to refer to the officers for information on this matter before broadcast. This communication had not been made.</p>	
124/20	General correspondence	
a)	<p>To discuss an application from the 'Parish Pantry' (mobile Deli and Pizzeria) for a street trading licence (information previously circulated).</p> <p><i>The matter of the issue of street trader licences was discussed. Members noted the difficult situation that the Sheading's established businesses were in due to the problems caused by the Covid-19 crisis. It was agreed that the issue of street trading licences should be postponed until further notice. This decision to be reviewed on a monthly basis.</i></p>	
b)	<p>Resident – Correspondence (dated 07.06.20) expressing concern in regard to the ARUP Report on flooding in Laxey on the 1st of October 2019 (<i>document circulated 12.06.20</i>).</p> <p><i>This correspondence had been circulated. The issues raised were discussed. It was agreed that the concerns would be put to the Flood Risk Management Team at Manx Utilities at the next opportunity. MR was asked to contact Manx Utilities with a view to re-establishing the meeting with their Chair and senior officers which had been postponed due to the Covid-19 situation. It had also been agreed that the Commissioners would call a second public meeting to give opportunity for further examination of the ARUP Report and its implementation (see item 123/20.h above).</i></p>	AP
c)	<p>Resident – Correspondence (dated 03.06.20) in regard to public access to the Shelter on Laxey Promenade (<i>document circulated 12.06.20</i>).</p> <p><i>This correspondence had been circulated and the concerns raised were discussed. JS summarised the consensus amongst Board Members that it needed to be made more obvious that the shelter was primarily for public use, but this also needed to be balanced against the obvious benefit to visitors that permitting the tenant of the kiosk to make some use of the shelter provided would have; this was an action that had the dual benefit of supporting the success of the business as well as providing an enhanced experience for visitors to the Promenade. It was agreed to replace the current signage with signage that made clear that the shelter was a public space and that 'no purchase was necessary from</i></p>	

	<i>any of the businesses' on the Promenade. Members agreed that the situation regarding perception of public access to the shelter would be monitored over the summer season.</i>	
d)	To discuss a request from 'Healthy & Happy Training' to host fitness sessions on Laxey Promenade Green on Sunday mornings from 9.30 am through to September (<i>document circulated 12.06.20</i>). <i>It was felt that this could be a very positive activity for Laxey Promenade. The clerks were instructed to ensure that the organisation took full responsibility for the event, had adequate public liability insurance and that risk assessments were in place. The Commission would have no objection to the activities taking place once all these documents and written assurances had been provided to the Commissioners.</i>	
125/20	Committees & Boards – ntr	
126/20	Officers' Reports – No additional matters to report.	
	Finance – SGJ briefed Members on the Financial statement that had been circulated with the supporting documents to the meeting. This was the format in which financial progress would now be reported on a monthly basis. A range of questions were answered by SGJ. LM suggested a minor alteration to a term used in the statement' the term 'Profit' would be changed to 'surplus'.	
127/20	Cool RoI Report – A report had been circulated by JM on the 12th of June. This was noted. JM briefed Members on how the rates for a unit that was being converted from 3 bedrooms to 2 bedrooms would be evaluated. The change would permit a 'staff room' to be created which would improve the amenities provided for employees. ND proposed that, as the social distancing restrictions were being lifted, the social lounge be opened. This was seconded by AJM and Resolved. JM advised that arrangements for the re-opening had already been introduced so that this could take place immediately. JM advised that some residents were continuing to self-isolate voluntarily for the time being and staff would act accordingly where this was requested. Staff were also providing support with re-accessing the community for those who had been self-isolating for a long period.	
128/20	H&S & Maintenance Report – MR advised that no report was available at this meeting due to enforced staff absence and the intense workload that was being experienced as the Authority came out of lockdown. Staff and contractors had all been fully briefed prior to their 're-start' earlier in the month and additional risk assessments had been obtained from all parties. No accidents, near-misses, or any other observations had been reported to the office by staff or contractors. The daily H&S briefings with maintenance staff were still taking place by conference meetings, but more face to face contact would take place as the office opening hours were now increasing. All staff had worked for several years on implementing a 'health and safety culture' throughout the organisation and the value of this had been particularly noticeable through the current health crisis as situations were changing on a daily basis.	
129/20	Any Other Business	
a)	To discuss limiting the use of Church Close Play Area to ensure that it is not used after a certain time. <i>This matter was discussed. It was agreed that signage to limit noise and loud activity after 9.00 pm would be installed.</i>	AP
b)	To discuss the idea of a newsletter being produced. <i>MF proposed that consideration her suggestion for the publication of a newsletter be deferred until human resource was available in order to limit the pressure on staff at the current time.</i>	
c)	Formation of a sub-committee to re-assess the Social Media Policy. <i>A sub-committee was elected to determine any amendments to the social media policy that may be necessary. Three Members were elected, these being LM, TK, & ND. Clerks to circulate copies of the current policy and enable a meeting of the Committee to take place.</i>	AP
d)	To discuss a request for improved signage at All Saints Park & Reayrt Ny Glionney. <i>MR advised that reports had been received over the years that the property numbering system on All Saints Park caused some confusion particularly for visitors/delivery drivers, etc. The clerks were instructed to bring forward a proposal for signage that would improve this situation. Members asked that the proposals included costings.</i>	AP

e)	Availability for attendance of Board Members at a Requisition Meeting (proposed date 2nd July 2020). <i>MR advised that Captain Carter had contacted the Office to advise that he would like to call the Requisition Meeting as soon as possible. He asked if Members could be canvassed to ensure that the Commissioners were able to be represented. It was agreed that the Commissioners would be able to attend during w/c 29th June 2020 apart from July 1st when the Commissioners statutory meeting was scheduled. MR was instructed to advise Captain Carter. Two Members were nominated to sit on the panel.</i>	AP
f)	Parish Day in Maughold is going ahead on Saturday the 25th of July. <i>This was noted. MR to liaise with the MPSC Committee.</i>	AP
g)	MF asked about if the Dhoon Quarry Sidings had been cleared and tidied. <i>SGJ advised that an email had been sent to Ian Longworth and he had responded saying that once the priorities as part of the Covid-19 recovery programme are finished his team would clean up the site. He asked if the Commissioners would support the area being fenced.</i> MF advised about tarmac and other waste at the side of the Port Cornaa and Rhenab Road following the re-surfacing of the roads. <i>She had recently had to clear a drain of tarmac. The clerks were asked to contact DoI/Colas.</i> MF asked if we could ask when the Dhoon toilets would be opened. <i>MR advised that correspondence had been sent the previous week. This had been acknowledged but no date had been forwarded as yet.</i>	AP
h)	<i>JM asked if the Commissioners could hold the cancelled VE Day celebrations on VJ Day towards the end of August. This was agreed. JM to lead arrangements.</i>	
i)	<i>JQ advised that the Northern Swimming Pool would open on June the 29th after having been repainted and having a range of new lighting installed. The café was already open.</i>	
130/20	Matters in Private	
a)	<i>Cooil Roi Residents.</i> JM briefed Members on several individual matters that had been raised. <i>These were noted by Members.</i>	
b)	To consider the draft lease agreement for the Laxey Changing Cubicle Building in Laxey Promenade. JS referred Members to the draft lease that had been circulated. <i>Its terms were discussed in detail. MR advised that both parties advocates had agreed the terms of the lease. ND advised that he had commercial experience of such leases, adding that this one 'made perfect sense' in his professional opinion. Long and Humphrey had confirmed that the terms of the lease gave full protection to the Authority. JS asked for a proposer that the lease be signed. AJM proposed. Seconded LM. The motion was passed unanimously. The clerks were instructed arrange for signing to take place and complete the lease.</i>	AP
Date of next meeting: 1 st July 2020		