

Lonan Parish Commissioners

Statutory Meeting

Tuesday 17th February 2015 at 1830 hours at Laxey Commissioners Office.

MINUTES

Present: Mr S. Clucas, Mr J. Faragher, Mr M. Burgess, Mr N. Dobson, Mr P. Hill, Mr S. Clague.

Apologies: Nil. **Chair:** Mr S. Clucas. **Clerk:** Mr P. Hill

The Meeting commenced at 1835 hours.

91/14 Minutes of the Statutory Meeting of 20th January 2015.

Action

The Minutes of the Statutory Meeting of 20th January 2015 were examined for accuracy, and it was agreed that they represented a correct statement of events.

Proposed by: JF. Seconded by: MB.

92/14 Matters Arising out of the Minutes.

- a) **PH – 92/14(a)** – informed the Board that he had established the exact cost of purchase and taking into account the need for a slightly higher specification the final quotation was £464.60. Having researched alternative suppliers he believed that this still represented excellent value for money and asked for the Boards’ instructions. Approval given to proceed. Proposed by **SC** and seconded by **MB**. Motion carried. **PH**
- b) **SC – 92/14(b)** – stated that he had been unable to examine the sign but the Clerk confirmed that he had done so and that the sign simply needed cleaning and re-erecting. Clerk instructed to carry out the necessary works. **PH**

93/14 Private Sessions.

94/14 Planning Applications.

- a) Planning Application No 15/00063/B of 21.01.15 in respect of alterations and re-siting of detached store/hobby room at Glen Drink Lands, Glen Drink, Lonan, IM4 7PQ. **PH**
Approved.
ND arrived at 1843 hours.
- b) Planning Application No 15/00096/B of 28.01.15 in respect of erection of storm porch to side elevation at Pinfold Cottage, Pinfold Hill, Lonan, IM4 7HN. **PH**
Approved.
- c) Planning Amendment Application No 14/00809/B of 04.02.15 in respect of conversion of existing outbuildings into a dwelling and improvement to existing vehicular access at Barns, Ballaragh Old Farmhouse, Ballaragh. (Original application approved by LPC).
Noted and approved, but no submission required if approval given.
- d) Planning Application No 15/00127/B of 06.02.15 in respect of erection of a dwelling with integral garage on land at Maybank, The Crescent, Baldrine, IM4 6DY. *The application was discussed in detail and concern was expressed about the number of trees to be removed and a query was raised regarding the access, however approval was given subject to DEFA’s approval.* **PH**
- e) Planning Amendment Application No 14/01360/B of 12.02.15 in respect of erection of replacement dwelling with detached garage, extension of residential curtilage and formation of new access onto highway at Wheatcroft, Ballaragh, Lonan, IM4 7PW. Shows amended plans involving slight cosmetic changes. *Noted and approved, but no submission required if approval given.*

95/14 Correspondence.

- a) Letter from Diocese of Sodor and Man of 23.01.15 in which the Board is invited to consider submitting realistic, (rather than aspirational), proposals for the future use of All Saints Church. **Submissions** to the Secretary to the Church Commissioners, Mrs M. Barwood, 4, Oak Road, Peel, IM5 1WN **before Monday 16th March 2015**. *The matter was discussed in detail and it was resolved that they would not make a submission until after the meeting with Hon Steve Rodan on 25th February next. See 95/14(i) below.*
- b) Specialist in Mental Health Promotion writes on 28.01.15 with copies of the first edition of the Mental Health Service Newsletter, Volume 1, Issue 1, Autumn 2014. Seeks feedback. *Copies of the Newsletter were circulated and it was resolved that the members should read the aforementioned document and make their own submission if appropriate.*
- c) To assist the Local Authorities with finding contractors to carry out the functions proposed to be transferred, the Department put an advert in the local press prior to Christmas. This advert asked for expressions of interest from contractors to carry out work for the Local Authorities, specifically; hedge cutting, road sweeping, gully cleaning, and weed spraying. The attached list gives details of all the contractors who replied to the advert. It has not been filtered in any way by the Department. The list is only representative of contractors who replied to the advert, and there may be other contractors who you may know of who would be interested in tendering for the work. There is no obligation to use the contractors on this list. Please note that the services shaded in yellow are those which the contractors are willing to provide. *The Clerk advised the Board that he had attended a meeting with Douglas Corporation earlier this day to discuss hedge cutting, road sweeping and gully cleaning and it had been resolved that he would count all of the gullies and measure the hedge lengths and heights; this would involve a lot of work but it had to be completed within 14 days.* PH
- d) Letter from Mrs Callow on the subject of Viewing and Commenting on Planning Applications.” As part of the Department of Infrastructure’s continuing drive towards improvement to customer service whilst implementing more efficient practices and cost effectiveness, I can advise that the following procedures are being introduced. □ Where representation is received as comment on a planning application (including consultations from Government Departments and Local Authorities), the detail is to be scanned upon receipt and made available online. □ The paper/hard copy of the representation will not be placed on the working file until the decision notice is raised (Officers will refer to the scanned copy during their assessment). □ Officer reports and decision notices will be published and made available online on the working day following issue of the decision notice. These process changes are being introduced for all planning applications submitted after January 1st 2015. Moving forward we are also seeking to increase the use of electronic documents and email to communicate with those involved with the planning process. □ Whilst not all planning decision notices are currently being issued electronically, the process for issuing them in electronic copy, attached to an email, is now in place and being applied wherever possible. Accordingly where an email notification is sent – that notice will be the definitive copy of the decision notice. In such instance there will be no hard paper copy issued. □ **Please be aware that it is accepted that in the future we will stop issuing a hard copy of planning applications to the relevant Local Authorities (and Highways), instead directing the body to view application content by way of the electronic copy via online services.** □ To that end, and for the benefit of the Agents who are included in this mailshot, I can advise that guidance notes and application forms are soon to be updated to include a request that, where possible, a planning application contains an email contact plus is supported by a copy of the planning application in electronic form. Submission of an electronic copy will not only assist toward a more efficient circulation of information to parties but PH

also the uploading of information onto the Departments online services. In anticipation of this request should an agent wish to make such submission now, its form should be by email, stick or disc, in pdf, readable by Adobe Acrobat (we are using version XI) and the application image should not exceed 4Mb in size. If the application exceeds this size it should be split into separate files with appropriate file names. □ Further, it is hoped to encourage appeal administration to also move toward electronic circulation. Non-email users should please note that moving toward electronic practice is imminent and inevitable. 2015 planning application images and representations made on them may be viewed by following this link <https://www.gov.im/planningapplication/services/planning/search.iom>. May I take this opportunity to mention that due to staff shortages between early February and mid-March, priority will be given to dealing with planning applications already in the system. Phone calls will be addressed by the Technical and Customer support team and where more technical detail is required the enquirer will be directed to raise contact via email at either northplannign@gov.im or southplanning@gov.im. Your patience during this period is appreciated. If any ‘body’ or authority has enquiry or suggestions toward the working practices and processes for the handling of planning applications please do not hesitate to contact me at your earliest convenience.” *The Board found it unacceptable to stop the submission of paper copies as without them it would be impossible for them to make informed decisions and also impossible for the public to view them at the Office, as this is one of the recognised venues to examine them. Whilst this was a cost saving exercise, the cost of submission rested with the applicant and not the Department. Clerk to respond.*

- e) Report on the Regional Pools Working Group Meeting of 18.12.14. *Noted.*
- f) **Consultation – Draft Electronic Communications and Social Media: Policy, Standards and Guidelines** (To supersede current policies and guidelines regarding electronic communications, namely: Electronic Communication – Email & Internet – Minimum Standards; Electronic Communications - Inappropriate Use; Electronic Communications – Acceptable Use Policy). Following a review of the above Policies by a Government wide working party some time ago, it was determined that technological advances and the increased use and scope of electronic communications and social media necessitated their amalgamation into a single policy document. As the way we communicate changes, it is crucial that users understand their rights and responsibilities in relation to electronic communication and social media, the benefits that these tools can bring, what is expected of them when they engage with social media both in the workplace and in a private capacity, and what the consequences for misuse can be. The Draft Electronic Communications and Social Media: Policy, Standards and Guidelines identifies minimum standards for all users of electronic communication and social media, as well as general Guidelines on best practice. Departments may adapt these Guidelines to suit their particular environment and business need, subject to the minimum standards being adhered to. The principles set out in the new Policy, Standards and Guidance link directly with the ‘Good Government’ priority identified in the Chief Minister’s ‘Agenda for Change’ document published in 2013. This priority recognises Government’s commitment to ‘using technology to support better delivery of services and reduce bureaucracy’. The consultation document can be found by clicking on the following link <http://www.gov.im/ConsultationDetail.gov?id=487> Your comments are welcomed. Please send your views by post or e-mail to: Amanda Haxby, Policy & Research Officer, 2nd Floor, St Andrew’s House, Finch Road, Douglas, ISLE OF MAN, IM1 2PX, amanda.haxby@gov.im, Please note that it will be assumed, unless you indicate otherwise, that you do not object to your response being made public. If you wish all or any part of your reply to be treated as confidential, then please indicate this clearly in your response. **The initial consultation period ends on Friday 13 March 2015 and all final written views and comments should be submitted by 5.00 pm on that day.** *Noted – individuals to examine and make submissions if appropriate or submit to the Clerk for Corporate response.*

- g) Further to our email on 16th January 2015 I would like to advise you of two 'open house' events intended to support the consultation on the Draft Isle of Man Strategic Plan 2015: The first is to be held on: **Friday 27th February 2015, at the Town Hall, Derby Road, Peel between 4pm and 7pm** The second is to be held on: **Friday 6th March 2015, at the Sea Terminal (1st Floor), Douglas between 4pm and 7pm** These events will be similar in format to those held at Murray House, Mount Havelock and the Town Hall, Peel during the 'Preliminary Publicity' stage of the Strategic Plan Review. **The events will be open to all Local Authority Commissioners to attend** and they will be an opportunity to meet with Officers of the Department to discuss the Draft Isle of Man Strategic Plan 2015. There will be a small display summarizing the proposed Policy changes as well as the next steps in the process, and Officers will be able to explain how the review of the current Strategic Plan affects the preparation of the Area Plans. As set out previously, those parts of the Isle of Man Strategic Plan 2007 which are proposed to be changed relate only to Strategic Policy 11, Housing Policies 1 and 3 and some elements of the accompanying text. The proposed Policies and text changes are set out clearly in the Draft Isle of Man Strategic Plan 2015 in blue text and the Plan can be viewed via the Department's webpage <http://www.gov.im/categories/planning-and-building-control/planning-policy/strategic-plan/> All of the supporting evidence which the Department has used in preparing the Plan is also available. We hope some or all of the Commissioners will be able to attend one of the sessions. They are planned to be informal discussions and Commissioners can come and go as they wish. However, it would be helpful if we knew how many Commissioners to expect during each event. I would also like to remind you that material is already on display in the lobby area of the Sea Terminal and this will be staffed on Saturday 21st February 2015 between 10am and 2pm. All representations received on the Isle of Man Draft Strategic Plan 2015 will be considered by the Department and forwarded in due course to the independent Planning Inspector appointed to conduct the Public Inquiry. If you have any questions, or would like to contact the Planning Policy Team about attending either of the sessions, please get in touch. Kind Regards Mrs Diane Brown MRTPI, Planning Policy Officer. *A discussion took place and it was agreed that SC, MB, ND would attend the 6th March Event.* SC/MB/ND
- h) Marown Parish Commissioners writes on 03.02.15 regarding the Consultation on the Isle of Man Strategic Plan. They have identified a number of weaknesses in the assumptions of population growth and mix and that the plans seem to favour developing existing areas without proper thought. The letter continues. The Marown Board are proposing to hold a meeting of Eastern Authorities to consider these matters and to this end would like to convene this meeting at Braddan Commissioners Office on Tuesday 24th February 2015 at 1900 hours. RSVP. *A discussion took place and it was agreed that SC, and ND would attend.* SC/ND
- i) Steve.Rodan@gov.im e-mails at 2157 hours on 05.02.15 - I believe there should be a **meeting of interested parties to discuss All Saints**. I have now fixed this for **2 pm on Wednesday 25th February** in Laxey Commissioners boardroom. I do not want this meeting to concern itself with the church politics which has resulted in the temporary closure, but to focus on possible alternative or additional uses for the church building, including formation of a 'Friends of All Saints Lonan', as outlined in the recent letter to interested parties from the Church Commissioners. **Would be grateful if you would advise Commissioners interested and able to attend.** *JF/ND/MB/SEC to attend. SEC asked if the attendees at the Liverpool Arms have been invited.* JF/ND/MB/SEC
- j) Resident of 10 All Saints Park in Lonan and there is an open patch of land for the public next to my house. My front garden has had doggy poo bags full, thrown into my garden. **I was wondering if you had any plans to place a bin or dog waste bin by the public land for people to dispose of the doggy/general waste?** Please note the public land is also used by children to play in which could be dangerous. *A discussion took place and it was resolved to erect a bin at this location.* PH

Proposed by SC and seconded by MB. Carried.

- k) Isle of Man Bank writes on 12.02.15 regarding the Mobile Bank, which will be called Penny, and will commence service on 2nd March 2015. An opportunity is being given to all residents to visit this vehicle, and enjoy a cup of coffee, on Wednesday 25th February 2015 at 1000 hours until 1130 hours at Ham and Egg Terrace, Laxey. Thereafter the service will be on Mondays and Wednesdays at Ham and Egg Terrace. **LAXEY**. The Monday service will be between 1200 hours and 1300 hours and Wednesday between 1415 hours and 1515 hours. **ONCHAN**. The Mobile Bank will visit Onchan on Mondays and Wednesdays at the Commissioners Car Park. Monday times are 0945 hours until 1130 hours and Wednesday 1130 hours until 1300 hours. *Noted but SEC asked if it could also go to Baldrine. A discussion took place.*
- l) Minutes of Garff Joint Initiative Committee Meeting held on 14th January 2015. **ND** updated the Board about the delay in arranging the next meeting but it was due to the lack of information regarding services and merger as above.

96/14 Enforcement Matters.

- a) *No new matters. SEC asked if there had been any progress regarding Green Gables to which the Clerk stated that there had not been any further cooperation from the owner at this time.*

97/14 Special Agenda Items.

- a) *None notified.*

98/14 Any Other Business.

- a) **SEC** – whether the Ballabeg property was paying their rates and after a discussion it was agreed to request an up to date list of defaulters. **PH**
- b) **ND** – Stated that he was still not receiving e-mails from Douglas Corporation with regards to the ECAS Meetings and asked the Clerk to further remind them. **PH**
- c) **ND** – Asked the Clerk if there had been any result to the consultation on Board Expenses to which the Clerk replied that there had been none.

There being no further business, the Meeting closed at 1945 hours.

The next Statutory Meeting of the Authority will be on Tuesday 17th March 2015 at 1830 hours.