

Lonan Parish Commissioners

Statutory Meeting

Tuesday 20th January 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.

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

The Meeting commenced at 1830 hours.

83/14 Minutes of the Statutory Meeting of 11th December 2014.

Action

The Minutes of the Statutory Meeting of 11th December 2014 were examined for accuracy, and it was agreed that they represented a correct statement of events.

Proposed by: JF. Seconded by: MB.

84/14 Matters Arising out of the Minutes.

a) **SC – 77/14(a)** – asked if the Notice Board matter had progressed. **PH** stated that he had spoken to **SEC** and researched the Company to which he had referred to and another island based Company. Neither directly made Noticeboards and one of the Companies imported products from the United Kingdom. He added that he had looked at the specifications that they were able to supply and they did not meet the Commissioners requirements. **SC** proposed that they proceeded with the original decision made on 27.11.14, (69/14(a)), be adopted. This was carried unanimously. **PH**

b) **SC – 80/14(1)** – stated that he would examine the street sign before the next meeting and report back. **SC**

c) **SC – 82/14(b)** – asked if the Clerk had obtained a copy of the queried insurance premium. **PH** produced the said document and **SC** examined the contents and found that it was in order and acceptable for the premium paid.

85/14 Private Sessions.

86/14 Planning Applications.

a) *No Planning Matters.*

87/14 Correspondence.

a) Letter from Mr Gallagher regarding the issue of the publication of Weekly Planning Lists and in that respect the cost cutting measures that the Planning Department is currently operating. In this context now that the arrangements have been in place for 2 months, we are keen to seek the views of local authorities, local libraries plus Age Isle of Man and the Tynwald Advisory Council for Disabilities on how the new arrangements are working. In this respect I would be grateful **if you could send me any feedback you may have by 9th January 2015.** In light of the feedback we will then review the new arrangements as appropriate. *A discussion took place and acknowledged that there had been a strong public reaction to the changes. Unfortunately this consultation had been issued between this and the previous Statutory Meeting of the Authority, hence no submission was made in sufficient time. PH advised the Board that all Lonan Planning Applications were listed on the Lonan Website.*

b) Letter of 19.12.14 from Department of Infrastructure regarding Transfer of Functions in which it states that although the deadline for setting the rates is 31st January there is plenty of time to put the

services out for expressions of interest, tendering, formulation of contracts and costs. Also attached is a gate fee escalator showing savings caused by freezing EFW costs. **The Letter states** – “I have reported to the House of Keys that all of the Local Authorities had replied to my initial letter of October 15th, and that all of the Authorities were in favour of the transfer of functions in principle. I have now personally met with representatives from all of the Authorities, some more than once. My officers have had follow up meetings with most of your officers to discuss matters in detail, and are continuing to do so. I am very happy to report that matters seem to be progressing well. Some of you are further ahead than others in making arrangements to carry out the functions, but I am sure that there is still plenty of time to get things in place ready to go for the deadline of 1st April 2015. As you will be aware, under the Local Government Act 2006 the deadline for the setting of rates is the 31st January. However, it is hoped that you will all have had time to establish what the costs to you of the transfer of functions will be before then. I have included with this letter a sheet clarifying what the effect of the freezing of the Gate Fee Escalator will be, as well as a schedule of the proposed minimum standards for the tasks proposed to be delegated over to Local Authorities. A draft agreement should be ready for the beginning of January; this will be distributed to you for comment. Essentially the agreement for the functions of road sweeping, gully emptying and weed spraying will be covered under section 2 of the Highways Act 1986, whilst the hedges are covered by s51 and s124 of the same Act.” *SC read the letter and a discussion took place.*

- c) Communication from Bill Corlett - Dear all, Following on from Minister Gawne’s meetings with the Local Authorities, it was agreed with some of the Authorities that we would place an advert in the local newspaper on their behalf, looking for expressions of interest from contractors to carry out works for the Local Authorities. This advert has now appeared in last week’s Courier, and was placed by Central Purchasing in Treasury. Please be assured that once they have any information sent back to them, we will forward it to all the local authorities. Treasury will take no further part in the process. We had intended to let everyone know that we were doing this before the advert appeared, but we have been a little slow in doing that. Our apologies to those of you, who have already placed adverts, and rest assured that we are not trying to hamper your good work. *ND briefed the Board about the last Garff Joint Initiative Committee meeting in respect of dialogue that had taken place between the Authorities and Douglas Corporation regarding the provision of all of the services being transferred by the Government. A discussion took place.* PH
- d) Private matter in relation to the Garff Joint Initiative Committee and proposals to form a single Board.
- e) Michael Commissioners Invitation of 22.12.14 to their Civic Service to be held on Sunday 8th February 2015 at 1015 hours at Michael Methodist Hall followed by refreshments. *JF to attend.* JF
- f) Malew Parish Commissioners invitation to their Civic Service on Sunday 8th March 2015 at 1500 hours at the Abbey Church, Ballasalla followed by refreshments at the Ballasalla Village Hall. RSVP to Barry Powell, Malew Parish Commissioners, Main Road, Ballasalla, IM9 2RQ, telephone 823522, malewcommissioners@manx.net. *MB to attend.* MB
- g) Would you know how to manage your records in a disaster, such as a fire or flood? The Isle of Man Public Record Office would like to gauge interest in running a training session on records salvage which will improve your contingency planning and help to safeguard your records. The training would be delivered by Emma Dadson from [Harwell Document Restoration Services](#). It is aimed at holders of public records and would be of value to records managers, contingency planners, facility and building managers and anyone who may need to make decisions on what to do with wet or fire-damaged records. The following programme is proposed: **Morning** - * 10.30am Case studies - importance of planning for emergencies affecting documents and records * 11.15am - Responding to

incidents effectively - how to contain incidents to prevent damage. * 12pm - Managing major incidents * 12.45pm Lunch break **Afternoon** * 1.45pm Risk assessments for disaster recovery situations * 2.10pm Salvage techniques, triage and tactics * 3pm Practical salvage exercise * 3.30pm Managing major incidents - focussing on the collections. * 4pm Close. The morning session is open to all bodies holding public records. The afternoon session is more practical, so places may need to be limited. The cost of the training will depend on the number of participants. The morning session is expected to cost £25-50 and the afternoon an extra £30-60. It is expected the training would take place early in 2015. Please could you let me know whether you would be interested in attending the training (morning, afternoon or both)? Or, if you wish to suggest or nominate other members of staff within your organisation who might attend, please pass their details onto me. *A discussion took place and it was resolved that this offer would not be taken up.*

- h)** Dear Local Authority, Please find attached and below for your information a news release issued by the Cabinet Office on the forthcoming annual update of the voters register. Annual update of voters register All householders will soon be receiving registration forms for them to confirm details of eligible voters living at their premises. To ensure the accuracy of the Island's electoral register, names will be removed from the voters list next year if forms are not completed and returned by March 18, 2015. Residents cannot vote in House of Keys or local authority elections unless they are on the register. Being unregistered can also affect a person's credit reference history and excludes them from jury service. The registration forms will arrive at every household early in the New Year, in envelopes prominently overprinted to highlight the importance of the enclosed documents. A spokesperson for the Cabinet Office's Crown & Elections Unit explained: 'Voting in elections is the fundamental democratic right of every eligible Island resident, but you can only exercise that right if your name is on the register of electors. 'It was the practice in previous years to leave names on the list if there was no response from a property, but over time this has made the electoral register increasingly unreliable and inaccurate. Now that we are taking action to clean up the register the onus is more than ever on the householder to ensure that voter details are confirmed.' Voter awareness initiatives will be undertaken in the New Year to promote the registration process and the importance of completing and returning the registration forms. For further information on registering to vote or for any other enquiry regarding the electoral process please contact the Electoral Registration Unit, Crown and Elections, Cabinet Office, Government Office, Bucks Road, Douglas, IM1 3PN. For email enquiries use voters@gov.im or call the telephone voters general enquiries on 685754 during office hours (Monday-Friday). *Noted.*
- i)** Attached are the (draft) minutes of the 8th December meeting. As an update, I have been advised that the tender for supply of skips (Clause A8) was in fact the lowest once carriage charges were calculated and added to the unit price. And I can confirm that a letter has gone to Hospice advising them that with effect from Monday 12th January, if their invoices are not paid, their waste will not be accepted. I also advised them of the alternative disposal routes open to them: direct to the EfW Plant, through commercial contractor, or to the other Civic Amenity Sites on the Island that don't charge. *ND briefed the Board regarding the issue concerning Hospice stating that this had been on the radio this morning. Hospice is the only Charity not complying and Local Authorities are not permitted by law to donate to or subsidise Charities. Consequently, they have no choice but to charge for such disposals.*
- j)** Local Resident e-mails at 1442 hours on 26.12.14 - Hello, I thought it may be some interest to give you some recently discovered information about the Church. I am currently in the process of writing a biography of Canon John Quine. To try to uncover more information about him, earlier this year I began the onerous task of transcribing the many letters he wrote to his son (which his son kept, & the hundreds of letters are now in the Manx Museum archives). In Dec 1914 he wrote the following (particularly interesting is the fact that Archibald Knox had a hand in designing the floor – which I

don't know if is still in existence or not). See attached letter & pencil drawing of All Saints Church by Canon Quine (also in Archives). As his writing is difficult to decipher, I have given the translation of the main interest of the letter - (p.2) *The main part of Church interior improvement is done, but the finishing of work very gradual. With exception of a design given me by A. Knox for pavement, all the rest my own. The little architect Crellin did nothing & could do nothing: but as between Committee & Contractors, of use to us for formalities of Contract & a supposed supervision. Knox's design to treat a square of pavement – five stones – the centre red, others blue-grey. A red line on each side up aisle: and a red lining round each square – as marking repetition of pattern with relation to red centre. I decided on a moulding of cement round Church – just underneath window sills. This Crellin did not see to getting made heavy enough. Effect good, but would have been better if heavier. The sense of proportion is everything. The pews are the old reset-seats wider & pew space formerly 2'6, now 3'. The old doors are now pew-ends back sloped, and seat up-tilted. Everything considered the money has been well spent; and the appearance of the Church, a transformation. When we get painting done, good result! Wishing you both a Happy Xmas & New Year. Love from us all especially YMLPapa. SC read the letter and a discussion took place.*

- k) Laxey Resident submits copy of letter to the Diocese of Sodor and Man objecting to closure of All Saints Church. Noted.
- l) Resident telephones on 30.12.14 from All Saints Park regarding speeding cars in the Estate and asks if consideration could be given to creating a 20 mph Home Zone. *A discussion took place regarding this request and fact that this had been the subject of discussion a few years ago. The Board considered that the Department would create this zone. The Board understood the concerns of the resident. The Clerk was asked to write to her. ND raised the matter of traffic calming in Ballaragh, following their visit on 10th September, (49/14(f)), and asked if this had been dealt with at the NTMLG. MB stated that he had attended this very morning and produced a plan showing that the Department had agreed to place a 30mph road roundel on the northbound carriageway by the current 30mph road signs. ND asked the Clerk to inform the complainant.* PH
- m) Paul Burnett, Independent Chair, Isle of Man Safeguarding Children Board and Safeguarding Adults Partnership writes from Department of Health & Social care on 31.12.14 regarding Safeguarding Forum: Friday 20th February 2015. The letter seeks nominations for representatives from Lonan Commissioners to participate in this the first of two annual events and thereafter to discuss matters relating to Children and Adults. Send the Nomination Form to Gary Mcmanus/Helen Prescott at Helen.prescott@gov.im, Markwell House together with your proposal for an initiative to showcase in the Market Place Event. Noted.
- n) A farmer from Maughold attends at 1100 hours regarding Countryside Care Scheme Review. He submits documents and reports to prove that the Government Policy is one of diminishing agriculture rather than furthering it. *A discussion took place and it was unanimously resolved that they agreed with the findings of Mr Moore and couldn't understand the rationale behind the Government's Policy, which was instigated by Minister Gawne. They felt that they would not change, even though it will do incalculable harm to the farming community and supply of home grown produce and self-sufficiency.*
- o) Laxey Working Men's Institute invitation of 05.01.15 to the grand re-opening on Friday 30th January 2015 at 1700 hours. RSVP before 23.01.15. PH
MB/JF/SC/ND to attend.
- p) Mobile Family Library, Westmoreland Road, Douglas, IM1 1RL, telephone 640650, www.familylibrary.im, writes on 06.01.15 to Laxey and Lonan Commissioners regarding funding for this Service, which is now a Registered Charity. The service costs £250,000.00 to run annually

and so far they have raised half of that sum. They need to raise the balance before August 2015 and seek support from the Local Authorities. Please contact Sandra Henderson on Sandra.Henderson@familylibrary.im to discuss the matter. *A discussion took place and whilst they agreed with the importance of this Service, they are not permitted to donate to a Charity and Lonan does subscribe to Douglas Library.*

- q) Tynwald Annual Report 2013 to 2014. *Noted.*
- r) Croit-e-Quill Road Resident telephones at 1202 hours on 14.01.15 thanking us for dealing with an obstructive hedge but could they have a mirror put up in Croit-e-Quill Road. *A discussion took place and it was agreed in principle that they would provide a safety mirror. PH explained that the problem with this at the moment was that a hedge was overgrowing the wall where it would be erected which would invalidate the mirror. The Clerk was asked to approach the owner and ask them to cut it back to the curtilage of their property.* PH
- s) Draft Isle of Man Strategic Plan 2015 - You may recall that in December 2013, the Department announced its intention to review the Isle of Man Strategic Plan 2007. The Plan, which was approved by Tynwald in 2007, sets out the Department's general policies in respect of the development and other use of land and has, since then, informed both the allocation of land for development and the assessment and determination of planning applications. Early in 2014, all of the Local Authorities were invited to attend an event designed to help explain the intentions behind the Review. This formed part of the preliminary publicity stage and we would like to think that all of the Commissioners who had the chance to speak to Officers found it helpful. The Department has now considered all of the representations submitted to the preliminary publicity, collated its background evidence and prepared a Draft Plan. The Draft Isle of Man Strategic Plan 2015 has now been published for a period of consultation between 16th January 2015 and 13th March 2015. The Policy Team plans to arrange an event for Local Authorities part way through the consultation period in a similar manner to that held earlier this year. Further information regarding this event will be sent out shortly but you may wish to let me know which day of the week would be most suitable (an afternoon/evening event is anticipated). In the meantime, if you would like to discuss the Draft Isle of Man Strategic Plan 2015 with Officers of the Planning Policy Team, please get in touch. In order to highlight to you those parts of the Isle of Man Strategic Plan 2007 which are proposed to be changed, I can advise that the policy changes relate only to Strategic Policy 11, Housing Policies 1 and 3 as well as some elements of the accompanying text. The Department's reasoning for this focused Review is that: the contents of Isle of Man Strategic Plan 2007 still largely provide adequate guidance, and that such a focused approach will allow the remaining Area Plans to be prepared more swiftly than would otherwise be the case. The Policies which are affected by the Review are:
Strategic Policy 11 (The Isle of Man Strategic Plan 2007): The housing needs of the Island will be met by making provision for sufficient development opportunities to enable 6000 additional dwellings (net of demolitions), and including those created by conversion, to be built over the Plan period 2001-2016. **Housing Policy 1 (The Isle of Man Strategic Plan 2007):** The housing needs of the Island will be met by making provision for sufficient development opportunities to enable 6000 additional dwellings (net of demolitions), and including those created by conversion, to be built over the Plan period 2001-2016. **Housing Policy 3 (The Isle of Man Strategic Plan 2007):** The overall housing provision will be distributed as follows: · North 1,200; · South 1,300; · East 2,500; · West 1,000; · All island 6,000. The revised Policies and proposed 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. Understanding the views of all of the Local Authorities on the Island in respect of the revised Plan PH

are a valuable part of the process and all representations received will be duly considered by the Department before the Plan is examined at the Public Inquiry. The Department would prefer all responses to be submitted via the web survey which can be accessed from the above website or via <http://www.gov.im/consultations.gov> Alternatively, the Response Forms can be downloaded, printed and completed by hand. The consultation on the Draft Plan is open from mid-day on Friday 16th January 2015 until 5pm on Friday 13th March 2015 and we trust that this is sufficient time to allow the Commissioners to review all of the information, talk to Officers if necessary and prepare a considered response. It is also worth mentioning that a staffed public display is planned for Saturday 21st February 2015 in the lobby area of the Sea Terminal building between 10am and 2pm and material will be on display for the length of the consultation period. All representations received on the Draft Plan 2015 will be considered by the Department and forwarded in due course to the independent Planning Inspector appointed to conduct the Public Inquiry. I would like to encourage you to take this opportunity to comment on the Draft Isle of Man Strategic Plan 2015 and if you wish to discuss anything further please free to contact me. Mrs Diane Brown MRTPI, Planning Policy Officer, Strategy, Policy and Performance Division, Department of Infrastructure, Sea Terminal Building, Douglas, Isle of Man IM1 2RF, email: diane.brown@gov.im, Telephone: 01624 685905. *A discussion took place and it was agreed that a suitable evening would be any evening from Tuesday to Thursday, subject to availability or other pre-arranged meetings.*

- t) I am writing to invite you and a guest to the Island's commemoration of Holocaust Memorial Day on Sunday 25 January 2015. The Service takes place at St Ninian's Church, Ballaquayle Road, Douglas at 3.00 pm. The congregation is requested to be seated by 2.45 pm. Holocaust Memorial Day is a time to remember all the innocent victims of Nazi persecution, and to remind ourselves that evil ideologies and regimes are not necessarily a thing of the past. The Isle of Man has a long and proud tradition of parliamentary democracy and it is therefore entirely appropriate that the Government and the people of the Island should be marking Holocaust Memorial Day. Everyone Welcome. *MB/JF to attend.*

88/14 Enforcement Matters.

- a) *No new matters.*

89/14 Special Agenda Items.

- a) **To formerly set the Rates for the Financial Year 2015 to 2016.**

A discussion took place and it was resolved to approve the Rates for the Financial Year 1st April 2015 to 31st March 2016 as follows. Separate Refuse Charge of £147.00 per Household; A General rate of 89 pence in the Pound. **SC** proposed a vote of thanks to the Clerk for his work in this regard.

Proposed by **ND** and Seconded by **MB**. Unanimous.

PH

- b) **To appoint Accountants to prepare the Year Ending 31st March 2015 Reports for Audit.**

The Clerk requested that the Board re-appoint Moore Stephens Consulting to carry out the necessary pre-audit work for the Financial Year 1st April 2014 to 31st March 2015.

Proposed by **ND** and Seconded by **MB**. Unanimous.

PH

90/14 Any Other Business.

- a) There was no Other Business.

There being no further business, the Meeting closed at 1930 hours.

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