

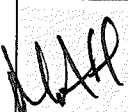
MINUTES OF BRADDAN PARISH COMMISSIONERS

held in Commissioners Office, Close Corran, Union Mills, Braddan at 7.00pm on
Tuesday 1st November 2011

In Attendance:

Mrs M Hodge	Chairman
Mr A Jessopp	Vice Chairman
Mr J Cottier	
Mr P Halsall	
Mr J C Whiteway	Clerk
Miss M Radcliffe	Deputy Clerk and Finance Officer

- 11/302 Apologies**
Apologies were received from Mr Corkhill.
- 11/303 Declaration of Interest**
There were no declarations of interest.
- 11/304 Issue of Summons / Agenda**
It was noted that all members had received Summons/Agenda at least three clear days before the date of the meeting.
- 11/305 Deferral of Matters on the Agenda to Private**
It was **unanimously resolved** that Item 13 on the Agenda, Internal Audit, would be deferred to a private meeting.
- 11/306 Questions from Members of the Public**
There were no questions from members of the public.
- 11/307 Minutes of Recent Meetings**
The Minutes of the meeting held on Monday 3rd October 2011 were **unanimously approved** and signed by the Chairman as a correct record.
- 11/308 Matters Arising**
- a) Union Mills traffic Ref : Minute 11/280a**
It was **unanimously resolved** to note that it had not been possible to hold a survey of the road use, but regardless, a meeting was to be arranged with the Department of Infrastructure as soon as possible.
- b) Replacement doors 1-44 Snugborough Ave Ref: Minute 11/280c**
It was **unanimously resolved** to note that the contract had been put out to tender.
- c) Petition of Doleance of Tel's Limited Ref: Minute 11/280**
It was **unanimously resolved** to note that the matter of the debt to the Authority was still in the hands of their legal advisers.
- j) Snugborough Trading Estate Lights Ref: Minute 11/280j**
It was **unanimously resolved** to note that work was to start on the scheme prior to the end of the month.
- k) High Hedges Ref: Minute 11/280k**
The Clerk reported that he and the Community Warden had attended a further directions hearing on Monday 17th October 2011.



It was **unanimously resolved** to note that it had been agreed by both parties that the matter should be adjourned to allow a further attempt at the mediation process where both parties would be legally represented.

11/309 Matters for Consideration from Section 2

There were no items to be brought forward from Section 2 for consideration.

Section 1:

11/310 Appointment of new Commissioner

The Chairman welcomed Mr Cottier to the Board following his recent election. Mr Cottier thanked the Chairman for her kind words and stated that he was looking forward to the challenge.

It was **unanimously resolved** to note that Mr Cottier had signed the Acceptance of Office Declaration and the Disclosure of Interests document.

11/311 Amendment to Bank Mandates – New Commissioners

It was **unanimously resolved** that the new mandate forms would be signed by the Commissioners and the Clerk to allow Mr Cottier to be included on the bank mandate.

11/312 BMX Track Cronk Grianagh Park Braddan – Select Tender List

The Clerk reported that discussions were still continuing with the Planning Officer regarding the planning application.

The following applications to be included on a select tender list were noted:

Stephen Christian and Sons Ltd
Sandy Brown
Phil Corkish
Manx Demolition Ltd
Ayre Construction Ltd
AMS Ltd

It was **unanimously resolved** that the Clerk would check their registration on the Government list of Approved Contractors, and those registered would be placed on the select list.

11/313 Braddan Commissioners Strategy Document

The third addition of the document incorporating feedback from Mr Jessopp was noted.

It was **unanimously resolved** to accept the document which was to be issued with the 2012/13 Business Plan, but further amendments, approved by the Board, could be added up to the print date.

11/314 Braddan Primary School – ‘Friends Forum’

It was **unanimously resolved** to note the letter from the School inviting the Authority to the Friends Forum commencing in January and it was agreed that either the Chairman or Clerk would represent the Board at the meetings.

11/315 Care Property – 8 Snugborough Avenue Braddan

It was **unanimously resolved** to note the building report on the property and the matter was now being dealt with by the Housing Officer.

- 11/316 Chief Minster's Office – National Service of Remembrance and Re-Dedications – 13th November 2011**
It was **unanimously resolved** to note that the Chairman would represent the Authority at the service at St John's.
- 11/317 Christmas Social Gathering – For Discussion**
A general discussion was held on the purpose behind the annual Christmas Party and a number of options for its future were considered.
- Finally it was **unanimously resolved** that rather than holding a party, the Authority wished to celebrate Christmas by making a £50 contribution toward the Christmas celebrations at, both primary schools, the Age Concern Luncheon Club and the two Youth Clubs in the Parish.
- The Clerk was asked to progress the matter.
- 11/318 Collection of Local Authority Rates**
A lengthy discussion was held on the issue of the collection of Local Authority rates in the light of a recent press article that indicated that the IOM Treasury intended to write off outstanding debts for those Authorities for whom it collected rates.
- The Clerk and Finance Officer had considered the opportunities available to the Commissioners and it was felt that there was scope for the office to assist other Authorities collecting rates or collect them for them for a reasonable charge.
- After considering the fees structure used by Treasury to charge Authorities for collecting their rates, it was **unanimously resolved** that the Clerk would write to all Authorities offering to give advice on how they could perform the function themselves, assist them in for a flat fee of 1.5% of their rateable value.
- 11/319 Cronkbourne School House – Remedial Works**
Consideration was given to a request from Mr Cryer, whose company is based in the Old School, to allow scaffolding to be erected on the Commissioners land to carry out remedial works to the Bell Tower.
- Also Mr Cryer advised that he would be lowering his wall at the rear of the property and was enquiring if the Commissioners would be interested in selling the small piece of land behind his wall, that used to form public toilets for the church.
- It was **unanimously resolved** to allow the scaffolding to be erected, the wall repaired and to advise Mr Cryer that they would look into the issue of selling the land.
- 11/320 Dalrymple Associates – Cronkbourne Village Housing**
It was **unanimously resolved** to note the letter of response from Dalrymples and to refer the matter to Andrew Thomas at the Department of Infrastructure for consideration.
- 11/321 DEFA – Tree Felling Licence Application – Skanco Court Cool Road Braddan**
The Commissioners considered a letter from DEFA inviting comments on the proposal to remove 70 Scots pine trees outside the building which the company felt were no longer offering a screen, and replacing them with trees that would provide a better screen.

However the Commissioners felt that the present trees still formed a barrier for restricting views from a distance, and that the company should add additional shrubs and foliage if they felt the need for screening views from street level.

It was therefore **unanimously resolved** that the Clerk should advise DEFA that Commissioners did not support the proposal that the trees be removed.

11/322 Ideas for Estimates

A discussion was held on any developments the Commissioners wished to put forward at the meeting to set the budgets.

It was **unanimously resolved** to note proposals which included additional playground facilities to the value of £80k, and to consider these at the next meeting where work was to start on the estimates.

11/323 Invoices for Approval

It was **unanimously resolved** to note the authorisation by the Clerk of the following invoices in excess of £2k:

1. 20086- D Wood
2. 20101- MEA
3. 20102- MEA
4. 20127- Sandy Brown
5. 20142-20149- Salaries

11/324 Isle of Man Model Engineering Society – Lease of Land

The Board considered a request from the Society to lease land for the purposes of displaying a model railway track.

It was **unanimously resolved** to advise the Society that they Commissioners had no suitable land available for lease.

11/325 Lighting Scheme at Port Soderick

It was agreed that an urgent on site meeting with the Department of Infrastructure should be arranged to determine their requirements with regard to lighting the proposed new street furniture.

It was **unanimously resolved** that the Clerk would make the necessary arrangements for a meeting.

11/326 Monthly Financial Reports

After discussion it was **unanimously resolved** to accept the Finance Officers report for the period up to September 2011.

The Income and Expenditure report to September 2011 was considered and is shown below:

Income and expenditure to September 2011		
General Revenue Account	Actual	Estimate
Total Income for period Actual	931,780	
Total Income Estimated for period		936,802
Total Expenditure for period Actual	429,883	
Total Expenditure Estimated for period		599,135

Surplus/(Deficit) for period Actual	501,897	
Surplus/(Deficit) for period Estimated		337,667
Housing Revenue Account		
Total Income for period Actual	327,471	
Total Income Estimated for period		334,761
Total Expenditure for period Actual	505,244	
Total Expenditure Estimated for period		497,108
Surplus (Deficit) for period Actual	(177,773)	
Surplus (Deficit) for period Estimated		(162,346)

Deficit on Housing Account to be met by Housing Deficiency Payment by Department of Social Care

11/327 Financial Statement year ended 31st March 2011

The Clerk put forward, for the Boards consideration, a set of accounts that had been prepared under the revised system set down in Isle of Man Statement of Recommended Practice 2007 [SORP] and the provisions of the Audit Act 2006.

After discussion it was **unanimously resolved** that the Chairman would sign the Letter of Representation.

It was also **unanimously resolved** that the Statement of Internal Control would be signed by the Chairman and Finance Officer.

Finally it was **unanimously resolved** that the Financial Statement for the year ended 31st March 2011 would be signed by the Chairman and Finance Officer and forwarded to the auditors, PKF, for their final signature.

11/328 Waste Management and Cleansing Services- Refuse Contract

It was **unanimously resolved** to note that letters of intent had been received from both Onchan Commissioners and Douglas Corporation stating their intention to submit tenders for a refuse collection service, street cleaning, litter bins, dealing with green waste, recyclables, kerbside collection and gulley emptying.

11/329 Mendip Investments Ltd - Cooil Road Roundabout, Braddan - Breach of Planning Condition

It was **unanimously resolved** to note the letter from H Richmond Ltd to the Department of Infrastructure regarding an alleged breach of Planning Conditions in relation to PA91/4162.

11/330 Policy on tenants participating in the Home Stay Scheme.

Careful consideration was given to report from the Clerk who sought a policy decision on the ability of tenants to become involved in the Department of Community Culture and Leisure's Homestay Scheme for TT Week.

It was noted that the matter had arisen after a reporter had contacted all Local Authorities seeking their policy on the matter.

After discussion it was felt that the matter required an all island policy and it was **unanimously resolved** to refer the matter to the Department of Social Care to seek clarification.

11/331 Royal British Legion Braddan and Marown Branch – Remembrance Day Service – 13th November 2011 – 9.30am.

It was **unanimously resolved** to note that the Chairman would represent the Authority at the Service and that Mr Jessopp, Mr Halsall and Mr Cottier would also be in attendance.

11/332 Strang Corner Field – Home Strategic questionnaire

The Chairman welcomed Mr McLellan from Home Strategic to the meeting to discuss his proposed questions for the face to face and internet survey that his company were planning to undertake on the prospective functional content of the proposed facility.

After a general discussion Mr McLellan stated that he had taken on board the feedback and would revise the document.

It was **unanimously resolved** to note that Mr McLellan intended to have the final draft back to the Board before their next meeting, and this would allow the company to commence the research early in December.

11/333 Union Mills Car Park Site

A discussion was held on the Clerks report relating to the general condition of the area of land. It was noted that gardening work to tidy up the area had been quoted at £1800, but there was a concern area would merely grow over again during the following spring and summer.

A tentative price of £2200 had been given by a groundwork contractor to clear the site, and consideration was given to both options.

It was **unanimously resolved** to have the site cleared by a groundwork contractor and the Clerk was asked to obtain 3 quotes.

11/334 Unit 41 – Kerbside Collection

Consideration was given to a report from the Clerk which advised that following legal advice, a licence to allow Douglas to occupy Unit 41 had been compiled, and an Agreement had been drawn up between Douglas, Braddan and the Department of Infrastructure to allow the Authorities to perform the joint function.

The Clerk reported that due to the urgency of the matter, he had taken action under Standing Orders, Delegated Functions to have both documents signed and was now seeking the Commissioners ratification of his actions.

It was noted that the Chairman, Mr Corkhill and Mr Jessopp were advised of the Clerks actions and the documents had been signed by Mr Jessopp on Wednesday 26th October.

It was **unanimously resolved** to approve the Clerk's actions and it was noted that following receipt of a waste disposal licence, the service had commenced on 1st November 2011.

Planning

11/335 **Planning Applications**

It was unanimously **resolved** that the Commissioners had no objections to the following Planning Applications :

- PA11 01304 B - Mr J Tallon - Erection of an extension to dwelling - 61 Ballanawin The Strang Braddan
- PA11 0135 B - Jojay Ltd - Erection of 19 light industrial units with associated external works and drainage - Land Adjacent to BCS House Peel Road Braddan
- PA11 01394 B - Mr Martin Walters - Alterations and extensions to dwelling (comprising amendments to PA10 01489 B) - Virginia Barn Mount Rule Braddan

11/336 **Planning Approvals**

It was **unanimously resolved** that the following Planning Approvals would be received and noted.

- PA11 00994 B – Gilly and Brian Woodard – Installation of additional window and change of use from ancillary accommodation to tourist accommodation – Beaconsfield Barn Richmond Hill Braddan
- PA11 01004 D - Manx Flat Pack Furniture - Erection of roadside signage - Unit 1-5 Barleyfields IoM Business Park Braddan
- PA11 01027 B - IoM Dev Co Ltd - Alterations and erection of an extension of office and alterations and extension to existing car parking hard standing - HQ Cool Road Braddan
- PA11 01032 B - Mr and Mrs A Tucker - Alterations and erection of extensions to dwelling - the bungalow Fuchsia Gardens Mount Rule Braddan
- PA11 01051 B - Mr Pieter Erasmus - Alterations and erection of conservatory to dwelling - Meadow View Mount Rule Road Strang
- PA11 01085 B - Dept of Social Care - Conversion of disused residential car facility to three house and two self-contained flats - 6, 8, 10 and 12 Tynwald Terrace Strang Braddan
- PA11 01128 B - Mr Martin Lowey -Alterations and erection of first floor extension to dwelling - Renscault House East Baldwin
- PA11 01131 B - Miss P Jones - Erection of stables and raising of paddock ground levels (both retrospective) and erection of an extension to existing building to provide a covered horse walker and store - Mount Rule Equestrian Centre
- PA11 01139 B - Mr R Cowley - Erection of an extension to existing garage - 3 Ballamillaghyn Estate Mount Rule Braddan
- PA11 01182 B - Mr J Bentley - Alterations and extensions to dwelling - Poylbreck East Baldwin
- PA11 01240 B - Mrs S Donnelly - Removal of chimney stack - Fairhaven Mount Rule Braddan
- PA11 01245 B - Mr and Mrs N Humphreys - Erection of an extension to dwelling - Ty Nain 83 Fairways Drive Mount Murray
- PA11 01251 B - Mr and Mrs R Vanderplank - erection of a replacement extension to dwelling - The Stables Trollaby Land Union Mills

11/337 Planning refusals

It was **unanimously resolved** that the following Planning Refusal would be received and noted.

- PA11 01256 D - Dandara Commercial Ltd - Erection of advertising sign (retrospective) - Field 521888 Adjacent to Cooil Road IoM Business Park

11/338 Planning appeal against refusals

It was **unanimously resolved** that the following Planning Appeal against Refusal would be received and noted.

- PA11 00850 B - Mr Roger Brown - Erection of a dwelling with integral garage, associated parking and landscaping - Mount Rule Nursery Mount Rule

11/339 Planning Correspondence

It was **unanimously resolved** that the following correspondence would be received and noted:

- PA07 01217 B - Mrs Joy Page - Erection of a replacement dwelling and garage - Siesta Oak Hill Port Soderick
- PA11 00028 BCD - Demolition of industrial building with flat roof and two loading bays - Central Abattoir Cronkbourne Braddan
- PA11 01064 B - Communications Dynamics Ltd - Erection of a crossed field radio antenna - Field 524081 Douglas Head
- PA11 01100 B - Eden Park Ltd - Creation of additional car park and access improvements - Eden Park Cooil Road Braddan
- PA11 01232 B - H Richmond Ltd - Erection of a light industrial development comprising 4 individual building providing 24 separate units with parking and landscaping Field 521919 Land Adjacent to Eden Park Cooil Road Cooil
- PA11 01232 B - H Richmond Ltd - Proposed Light Industrial Units - Land Adjacent Eden Park Cooil Road Braddan
- PA11 01256 D - Barry Curran Motors Ltd - Erection of advertising sign (Retrospective) Field 521888 Adjacent to Cooil Road Cooil
- PA11 01266 B - Mr T Leeming - Alterations and two storey extension to provide additional office accommodation - Old Chapel Main Road Union Mills
- PA11 01290 A - EFB Property Investments (IOM) Ltd - Approval in principle for mixed used development to provide industrial/warehousing office/retail accommodation and leisure facilities - Land adjacent Industrial Estate Ballafletcher Road
- PA11 01304 B - Mr J Tallon - Erection of an extension to dwelling - 61 Ballanawin Strang Braddan

Section 2**11/340 General Matters**

It was **unanimously resolved** that the content of the correspondence detailed in the Agenda relating to the following issues would be noted:

- Braddan Parish Commissioners – New Deposit Account
- Braddan Primary School – BPC Civic Sunday
- Chief Secretary's Office – Inquiry into the Area Plan for the South
- Commission consults on options for managing the radio frequency spectrum on the Isle of Man
- Completion Certificates – Rates
- Dept of Infrastructure – RFO Training
- Dept of Social Care – Cronkbourne Village Refurbishment Braddan

- viii) Emergency Notice Braddan – DoI – U69 Governor Lochs Road Braddan
- ix) Health Services – Resident – 10 Snugborough Avenue
- x) Highwaysmonthly October 2011 Issue 22
- xi) Housing Transfer – 1 Millennium Court
- xii) Land to the rear of Clybane Rise
- xiii) Long or Heavy Vehicles (Designated Roads) Order 2011 (2)
- xiv) Manx Foundation of the physically disabled – Disability Awareness Week
- xv) McArd Contractors Ltd – All Trade Maintenance and Small Works Management
- xvi) MEA – Public Lighting (12 LED Columns and Fittings), Snugborough Trading Estate Union Mills
- xvii) Resident The Falls Tromode Road – Remedial Notice Appeal
- xviii) Road Transport Licensing Committee
- xix) The Treasury – 3rd Supplemental List 2011

Private Meeting

11/341

Internal Audit

Consideration was given to the Internal Audit report for 2010/11 prepared by Alexander Elliot and the management response to the issues raised.

It was **unanimously resolved** to accept the management responses and pass the document back to the company for signing off the report.

11/342

Date for next meeting

It was **unanimously resolved** that the date for the next meeting would be Tuesday 29th November 2011.

There being no further business, the meeting closed at 10 pm

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MAH Signed

10th January 2012 Date

MAH