

**MINUTES OF BRADDAN PARISH COMMISSIONERS**  
held in Commissioners Office, Close Corran, Union Mills, Braddan at 1.00pm on  
Thursday 11<sup>th</sup> October 2013

**In Attendance**

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

<b>13/222</b>	<b>Apologies</b> There were no apologies for absence.
<b>13/223</b>	<b>Declaration of Interest</b> There were no declarations of interest.
<b>13/224</b>	<b>Issue of Summons / Agenda</b> It was noted that all members had received Summons/Agenda at least three clear days before the date of the meeting.
<b>13/225</b>	<b>Deferral of Matters on the Agenda to Private</b> The following items were deferred to a private meeting: <ul style="list-style-type: none"> <li>• Meeting with AON Insurance Brokers</li> <li>• Item 11: Tenancy Agreements</li> <li>• Item 15: Housing allocation</li> </ul>
<b>13/226</b>	<b>Presentation to Charities</b> The Chairman welcomed to the meeting representatives from the following charities <ul style="list-style-type: none"> <li>• The Norman Costain Trust</li> <li>• The Port Soderick Hall Trustees</li> <li>• The Braddan Endowment Trust</li> </ul> <p>They had been invited to received cheques to the value of £213 which was money raised at the recent Parish Day. Unfortunately a representative from Oskar's Dreams was unable to attend.</p> <p>The Chairman made a brief speech and presented the cheques.</p> <p>He thanked them for their attendance and they left the meeting.</p>
<b>13/227</b>	<b>Meeting with Members of the Public</b> The Chairman welcomed Mr Howard Quayle MHK to the meeting. <p>Mr Quayle gave an update on recent developments in the Parish including the introduction of a 30mph speed limit in West Baldwin, and he talked about the forthcoming presentation to Tynwald of the Tolson report on housing. He asked the Commissioners to contact him if they had any concerns on the matter.</p> <p>The Chairman thanked Mr Quayle for his attendance and he left the meeting.</p>

CHAIRMAN'S INITIALS



13/228	<p><b>Minutes of Recent Meetings</b> The Minutes of the Meeting held on Thursday 10<sup>th</sup> October 2013 were <b>unanimously approved</b> and signed by Chairman as a correct record of the proceedings.</p>
13/229	<p><b>Matters Arising</b></p> <p><b>a) Meeting with Graih : Ref :Minute 13/203a</b> It was <b>unanimously resolved</b> to note that the Clerk had arranged a meeting with Mr Manning to organise the details of the allocation of the two properties.</p> <p><b>b) Petition of Doleance of Tel's Limited Ref: Minute 13/203b</b> It was <b>unanimously resolved</b> to note that further sums of money had been received and the debt outstanding of the original £24,514 was now £7065.</p> <p><b>c) The Anchor Port Soderick Ref: Minute 13/203c</b> It was <b>unanimously resolved</b> to note that the securing of the property was being monitored by the Community Warden, Police and Environmental Health, but they were advised by the Clerk that the sale of the land was no longer imminent.</p> <p><b>d) Strang Corner Field – Business Case Ref:Minute 13/203h</b> It was <b>unanimously resolved</b> to note that work was progressing on the compilation of the financial information requested by Treasury.</p> <p><b>e) Information Technology Failure Ref Minute 13/203i</b> The Clerk reported that the investigations were continuing although there appeared to be a difference in opinion from the prospective suppliers as to whether working in the “cloud” was actually an option.</p> <p>It was <b>unanimously resolved</b> to have the Clerk complete his report which was to include a financial appraisal of all options.</p>
13/230	<p><b>Matters for Consideration from Section 2</b> There were no matters to be brought forward from Section 2.</p>
	<p><b>Section 1:</b></p>
13/231	<p><b>Braddan Parish Commissioners Invitations</b> It was <b>unanimously resolved</b> to note the following invitations:</p> <ol style="list-style-type: none"> <li>1. <b>Meeting of Local Authorities to discuss housing and waste disposal issues 24<sup>th</sup> October 2013.</b> Due to availability, unfortunately the Authority was unable to be represented at the meeting.</li> <li>2. <b>Port Soderick Hall Trustees AGM: 16<sup>th</sup> October</b> The Chairman would attend.</li> <li>3. <b>Jurby Parish Civic Sunday: 20<sup>th</sup> October</b> Mr Halsall would attend.</li> <li>4. <b>Laxey Village Civic Sunday 13<sup>th</sup> October</b> Mr Halsall and Mrs Hodge would attend.</li> <li>5. <b>Lonan Parish Civic Sunday 20<sup>th</sup> October</b> Mrs Hodge would attend.</li> </ol>
13/232	

	<p><b>Christmas Cards – Photographs</b></p> <p>A lengthy discussion was held on the issuing Christmas cards and whether the Authority would adopt the increasingly popular approach of issuing electronic seasonal greetings.</p> <p>It was <b>unanimously resolved</b> to issue the greetings electronically.</p>
13/233	<p><b>Invoices for Approval</b></p> <p>It was <b>unanimously resolved</b> to approve the following invoices in excess of £2k that required the authorisation of the Board:</p> <ul style="list-style-type: none"> <li>• 22867 Cedar Developments</li> <li>• 22877 Callin Wild</li> <li>• 22878 Express Matting</li> <li>• 22880 Douglas Corporation</li> <li>• 22893 Douglas Corporation</li> <li>• 22930 GR Maginn</li> <li>• 22931 Marshall Cryer</li> <li>• 22935 Strata Surveys</li> <li>• 22938 MEA</li> <li>• 22951 Douglas Corporation</li> <li>• 22952 MEA</li> <li>• 22953 MEA</li> <li>• 22957 J Clawson</li> <li>• 22978 Douglas Corporation</li> </ul>
13/234	<p><b>Department of Social Care – Invitation to the Housing Policy Recommendations Presentation</b></p> <p>It was <b>unanimously resolved</b> that the Chairman, Vice-Chairman and Clerk would attend the presentation on 7<sup>th</sup> November at Keyll Darree, and the letter from Onchan Commissioners expressing concern over the short period of time between the presentation and the matter being considered in Tynwald was noted.</p>
13/235	<p><b>Proposed car-parking at Ballanawin- Marshall Cryer</b></p> <p>The Clerk advised that following complaints from residents at Ballanawin about users of Cronk Grianagh Park causing an obstruction with cars on the estate, he had asked Marshall Cryers to assess the possibility of creating a car parking on the grassed verge on the right hand side as you enter the estate.</p> <p>Whilst it was noted that the scheme was feasible it was observed that the parking on the Heritage Trail, accessed via Snugborough Estate, was not heavily used and it was <b>unanimously resolved</b> that the first approach would be to erect signage advising people of the car parking and to highlight the issue in both the website and Facebook pages..</p>
13/236	<p><b>Kitchen Framework Agreement</b></p> <p>It was <b>unanimously resolved</b> to note the next phase of the contract totalling £108k for 13 new kitchens at Close Corran, Close y Lhergy &amp; Close -y-Locker and a Petition seeking funding would be submitted.</p>
13/237	<p><b>Monthly Report – Rates</b></p> <p>It was <b>unanimously resolved</b> to note that there was now only £14871 rates outstanding from those that had chosen not pay by instalments, and that legal action had commenced on these debts.</p>

13/238	<p><b>Onchan Commissioners – An Open Letter to Chris Robertshaw MHK</b></p> <p>It was <b>unanimously resolved</b> to note the open letter dated 30<sup>th</sup> September 2013 from Onchan Commissioners to Mr Robertshaw MHK, Member responsible for Department of Social Care, regarding the implications of the Tolson Group Report on Housing.</p>
13/239	<p><b>Replacement Windows at 9-16 Jubilee Terrace</b></p> <p>It was <b>unanimously resolved</b> to note that finally a solution had been put forwarded by the supplier and installer of the windows, and work was to commence imminently.</p>
13/240	<p><b>Sale of Land at Strang Corner Field to the Department of Health – Signature of Deeds</b></p> <p>It was <b>unanimously resolved</b> that the Chairman could sign the Deed of Sale for the portion of Strang Corner to the Department of Health where they had built the Palatine Health Centre.</p>
13/241	<p><b>Waste Disposal Contract</b></p> <p>The Commissioners considered a report from the Finance Officer on the amounts of commercial and domestic weights from the period April to July 2013.</p> <p>It was noted that commercial waste was down by 34.3 tonnes and domestic weight up by 18.3 tonnes over the same period last year and there was a concern that there was less recycling taking place.</p> <p>It was agreed that figures on the kerbside recycling should be obtained and a discussion was held on the terms and conditions of both the waste disposal contract and the kerbside collection service.</p> <p>It was <b>unanimously resolved</b> to arrange a political meeting to ensure that the kerbside service was a partnership and not a contractual arrangement and that we would benefits from economies of scale if more Authorities came on board.</p>
13/242	<p><b>Housing Waiting List</b></p> <p>It was noted that the Waiting List now showed that there were 6 applicants awaiting 3 bed properties and 14 awaiting 2 bed properties, but most on very low points.</p> <p>The significance of the unlimited amount of points awarded for the length of time being on the list was felt probably not to be a good indicator of housing need.</p> <p>It was <b>unanimously resolved</b> that the matter warranted further discussion with the Department of Social Care and it was a matter that should be addressed in the Tolson report.</p>
13/243	<p><b>Cronkbourne Village</b></p> <p>After discussion it was <b>unanimously resolved</b> to contact an estate agent to discuss the viability of selling all, or part, of the properties in the Village.</p>
13/244	<p><b>Snugborough Land – Compulsory Purchase</b></p> <p>A debate was held on the need to compulsory purchase the land given that the waiting list was not under any significant pressure, despite the voids at Cronkbourne. Also the Board was not in possession of any detailed information about the housing needs assessment and recommendations contained in the Tolson Group report.</p>

	<p>The Clerk asked whether the Board should await some general direction from the Tolson report as to how many and what types of houses were required, such as first time buyer, shared equity or rent to buy.</p> <p>However it was <b>unanimously resolved</b> to press on the compulsory purchase approach with a notice being placed in the papers seeking persons who had an interest in the property prior to Tynwald approval and then a Notice to Treat being issued in accordance with the Acquisition of Land Act 1984.</p>
13/245	<p><b>Archibald Knox Celebration</b></p> <p>The Clerk advised that he had attended the first meeting of the Archibald Knox Working Group which had been established by the President of Tynwald.</p> <p>He reported that Madam President had said that she did not feel it was for the working group to create anything but saw its remit to assist in pursuing ideas other organisations and authorities might have.</p> <p>It was <b>unanimously resolved</b> for the Clerk to examine opportunities to use Cronkbourne Village as part of this exercise, and this could include interpretation boards and perhaps opening up one of the properties for viewing by the general public.</p>
13/246	<p><b>Braddan Parish Commissioners – Rebranding</b></p> <p>It was <b>unanimously resolved</b> that work should continue on the exercise, and this was to include the revisiting of the proposed logo and consideration of whether a new design should be produced which would better reflect Knox's work and style.</p>
13/247	<p><b>Kitchen Installation at Close-Y-Locker – Contract Documents for Signing</b></p> <p>Further to Minute 13/092 it was <b>unanimously resolved</b> to approve the contract totalling £76k for 8 kitchens at Close-Y Locker, which was to be paid from Housing Maintenance Reserves, and the Chairman signed the contract document.</p>
13/248	<p><b>Financial Statements year ended 31 March 2013</b></p> <p>The Clerk put forward for the Boards consideration, a set of accounts that had been prepared by PKF under the revised system set down in Isle of Man Statement of Recommended Practice 2007 [SORP] and the provisions of the Audit Act 2006.</p> <p>It was noted that as at 31<sup>st</sup> March 2013 the Year End Balance stood at <b>£136,454</b> and the General Reserve <b>£786,518</b>.</p> <p>After discussion it was <b>unanimously resolved</b> that the Chairman would sign the Letter of Representation.</p> <p>It was also <b>unanimously resolved</b> that the Statement of Internal Control would be signed by the Chairman and Finance Officer.</p> <p>Finally it was <b>unanimously resolved</b> that the Financial Statement for the year ended 31<sup>st</sup> March 2013 would be signed by the Chairman and Finance Officer and forwarded to the auditors, PKF, for their final signature.</p>

13/249

**Energy Communications Ltd - Vehicle Tracking System – Contract Documents**

It was **unanimously resolved** that the Chairman would sign the annual contract for the vehicle tracking system.

13/250

**Department of Social Care - Fixed Term Tenancy Introduction**

It was **unanimously resolved** to note the revised proposal of 5 year fixed term tenancies which was an amendment to the original 2 year proposal.

**Planning**

13/251

**Planning Applications**

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

- PA13 00874 B - Mr Mick Palotas - Alterations and erection of extensions to dwelling – 72 Cronk Grianagh Estate Braddan Amendment
- PA13 01107 LAW - Mr and Mrs S Edwards - Application to make lawful the occupation of the dwelling by a non-agricultural worker - Southampton Cottage Quines Hill Port Soderick
- PA13 91030 B - Mr and Mrs Colin Kelly - Demolish existing outbuilding and erection of a detached agricultural workers dwelling with garage - Ballashamrock Farm Port Soderick
- PA13 91041 B - Kirby Estates Ltd - Extensions to domestic curtilage of property and creation of an access drive - Kirby View Vicarage Road Bra
- PA13 91042 B - Kirby Estates Ltd - Erection of a detached garage - Kirby View Vicarage Road Braddan
- PA13 91058 B - Dandara Commercial Ltd - Erection of office building for use as corporate headquarters with car parking and landscaping - Site adjacent to Buchanan BMW and Dandara Head Office Vicarage Rise Isle of Man Business Park
- PA13 91117B - Dandara Commercial Ltd - Erection of 14No industrial and/or warehousing and distribution units (amendment to previous approval PA13 00555B) - Part Field 521895 and site of former Cooil Smithy adjacent to Cooil Road Braddan

13/252

**Planning Approvals**

It was **unanimously resolved** to note the following Planning Approvals

- PA13 00552 B - Island Drainage and Groundwork Ltd - Creation of a compound for the recycling and storage of construction and demolition waste and extension of approved stone recycling area - Fields 522518 and 522551 Middle Park Braddan
- PA13 00695 B - Cedar Developments Ltd - Erection of a detached double garage - 11 The Downs Union Mills IM4 4NQ
- PA13 00842 C - Mr and Mrs N Taverner - Additional use of cottage as tourist accommodation - Ballawyllin Farm East Baldwin
- PA13 00843 C - Mr and Mrs N Taverner - Use of two rooms within house for a part-time therapy business - Ballawyllin Farm East Baldwin
- PA13 00852 B - Mrs Caroline Harding - Replacement of existing garage doors with glazing and alterations to existing stable block to form a garage and a stable - The Mill Port E Chee Tromode

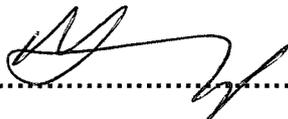
CHAIRMAN'S  
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	<ul style="list-style-type: none"> <li>• PA13 00876 B - Mr and Mrs S Skillicorn - Alterations and erection of extensions to dwelling and extension of residential curtilage - Magher Y Gheill Quines Hill Port Soderick</li> <li>• PA13 00879 - Isle of Man Development Co Ltd - Replacement of existing external wall cladding - Unit 1 Spring Valley Industrial Estate</li> <li>• PA13 00892 D - Eden Park Developments Ltd - Erection of advertising signage - Cooil Road Braddan</li> <li>• PA13 90941 B - Mr Chris Turner - Window alteration and erection of an extension to dwelling - Flambards West Baldwin Road Mount Rule IM4 4HS</li> </ul>
<b>13/253</b>	<p><b>Planning Appeals</b></p> <p>It was <b>unanimously resolved</b> to note the following appeal:</p> <ul style="list-style-type: none"> <li>• PA13 00376 B - Mr Roger Leece - Appeal against a condition of approval for conversion of existing out building into a dwelling - Riversdale Strang Road Union Mills</li> <li>• PA13 00386 B - Mr Gary Blackburn - Erection of seventeen general industrial units with associated external works including storm and foul drainage systems to include modifications to site entrance off Peel Road Land Adjacent to BCS House Peel Road</li> </ul>
<b>13/254</b>	<p><b>Planning Correspondence</b></p> <p>It was <b>unanimously resolved</b> to note the following correspondence:</p> <ul style="list-style-type: none"> <li>• Eden Park Development Ltd - Demolition, removal, grubbing out of all buildings, ancillary structures, drainage, hard standings, pens and sheds that from the farm house and surround complex of sheds and barns</li> </ul>
	<b>Section 2</b>
<b>13/255</b>	<p><b>General Matters</b></p> <p>It was <b>unanimously resolved</b> that the content of the correspondence detailed in the Agenda relating to the following issues would be noted</p> <ol style="list-style-type: none"> <li>Schedule of Arrears</li> <li>Rates - Completion Certificates</li> <li>Braddan Parish Day - Feedback</li> <li>Curtins Report – 15 Close-Y-Lhergy</li> <li>Marshall Cryer – Refurbishment of 8 Snugborough Avenue</li> <li>Overgrown Branches of trees and balcony staining</li> <li>Department of Infrastructure - Consultation on Lower Douglas Master Plan - Draft Interim Planning Guidance for Key Town Centre Sites in Douglas</li> <li>Memorial Hall - Charity Box Collections</li> </ol>
	<b>Private</b>
<b>13/256</b>	<p><b>Meet with AON Insurance Brokers</b></p> <p>The Chairman welcomed Mr Phil Tompsett and Richard Smith to the meeting who had been invited to discuss the beneficial role of a broker in managing the Authorities insurances.</p> <p>After a lengthy discussion it was <b>unanimously resolved</b> that the Clerk and</p>

	<p>Finance Officer would meet with the company to assess the present cover and make any recommendations for cover that would be beneficial to the Authority, including legal expenses cover, and report back to the next meeting.</p>
<p><b>13/257</b></p>	<p><b>Tenancy Agreements</b>                  It was <b>unanimously resolved</b> to note that tenants at 4 Cronk Gennal and 3 Close y Lhergy had recently given notice that they were leaving the premises, and that work had commenced in reallocating the properties.</p>
<p><b>13/258</b></p>	<p><b>Housing Allocation</b>                  It was noted that it had not been possible to allocate the Property 141 to any of the Authorities present tenants as it had been adapted for persons with reduced mobility.</p> <p>The Clerk advised that he had contacted other Authorities offering it to tenants with specific health needs, and a list was produced.</p> <p>After consideration it was <b>unanimously resolved</b> to allocate the property to Tenant 435.</p>
<p><b>13/259</b></p>	<p><b>Date for next meeting</b>                  A date for the next Meeting was set for 2pm on Tuesday 19<sup>th</sup> November 2013.</p>

There being no further business, the meeting closed at 17.30 pm.

  
 .....Signed  
  
 19/11/13  
 .....Date

CHAIRMAN'S INITIALS  
