

MINUTES OF BRADDAN PARISH COMMISSIONERS

Held at the Commissioners' Office, Close Corran, Union Mills at 2pm Thursday 18 August
2022

In Attendance

Mr A C R Jessopp Chairman
Mr A Morgan
Mr J Quaye
Mr P Scott
Mr J C Whiteway Clerk
Miss M J Radcliffe Deputy Clerk & Finance Officer

22/362 Apologies for absence

Apologies for absence were received from Mr Mellon.

22/363 Declaration of Interest

There were no Declarations of Interest received.

22/364 Issue of Summons / Agenda

It was noted that all members had received the Summons/Agenda at least three clear days before the date of the meeting.

22/365 Deferral of Matters on the Agenda to Private

It was **unanimously resolved** to defer Item 6 - Tenancy Agreement for signing to Private.

22/366 Minutes of previous Meeting

The Minutes of the Public Meeting held on 8 August 2022 were **unanimously approved** as a correct record of proceedings.

22/367 Matters Arising

i) PR and Marketing: Minute 22/343(i)

It was **unanimously resolved** to note that the Clerk and Deputy Clerk had had the first meeting with the marketing agency, and work had commenced on the first part of the exercise which was the creation of a "brand".

ii) Jubilee Terrace and Coronation Terrace Roofs: Minute 22/336(1)

The Clerk advised that the research relating to tenants who wished to retain the chimneys was ongoing.

It was **unanimously resolved** to await further feedback.

iii) Tenancy Agreement - sublet: Minute 22/358

The Clerk advised that he had raised the matter with Mr Callin, the Commissioners advocate, who had provided advice on the next step forward.

It was **unanimously resolved** to note that Mr Callin would assist in the compilation of a letter which would inform those tenants, that had already found to have sub-let their residence over TT Week, that should there be another contravention of the policy, a Notice of Quit would be issued and the matter would be pursued through the High Courts to achieve an eviction.

22/368 Questions from Members of the Public

The Chairman welcomed PC Ann Jones to the meeting who had attended to explain her role as the new Community Police Officer for the Braddan area.

Discussions surrounded matters such as the traffic speed, a recent spate of vandalism, allegations of drug use in the area and the Authority being notified when people had been bailed to a local authority property.

She was thanked for her attendance and the Commissioners stated that they look forward to working closely with her in the future.

22/369 Matters for Consideration from Section 2

There were no matters for consideration from Section 2.

22/370 Chairman's announcement

There was no Chairman's announcement.

22/371 Environmental Issues

There were no Environmental Issues raised.

22/372 Mullen Doway – Update

The Board members wished to record their thanks to the staff who had made the official opening day run so smoothly. The Clerk advised that he and the Chairman had received letters from HE Lieutenant Governor thanking them for the invitation and that he had found the visit interesting and informative.

The discussion moved on to the final account for the construction of the building and the outstanding consultant's fees.

It was **unanimously resolved** to arrange to meet Mr Butler the Quantity Surveyor (QS) to clarify any outstanding issues.

22/373 Strang Corner Field – Update

The following matters were noted:

- 1) **Roadway via Ballaoates Road:** The quote from Brian Hall re Highways assessment was put forward of £2450. A meeting with the Planning Officer was set for 19th September. The estimated price of construction following a meeting with the Project Manager (PM) and QS was in the region of £100,000. The Chairman asked that a meeting be held with the Hospital to try and find ways in which the access could be improved without incurring the considerable expense, given that it was the Health Services that had caused the investigation into an alternative access.
- 2) **Play area:** Designs had been submitted by Proludic and Wicksteed, and the prices given were for delivery to a place in the UK. The materials will still need to be delivered to site, installed and play surface laid. The Board felt that another quote was required and the Clerk agreed to undertake further research. The Clerk was also asked to approach potential sponsors to help with the funding of the equipment
- 3) **Cost risk areas:** There were still a lot of provisional sums within the budget, but QS was monitoring. There were potential savings in the budget of £30-80k which were being examined.
- 4) **Electronic doors:** Within the original design there are 2 electronic doors at the main entrance that were included in the budget. There is a potential for 3 further electronic doors which weren't funded and could cost up to £4000 each. These were:
 - I. Emergency/night rear entrance access door

ii. The door linking the coffee shop to the lift and stairs to the changing room (that is held permanently open and closes only if the fire alarm is set off).

iii. The door accessing the patio from the atrium.

After discussion the Board agreed that the only essential door for disabled access was the door leading to the patio.

- 5) **Electric car points:** The position of the 6 charging points was an ongoing discussion with MUA.
- 6) **Floodlights:** These had been simply removed with no apparent consequences.
- 7) **Failed Drainage under village green:** Discussion required with hospital about who will pay for it as it was not a result of our any activities undertaken by the contractor and it was apparent that it had been badly installed in the past at the incorrect depth.
- 8) **Nursery:** Still awaiting price comparison astroturf v wet pour. Waiting price for installation costs of M&E. A discussion had been held with the Commissioners advocate about recovering the cost of the additional work for both the nursery and coffee shop. The advice was noted.
- 9) **Commissioners' office:** proposed redesign with PM.
- 10) **Coffee shop:** Mechanical and Electrical consultant (M&E) was preparing drawings and a meeting with the tenant and supplier had been set for 14th September.
- 11) **Air tightness/roof:** Installation complete on Sports Hall, other areas to follow. Site Supervisor is still on the case about airtightness.
- 12) **Solar:** Awaiting additional costs which related to changes to the roof structure for cleaning and safety purposes.
- 13) **HE Lt Governor Visit** – It was noted that HE would be visiting the facility on 5th October 2022.
- 14) **Running track** – large portions of the track had been completed and it was well ahead of schedule.
- 15) **Palatine soakaway-** this couldn't cope with recent heavy rain and caused a land slip on to the Commissioners land. PM to discuss with hospital about preventing it happening again. Possibly caused by the replacement of the block pavements with tarmac in the Palatine car park.
- 16) **Site Manager:** had resigned. Alternative discussed.
- 17) **Drainage connection:** discussion with Curtins and MUA re surface water connection on Strang Road. Details awaited, but there may be a connection cost.
- 18) **Soakaway:** Still ongoing discussions with Cedar and Curtins. Cedar committed to finding a resolution soon.

22/374 Lewin – Bankruptcy

There were no matters for consideration. The Chairman agreed to contact the Trustee in Bankruptcy to discuss the way forward on the matter.

Section 1

22/375 Invoices for approval

It was **unanimously resolved** to approve the following invoices in excess of £2k that required the authorisation of the Board:-

- Douglas Borough Council – Road Sweeping – March 2022 - £3156
- March Consultants Ltd – Strang Corner Field – Additional works - £3374
- Mullen Consulting Ltd – Strang Corner Field – July 2022 - £4683
- Douglas Borough Council – Eastern Civic Amenity Site – Qtr 1 - £27,737
- Cedar Developments – Mullen Doway - Valuation No 29 - £47,162
- Hanley & Bell Ltd – 7 Close y Lhergy – Void decoration - £3000
- Hanley & Bell Ltd – 15 Snugborough Avenue – Void decoration - £3540

- Department of Infrastructure – Tipping Charges – Energy from Waste Plant – July 2022 - £19,542

22/376 Transfer of Public Minute Books to Public Record Office

Consideration was given to a report from the R&D Officer regarding the transfer of Public and Private Minute Books over 25 years old to the Public Record Office for permanent preservation.

It was **unanimously resolved** to approve the transfer.

22/377 Fee proposals for objection to planning application ref. PA22/00675/A

Consideration was given to a report from the Clerk regarding a fee proposal from the Pegasus Group in relation to the application from Hartford Homes.

It was **unanimously resolved** that the Chairman would contact the company, discuss the Commissioners grounds for objection and agree a fee.

22/378 Proactive Publication Code of Practice Consultation

Consideration was given to a document from the Cabinet Office advising of a public consultation exercise for a proposed Code of Practice for Public Authorities relating to the release of information to the general public.

It was being seen as a way to reduce the need for people to make Freedom of Information requests.

The Clerk stated that the Code of Practice was not compulsory, and on consideration of the proposal there were very few matters that the Commissioners did not already disclose as a matter of course, and it would merely support their own policy of information being made freely available to the public.

It was **unanimously resolved** to note the document.

22/379 Royal Air Force Association Events & Invitations

It was **unanimously resolved** to note the invite to the celebratory event on 18th September 2022.

22/380 Highway Maintenance Charter – proposed meeting

The Clerk advised that following a recent request he had already submitted a number of matters that a Highway Maintenance Charter should address.

It was **unanimously resolved** to accept the invitation to a workshop on Tuesday 13th September at 7pm.

22/381 IT Hardware Quotation - Red5/ltex

Consideration was given to a report from the Finance Officer regarding the purchase of new computer hardware.

It was **unanimously resolved** for the Finance Officer to purchase the equipment within the agree budget.

22/382 Options for future use of Commissioners' Office Close Corran

The Clerk put forward a series of options and costings for the future use of the Commissioner's office when the staff had moved to the new building. Options included the retention as an office, conversion to social or private sector housing, or even conversion to a business such as a child nursery.

It was **unanimously resolved** to seek assistance from an estate agent who would have knowledge of the demand in the market.

Planning

22/383 Planning Applications

It was **unanimously resolved** to approve the following planning applications:-

PA22/00853/B - Alterations to convert existing roof space into additional bedrooms and en suite bathrooms together with replacement / enlarged of dormer windows to rear elevation - Longfield, Old Castletown Road, Port Soderick, Isle of Man, IM4 1BB

PA22/00409/B - Single storey side and rear extension to dwelling - 86 Cronk Grianagh Estate, Braddan, Isle of Man, IM4 4RR

PA22/00942/B - Erection of a site cabin - Gas Bottling Plant, Peel Road Industrial Estate, Braddan, Isle of Man, IM4 4LF

PA22/00968/B - Erection of a barn type building for use as a private garage - Ballabunt Croft, Cooil Road, Braddan, Isle of Man, IM4 2AQ

Private

22/384 Tenancy Agreement for signing

It was **unanimously resolved** to approve the following tenancy agreement for signing: Property 015 & Tenant 607.

22/385 Section 2

It was unanimously resolved to note the following items from Section 2:-

- 1. Rent Arrears
- 2. Ballacottier Crescent, Braddan Proposed No Waiting Order & Plans
- 3. Liquor Licensing and Public Entertainment Regulations 2022 - Consultation

22/386 Any other Business

- 1. Check parking signs in Post Office car park are up to date.
- 2. Consider new improved terms for investment that were now on offer with Conister Bank
- 3. The audited accounts were to be produced at the next meeting

22/387 Private

1. **Rate arrears:** Advice had been received from the Commissioners' advocate about the management of a situation where the owner had died a number of years ago and had left a dilapidated property. The Estate had accumulated a rates arrears debt but the matter was not being dealt with by the descendants. The advice given was the Commissioners should inform the descendants that the Authority would be applying for Letters of Administration if the matter was not resolved quickly. The advocate was to assist in the preparation of the letter.

2. **Rent arrears:** Advice had been received from the Commissioners' advocate about a debt that was incurred relating to a tenant 045/373, who had died and who's relative had moved into the property without approval. It was noted that no tenancy agreement had been issued. The Estate of the tenant had accumulated a debt of £1500 but the Commissioners noted that the money could not be recovered from the relative and they **unanimously resolved** to write off the full amount.

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22/388 Date of Next Meeting

The date for the next meeting was set for:-

1st September 2022

There being no further business, the meeting ended at 5.25pm.

Signed 

Date 1/9/22