

GENERAL MEETING

The minutes of the general meeting held in the Boardroom, Town Hall, Derby Road, Peel on 20 April 2017 at 7:00pm.

Present	Mrs C. Moughtin (Chairman) Mr E. Convery Mr B. Heath Mr A. Jones
Apologise	Mr I. Davison (Deputy Chairman) Mr D. Lace Ms H. Hannan
In attendance	Mr D. Sewell (Clerk to Commissioners)

			Action
CHAIRMAN'S WELCOME	16/119	The Chairman welcomed the Board to the April Commissioners' meeting.	
ITEM 1 MINUTES	16/120	The Town Clerk reported Ms Hannan's requests dated 17 April had been included within the revised minutes. Minute 16/118 now used the same wording as requested by Ms Hannan and Minute 18 including the request to swap the parking spaces around on Douglas Street. The Town Clerk stated he had not included the request to move the baying bay onto the opposite side of the road because this was not agreed by the Board. The Chairman requested confirmation of the revised minutes. The Board agreed the minutes of the meeting held on 16 March 2017. Mr Convery proposed this item and it was seconded by Mr Jones.	
ITEM 2 MATTERS ARISING	16/121	Item 16/114 Planning Appeal Request 16/01325C Campsite for 2017 TT and Festival of Motoring at Field 314539 Rheast Lane, Peel Mr Jones requested item 6 from the In Committee agenda be brought into the public part of the meeting and discussed within this item. Mr Convery seconded this proposal and the Board unanimously agreed. The Town Clerk reported receiving written and oral representations from the Golf Club requesting	

the Commissioners should withdraw their request for an appeal because the development would not be taken forward. The Town Clerk had advised the Golf Club if the appeal was withdrawn the planning permission would be valid and the Board were not scheduled to meet until after the submission date for the planning appeal documentation on 13 April 2017. The Town Clerk confirmed the Commissioners' planning appeal statement was submitted on 13 April 2017. The Board noted the contents of the letter dated 7 April 2017 from Peel Golf Club Limited. Mr Jones stated he had received similar representations at the Commissioners' surgery on 8 April 2017 from the Golf Club's architect. Mr Jones stated he could not see how the Commissioners could withdraw their request for an appeal and leave this development including its substandard traffic management arrangements and adverse impact on neighbouring residents with planning permission. Mr Heath supported Mr Jones views and the Board unanimously **agreed** to continue with the appeal against the decision to approve a campsite at Peel Golf Club.

Item 16/155 Manx Food and Fire Festival

The Town Clerk reported this event had been deferred for 12 months and would now take place on the May bank holiday in 2018. This would provide additional time for the regeneration works to be completed and for the Commissioners to work with stakeholders to bring together a successful new event.

Item 16/155 Bowl Cancer Sponsored Walk 14 May 2017

The Board noted the communication was sent to Bowl Cancer Isle of Man approving their application for a street collection.

Item 16/155 Manx Telecom Parish Walk 17 June 2017

The Board noted the communication was sent to the Race Secretary approving the use of the Town Hall building and the car park for this event.

Item 16/155 Manx Blind Welfare Society Flag Days 19 May & 25 August

The Board noted the communication was sent approving the flag day collections in Peel by the Manx Blind Welfare Society. The Manx

Blind Welfare Society had confirmed the collections would take place on 19 May & 25 August 2017.

Item 16/117 Freedom of Information Act 2015
The Town Clerk reported Commissioners staff had undertaken Freedom of Information Act Induction training on 3 May 2017. Mr Jones asked if additional training would take place later this year for the Commissioners and their staff. The Town Clerk advised the Cabinet Office would undertake additional detailed training later this year.

Item 16/117 Douglas Street Parking Order 2017

The Board noted the communications were sent to residents on Douglas Street explaining the background and the reasons for the requirement of a second delivery vehicle parking bay. The Town Clerk reported he had not received further communication to date on this issue.

Item 16/118 Any Other Business Operational Items – Town Clerk to report.

The Town Clerk reported the Peel and Glenfaba House of Keys representatives had been invited to this Board meeting and Mr Harmer was scheduled to attend. In addition, arrangements had been put in place to loan the barriers to the Royal Manx Agricultural show and to replace the doors in the Bowling Green Café.

HOUSING ITEMS 16/122

Item 3 Property Asset Management Lead Member Committee Update

Mr Jones the Lead Member for Property and Asset Management circulated the minutes of the Property Asset Management Committee held on 3 April 2017 and he provided the following update:

The lead members had not opposed planning applications 17/00034/B Single storey extension including installation of flue at 8 Tommy Clucas Avenue, Peel (Amended Plans); 17/00266/CON Demolition of an attached garage at The Manse 21 Atholl Street, Peel (Amended Plans); 17/00285/B Erection of a store at 1 Creggan's Avenue, Peel; 17/00121/B Erection of a rear outbuilding with roof terrace and installation of flue (retrospective) at 24 Glenfaba Road, Peel;

17/00310/B Demolition of chimney stack and re-rendering gable end at 12 Lake Road, Peel; 17/00307/B Replacement roof to rear conservatory at 3 Fuchsia Road, Reayrt Ny Keylley, Peel; 17/00316/B Replacement windows and door at 17A Douglas Street, Peel; 17/00323/B Construction of green house at Greenbank 11 Tynwald Road, Peel; and 17/00326/Con Erect advertising at 3 Atholl Place, Peel.

The Lead Member Committee decided to take no further action on the decisions to permit 17/00101/B Approved installation of replacement windows at 17 Mona Street, Peel; 17/00124/B Approved replacement of existing garage door with window at 7 Meadow Lane, Slieau Whallian View, Peel; and 17/00127/B Approved additional use as self catering tourist accommodation at Flat 12 Athol Buildings Derby Road, Peel.

The lead members noted the Commissioners' appeal request was acknowledged the submission of statements was required by 13 April 2017 for planning application 16/01325/C change of use of part of practice ground as campsite for 2017 TT and Festival of Motoring at Field 314539 Rheast Lane, Peel.

The lead members noted the Corner House management company were still awaiting a date for their contractor to complete the outstanding works on the first floor. The lead members noted the owners of 12 Market Street had not replied to the Town Clerk's communication seeking assurance the frontage of the building will be reinstated to the appropriate standard for the conservation area irrespective of the owners intention to sell this property. The lead members asked the Town Clerk to seek a response to their enquiry.

No street trader and collection licences were considered by the lead members and they noted the Commissioners' advocate was preparing the legal documentation for the purchase of the 23 older person's public sector housing properties at Slieau Whallian View, Peel which would be available for April's Board meeting.

Item 4 Planning Applications for Comment

The Board noted no applications had been submitted to them for consideration at this meeting.

Item 5 Planning Decision Notified

The Board noted no decisions had been submitted to them for consideration at this meeting.

RECREATION ITEMS

16/123

Item 6 Events and Commercial Innovation Lead Member Update

Mr Heath reported the lead members had met on 16 March 2017 and provided the following update from the circulated minutes.

The lead members had met with the parties assisting in the organisation of the Manx Food and Fire Festival and they had recommended the festival should be deferred until the May bank holiday in 2018. The arrangements put in place and reported within the minutes would form the basis of next year's event. The lead members had recommended the Commissioners should provide a budget of £4,000 from the Commissioners to underwrite this Manx Food and Fire Festival event which would be recovered to against any grant support or income generated by the event. This funding would be required to pay for equipment and external providers' services and would be recovered in part from the grant support and any income raised by the event. The lead members were grateful for the Board's support when they unanimously **agreed** to provide a maximum budget of £4,000 to underwrite this event at their March meeting. This funding would now not be required this financial year and would be included within next year's budget allocations.

The lead members were advised an existing sponsor would not be continuing their support of the 2017 Peel TT Day event. The lead members **agreed** to write to motorcycle manufacturers to ascertain if they would sponsor this event. The lead members were advised all other arrangements for this year's event were in place including the application submitted to the Department of Economic Development for grant support. The lead members were advised the pitbike racing would now not take place in Peel and they planned to

use a course in Jurby on Peel TT Day. The organisers had requested a reduced rate for camping during the TT for their competitors however, they had been advised a concessionary rate would only be available if they held an event in Peel. The lead members **agreed** a concession on camping would not be available unless they put on an event in Peel.

The lead members were advised the arrangements for the return of the Moddey Dhoo TT Motorcycle event to Peel were largely concluded. The lead members **agreed** to seek the Board's approval to increase the Commissioners' financial support from £350 to £500 for this year's event. The lead members were grateful for the Board's support when they unanimously **agreed** to provide financial support of £500 to this event at their March meeting.

The lead member had asked if the goal post would be reinstated at the West View Play Park. The Commissioners staff had reported these had been relocated to the Headlands Field because the Commissioners had received complaints concerning antisocial behaviour and a single full sized goal post would be refurbished for reinstatement in the Headlands Field later this year.

The lead members were advised the arrangements to facilitate the return of the permanent part time Librarian from leave on 13 March 2017 had been implemented successfully. The lead members wished to record their thanks to the temporary Librarian who provided the maternity leave cover for the Commissioners. The lead members were advised the Leece Museum would fully open to the public at the end of March and a new tourism exhibition had been put on.

The lead members were advised the plastering was completed and tiling would commence next week inside the new campsite shower block. This new facility would be open by Easter. The lead members were advised quotations had been received from Blue Wave and WIManx for the installation of WIFI at the Campsite. Manx Telecom had reported they did not have a suitable product offer at this time. Mr Heath proposed the Board should accept the

quote from WIManx for this service. This was seconded by Mr Convery and the Board unanimously **agreed** to accept the quotation from WIManx for the supply of WIFI at the campsite.

The lead members had noted no regeneration minutes from their meeting on 1 March 2017 were available.

Item 7 Peel Traditional Boat Weekend 4-6 August 2017

The Board noted the content of the communication dated 27 March 2017. Mr Jones proposed the Board should continue to provide financial support of £700 to the Peel Traditional Boat weekend because it attracted visitors to Peel. Mr Heath seconded this proposal and the Board unanimously **agreed** to provide £700 financial support to this event.

Item 8 Arthritis Care Ellan Vannin 22-25 June 2017

The Board noted the contents of the communication dated 31 March 2017 from Arthritis Care Ellan Vannin to erect a feeding station tent in the Headlands Field for the Parish Walk. Mr Heath proposed this application should be approved. The Chairman seconded this proposal and the Board unanimously **agreed** to approve this application to erect a feeding station tent in the Headlands Field for the Parish Walk on 17 June 2017.

ITEM 9 FINANCE 16/124
AND STAFF
RESOURCE LEAD
MEMBER
COMMITTEE
UPDATE

Mr Convery reported the lead members had met 16 March 2017 and provided the following update from the circulated minutes.

The lead members noted the officers had reported a healthy position with a surplus at the end of February of £185,848. This surplus includes the uncommitted larger projects expenditure (£27,000) reported at the last meeting for the completion by the end of the financial year. An invoice of £9,909 had been received for the St Peter Clock Tower cleaning works and would be paid in March 2017. In addition, the £20,000 additional funding allocated by the Board at their January meeting for the shower block fitting out was currently in progress. The lead members noted the expenditure of £2,659 for campsite materials;

£565 vehicle leasing costs; £4,470 garden amenity costs and St Peters Clock scaffolding works costs in February. The Profit and Loss Account on the year to date when compared to budget estimates showed a £56,500 surplus in rate income; £41,000 surplus in campsite fees; and a £6,000 deficit in the Westlands recharge which was offset by £30,410 savings in salary through not employing a tenant liaison officer. The lead members noted the only other accounts in deficit were the public functions expenditure by £5,500. The Town Clerk reported he was about to submit the Commissioners' invoice for grant assistance for 2016 Peel Day valued at £5,000 which would further reduce this expenditure. The lead members noted the housing maintenance budget was currently underspent by £58,318. In addition, capital payments of £162,894 and interest payments of £84,420 were made on two Isle of Man Bank and six HSBC loans in February 2017.

The lead members had requested information on the cost of the Commissioners website and information technology. They noted the website costs were £9,008 in 2015/16 and £7,960 in 2016/17. The computer costs were £14,407 in 2015/16 and £14,760 in 2016/17. The lead members had requested the income and costs of providing property search information.

The lead members noted the cleaning of St Peters Clock Tower and the works to prevent bird ingress would be completed before the end of the financial year. The Officers had reported the works to fix the clock would be undertaken later in the year when the clock manufacturer was undertaking a routine visit to the Island to reduce the cost of these repairs. The lead members had **agreed** to delay the repair works to the clock to reduce costs. The lead members had noted the works expenditure on larger projects for the £5000 Town Hall Toilets (6400); £5,000 Market Place Toilets (6420); £2,000 Structural repairs (8258); and New Yard Door £5,000 (8210) were still outstanding.

The lead members noted the contents of the Treasury's letter dated 10 March 2017 concerning 12 McLeods' Field, Ramsey Road

and decided no further action was required on this application. The lead members asked the Town Clerk to write to Treasury to seek the removal of the rate reduction for disturbance for residing on a new housing development when construction works are ongoing on the development.

The lead members noted the content of the Department of Infrastructure's letter dated 28 February 2017 which provided a Housing Deficiency Estimate of £604,362 for 2017/18 financial year. The lead members noted the Housing Deficiency Estimate for 2016/17 was £421,334 and the final payment would be made in March 2017.

The lead members noted the internal audit was ongoing and their next visit to the Commissioners was scheduled for 24 March 2017. The lead members noted the External Auditors would be visiting the Commissioners in Mid May 2017 to audit the 2016/17 accounts. The lead members had asked if there was any movement on debtors. The Officers had reported there had been no further progress.

The lead members had requested the Commissioners should consider contacting the Department of Economic Development to ascertain if they would support the Commissioners in the employment of an apprentice.

The Finance Officer stated she may not be able to sign the accounts as Responsible Finance Officer because she did not have access to the In Committee minutes and she intended to seek advice from the external auditor on this matter. The Town Clerk stated this matter would require a report to the lead members to permit them to assess this request. He stated the External Auditors and Responsible Finance Officer duties and their role in authorisation the accounts was clearly prescribed in the legislation. The lead members asked if the Responsible Finance Officer was refusing to sign the accounts. The Finance Officer stated this was not the case. The lead members had agreed the Finance Officer should respond to the Town Clerk's communication and discuss the issues to resolve this matter. Mr Convery

advised a report on the Responsible Finance Officers role and Corporate Governance had been considered by the Lead Member Committee for Finance and Staff resource on 13 April 2017 and the lead members had accepted the conclusions of this report.

ITEM 10 WORKS
LEAD MEMBER
COMMITTEE
UPDATE

16/125

Mr Jones reported the lead members had met 28 March 2017 and provided the following update from the circulated minutes.

The lead members noted no health and safety issues were reported and no capital works were in progress.

The lead members noted the contents of the monthly works programme report.

The lead members noted no procurement or subcontractor issues were reported to the meeting.

The lead members noted the construction contract for the 23 new properties at Slieau Whallian View was approved by the Board.

The lead members agreed to purchase a replacement push along mower (£1,100) and a storage shed for the campsite (£400). The fund for these items was from existing equipment budgets. The Board unanimously agreed this expenditure.

The lead members reported a possible breach of planning through the erection of a fence at Campion Crescent, Reayrt Ny Keylley. It was agreed this matter be investigated.

ITEM 11 LEGAL
AGREEMENTS
FOR THE
PURCHASE OF 23
PROPERTIES AT
SLIEAU
WHALLIAN VIEW

16/126

The Board noted the contents of the legal documents to purchase the land for £580,000 and construct the 23 new properties for £2,725,000. The Town Clerk stated both he and the Commissioners' advocate were content with the contents of these documents. Mr Jones proposed these legal documents could now be signed by the Chairman on behalf of the Commissioners. The Chairman seconded this proposal and the Board unanimously **agreed** the Chairman was to sign both the land purchase and the property construction legal contract documents on behalf of the Commissioners.

<p>ITEM 12 DEPARTMENT OF ENVIRONMENT FOOD AND AGRICULTURE CONSULTATION ON PROPOSED FOR FUTURE MANAGEMENT OF COMMON WHELK FISHERY</p>	<p>16/127</p>	<p>The Board noted the content of the Department of Environment, Food and Agriculture consultation document. The Town Clerk advised this was similar to the measures proposed for the protection of scallops considered in 2016 by the Board after consultation with local seafood producers and processors. Mr Jones proposed a consistent response should be submitted in response to this consultation. This was seconded by Mr Heath and the Board unanimously agreed the Town Clerk was to submit a similar response to the scallop consultation to ensure similar mitigation measures are put in place to protect all the Islands seafood stocks including whelks.</p>
<p>ITEM 12 DNA TESTING OF DOGS</p>	<p>16/128</p>	<p>The Board noted the content of the Department of Environment, Food and Agriculture consultation letter dated 15 March 2017. Mr Jones stated he was in favour of DNA testing of dogs and placing this information on the microchip. However, he was concerned about the additional enforcement costs for local authorities. These additional costs would not be restricted to the purchase of a microchip reader but would include the costs of the DNA testing of dog faeces. These costs would not be recovered unless the sample was fresh and the dog could be identified in the test. Mr Jones highlighted the £100 fixed penalty fine would not reimburse the cost of testing and the administration works to the Commissioners and this would need to be reviewed. Mr Heath and Mr Convery were not in favour of testing dog faeces because the costs would be prohibitive and the likelihood of securing sufficient evidence at this time to fine an individual was low. In addition, they expressed concerns over the costs of microchipping existing older dogs for their owners. Mr Jones proposed the microchipping of dogs should be supported by the Commissioners subject to highlighting the problems identified by the Board. The Chairman seconded this proposal. Mr Heath and Mr Convery voted against the proposal and the Chairman carried Mr Jones proposal by casting vote.</p>
<p>ITEM 13 ANNUAL ELECTORAL REGISTER UPDATE</p>	<p>16/129</p>	<p>The Board noted the contents of the Cabinet Office's press release dated 3 April 2017. The Town Clerk highlighted the Cabinet Office were not seeking to remove persons from the register who failed to respond to this annual</p>

canvass for information. The notes to the editor made it clear that the Registration of Electors Act 2006 provides for fines of up to £1000 for persons who fail, without reasonable excuse, to provide information required by the Electoral Registration Officer or who provide false information.

ITEM 15 PARKING 16/130
OF
MOTORHOMES
AND CARAVANS

The Board noted the contents of the Department of Infrastructure's letter dated 10 April 2017 which requested information on the location of Commissioners' and privately owned car parks used for motorhome or caravan parking. The Town Clerk reported he had received a request for a requisition meeting with Mr Harmer the Minister for Infrastructure to discuss this matter. Mr Jones proposed the Commissioners should provide this information to the Department. This proposal was seconded by Mr Convery and the Board unanimously **agreed** to provide this information to the Department. The Chairman **agreed** to hold a requisition meeting after the Easter and May Bank holidays and extended an invitation to the Board members once the meeting date was arranged by the Town Clerk.

ITEM 16 16/131
HIGHWAY
LEGISLATION
ENACTMENT

The Board noted the contents of the communication from the Department of Infrastructure dated 5 April 2017. The Town Clerk reported this new legislation had come into operation and permitted the local authorities to repair footways maintain public rights of way and to licence pavement café. He advised this legislation could create uncertainty over who was responsible for a footway defect which was reported to or discovered by the Commissioners or their staff. The Board **agreed** to note these changes and asked the Town Clerk to seek formal clarification on who was responsible for repairing safety defects on roadside footway reported or discovered by the Commissioners

ITEM 17 RAMSEY 16/132
COURTHOUSE
REQUEST FOR
SUPPORT FROM
RAMSEY
COMMISSIONERS

Mr Convery reported at the Municipal Association meeting Ramsey Commissioners had asked for letters of support from other local authorities in support of their purchase of Ramsey Courthouse from the Department of Home Affairs. This building was located in the heart of Ramsey and the Commissioners wanted to secure the use of this building for public and community purposes. Mr Convery

proposed Peel Town Commissioners should send a letter of support to the Department of Home Affairs recommending they sell this property to Ramsey Commissioners. Mr Jones seconded this proposal and the Board unanimously **agreed**.

ITEM 18 PEEL
SCOUT
COMMUNITY
WORK
APPLICATIONS

16/133

Mr Jones reported the local scout leader had contacted him to express an interest in undertaking community work in Peel. They had previously undertaken beach cleaning and would like to undertake work which would provide them with a different learning opportunity. Mr Jones proposed they could take part in a mock Commissioners' Board meeting to ascertain how the local authority works and undertake another suitable community related project. This proposal was seconded by Mr Heath and the Board unanimously **agreed**.

ITEM 19
GOVERNMENT
SAVE
PROGRAMME
POP UPS AND
LOCAL
AUTHORITY
OFFICES

16/134

The Town Clerk reported the Treasury had asked to use the Town Hall on 4 May 2017 to host a public consultation event and exhibition on the Government's Save Programme which was designed to find £25,000,000 of savings for Government each year. The Board noted the date of this public consultation event.

ITEM 20 ANY
OTHER BUSINESS

16/135

Mr Jones reported since the works were completed on St Peter's clock tower pigeons were roosting on neighbouring buildings. The Town Clerk advised the Commissioners staff were monitoring this activity to ascertain if measures were required in the long term to permit some roosting sites for pigeons or other wildlife including swifts in the St Peter's church grounds.

Mr Jones reported the Municipal Association Annual general Meeting was scheduled to take place on 25 May 2017.

The Town Clerk read a letter he had received from Peel Carnival Organisers seeking ongoing financial support. Mr Jones proposed the financial support should continue for this event and the amount of funding should be the same as allocated in previous years. Mr Heath seconded this proposal and the Board unanimously **agreed**.

The Town Clerk reported the public annual

general meeting of the Commissioners must be held on the first working day in the month of May in each calendar year. This meeting was scheduled to take place at 7pm on Tuesday 2 May 2017 in accordance with the Commissioners' Standing Orders.

The meeting ended at 7:41pm