The Monthly Board Meeting of the Ramsey Town Commissioners was held in Town Hall, Parliament Square, Ramsey, on Wednesday, 20th September, 2017, at 7.00 p.m.


Apologies for absence were received from Mr. W. L. Hankin. Mr. Ayres was not in attendance.

The Town Clerk, Chief Technical Officer, Finance Officer, Housing and Property Manager, and Minute Clerk were in attendance.

The Deputy Chairman occupied the Chair.

(2017/18:134) Minutes:

Resolved: That the Minutes of the Board Meeting held on 16th August, 2017, be confirmed and signed by the Chairman.

(2017/18:135) Matters Arising:

The Chairman invited Members and officers to indicate if there were any matters arising, not included within the Agenda that they wished to bring to the Board’s attention. There were none.

Finance and General Purposes:

(2017/18:136) Town Clerk’s Report – Amenity Byelaws:

Resolved: To note and approve the Town Clerk’s report dated 11th September, 2017, advising of the need to renew the Town Amenity Byelaws in 2018, and that a consultation will be undertaken to determine the appropriateness of the current byelaws.

Mr. McGuinness queried the timing of this report, in view of the time that elapsed in renewing the Ramsey Dog Byelaws. The Town Clerk explained that the Amenity Byelaws refer only to parks and leisure grounds under existing statute and the renewal process is expected to be quicker.
(2017/18:137) Town Clerk’s Report – Authorised Officers:

Members considered the Town Clerk’s Report dated 14th September, 2017, concerning the requirement to appoint authorised officers with regard to enforcement of Town byelaws.

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Parker, and agreed without division, to confirm the appointment of the Town Clerk, Deputy Town Clerk and Town Centre Manager, Chief Technical Officer and Technical Assistant as authorised officers with effect from 1st September, 2017.

(2017/18:138) Town Clerk’s Report – Consultation Policy on Retirement:

Members considered the Town Clerk’s Report dated 11th September, 2017, concerning the consultation being progressed by the Office of Human Resources on a proposed Policy on Retirement to be implemented to comply with the Equality Act.

Resolved: That following a proposal by Mr. McGuinness seconded by Mr. Oldham and agreed without division, that the Commission accept the principle of amending the current policy on retirement age. It was noted that the Commission will be required to amend its policy formally in order to comply with equality legislation before being implemented by appointed day order.

(2017/18:139) Town Clerk’s Report – Consultation Smarter Use of Data:

Members considered the Town Clerk’s report dated 11th September, 2017, concerning the consultation launched by Government about how data might be better used than at present to improve services and efficiency. General discussion ensued during which members were informed that some data held by the Commission was shared with Government or the Constabulary, but there are strict controls on what can be shared. Although concern was expressed about who ultimately controls data and is responsible for making it open, its security, etc., the Commission were generally in favour of the proposals. It was suggested that data sharing being proposed would be subject to data protection.

Mrs. Quayle indicated she was wary and had strong reservations concerning “hacking” and inappropriate use of data. She felt that sharing data as proposed should not yet be done.

Resolved: That, following a proposal by Mr. Cowie, seconded by Mr. McGuinness, that the Commission make no response to the Consultation, but any members wishing to respond do so in a personal capacity.

(2017/18:140) Town Clerk’s Report – Dog Control Byelaws:

(2017/18:141) Finance Officer’s Report:


(2017/18:142) Technical Assistant’s Report - Commemoration of Loss:

Resolved: To note and approve the Technical Assistant’s Report dated 13th September, 2017, detailing the losses during the Great War to be commemorated in the next few weeks.

Works and Development:

(2017/18:143) Chief Technical Officer’s Report - Planning Applications:

Resolved: That Chief Technical Officer’s Report dated 13th September, 2017, detailing planning applications received from the Department of the Environment, Food and Agriculture, under the planning consultation procedures, be noted and approved, subject to the following:-

REF NO: 3509
P.A. NO.: 17/00870/B
APPLICANT: Seymar Developments Limited
PROPOSED: Erection of two 6 storey apartment buildings containing 23 apartments in total and associated parking
NOTES: P.A. in Detail
SITE: Land off Mooragh Promenade and Premier Road, Ramsey.

Discussion ensued after which it was proposed by Mr. Cowie, seconded by Mr. Williams that observations be submitted with regard to the “bland façade” of the buildings, parking spaces not meeting the requirements detailed in the Strategic Plan, and the need to relocate the bin store.

An amendment was proposed by Mr. Corkish, seconded by Mr. Young - that the observation exclude comment about parking. The amendment was put to the vote and was defeated by 7 votes to 3, Canon Greenwood voting with the proposer and seconder.

The original proposal was then put and was carried by 8 votes to 2, Mr. Corkish and Mr. Young voting against.

[Signature]
(2017/18:143) Chief Technical Officer’s Report - Planning Applications Cont:

REF NO: 3510
P.A. NO.: 17/00873/B
APPLICANT: Mr. J. Cowley
PROPOSED: Conversion and extension of existing store / garage to provide residential living accommodation
NOTES: P.A. in Detail
SITE: Building to rear of 80, Parliament Street, Ramsey.

It was proposed by Mr. Cowie, seconded by Mr. Williams and agreed by 9 votes to 1 to submit an observation with regard to the provision of parking spaces not meeting the requirements of the Strategic Plan. Mr. Corkish voted against.

REF NO: 3515
P.A. NO.: 17/00923/B
APPLICANT: Mr. S. & Mrs. C. Taylor
PROPOSED: Alterations and erection of extension to both dwelling house and detached garage
NOTES: P.A. in Detail
SITE: Reayrt Aalin, The Whitebridge, Gardeners Lane, Ramsey.

Mr. McGuinness declared an interest. Canon Greenwood queried if the proposals would ultimately lead to the garage being used as an additional residence. Members were advised that any such proposals would be subject to an additional planning application.

REF NO: 3517
P.A. NO.: 17/00930/B
APPLICANT: Fynoderee Limited
PROPOSED: Conversion of existing building to a distillery, to include lifting and replacement of roof and alterations to the front elevation and installation of double doors
NOTES: P.A. in Detail
SITE: 10, West Quay, Ramsey.

It was proposed by Mr. Corkish, seconded by Mrs. Wedgwood and agreed that the Commission indicate their support of this application and in so doing welcome a new business to the Town.
(2017/18:144) Chief Technical Officer’s Report - The Mart Site:

Resolved: To note and approve the Chief Technical Officer’s report dated 14th September, 2017, advising of the demolition of the former Mart Buildings and clearance of the site, and that the request made concerning Cooperage Lane will be considered at the next meeting of the Northern Traffic Management Liaison Group.

Mr. Corkish proposed that discussions be commenced with the owners of the Mart Site about a possible exchange of land that might alleviate traffic concerns. The proposition did not receive a seconder.

(2017/18:145) Chief Technical Officer’s Report - Phase 2 Royal Park Public Open Spaces:

Members considered the Chief Technical Officer’s report dated 12th September, 2017, concerning Public Open Spaces which require to be vested in the local authority.

Resolved: That, following a proposal by Mr. Cowie, seconded by Mr. Parker, and agreed without division, the Commission adopt public open spaces on Royal Park Phase 2, subject to the land being transferred for nominal consideration and the developer meeting the Commission’s reasonable advertising and legal costs.

It was noted that the adoption would only be effective upon completion of the development and adoption of the highways and subject to the open spaces being landscaped to a satisfactory standard.

It was further resolved to progress a petition to acquire the land for nominal consideration, under Section 25 of the Local Government Act 1985, the developer to meet all legal costs.

Mrs. Wedgwood queried the extent to which the Town’s resources could cope with maintaining public open spaces and, whilst her concerns were recognised as a point that may have to be addressed at some time in the future, was assured that the developments would generate rate income and general income for the town through increased population.

(2017/18:146) Chief Technical Officer’s Report - Phase 2 Royal Park Street Lighting:

Members considered the Chief Technical Officer’s report dated 12th September, 2017, concerning proposals submitted by Hartford Homes with regard to provision of Street Lighting.

Resolved: Following a proposal by Mr. McGuinness, seconded by Mrs. Wedgwood and agreed without division, to approve the street lighting layout for the 6 metre columns and LED lighting heads and adopt the lighting scheme once installed and commissioned and following adoption of the public highways.
(2017/18:146) Chief Technical Officer’s Report - Phase 2 Royal Park Street Lighting Continued:

It was further resolved to approve the bollard lighting layout for adoption following a satisfactory 12 months’ installation trial to determine the robustness and durability of the bollard lighting.

Mr. Cowie declared an interest.

Housing and Property:

(2017/18:147) Housing and Property Manager’s Report - Regional Political Meeting for Housing:

Resolved: To note the Housing and Property Manager’s Report dated 7th September, 2017, advising that a regional political meeting, organised by the Department of Infrastructure, will be held at the Town Hall, Ramsey, on 27th September, 2017.

Any Other Business:

(2017/18:148) Representative Report:

Resolved: To note the report submitted by Mr. Williams concerning the recent meeting of the Isle of Man Municipal Association.

(2017/18:149) Technical Assistant’s Report - Advertising Boards and Street Furniture:

Consideration was given to the Technical Assistant’s tabled report dated 15th September, 2017, concerning requests made for the display of goods and placement of street furniture.

Resolved: To note that notice is given of the request made by Feltons Ironmongers to display goods on the public highway adjacent to 8-9 Parliament Street, responses to which are required to be submitted before 5.00 p.m. on 11th October.

It was further resolved, following a proposal by Mr. McGuinness, seconded by Mr. Williams and agreed without division, to approve the application from Pizza Napoli to site 4 tables and 16 chairs on the public highway outside 3 Bourne Place Ramsey, subject to such items being removed from the highway outside the hours of business operation. The approval is to apply for a three year period.
Ramsey Town Commissioners – Board Meeting 20th September, 2017, Public Continued:

(2017/18:150) Licence to Occupy - Bring Bank Site:

The Town Clerk verbally reported receipt of correspondence from the Department of Infrastructure concerning the need to enter into a Licence to Occupy Agreement in respect of the siting of Bring Bank recycling bins located at Station Road Car Park, to link with the Department’s three year waste transfer licence.

Resolved: That, following a proposal by Mr. Oldham, seconded by Mrs. Quayle, and agreed without division, that a three year Licence to Occupy be entered into with the Department of Infrastructure.

The Finance Officer advised Bring Bank facilities are also located at the Civic Amenity Site and it was noted that a similar requirement may exist in regard to that location.

(2017/18:151) Soapbox Derby:

Mr. Parker took the opportunity to promote the Soapbox Derby being held on 24th September, 2017, and for which 20 entries have been received.

The Chairman thanked the public and media representatives for attending and closed the public session at 7.50 p.m.

The following items were considered in private the detail of which, having regard to data protection, matters affecting persons who cannot be named, etc., is not as extensive as that contained in minutes of matters discussed in public.

(2017/18:152) Minutes:

Resolved: To note that no matters from the meeting of the Board Meeting held on 16th August, 2017.

Matters for Information:

(2017/18:153) Housing Committee:

Resolved: To note and approve the Minutes of the Housing Committee held on 5th September, 2017, subject to the following:-

Clause 30b) Mutual Tenancy Exchange: Mr. McGuinness expressed his reservations about the principle of mutual exchanges in that he considered they disadvantage applicants on housing waiting lists. It was suggested that the matter be raised at the meeting with Ms Julie Edge at the Regional Political Meeting organised by the Department of Infrastructure on 27th September, 2017, (Clause 147 refers).

Resolved: To note on-going matters listed at 20th September, 2017, which was tabled and the following comments made thereon and accepting that some matters are referred to in other sections of these minutes:-

- **Community Sports Hall** - information on trees awaited.
- **Town Monument** - delivery expected within the next two weeks.
- **Bleak House** - Heras fencing in place. Three keys to be delivered to the owner. No response from other interested party. Neighbours have indicated they do not wish any Heras fencing to be placed on their property. It was suggested and agreed it be place within the boundary of Bleak House.
- **Decorative and Festive Lighting** - 5 - 8 lighting panels are to be installed between East and West Street. Quotations are to be obtained to replace the “curtain” of pea-lighting at the Courthouse. A road closure will be needed to repair / install festive lighting.
- **Regeneration Areas** - noted that Ramsey Town Commissioners are not party to the contract but concerns about the tarmacadam are being followed up.
- **Mobile Homes Parking on Public Highway** - although it is noted the proposed site is not available, the Department of Infrastructure is willing to discuss this matter. Work will be needed and a planning application will require to be submitted.
- **Scaffolding on Public Highway** - the Town Clerk has met with officials of the Department of Infrastructure, who will indicated that the Commissioners wish to control scaffolding was not allowed - but the official will discuss with his colleagues, as it was felt the proposals had merit.
- **Yew Tree Apartments** - works will be completed within the next few weeks.
- **Ramsey Courthouse** - with our Advocates to ensure clear title.
- **Legacy Landfill Sites** - noted that the Department has been in touch with a former employee of the Commission concerning the former Pooildhoeie tip. Agreed to remove this item from the Action Tracker list.
- **Station Road Car Park** - Town Clerk has met Government Valuer and will report further in October.

Members instructed that future “Action Trackers” be included within the agenda papers and include a “last update” therein.

**Finance and General Purposes:**

(2017/18:155) Town Clerk’s Report - Rate Arrears:

Resolved: To note the Town Clerk’s Report dated 14th September, 2017, concerning rate arrears and the involvement of the Treasury therewith.

It was further resolved, following a proposal by Mr. McGuinness, seconded by Mr. Cowie and agreed without division, that a report be submitted to the October meeting indicating the oldest and greatest rate debts that might be referred to the Treasury for legal action to recover the debts. It was noted that Treasury has indicated that legal action will be progressed if the Ramsey Town Commissioners pay the legal costs.

[Signature]

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Oldham, and agreed without division, the Deputy Town Clerk’s Report dated 6th September, 2017, concerning the appointment for of G4S with effect from 7th September, 2017, for two months of G4S, with an option to extend the service, by mutual consent thereafter be noted and approved, as ARCA Securities were in breach of their contract to provide a Town Warden Service.

It was further resolved to approve the appointment of the Town Wardens employed by G4S as authorised officers for the purposes of byelaw enforcement also from 7th September.

Members requested submission of a report on the tender process and costings and that such costings be compared with an in-house option.

(2017/18:157) Finance Officer’s General Report:

Resolved: To note and approve the Finance Officer’s General Report dated 13th September, 2017 subject to the following:-

- Estimates and Revenue Expenditure: - queries concerning “peaks” of income and expenditure were explained to members’ satisfaction.
- Rent Arrears - Members noted the significant reduction in rent arrears and asked that thanks be recorded to staff for their endeavours in achieving this status.
- Aged Debtors - Mr. McGuinness queried the circumstances of a particular aged debtor and the Finance Officer undertook to supply him with the details of this debt.
- 2018-19 Budget - Mr. McGuinness commended Lead Members and their deputies to think about the budgetary requirements for their respective departments for the forthcoming financial year and if possible to think further than one year ahead.


Resolved: That, following a proposal by Mr. McGuinness, seconded by Mr. Oldham and agreed, to note and approve the Chief Technical Officer’s Report dated 12th September, 2017, concerning the termination of the Town Warden Contract with ARCA Securities Limited.
Works and Development:

(2017/18:159) Chief Technical Officer’s Report - Boundary Wall Water Street Car Park:

Resolved: To receive the Chief Technical Officer’s report dated 14th September, 2017, advising of the report received from MacOwan Collet Consulting Engineers following an inspection of the boundary wall in Water Street Car Park.

The Chief Technical Officer advised that he in company of Mr. Oldham and Mr. Young had inspected the wall, from within property owned by Mr. Young. Mr. Young indicated his willingness to reduce the height of the wall by approximately 4’, which may negate some of the recommendations contained within the Consultants’ Report.

It was further resolved to view the wall, from Mr. Young’s property in company with Mr. Collett. It was noted that no immediate danger exists and agreed that a further report be submitted after Mr. Collett’s inspection.

(2017/18:160) Chief Technical Officer’s Report - Proposed Public Lighting - Jurby Road:

Members considered the Chief Technical Officer’s report dated 14th September, 2017, advising of the scheme to be undertaken by Manx Utilities to remove the above ground street lighting cabling to part of Jurby Road from its junction with Bowring Road to a point just West of Ash Grove, which will result in the installation of 6 new street lighting columns and LED lighting heads.

Resolved: Following a proposal by Mr. Corkish, seconded by Mrs. Wedgwood and agreed without division, to accept the quotation in the sum of £9,331 plus VAT for this work. The scheme will be carried out during the 2018/19 financial year.

Mr. Cowie declared an interest.

(2017/18:161) Chief Technical Officer’s Report - Station Road Car Park:

It was noted that the Chief Technical Officer’s Report on this matter will be included in October’s agenda.

Housing and Property:

(2017/18:162) Housing and Property Manager’s Report - Boiler Servicing, Repair and Maintenance Contract:

Members considered the Housing and Property Manager’s Report dated 7th September, 2017, concerning the boiler servicing, repair and maintenance contract which is due to be renewed in terms of the Isle of Man Government Financial Regulations, after the maximum length of time permitted for a contract of this scale.

\[\text{Signature}\]
(2017/18:162) Housing and Property Manager’s Report - Boiler Servicing, Repair and Maintenance Contract Continued:

Resolved: That, following a proposition by Mrs. Quayle, seconded by Mr. Oldham and agreed without division, actions be taken, viz:-

- To formally write to the current contractor to confirm the expiry of the current contracts as of the 31st January, 2018;
- To combine, subject to their approval, the Ramsey and Northern Districts Housing Committee properties within the contract; and
- Advertise for interested contractors and progress the tender process for the new contract period.

Mr. Corkish queried if the tender process could be restricted to Ramsey firms and was advised that this was not possible, but Ramsey based firms were entitled to tender, subject to them meeting certain requirements including being Government registered.

(2017/18:163) Housing and Property Manager’s Report - Tenants’ Questionnaire

Resolved: To note the Housing and Property Manager’s Report dated 12th September, 2017, concerning the responses received from 38 tenants to the recent questionnaire. It was agreed that members be provided with a summary of the responses.

Mr. Oldham asked if the Commission would again consider holding “Surgeries” to enable tenants and residents of the Town to engage with and bring their concerns to the Commissioners. The Town Clerk agreed to investigate Town Hall availability on Saturday mornings. Mr. McGuinness suggested the surgeries be held quarterly.

Parks and Leisure

(2017/18:164) Deputy Town Clerk’s Report - “Bubble Rush” and “Rotary Fun Day” 2018:

Members considered the Deputy Town Clerk’s Report dated 13th September, concerning the requests made by the organisers of “Bubble Rush” and the Rotary Sunday Funday” to hold similar events on 1st and 8th July, 2018, respectively.

Resolved: That, following a proposal by Mr. Parker, seconded by Mr. Williams and agreed without division, that permission be granted.

Mrs. Wedgewood asked if some form of shelter could be provided for use after the “Bubble Rush” event, and was advised that it is understood this is being investigated.

Members considered the Deputy Town Clerk’s Report dated 13th September, 2017, in which he advises of logistical problems being associated in organising these events. The report also seeks the Commission’s views with regard to the referred date for staging Ramsey Rocks in 2018. Members queried if there would be any financial implications should the Commissioners’ take over running Ramsey Rocks and Ramsey National Week. The Deputy Town Clerk advised that insurance issues could be discussed. It is hoped that Arts Council support and sponsorship could still be forthcoming. The one area of concern was the Music and Dancing Act requirements.

Resolved: That, following a proposition by Mr. Oldham, seconded by Mrs. Quayle and agreed without division that the Commission take over organisation of Ramsey Rocks and Co-ordination of Ramsey National Week Events, from 2018.

It was further resolved that the question of when the Ramsey Rocks will be staged in 2018 be deferred.

(2017/18:165) Finance Officer’s Report - Insurances:

Members considered the Finance Officer’s tabled report dated 19th September, 2017, advising of insurance premium quotations received for 2017-18.

Resolved: That following actions, which were agreed without division, be taken, viz:-

- Proposed by Mr. Cowie seconded by Mr. McGuinness that the premium of £61,660.64 and brokerage fee of £9,279 be accepted;
- Proposed by Mr. McGuinness seconded by Mr. Parker that no further action be taken with regard to “cyber insurance”; and
- Proposed by Mr. Cowie seconded by Mrs. Wedgwood to defer any decision on Officials and Officers indemnity until 2018.

Matters of Establishment:

(2017/18:133) Minutes Establishment Committee:

Resolved: To note and approve the Minutes of the meeting of the Establishment Committee held on 18th September, 2017, subject to the following:-

Civic Amenity Site - it was noted that a nuisance diary is to be maintained in order to record incidents of offensive odour emanating from the Sewerage Treatment Plant.

The meeting closed at 9.22 p.m. giving a time of 3 ½ hours for payment of attendance allowances.

Canon Greenwood asked that his apologies for absence be recorded for the Board Meeting to be held on 18th October, 2017.

Chairman.