

Town Hall,
Parliament Square,
Ramsey,
Isle of Man.

www.ramsey.gov.im

15th March, 2019.

Sir/Madam,

The monthly **Public Meeting** of the Ramsey Town Commissioners will be held in the Boardroom of the Town Hall, Parliament Square, Ramsey, on Wednesday evening next, **20th March, 2019**, at 7.00 p.m.

BUSINESS:

1. Apologies for Absence:

2. Minutes for Adoption:

pages: 1 - 14

- Minutes of Board Meeting held on 20th February, 2019.
- Minutes of Special Board Meeting held on 7th March, 2019.

3. Matters arising not included within the Agenda.

4. Finance and General Purposes:

pages: 15 - 25

- Town Clerk's Report:
 - Review of the Rates of Minimum Wage
- Deputy Town Clerk's Reports:
 - Business Database
 - Meeting with Superintendent Stephen Maddocks
- Finance Officer's General Report:
 - Accounts
 - Summary of Revenue Income and Expenditure
- Technical Assistant's Report:
 - Enforcement Action

5. Works and Development:

pages: 26 - 36

- Town Clerk's Reports:
 - Design Guidance for Residential Development
 - Former Farmers Combine Building
 - Interested Party Status in Planning Applications
 - Ramsey Marina
 - Removal of Refuse Bins from Highway
- Technical Services Manager's Reports:
 - Planning Applications
 - Appendix

6. Housing and Property:

pages: 37 - 45

- Housing and Property Manager's Reports:
 - 53 Cronk Elfin - Property Fire
 - Housing Performance and Statistics 2018/19
 - Mart Site Residential Development

7. Any other Business:

page: 46

(by permission of Chairman)

- Representatives Reports



Town Clerk & Chief Executive.

RAMSEY TOWN COMMISSIONERS

[PUBLIC]

The Monthly Board Meeting of the Ramsey Town Commissioners was held in Town Hall, Parliament Square, Ramsey, on Wednesday, 20th February, 2019, at 7.00 p.m.

Present: Mr. A. G. Cowie, Mesdames. M. B. Quayle and J. Wedgwood, Messrs' W. L. Hankin, N. P. Howard, J. McGuinness, G. Monk, A. J. Oldham, L. Parker and W. G. Young.

Apologies: Apologies for absence were received from Mr. F. B. R. Williams. Canon Greenwood has been granted leave of absence.

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

(2018/19:407) Minutes:

Resolved: That the Minutes of the Board Meeting held on 16th January, 2019, and the Special Board Meetings held on 14th and 21st January, 2019, be confirmed and signed by the Chairman.

(2018/19:408) Matters Arising:

The Chairman informed members that Street Cleaning Policy, Ramsey Marina Project, Dark Skies and the Registration of the Former Farmers' Combine premises would be considered under Any Other Business.

Reference was made to **Clause 406 Political Surgery/Drop in Session** - it was noted that the Chairman has agreed a date with the Deputy Town Clerk for a further surgery, details of which will be circulated to members. It was agreed to again hold the surgery at the Courthouse.

Finance and General Purposes:

(2018/19:409) Town Clerk's Report – Authorised Officers:

Resolved: That, following a proposal by Mr. McGuinness, seconded by Mr. Parker, and agreed, the Town Clerk's report dated 14th February, 2019, confirming those members of staff and Town Warden authorised as officers for the purpose of enforcing various byelaws, regulations in terms of the Road Traffic Regulation and Litter Act, be approved.

(2018/19:410) Town Clerk’s Report – Consultation on Cannabis for Medicinal Use and Industrial Hemp Production:

Members considered the Town Clerk’s report dated 13th February, 2019, advising of the consultation being undertaken by the Department of Health and Social Care on the medicinal use of cannabis and on the framework for licensing hemp for industrial use.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Mr. Howard and agreed, the report be noted and any member wishing to do so submit a personal response to the consultation.

(2018/19:411) Town Clerk’s Report – Electoral Canvass 2019:

Resolved: To note the Town Clerk’s report dated 31st January, 2019, confirming that the annual canvass for electoral registration is currently underway.

(2018/19:412) Deputy Town Clerk’s Report – Ramsey Courthouse:

Resolved: To note the Deputy Town Clerk’s report dated 13th February, 2019, advising that a meeting with the Establishment Committee had taken place on 12th February with a representative of the interested party with regard to Ramsey Courthouse and a further meeting will take place. It was noted that the matter will be discussed in greater detail in private. The Chairman thanked members and officers for all they have done with regard to the Courthouse.

(2018/19:413) Finance Officer’s Report:

Resolved: To note and approve the Finance Officer’s General Report dated 14th February, 2019, subject to the following:-

Mr. McGuinness queried any financial implications of delays in the redevelopment of Mayfield and Close Woirrey. Whilst noting that these were subject to Housing Deficiency and also that one was the project of Ramsey and Northern Districts Housing Committee, implications of fee increases but noted that allowances are included within contracts for delays.

Works and Development:

(2018/19:414) Town Clerk’s Report – De-commissioning of Ramsey Power Station:

Resolved: To note the Town Clerk’s Report dated 13th February, 2019, advising of the decision taken by Manx Utilities to de-commission their power station in Gardeners Lane.

It was further resolved to seek further assurances from Manx Utilities with regard to the adequacy of power provision to Ramsey and the North of the Island.

(2018/19:415) Town Clerk’s Report – Mayfield Connection to Existing Drains:

Resolved: To note the Town Clerk’s Report dated 13th February, 2019, advising of the need for the Ramsey and Northern Districts Housing Committee to seek options with regard to the drainage connection for its new development at Mayfield in view of concerns raised by DEFA with regard to the removal of mature trees.

Members asked that Manx Utilities and DEFA be pressed to enable this matter to be progressed as quickly as possible.

(2018/19:416) Town Clerk’s Report – Redevelopment Caine’s Yard - Amenity Space:

Members considered the Town Clerk’s report dated 5th February, 2019, advising of the requirement that a commuted sum under the terms of a Section 13 Agreement, in lieu of the provision of a landscaped amenity area is provided for the proposed redevelopment of Caine’s Yard. The value of the commuted sum for this development has been calculated as being £19,584.

Resolved: Following a proposal by Mr. Cowie, seconded by Mr. McGuinness, and agreed unanimously that a Section 13 Agreement for an abated sum of £19,584.00 be entered into such sum to be paid on completion of the first habitable unit.

Members were reminded that this matter is subject to planning approval for the redevelopment being received.

(2018/19:417) Technical Services Manager’s Report - Planning Applications:

Resolved: That the Technical Services Manager’s Report dated 14th February, 2019, 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:	3606	Amended Plans
P.A. NO.:	18/00856/B	
APPLICANT:	Mr. & Mrs. D. Jones	
PROPOSED:	Erection of two new dwellings with associated parking and adjustments to vehicular access	
NOTES:	P.A. in Detail	
SITE:	Site adjacent to Hanley Court, North Shore Road, Ramsey.	

Members were informed that concerns with regard to the splay for access and egress had been addressed and adequate parking provision is included in the application.

**(2018/19:417) Technical Services Manager’s Report -
Planning Applications Continued:**

REF NO: 3641
P.A. NO.: 19/00032/B
APPLICANT: Daves Delicious Dogs
PROPOSED: Alterations, installation of a replacement shop front and installation
of an extractor flue to rear elevation of building
NOTES: P.A. in Detail
SITE: **Units 2 & 3, Church Walk, St Paul’s Square, Ramsey**

It was proposed by Mr. Cowie, seconded by Mr. Oldham and agreed that the Department be asked to re-advertise this application as the “yellow notice” does not include the proposal to provide a seating area in Church Walk.

Appendix: there were no comments made on the appendix.

Housing and Property:

(2018/19:418) Town Clerk’s Report - Public Sector Fixed Term Tenancies:

Resolved: To note the Town Clerk’s Report dated 4th January, 2019, concerning the details of the five year fixed term tenancy renewal process, as provided by the Department of Infrastructure.

In response to various questions members were advised that

- Tenants are fully advised of permitted income levels;
- there is an appeal process, initially to the Housing and Property Manager and then the Department;
- income and assets are checked;
- the transfer to 5 year fixed tenancies is not considered onerous at the present time;
- changes in long term tenancies will trigger the transfer to 5 year fixed tenancies.

**(2018/19:418) Housing and Property Manager’s Report - Caine’s Yard -
Potential Property Purchase:**

Members considered the Housing and Property Manager’s report dated 12th February, 2019, advising of the proposed development of Caine’s Yard and asking if the Commission would wish to consider acquiring affordable three bedroomed housing, required to be provided, should be opportunity arise. The report was presented in advance of any offer having been made.

Discussion took place with regard to the demand for three bedroomed properties and the difficulties of public sector housing being within a terrace of houses.

Resolved: That, following a proposal by Mr. Parker, seconded by Mr. Oldham, the Commission decline any offer that may be made to acquire properties within the Caine’s Yard redevelopment.

Parks and Leisure:

(2018/19:419) Town Clerk's Report - Sprint Triathlon Event May 2019:

Resolved: To note and approve Town Clerk's report dated 13th February, 2019, concerning the request made by Manx Tri Club for support, as in previous years, of their event on 11th and 12th May and by way of the loan of pedestrian barriers if required.

The resolution was put by Mr. Parker, seconded by Mrs. Wedgwood and agreed without division.

Any Other Business:

(2018/19:420) Representative Reports:

Resolved: To note the representative reports:-

- Mr. McGuinness - Northern Local Authorities Swimming Pool Board;
- Mr. McGuinness - Ramsey Chamber of Commerce;
- Mr. Williams - Isle of Man Municipal Association

(2018/19:421) Street Cleaning and Litter Policy:

It was proposed by Mr. Cowie, seconded by Mr. Parker and agreed that this matter, appearing within the Private Agenda, be brought into public.

Members considered the Policy Document which sets out the Commission's approach to street cleaning and litter in terms of statutory powers, and a code of practice in terms of Government recommendations.

Resolved: That, following a proposal by Mr. Cowie, seconded by Mr. McGuinness and agreed, subject to the correction of minor typographical errors, the Policy be adopted.

Mrs. Wedgwood requested that the policy be made accessible to the public, other than on social media and that attention be drawn to the anti-social behaviour of discarded chewing-gum on footpaths.

(2018/19:422) Ramsey Marina:

The Town Clerk confirmed that seating has been reserved for members of the Commission, members of the House of Keys, et al, at the meeting organised to take place on 6th March, 2019. It was noted that a display will be staged at the Town Hall between 4th and 15th March.

Members asked if the display could be staged at the Courthouse, which it was considered might have better footfall, if practicable.

(2018/19:422) Ramsey Marina Continued:

It was proposed by Mr. McGuinness that the Commissioners write to the developers and express disappointment at the venue chosen. He was disappointed by how the newspaper report quoting the Chairman inferred that the Commission had been in close consultation when there had been only one meeting, and was disappointed in the inference that the Commission was broadly in support of the Marina when in fact the Commission had agreed to await further information and had not gained a collective opinion. Mr. Cowie seconded the proposal and agreed that more public engagement in Ramsey was needed.

Mr. Parker proposed an amendment that the Commission convey their understanding at the venue chosen for the initial meeting and restrict comments to this and the need for more public correspondence. Mr. Young seconded this proposal.

The amendment was put, which resulted in a split vote - Mrs. Quayle and Messrs' Parker, Young, Howard and Monk voting in favour.

The Chairman used his casting vote against the amendment.

(2018/19:423) Year of Our Island - Dark Skies Bench:

The Deputy Town Clerk advised members of an offer made by the organisers of Year of our Island events, to provide a lounge bench to be sited at The Vollan, in view of the Dark Sky Status of the area.

It was proposed by Mr. McGuinness, seconded by Mrs. Quayle and agreed that the offer be accepted.

(2018/19:424) Year of Our Island - Festival of Light:

The Deputy Town Clerk advised members of a Festival of Light to be staged as the closing event of the Year of Our Island, to be held at the Mooragh Park on 16th and 17th March. The event will have entertainment and attractions and the Deputy Town Clerk will forward details to members when they become available.

(2018/19:425) Former Farmers' Combine Premises - 33, West Quay:

The Town Clerk informed members that notification has been received that the former Farmers' Combine premises 33, West Quay, Ramsey, have been added to the Register of Protected Buildings and that notice has been sent to the owners advising of the appeal process available. General discussion ensued as to the options available and members noted they would be afforded an opportunity to make comment should any further planning applications be submitted for the premises.

The Chairman thanked the public and media representatives for attending and closed the public session at 8.12 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.

(2018/19:426) Minutes:

Resolved: To note that no matters from meetings held on 14th, 16th and 21st January, 2019, were recorded in private.

Matters for Information:

(2018/19:427) Housing Committee:

Resolved: To note and approve the minutes of the Housing Committee held on 5th February, 2019, subject to the following:-

- 73a) members emphasised the need to have policies accessible as soon as possible on the Commission's website.
- 74e) the applicant for tenancy has been placed on a "pending" waiting list as they do not feel able to accept a tenancy at the present time. No further tenancy offer will be made for at least six months.
- 74i) members were informed that an appeal might be forthcoming and it is possible that the tenant might surrender the tenancy.
- 78a) a further Court hearing is schedule for 1st March. It was noted that the Coroner has experienced difficulties serving papers in this matter.

(2018/19:428) Policy Committee:

Resolved: To note and approve the minutes of the Policy Committee held on 13th February, 2019, subject to the following:-

Library Review - reference was made to Mr. McGuinness's disappointment at the members' response in the matter – some members advised they had not received the document. The Town Clerk undertook to consolidate and de-personalise the document, in its present state, and recirculate it to enable fuller response.

(2018/19:429) On-Going Matters "Action Tracker":

Resolved: To note the "Action Tracker" to 15th February, 2019, included within the agenda and the following comments made thereon, and accepting that some matters may be referred to in other sections of these minutes:-

- *Decorative and Festive Lighting* - to be removed from tracker.
- *Amenity Byelaws* - the Town Clerk advised that other authorities are having problems and the matter will be discussed at a Clerks' Forum on 1st March.
- *Shoprite Group - Station Road* - a meeting is scheduled for 22nd February.

(2018/19:429) On-Going Matters “Action Tracker”:

- *Unsightly Premises* - the Town Clerk undertook to write to Heron and Brearley concerning the Britannia Hotel, although it is understood that some works are planned. The Town Clerk also undertook to write to the owner/agent of 1, Santon Terrace, about which concerns have been raised.
- *Website* - the new website draft is still being populated and members were given an address. The Deputy Town Clerk commended a “soft launch”.
- *Road Transport Regulations* - members were advised that the Commissioners’ application has been advertised on the RTLC’s list and will be considered in March.
- *Upper Queen’s Pier Road* - tenders are due to be received on 1st March.

Finance and General Purposes:

(2018/19:430) Town Clerk’s Report - Land Adjacent to Bleak House:

Resolved: To note the Town Clerk’s report dated 15th February, 2019, advising on the current status of discussions with interested parties of Bleak House.

The Town Clerk advised that he is awaiting legal advice concerning land registration and also advised that our Advocates have confirmed that a “Caution” applies to the title of Bleak House itself.

(2018/19:431) Town Clerk’s Report - Mansail Lease:

Members considered the Town Clerk’s report dated 4th February, 2019, concerning the lease for the Boathouse Café, Mooragh Lake, Bowling Green and Golf concessions which are due for renewal on 31st March, 2019.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Mr. Oldham and agreed Mansail Ltd., be offered a 12 month extension to their lease on the existing terms and conditions during which time a review of the lease will be undertaken.

(2018/19:432) Deputy Town Clerk’s Report - Business Agency - Town Plan and Branding:

Resolved; to note and approve the Deputy Town Clerk’s report dated 14th February, 2019, in which the offer of Mr. Tim Cowsill, Development Manager in the Business Agency to meet with the Board is conveyed and his ideas outlined.

It was further resolved, following a proposal by Mr. McGuinness, seconded by Mrs. Quayle and agreed to accept the offer to meet with Mr. Cowsill.

(2018/19:433) Finance Officer's General Report:

Resolved: To note and approve the Finance Officer's Report dated 14th February, 2019, subject to the following:-

Estimates and Revenue Expenditure - the Finance Officer was requested to provide further information on expenditure on events. Members requested a report on CCTV.
Aged Debtors - queries were answered to members' satisfaction.

Works and Development:

(2018/19:433) Technical Services Manager's Report – Beach Buddies Bin Collections:

Members considered the Technical Services Manager's report dated 11th February, 2019, concerning the request made by Beach Buddies seeking assistance with bin emptying with Ramsey. Members were advised that there would be some cost implications for disposal and it may be necessary that the bins be chipped.

Resolved: That, following a proposal by Mr. Cowie, seconded by Mrs. Quayle and agreed, four of the five bins in Ramsey provided by Beach buddies be emptied, as detailed within the report.

(2018/19:434) Technical Services Manager's Report – Disposal of Mini Christmas Trees:

Members considered the Technical Services Manager's report dated 11th February, 2019, concerning the disposal of the mini Christmas trees used within the town in recent years. Mr. Parker queried if the trees could be sold and was advised that was impractical due to their condition.

Resolved: That, following a proposal by Mr. Oldham, seconded by Mrs. Quayle and agreed by 9 votes to 1, Mr. Parker voting against, that the trees be disposed of.

(2018/19:435) Technical Services Manager's Report – Old River Road Asbestos Removal:

Resolved: To note the Technical Services Manager's report dated 12th February, 2019, concerning deviation from the method statement during the removal of asbestos from Old River Road Yard, in respect of which the company has instigated an investigation, disciplinary action and staff training.

Housing and Property:

(2018/19:436) Housing and Property Manager’s Housing ICT Platform (CIVICA):

Resolved: To note the Housing and Property Manager’s report dated 13th February, 2019, advising of the introductory letter received the Department of Infrastructure’s Housing concerning Civica Cx and detailing the Department’s progress in purchasing the Civica platform.

Parks and Leisure:

(2018/19:437) Deputy Town Clerk’s Report - Event Support Requests:

Members considered the Deputy Town Clerk’s Report dated 14th February, 2019, concerning requests made for financial support by Cloideryn and Ramsey Carnival Committee.

Mr. Hankin and Mrs. Chrystal declared interests in Cloideryn.

Resolved: That, following a proposal by Mrs. Quayle, seconded by Mr. Cowie two £25 and agreed, vouchers be made available to Cloideryn. Mr. Hankin did not vote.

It was proposed by Mrs. Quayle, seconded by Mr. Hankin that £500 be made available to Ramsey Carnival Committee that £500 be made available. An amendment was put by Mr. Cowie, seconded by Mr. McGuinness that £400, as in previous years, be made available.

The amendment was put to the vote and carried by 7 votes to 3, Mrs. Quayle, Mr. Hankin and Mr. Oldham voting against.

(2018/19:438) Deputy Town Clerk’s Report - TT 2019 Event - Sprintfest:

Resolved: To note the Deputy Town Clerk’s report dated 13th February, 2019, concerning progress being made with regard to the proposed 2019 TT “Sprintfest”.

Any Other Business:

There were no matters brought forward as any other business in private.

Matters of Establishment:

It was proposed by Mr. Cowie, seconded by Mr. McGuinness and agreed that Standing Orders be suspended to allow the meeting to continue to its conclusion.

(2018/19:439) Minutes Establishment Committee - 12th February, 2019:

Members considered the Minutes of the Meeting of the Establishment Committee dated 12th February, 2019, concerning the meeting with the representative of the interested party for Ramsey Courthouse. Discussion commenced with regard to various Heads of Agreement requiring decisions to enable further negotiations to take place.

After considerable debate, it was proposed by Mrs. Wedgwood, seconded by Mr. Howard and agreed that the meeting stand adjourned and be reconvened at the earliest opportunity.

The meeting closed at 10.20 p.m. giving a time of 3.30 hours for payment of attendance allowances.

Chairman.

RAMSEY TOWN COMMISSIONERS

[PUBLIC]

The Monthly Board Meeting of the Ramsey Town Commissioners was held in Town Hall, Parliament Square, Ramsey, on Thursday, 7th March, 2019, at 7.00 p.m.

Present: Mr. A. G. Cowie, Mesdames. M. B. Quayle and J. Wedgwood, Messrs' Canon D. Greenwood, N. P. Howard, J. McGuinness, G. Monk, A. J. Oldham, L. Parker F. B. R. Williams and W. G. Young.

Apologies: Apologies for absence were received from Mr. W. L. Hankin.

The Town Clerk, Deputy Town Clerk, and Finance Officer were in attendance.

(2018/19:440) Ramsey Courthouse:

Members noted a paper provided by the Finance Officer outlining the various aspects of any lease agreement for discussion in regard to ongoing negotiations with representatives of one of the three initial parties who had expressed an interest in the former Courthouse Building.

Members noted that the recorded cost of acquisition of the Courthouse and Grounds was £450,000.00. Payment in the sum of £80,000.00 had been made from cash reserves and the balance was to be made in 25 annual instalments of £14,800.00. The annual instalments would be funded by rental income from the Police Station of equal value.

Members agreed that the Commission had acquired a substantial asset in the Courthouse and in securing the Courthouse Grounds.

Mr. Young felt that the Commission should recover the loss of income from the Police rent immediately. Mr. McGuinness stated that he would expect a commercial lease to be for the full commercial value and to be on a full repairing basis however consideration should be given to the social and community aspect of the party

The Town Clerk drew attention to the arrangements for the former swimming pool building where the lease provided an annual income with the tenant being responsible for utilities, rates, internal maintenance, in addition to providing employment and a unique island attraction within Ramsey. The ability to retain a tenant in this case avoided substantial costs falling on the town in the event that the building was unoccupied.

Mr. Oldham stated that he felt that the Commission should recover the whole cost of the building from any leaseholder; Mr. Howard supported the social aspect of the discussions commenting that the public would realise considerable social benefit from the proposed use.

(2018/19:440) Ramsey Courthouse continued:

Mr. McGuinness reminded Members that the Commission had already determined that it should seek to negotiate terms with the party and that in order for such process to be successful it was important that the Commission work with that body to seek a mutually agreeable arrangement in respect of the lease. The Chairman reiterated Mr. McGuinness's view in that the Commission had committed to allowing the opportunity to negotiate terms and to work with the party to that end.

Members noted that the party was intended to operate as a not for profit partnership, although, to be confirmed, it is possible that the party would be established as a Company Limited by Guarantee. The company would in those circumstances not be enabled to distribute profits.

In terms of the lease arrangement the Town Clerk advised members that the basic lease would be in the form of a standard commercial lease, such as exists for the Police Station and Lakeside, with terms subject to negotiation and agreement. The standard lease did and could include restrictions and requirements for prior consents to meet the circumstances of the relationship between the Commission and the tenant, although it would be possible to vary those terms by agreement of both parties.

Members discussed aspects of the terms to be negotiated with the in order to provide guidance to the Establishment Committee in negotiating heads of agreement with that party as potential tenant.

The detail of such discussion forms a private minute as the matters discussed remain commercially sensitive at this time.

Members noted that a further meeting was to be held between the Establishment Committee and representatives of the party at which heads of agreement would be negotiated with a further report to be included on the agenda for the March meeting.

(2018/19:441) Hospice IOM – Wallabies

Members were pleased to note a verbal report provided by the Deputy Town Clerk advising that a decision had been made to site two of the Hospice IOM Wallabies within Ramsey, one outside the Courthouse, and one in the northern area of the Mooragh Park with views behind extending to the town and North Barrule. The Wallabies will be two of 25 forming an Isle of Man Wallaby Trail during the summer months and will be auctioned for charity at the conclusion of the event.

(2018/19:442) Review of Domestic and Commercial Rates

The Town Clerk drew Members attention to an invitation to attend a number of local authority focus groups to discuss rate reform. The Chairman and Messrs Howard and McGuinness expressed a wish to attend and the Town Clerk undertook to notify the Cabinet Office accordingly.

(2018/19:443) Ramsey Heritage Centre Trust

Mr. Oldham reported that he had been approached by representative of the Ramsey Heritage Centre who were seeking to dispose of the static and information display material at the Ramsey Heritage Centre, and would be prepared to offer it to the Commission at no cost.

Members felt that more detail was required before considering the offer and requested the Deputy Town Clerk to contact the Heritage Centre Trust to obtain further and better information and to provide a detailed report thereon.

The meeting closed at 8:30 p.m., giving a time for attendance of 1½ hours.

Chairman

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
REVIEW OF THE RATES OF MINIMUM WAGE
MARCH, 2019– PUBLIC**

Mr. Chairman and Members,

The Minister for Enterprise has requested the Minimum Wage Committee to make recommendations to him on any changes to the rate of the minimum wage to become effective in October 2019.

The Committee is seeking views on this important issue, and would welcome written submissions from interested parties in relation to those matters to which the Committee shall have regard, namely:-

- the wider social and economic implications of any minimum wage to be prescribed under the Act;
- its likely effects on; employment, especially amongst disadvantaged groups; inflation; its impact on the costs and competitiveness of businesses; the costs of industry and public authorities on the Island;
- its impact on pay, employment and competitiveness in low-paying sectors and small businesses;
- its effect on different groups of workers;
- the effect on pay structures;
- the interaction between minimum wage rates and the tax and benefit systems.

The Committee would like to hear from people who consider themselves adversely affected by the Minimum Wage.

Current Minimum Wage Rates:

- aged 18 years and over - £7.85
- aged 18 or over, receiving training accredited by the Department for Enterprise, and within the first 6 months of employment with his or her employer - £6.95
- who is over compulsory school age but not 18 - £5.85

Submissions should be addressed to: The Secretary to the Minimum Wage Committee, Department for Enterprise, Nivison House, Prospect Hill, Douglas, IM1 5ET or by e-mail to employment.dfe@gov.im

Submissions to be received on or before 29th March 2019.

The Commission has adopted a policy of being a Living Wage Employer.

Recommendation: to be noted.

T. P. Whiteway
Town Clerk and Chief Executive

9th March, 2019.

**RAMSEY TOWN COMMISSIONERS
DEPUTY TOWN CLERK'S REPORT
BUSINESS DATABASE
MARCH 2019 – PUBLIC**

Mr. Chairman and Members,

When the Commission wishes to consult the views of businesses /traders in Ramsey this is done through the Chamber of Commerce or by officers making direct contact with individual business owners via personal visits, letter or a or leaflet drop.

Consultation would normally be for advance notice about road closures, communications about events or urgent weather updates.

The Chamber of Commerce is representative of their members but they do not represent all business/traders in town and Officers have been looking at ways to speed up the process of notification/consultation with businesses.

Arrangements are being made to create of a simple database, using a proprietary online application, which will allow a low cost, efficient way to communicate with business users via email. For the volume of emails that the Commission would be sending there are industry standard programmes available at no cost.

In addition, if mobile phone numbers were collected, these could be used to send SMS text messages.

The database will comply with GDPR regulations with those wishing to be part of it having to “opt-in” and having the ability to “opt-out” at any time. It should also be practical for those subscribing to the list to determine which types on communication they wish to receive – e.g. news about events / road closures, general updates from the Commission or just news about adverse weather.

Recommendation: to be noted.

H. S. Bevan
Deputy Town Clerk

13th March 2019

**RAMSEY TOWN COMMISSIONERS
DEPUTY TOWN CLERK'S REPORT
MEETING WITH SUPERINDENT STEPHEN MADDOCKS
MARCH 2019 – PUBLIC**

Mr. Chairman and Members,

Superintendent Stephen Maddocks has written to the Commission seeking the opportunity to meet with Board to introduce himself and hear views on any issues which the Commission may have in respect of policing.

Superintendent Maddocks has recently been appointed to responsibility of Policing Operations, which includes Community / Neighbourhood Policing, having served with the Isle of Man Constabulary for 22 years.

It may also present an opportunity for the Commission to ask what the impact will be on the Neighbourhood Policing following the recent Isle of Man Budget. The Isle of Man Constabulary was awarded an additional £2,500,000 during this process.

Recommendation: to arrange a convenient date for Superintendent Maddocks to meet with the Commission

H. S. Bevan
Deputy Town Clerk

13th March, 2019.

**RAMSEY TOWN COMMISSIONERS
FINANCE OFFICER'S GENERAL REPORT
MARCH 2019 - PUBLIC**

Mr. Chairman and Members,

The following documents are appended for review and/or information :

1. A summary of accounts paid and suppliers used in February 2019 – Appendix 1.
2. Tabulated and graphical summaries of the Income and Expenditure for the period to 28th February 2019 – Appendix 2.

Accounts

Accounts totalling £385,621.41 were paid through the General Revenue Account and accounts totalling £17,094.86 were paid through the Northern Civic Amenity Site Account in February 2019. Details of the accounts paid and the suppliers utilised are attached at Appendix 1.

Recommendation : To be noted.

Summary of Revenue Income and Expenditure

A summary of the 2018-19 Income and Expenditure for the period to 28th February 2019 together with associated graphical depiction is attached at Appendix 2. It should be noted that the graphical disclosures are both for month-by-month and cumulative figures from 1st April 2018.

Recommendation : To be noted.

14th March, 2019.

N.Q. Cannell, FCCA
Finance Officer.

Ramsey Town Commissioners

Accounts paid to the 28 February 2019

Appendix 1

Payee	Description	Amount (incl. VAT)
General Account		£
Staff	Wages, salaries, ITIP, NI & superannuation	197,514.24
Various	Vehicle leasing payment	45,379.76
IOM Government	Waste disposal charges	29,845.74
Various	Housing property repairs, maint. & safety checks	19,925.55
Various	Vehicle maintenance, repairs & licences	17,589.11
Various	Fuel & oil	15,462.58
Various	Legal & prof. fees - int. audit, non-housing	13,380.00
Various	Legal & prof. fees - housing	8,889.72
Various	Commission property repairs, maint. & safety checks	7,168.05
Various	IT costs	5,109.77
Various	Machinery maintenance	4,025.87
Various	Contract cleaning	3,666.66
Manx Utilities	Electricity & Water charges	3,422.64
Various	Library books & DVD's	2,674.34
Various	Office expenses - Audit, post, printing, stationery etc.	2,435.32
Various	Park materials	2,372.32
Various	Security, Town Warden etc.	2,213.67
M. Telecom	Phones	1,468.94
Various	Town events	993.07
Various	Refuse materials & equipment	760.51
RTC	Petty cash	436.18
Banks	Bank & debit card charges	387.82
Various	Gift vouchers & donations	290.00
Various	Rent refunds	209.55
		385,621.41
Northern Civic Amenity Site		
IOM Government	Waste disposal charges	11,649.88
Various	Equipment & machinery repairs	2,689.30
Various	Recycling charges	1,761.18
Various	Fuel	565.55
Various	Tender advertising costs	372.96
Worldpay	Debit card reader charge	40.16
Bank	Charges	15.83
		17,094.86

Ramsey Town Commissioners

Suppliers utilised during February 2019

Appendix 1

Antelle IT Ltd.	IOM	Luminaires Ltd.	IOM
AP Plastics & Suppliers	IOM	Macs Builders Ltd.	IOM
Argon IT Services Ltd.	IOM	MFB P Building Supplies	IOM
Argon Office Systems Ltd.	IOM	Magee & Co.	IOM
Ayre Mowers Ltd.	IOM	Mannin Media Group	IOM
Ballaneven Compost	IOM	Manx Business Solutions Ltd.	IOM
Ball Colegrave Ltd.	UK	Manx Control Systems Ltd.	IOM
Bertram Trading Ltd.	UK	Manx Telecom	IOM
Brew & Corkill Ltd.	IOM	Manx Utilities Authority	IOM
Bridge Bookshop Ltd.	IOM	March Consultants Ltd.	IOM
Carpet Doctor	IOM	Marksman Locksmith	IOM
Colas IOM Ltd.	IOM	Martin & Watson Ltd.	IOM
Cornerstone Architects Ltd.	IOM	Outdoor Power & Plant Ltd.	IOM
CE Richmond Ltd.	IOM	Paul Wheeler Ltd.	IOM
2Clean	IOM	P & M Window Cleaners Ltd.	IOM
David Perry Electrical Consultants Ltd.	IOM	Phoenix Windows Ltd.	IOM
Domicilium (IOM) Ltd.	IOM	Promenade Shirts	IOM
Ellan Vannin Fuels Ltd.	IOM	Pro-tec Security	IOM
Evolution Accounting Ltd.	IOM	Ramsey Automotive Centre Ltd.	IOM
Farmers Combine Ltd.	IOM	Ramsey Shipping Services Ltd.	IOM
Feltons Ironmongers	IOM	Ramsey Skips	IOM
Ferncroft Environmental (IOM) Ltd.	IOM	Riley's Garden Centre	IOM
G4S Secure Solutions Ltd.	IOM	Sage UK Ltd.	UK
Go Marketing Ltd.	IOM	Scarab Sweepers Ltd.	UK
Gough Electrical Ltd.	IOM	Steven Morley Ltd.	IOM
Green Machines Sweepers UK Ltd.	UK	Ulverscroft Large Print Books Ltd.	UK
Gresswell Ltd.	UK	Vannin Officepoint	IOM
Haldane Fisher (IOM) Ltd.	IOM	Watling Streetworks Ltd.	IOM
Investec Asset Finance	UK	WF Howes Ltd.	UK
IOM Government	IOM	Whittaker Trading Ltd.	IOM
IOM Newspapers	IOM	Worldpay (UK) Ltd.	UK
IOM Post Office	IOM	Wurth Ltd.	IOM
Jewson Ltd.	UK	Yess Electrical Ltd.	IOM

RAMSEY TOWN COMMISSIONERS

SUMMARY OF INCOME & EXPENDITURE TO 28 FEBRUARY 2019 - Appendix 2

Housing and Property	2018 - 2019 to date			Estimate for 2018 - 2019		
	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Housing Schemes	3,374,950	3,809,529	(434,579)	4,083,100	4,255,740	(172,640)
Cl. Woirrey/ Cl. y C Ghlass	25,148	10,331	14,817	26,830	21,400	5,430
Brookfield Court	13,403	6,345	7,058	13,900	13,130	770
Close ny Mooragh	27,187	15,905	11,282	28,500	32,100	(3,600)
Town Hall	172,207	24,554	147,653	223,500	8,750	214,750
Workshops	98,008	3,000	95,008	105,800	3,000	102,800
Public Conveniences	45,565	0	45,565	56,200	0	56,200
Courthouse	22,670	0	22,670	37,200	0	37,200
Apprentices	0	0	0	0	0	0
R.N.D.H.C.	24,127	21,546	2,581	17,000	18,700	(1,700)
Sub Total	£ 3,803,265	£ 3,891,210	(£87,945)	£ 4,592,030	£ 4,352,820	£ 239,210

Works & Development	2018 - 2019 to date			Estimate for 2018 - 2019		
	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Foreshores & Flags	1,445	0	1,445	5,000	0	5,000
Car Parks	25,962	15,806	10,156	53,550	17,245	36,305
Refuse Removal	823,806	111,392	712,414	899,200	146,000	753,200
Sewers & Pumps	78,651	78,651	0	104,820	104,820	0
Prom Shelters, etc	9,921	0	9,921	18,050	0	18,050
Street & Dec Lighting	110,912	0	110,912	104,400	0	104,400
Local Services	58,189	0	58,189	115,500	0	115,500
Govt Department Agencies	0	0	0	55	55	0
Private Property Repairs	1,044	0	1,044	15,000	0	15,000
Sub Total	£ 1,109,930	£ 205,849	£904,081	£ 1,315,575	£ 268,120	£ 1,047,455

Parks & Leisure	2018 - 2019 to date			Estimate for 2018 - 2019		
	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Advertising & Entertaining	39,294	3,017	36,277	35,600	3,700	31,900
Parks, Gardens & Land	276,265	602	275,663	316,150	102	316,048
Mansail Lease	14,960	7,537	7,423	21,800	7,580	14,220
Games Concessions	11,692	1,571	10,121	16,300	2,000	14,300
Lakeside Centre	8,019	8,636	(617)	7,250	11,200	(3,950)
Parklands Day Nursery	1,716	16,568	(14,852)	2,440	16,650	(14,210)
Non-Lease Properties	8,456	0	8,456	5,150	0	5,150
Swimming Pool	16,390	0	16,390	17,500	0	17,500
Bowling Alley	12,703	15,000	(2,297)	2,000	15,000	(13,000)
Public Library	132,186	10,006	122,180	155,400	11,000	144,400
Sub Total	£ 521,681	£ 62,937	£458,744	£ 579,590	£ 67,232	£ 512,358

Finance & General Purposes	2018 - 2019 to date			Estimate for 2018 - 2019		
	Expenditure	Income	Net Expend. / (Income)	Expenditure	Income	Net Expend. / (Income)
Administration	58,246	0	58,246	130,250	0	130,250
Office Expenses	823,342	78,530	744,812	897,050	80,775	816,275
Sundry Expenses	13,771	0	13,771	19,500	0	19,500
Miscellaneous	39,141	21,977	17,164	50,400	24,100	26,300
Town Band	2,000	0	2,000	2,000	0	2,000
Vehicle Replacement	0	0	0	10,000	0	10,000
Ramsey Town Management	1,505	0	1,505	31,500	0	31,500
Sub Total	£ 938,005	£ 100,507	£837,498	£ 1,140,700	£ 104,875	£ 1,035,825

TOTAL	£ 6,372,881	£ 4,260,503	£ 2,112,378	£ 7,627,895	£ 4,793,047	£ 2,834,848
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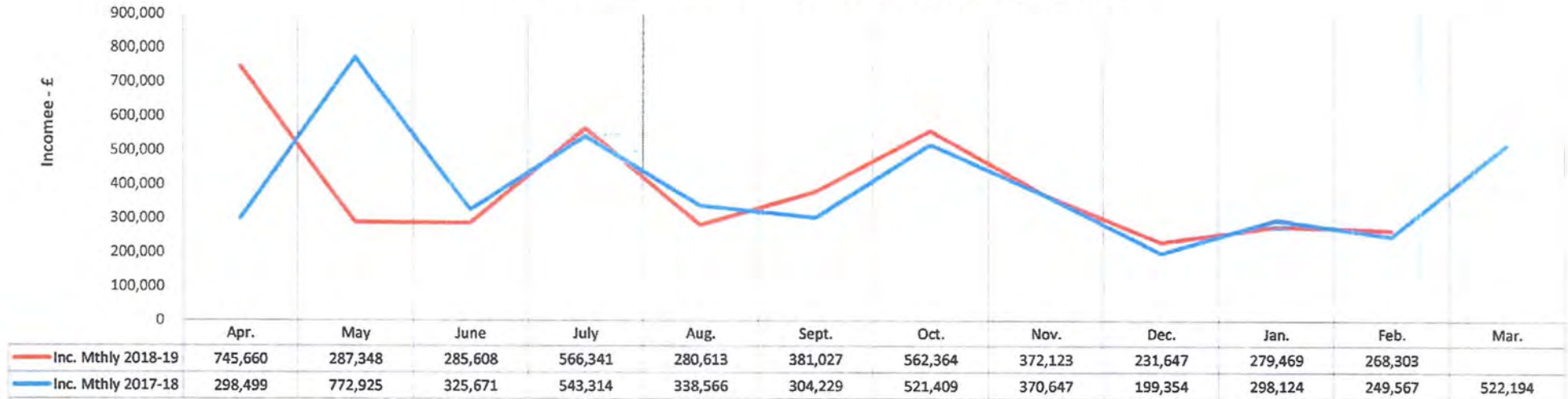
Town rates	£ -	£ 2,145,281	(£2,145,281)	£ 23,000	£ 2,511,646	(£2,488,646)
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RAMSEY TOWN COMMISSIONERS

SUMMARY OF INCOME & EXPENDITURE TO 31 JANUARY 2019

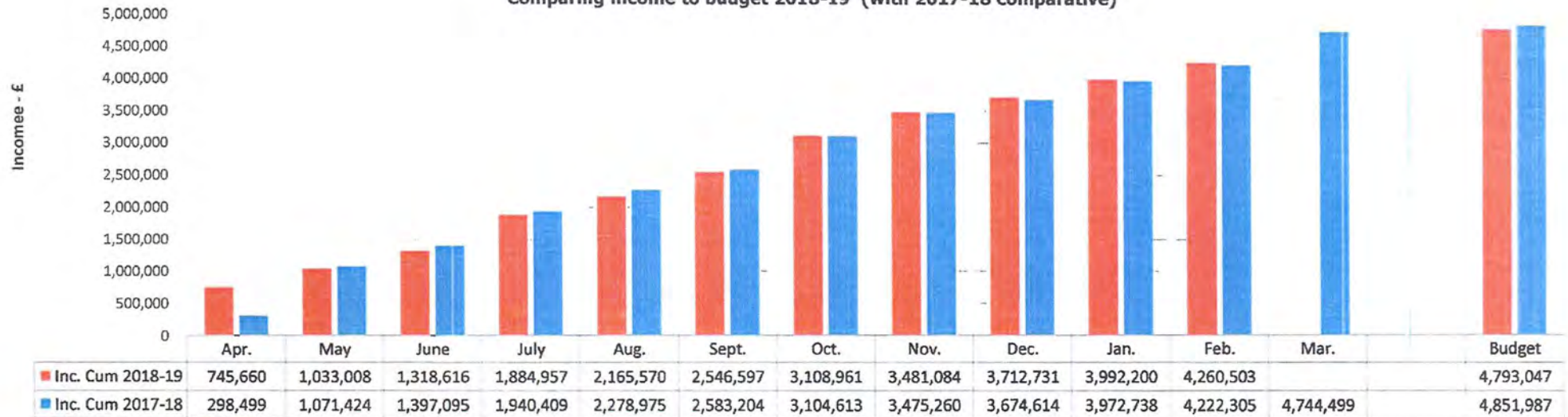
Appendix 2

**Ramsey Town Commissioners
Month-on-month income summary 2018-19 & 2017-18 comparative**



22

**Ramsey Town Commissioners
Comparing income to budget 2018-19 (with 2017-18 comparative)**

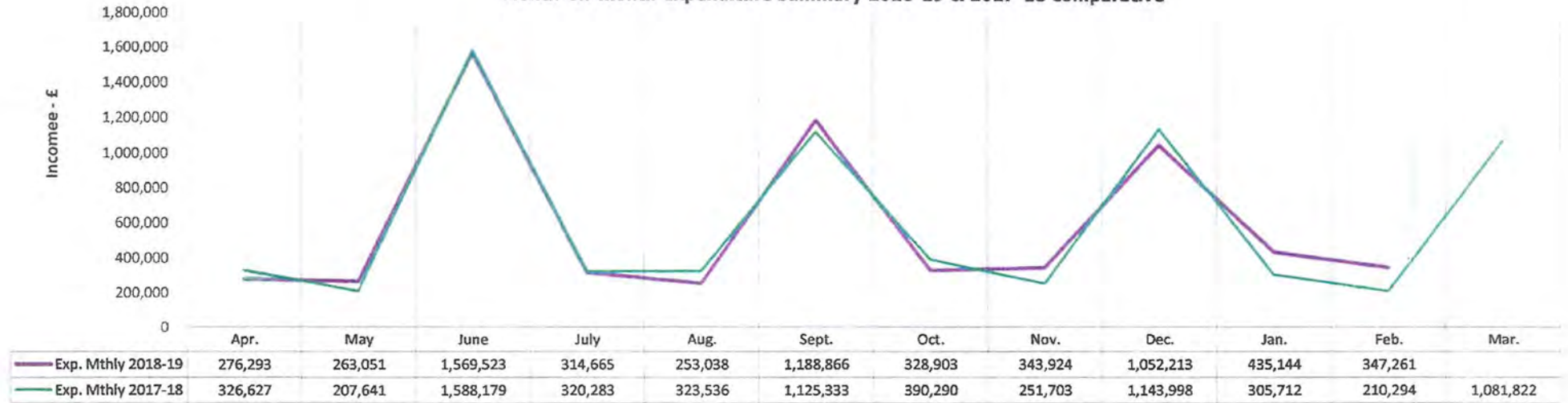


RAMSEY TOWN COMMISSIONERS

SUMMARY OF INCOME & EXPENDITURE TO 31 JANUARY 2019

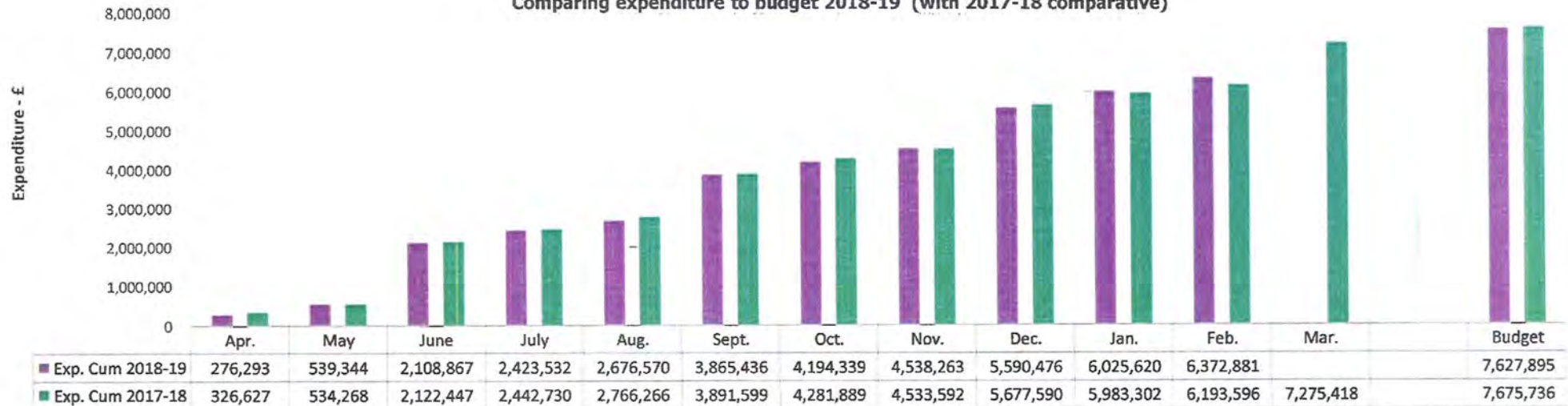
Appendix 2

**Ramsey Town Commissioners
Month-on-month expenditure summary 2018-19 & 2017-18 comparative**



23

**Ramsey Town Commissioners
Comparing expenditure to budget 2018-19 (with 2017-18 comparative)**

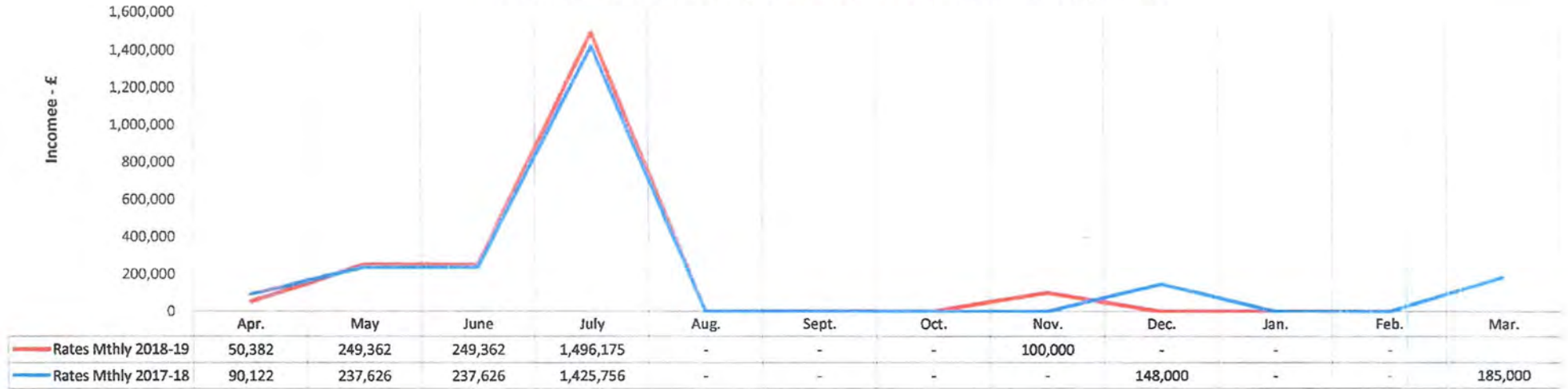


RAMSEY TOWN COMMISSIONERS

SUMMARY OF INCOME & EXPENDITURE TO 31 JANUARY 2019

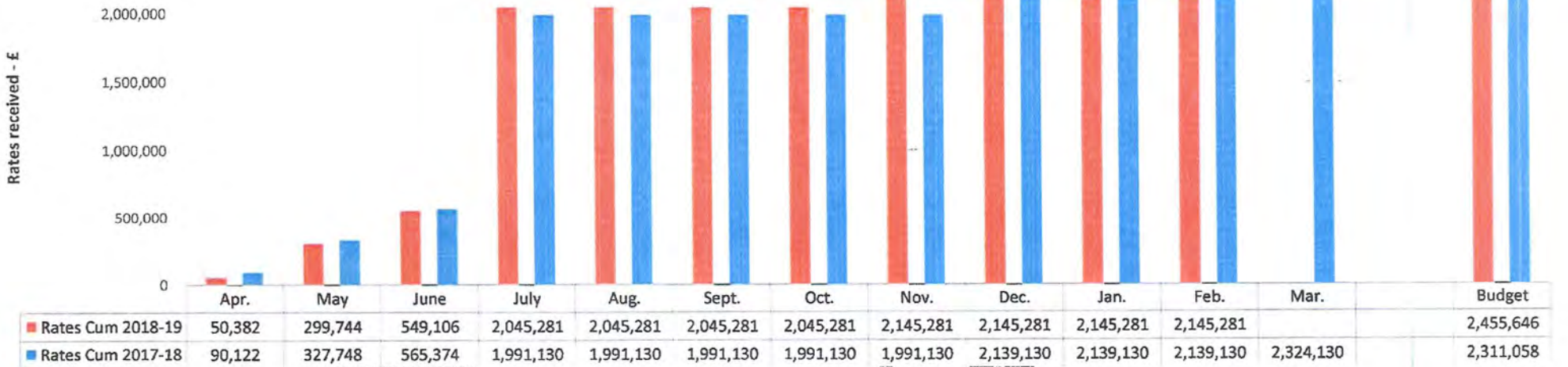
Appendix 2

**Ramsey Town Commissioners
Month-on-month rate receipts summary 2018-19 & 2017-18 comparative**



72

**Ramsey Town Commissioners
Town rates received 2018-19 (with 2017-18 comparative)**



**RAMSEY TOWN COMMISSIONERS
TECHNICAL ASSISTANT'S REPORT
ENFORCEMENT ACTION
MARCH, 2019 - PUBLIC**

Mr. Chairman and Members,

At a Court Hearing on Thursday 14th March, 2019, Mr. Aaron Stevens, c/o Lambfell Moar, Creg Willeys Hill, Lambfell, St. John's, was fined a total of £475.00.

Mr. Stevens was prosecuted for parking his vehicle in the College Street Car Park on four separate occasions, without displaying a valid permit and was fined £50.00 for the first offence and £100.00 for each further offence. He was also ordered to pay costs of £125.00

Recommendation: To be noted.

G. Kelly (Miss)
TECHNICAL ASSISTANT

15th March, 2019

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
DESIGN GUIDANCE FOR RESIDENTIAL DEVELOPMENT
MARCH, 2019– PUBLIC**

Mr. Chairman and Members,

The Department of the Environment, Food and Agriculture has published design guidance in relation to residential developments which can now be downloaded from the Government web page (<https://www.gov.im/categories/planning-and-building-control/planning-applications/how-we-decide/design-guidance/>).

The Department intends to republish this guidance with illustrative diagrams added as soon the updated version becomes available.

The aim of this guidance is to help all of those involved in the design process (developers, homeowners, architects and agents and planners) to work together to improve the quality of our built environment. It is hoped that this document will encourage creative, innovative and locally distinctive designs that respond to the changing needs of our communities. The document is not intended to stifle creativity or to promote planning by numbers and off the peg designs, but rather to create a supportive context for good quality designs, be they traditional or modern.

The document is not a Planning Policy Statement (as per Section 3 of the Town and Country Planning Act 1999) but is capable of being an 'other material consideration' (as per Section 10(4)(d) of the Act). Furthermore, where proposals adopt the approaches set out within this document, they are more likely to be considered to comply with the detailed Development Plan policies that relate to design.

Recommendation: to be noted.

T. P. Whiteway
Town Clerk and Chief Executive

9th March, 2019.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
FORMER FARMERS COMBINE BUILDING
MARCH, 2019– PUBLIC**

Mr. Chairman and Members,

On 14th February, 2019, the Department of Environment, Food and Agriculture determined that the Former Farmers Combine Warehouse, 33, West Quay, Ramsey, should be added to the Department's protected buildings register. The effect of registration is that the demolition, alteration or extension of the building is prohibited in any way which would affect its character as a building of special architectural or historic interest unless written consent is first sought under 15(2) of the Act ("registered building consent"), and the authorised works are executed in accordance with the terms of that consent and any conditions attached to it.

Following the issue of the registration notice the owner or occupier has a period of 21 days within which they may request de-registration, thereafter if registration is confirmed no further request to de-register may be submitted for a period of 5 years. An application to de-register if rejected is subject to an Appeal to the Minister which would be referred to a person appointed for the purpose by the Council of Ministers in similar manner to a planning appeal.

Registered Buildings are governed by the terms of the Town & Country Planning Act 1999, the Act gives the planning authority powers in respect of deterioration of the condition of a building similar to those local authorities have under the building control act, to protect the integrity of the building (schedule 6 and 7). There is also power for the planning authority to do work in default, to charge buildings and even for compulsory purchase in some circumstances.

In effect the only thing which could be done out with registered building consent would be demolition undertaken in emergency circumstances – i.e. where there is immediate danger of collapse. In practice, regardless of the status of the building, if the owner merely maintains the building to prevent deterioration (this may include ensuring it is weathertight) and avoiding its appearance becoming injurious to the amenity of the area, there appears to be no power which can force an owner of a registered building to bring it into useful occupation.

The Town Clerk is advised that an application to de-register has been submitted and accepted by the planning authority, and that the application will be subject to advertising and consideration in the same fashion as an application for planning consent, as part of this process the views of the local authority and other interested parties would be considered. The Commission having discussed this matter recently a response will be submitted on the basis of those discussions.

Recommendation: for information only.

T. P. Whiteway
Town Clerk and Chief Executive

19th February, 2019.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
INTERESTED PARTY STATUS IN PLANNING APPLICATIONS
MARCH, 2019– PUBLIC**

Mr. Chairman and Members,

The Department of the Environment, Food and Agriculture has published an operation policy on the granting of interested party status for planning applications. Interested Person Status will only be afforded to those persons who submit a written representation(s) which complies with **ALL** the criteria set out below.

A. Representations must clearly identify the land which the person making the representation owns or occupies and which they consider would be impacted on by the proposed development.

B. The land referred to in (A) above must be within 20 metres of the red line boundary of the application site, unless the proposed development exceeds the criteria set out in Appendix 5 of the Strategic Plan (2016) to automatically require an Environmental Impact Assessment.

C. Representations must relate to the relevant issues set out below.

C1. For Planning Applications the relevant issues are:

- living conditions (including outlook, privacy, traffic, noise, light, dust and smell);
- land contamination, flood risk, highway safety and/or risk of crime; and/or prejudicing the use or development of adjoining land in accordance with the appropriate Area Plan.

C2. For applications for Works affecting Registered Buildings or Demolitions in Conservation Areas, the relevant issues are limited to one or more of those set out in Environment Policies 30 to 35 (inclusive) and 39 of the Strategic Plan (2016).

C3. For applications for the Display of Advertisements, the relevant issues are limited to those set out in Regulation 5(1) of the Town and Country Planning (Control of Advertisements) Regulations 2013.

D. Representations which relate to: Planning Applications; Works affecting Registered Buildings; or Demolitions in Conservation Areas, must explain how the proposed development could impact (positively or negatively) on the lawful use of the land referred to in (A) above in relation to the issues set out in (C) above.

Interested party status continues to be automatically granted in each case to the local authority in whose district an application is made. The published guidance can be viewed at <https://www.gov.im/media/832412/operational-policy-july-18.pdf>

Recommendation: to be noted.

9th March, 2019

T. P. Whiteway
Town Clerk and Chief Executive.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
RAMSEY MARINA
MARCH, 2019 – PUBLIC**

Mr. Chairman and Members,

On 28th March, 2018, the Commission met with representatives of a group proposing the development of a Ramsey Marina. At the time of the meeting those parties were in early discussion with the Department of Infrastructure and the minutes of the meeting were recorded in private as being commercially sensitive.

Following the recent public announcement regarding the proposed development the sensitivity of those minutes has been removed, all matters covered being effectively now in the public domain. A copy of the minutes has been provided to Members along with the Agenda papers for information.

Recommendation: that the minutes of the Private meeting held on 28th March 2018 are brought into public.

T. P. Whiteway
Town Clerk and Chief Executive

9th March, 2019.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
REMOVAL OF REFUSE BINS FROM HIGHWAY
MARCH, 2019– PUBLIC**

Mr. Chairman and Members,

Members have requested information regarding the status of refuse bins on the public highway.

In some town areas refuse bins remain on the public highway between collection and the return of householders to their homes. The Commission operates a kerbside collection system for domestic and commercial refuse; this system requires users to present the bin for collection at the curtilage of the public highway. Whilst in many cases this presents no problems, there are some areas where bins have to be brought to the front of the property and will be left on the footpath or highway for collection, although collection rounds commence at 6 a.m., in some cases householders will have left for work before the bin is emptied, and do not recover it until they return home.

In some isolated instances householders have been in the practice of leaving bins on the footpath or highway which can impede the lawful use thereof.

The Public Health Act 1990 provides the Department of Infrastructure powers to make regulation (following consultation with the Department) which may provide for —

- (a) the size, construction and maintenance of receptacles for controlled waste;
- (b) the placing of the receptacles on premises for the purpose of facilitating the emptying of them, and access to the receptacles for that purpose;
- (c) the placing of the receptacles for that purpose on highways, and the liability for any damage arising out of the placing of the receptacles on highways in pursuance of regulations;
- (d) the substances which may and may not be put into the receptacles and the precautions to be taken where particular substances are put into them;
- (e) the steps to be taken by occupiers of premises for the purpose of facilitating the collection of waste from receptacles for controlled waste which are provided in connection with the premises;
- (f) the giving of directions by local authorities with respect to matters mentioned in paragraphs (a) to (e) and compliance with the directions by occupiers of premises and other persons; and
- (g) a contravention of the regulations or directions given in pursuance of the regulations to be an offence punishable on summary conviction by a fine of a prescribed amount not exceeding £1,000

At the present time no such regulations have been made. **Note** “controlled waste” means household, industrial and commercial waste or any such waste;

**Town Clerk's Report - Removal of Refuse Bins from Highway
March, 2019 - Public Continued:**

Obstruction of a public highway is an offence under the Highways Act 1986, Section 43 Obstruction –

(1) If a person, without lawful authority or excuse, in any way wilfully obstructs the free passage along a highway he shall be guilty of an offence.

Similarly an offence exists under the Local Government Consolidation Act 1916, Section 298 Penalties for certain offences –

“Every person who, in any street, commits any of the following offences, shall be liable to a penalty not exceeding £200 for each offence, viz.: —

(1) Places or leaves, and does not remove immediately therefrom, any furniture, goods, or other articles,.....”

In either case it appears that the offence would require to be dealt with by way of prosecution through the Courts.

It is clear that there are some locations within the town where access to refuse bin storage locations is problematic. The Commissions officer are presently engaged in reviewing the refuse collection and disposal policy and procedures and the question of waste receptacles and storage thereof will be reviewed as part of that process.

Recommendation: to be noted.

T. P. Whiteway
Town Clerk and Chief Executive

9th March, 2019.

**RAMSEY TOWN COMMISSIONERS
TECHNICAL SERVICES MANAGER'S REPORT
PLANNING APPLICATIONS – MARCH, 2019**

Mr. Chairman and Members,

Copies of the following applications have been received from the Department of the Environment, Food and Agriculture, Planning and Building Control Division under the planning consultation procedures. The applications are listed for consideration subject to comments where appended.

REF NO: 3557 AMENDED PLANS
P.A. NO.: 18/00284/B
APPLICANT: Ardlui Limited
PROPOSED: Alterations and roof extension to provide one retail unit (Class 1), four offices (Class 4) and one residential apartment
NOTES: P.A. in Detail
SITE: **Auldyn House, 24, Parliament Street, Ramsey**

REF NO: 3629 AMENDED PLANS
P.A. NO.: 18/01255/B
APPLICANT: Dandara Homes Limited
PROPOSED: Erection of 34 dwellings with associated highway and drainage works
NOTES: P.A. in Detail
SITE: **Land adjoining Residential Development, Auldyn Meadow Drive, Ramsey**

REF NO: 3637 AMENDED PLANS
P.A. NO.: 19/00009/B
APPLICANT: Mr. I. Piercy
PROPOSED: Erection of a single dwelling on land adjacent to Rheast Mooar House
NOTES: P.A. in Detail
SITE: **Land adjacent to Rheast Mooar House, Andreas Road, Ramsey**

REF NO: 3648
P.A. NO.: 19/00156/LAW
APPLICANT: Rose Elizabeth Craig
PROPOSED: Application for certificate of Lawful Development for parking on existing rear hard standing
NOTES: P.A. - Lawful Development
SITE: **54, Waterloo Road, Ramsey**

TSM's Report - Planning Applications – March, 2019 – Public Continued

REF NO: 3649
P.A. NO.: 19/00167/C
APPLICANT: Functional Fitness Limited
PROPOSED: Change of use from retail (Class 1) to personal training studios and treatment rooms (retrospective)
NOTES: P.A. - Change of Use
SITE: **The Fit Hub, Hanley Court, North Shore Road, Ramsey**

REF NO: 3650
P.A. NO.: 19/00176/B
APPLICANT: Steen Heidemann
PROPOSED: Alterations, erection of extensions and additional use of residential dwelling as tourist living accommodation
NOTES: P.A. in Detail
SITE: **Beach House, Stanley Mount East, Ramsey**

REF NO: 3651
P.A. NO.: 19/00198/B
APPLICANT: Mr. & Mrs. D. Edwards
PROPOSED: Alteration and erection of extensions
NOTES: P.A. in Detail
SITE: **Sunlaws, Whitebridge Avenue, Ramsey**

REF NO: 3652
P.A. NO.: 19/00207/B
APPLICANT: Ramsey Town Commissioners
PROPOSED: Alterations and replacement of existing roof with tiled roof (retrospective)
NOTES: P.A. in Detail
SITE: **Boathouse Café, Mooragh Park, Ramsey**

REF NO: 3653
P.A. NO.: 19/00223/B
APPLICANT: Glenn & Elaine Stott
PROPOSED: Widening of existing access and creation of additional parking (retrospective)
NOTES: P.A. in Detail
SITE: **2, Coronation Court, off Windsor Road, Ramsey**

R.T.C. – TECHNICAL SERVICES MANAGER’S REPORT - APPENDIX I - SUMMARY OF PLANNING APPLICATIONS – MARCH, 2019

<i>P.A. No.</i>	<i>Applicant</i>	<i>Proposed</i>	<i>Site</i>	<i>R.T.C. Recommendation</i>	<i>D.o.I. Correspondence</i>	<i>Appendix II</i>
18/00269/B R.T.C. 3556	Shearwater Limited	Erection of boundary wall and associated landscaping	Site of former Grand Island Hotel, Bride Road	Meeting held: 18/04/18 No Objection	02/10/18 Application REFUSED 24/10/18 Appeal Requested 13/02/19 Application APPROVED	1
18/01106/B R.T.C. 3618	Hartford Homes Limited	Erection of a detached dwelling with associated parking	Land to the west of 17, Royal Park	Meeting held: 21/11/18 Objection	22/02/19 Application REFUSED 12/03/19 Appeal Requested	2

R.T.C. – TECHNICAL SERVICES MANAGER’S REPORT - APPENDIX II - SUMMARY OF PLANNING APPLICATIONS – MARCH, 2019

No.	P A No.	Applicant / Site / Description	Details
1	18/00269/B R.T.C. 3556	Shearwater Limited, Site of former Grand Island Hotel, Bride Road Erection of boundary wall and associated landscaping	<p>1. Within one month of the decision notice, a schedule of materials and finishes, and samples of the materials to be used in the construction of the external surfaces of the wall hereby permitted, shall be submitted to the Department for its written approval. The wall shall then be completed, as approved in writing by the Department.</p> <p>Reason: In the interests of the character and appearance of the site and the surrounding area.</p> <p>2. Soil amelioration and tree planting shall be carried in accordance with the BS8545:214 Mitigation Planting Plan (submitted by Manx Roots Tree Management in support of the application) within the first planting season following the completion of the wall. Any trees which, within a period of 5 years from their planting, die, are removed, or in the opinion of the Department, become seriously damaged or diseased, shall be replaced as soon as is reasonably practicable, or in the next planting season, with others of similar size, species and number as originally approved, unless the Department gives written consent to any variation.</p> <p>Reason: To ensure the provision, establishment and maintenance of a reasonable standard of landscape in accordance with the approved design.</p> <p>3. Evidence that post-planting maintenance has been undertaken, as detailed in the BS5485:2014 Mitigation Plan, submitted by Manx Tree Roots Management, shall be submitted to the Department by the 31st October each year, for the first three years after planting has taken place. Post-planting maintenance shall continue for a further two years thereafter, in accordance with the Mitigation Plan.</p> <p>Reason: To ensure that the tree planting mitigating the loss of existing trees is successfully established and achieves independence in the landscape.</p>

35

R.T.C. – TECHNICAL SERVICES MANAGER’S REPORT - APPENDIX II - SUMMARY OF PLANNING APPLICATIONS – MARCH, 2019

No.	P A No.	Applicant / Site / Description	Details
2	18/01106/B R.T.C. 3618	Hartford Homes Limited, Land to the west of 17, Royal Park Erection of a detached dwelling with associated parking	<p>The refusal is for the following reason(s):</p> <p>The proposed bungalow, by reason of its size and height, and its proximity to the neighbouring property 12, Rheast Mooar Avenue, would adversely affect the residential amenity of that neighbouring property, particularly in respect of having an overbearing impact and would therefore be unneighbourly and dominant in respect of the outlook and enjoyment of the occupiers. As such, the proposed development is contrary to criterion (g) and General Policy 2: of the Isle of Man Strategic Plan 2016.</p> <p>The proposal would result in the loss of an area of public open space as indicated and approved under the previous planning application 04/02310/B. Approval of the application to allow the encroachment of residential development into land that is designated as public open space would detract from the character and amenities of the development and would result in an unwanted precedent in this area and in other areas of public open space within the Island contrary to criteria a and b of General Policy 2 and Environment Policy 42 of the Isle of Man Strategic Plan 2016 as well as Ramsey Local Plan policy R/R/P3.</p>

**RAMSEY TOWN COMMISSIONERS
HOUSING AND PROPERTY MANAGER'S REPORT
53 CRONK ELFIN - PROPERTY FIRE
MARCH, 2019 – PUBLIC**

Mr. Chairman and Members,

Following the property fire at 53 Cronk Elfin on the 13th January 2019, the Commission's insurance company has been informed and an insurance broker has been appointed to assist with the claim to restore the property back to a re-let standard.

The insurance broker has confirmed that liability has been agreed and that the most likely cause scenario is due to careless disposal of smoking materials by unknown persons and investigators are certain it was not electrical as first reported in the press.

The property has been damaged externally where the fire is believed to have started and internally due to the fire entering the property through windows in the kitchen, ground floor store room and a first floor landing window.

Fortunately the tenant and their family escaped safely from the fire. It is also fortunate that they had their own contents insurance and their claim has been successful to clear the property of the damaged contents and replace damaged items.

The property has extensive fire and smoke damage internally. The gable end has had structural movement and temporary supports have been fixed as a precautionary measure; parts of the wall will require to be rebuilt. An external shed and a 1000 litre oil tank has been totally destroyed as has the boundary fence to the neighbouring property. Electricity is supplied below ground and passes through the area of impact and the electrical supply has been isolated due to fire damage to the cable.

The neighbouring private property has fire and smoke damage and two cars in the driveway have been totally destroyed by the fire; this matter is being dealt with under the owner/occupiers own insurance claim.

An environmental specialist has been appointed due to the oil tank being destroyed. Although a large amount of kerosene oil has burnt out, an unquantifiable amount has and seeped into the ground to an approximate area of 2m x 8m and to a depth of 1.2m. The environmental specialist has provided a report and a Scope of Work which has been given to a contractor to price against to remove the contamination within the ground.

Steven Morley Consultants have been employed for a fee approved by the insurance broker to provide a specification to be able to tender and employ a contractor to carry out the necessary repairs to be able to re-let the property as soon as practicable.

Recommendation: to be noted.

Mark Close
Housing & Property Manager

14th March, 2019.

**RAMSEY TOWN COMMISSIONERS
HOUSING AND PROPERTY MANAGER'S REPORT
HOUSING PERFORMANCE AND STATISTICS 2018/19
MARCH, 2019 - PUBLIC**

Mr. Chairman and Members,

Attached with this report are the Housing Performance and Statistics 2018/19 - for quarter ended 31st December, 2018.

A quarterly report is prepared by instruction of the Department of Infrastructure and the statistics in this report are an expansion of that report and are presented in 6 sections:

- Allocation Data
- Maintenance Data
- Management Data
- Capital Projects
- Large Revenue Projects
- Strategic Plan

Recommendation: To be noted.

Mark Close
Housing & Property Manager

14th March, 2019.



Housing Performance and Statistics

2018/2019 – Q3

Section 1	Allocation Data
Section 2	Maintenance Data
Section 3	Management Data
Section 4	Capital Projects
Section 5	Large Revenue Projects
Section 6	Strategic Plan

HOUSING PERFORMANCE DATA

2018/2019

1	Allocation Data	17/18	Q1	Q2	Q3	Q4	18/19	Notes
A	Total number of housing waiting list applicants	74	64	60	60			A rolling annual review is being carried out. The average is shown within the year columns.
B	Total number of transfer waiting list applicants	33	17	16	16			Number on list at end of each quarter. The transfer list, as expected, has reduced following the implementation of the new transfer policy.
C	Number of housing waiting list allocations	20	5	7	7			Number of applicants from the housing waiting list that have been allocated a property.
D	Number of transfer list allocations	13	2	4	1			Property transfers adversely affect the voids list and incur re-let costs.
E	Number of approved Lodgers in RTC properties	3	1	1	3			Approved during the period.
F	Number of terminated tenancies	24	9	10	9			Tenants surrendering their tenancies. No possessions taken within this period.
G	Number of applicants withdrawn from the housing waiting list	9	3	5	1			Tenants voluntarily withdrawing their applications or removed from the list following a review.

47

HOUSING PERFORMANCE DATA

2018/2019

2	Maintenance Data	17/18	Q1	Q2	Q3	Q4	18/19	Notes
A	Total number of responsive repair requests	1222	399	356	431			Reported repairs.
B	Percentage of responsive repairs completed on time	100%	98%	96%	97%			Responsive repairs and void property re-let work takes priority over any other on-going planned projects.
C	Total number of void properties reallocated	29	7	11	8			Properties that have been brought to a re-let standard and allocated.
D	Percentage of voids completed on time	100%	100%	100%	100%			Target - 5 weeks standard, 12 weeks major (i.e. requires new kitchen, bathroom, damp remedial work)
E	Percentage of properties with valid CH safety certs.	98%	25%	24%	27%			All boilers to be serviced within a 12 month period.
F	Percentage spend to date on maintenance budget	£686,966 108%	£150,385 23%	£203,229 54%	£185,525 82%			Works have been carried using the Housing Reserves Fund for the decoration of the Lezayre Estate and is included in the overall spending shown within the maintenance budget.
G	Total number of out of hours emergency repairs carried out	99	17	29	26			Only emergency calls and repairs that are the responsibility of the Landlord are reacted to with an action.

7

HOUSING PERFORMANCE DATA

2018/2019

3	Management Data	17/18	Q1	Q2	Q3	Q4	18/19	Notes
A	Percentage of gross rent arrears	(£41,699k) 1.6%	£49,479 1.6%	£49,279 1.5%	£57,456.75 1.8%			The average figures are shown within the year columns.
B	Percentage of property inspections carried out	174 33%	77 14%	50 23%	51 32%			A target of 1/3 of the Housing stock to be inspected each year.
C	Percentage of rent paid over the counter	35%	35%	35%	35%			The average % is shown within the year columns.
D	Percentage of rent paid by direct debit	50%	50%	50%	50%			The average % is shown within the year columns.
E	Percentage of rent paid direct by the DHSC	15%	15%	15%	15%			The average % is shown within the year columns.
F	Housing newsletters issued	2	0	1	0			Issues to be distributed every March and September.

42

4	Capital Projects	Notes
A	Cronk Elfin External Refurbishment of 50 properties	The refurbishment Pilot Scheme on two properties is complete and a business case has been submitted to the Department of Infrastructure and approved. The project design is being formalised and a meeting to progress this project with the design team has been arranged.
B	Close Woirrey Re-development	The design development stage is complete and the building regulations and planning approvals are in place. The Mayfield sheltered housing complex is required to be constructed before the commencement of Close Woirrey. Construction has commenced on the Mayfield project and is due to be complete in April 2020.
C	External refurbishment of 7 properties situated on Upper Queens Pier Road	The Project Brief has been prepared in liaison with the Department of Infrastructure for the external refurbishment of the odd numbered properties 47 – 59. The tender return date was 1 March 2019 and the tender documents are being reviewed and an I3 (Tender Action) report is being drafted in preparation for the applicable approvals.
D	New Heating Boilers at Close Y Chibbyr Ghlass	The properties at Close y Chibbyr Ghlass have a communal oil fired central heating system which is sited within the Close Woirrey building. Close Woirrey is planned to be redeveloped in approximately 13 months' time. Estimates and options are being investigated for the new heating supply for Close Y Chibbyr Ghlass as the new Close Woirrey will have individual gas boilers i.e. oil, gas or air sourced heat pumps and a report is currently being drafted.

57

5	Large Revenue Projects	Notes
A	Re-decoration of the Lezayre estate	This decoration work has commenced and will continue throughout the Lezayre estate as budget allows. Quotes have been obtained for the scaffold and the decoration is being carried out in-house. The work is being funded through the Housing Maintenance Reserve Fund and Housing Maintenance Allowance.
B	Air Sourced Heat Pumps	The trial of two Air Sourced Heat Pumps is on-going at Close Caarjys. The installation of the heat pumps is being funded from the Housing Maintenance Allowance. The cost and effectiveness of the heating supply is being monitored and a report will be provided in May 2019 following a year in use. To date the cost and overall customer satisfaction remains positive.
C	External Refurbishment of bungalows 1-3 Bircham Avenue	The works on this terrace of three small bungalows including replacement roof covering, replacement fascias, soffit and rain water goods, render repairs and external decoration is complete. The project has been funded from the Housing Maintenance Reserve Fund.
D	New Kitchens at Close Y Chibbyr Ghlass	A quote has been obtained for the provision of kitchens units, worktop etc. at the Departments Kitchen Framework Agreement rates. The installation work will be carried out in-house and will be funded from the Housing Maintenance Allowance/Housing Maintenance Reserve Fund. This work will take place once the heating supply has been established as the boiler position may impact on the kitchen layout.

44

6	Strategic Plan	Notes
A	To work with the DOI in introducing a combined housing waiting list for the North of the Island.	The waiting list is in place and working well with applicants within Ramsey and in the Northern Region outside of Ramsey taking advantage of the broader scope of available properties.
B	To work with the DOI in taking on the management of a limited number of Government properties (pilot scheme).	Awaiting DOI to progress.
C	Maintain high level of rent collection.	See notes below.
D	Review and develop Housing policies.	In progress. A Housing Allocation Policy and a revised Pet Policy have recently been adopted by the Commission.

45

Housing & Property Managers notes:

The Housing Section, in line with the Department of Infrastructure's policies, monitors its performance in key areas to ensure its services are delivered to an acceptable standard for our housing tenants and waiting list applicants and to meet any legal requirements.

Rent arrears are continually monitored and a strict rent retrieval procedure is being followed.

The current Policies are not causing any issues for tenants or staff and are being reviewed annually.

Property inspections are continuing to be successful and proving to be a good line of communication and engagement with our tenants.

**RAMSEY TOWN COMMISSIONERS
REPRESENTATIVE REPORTS
MARCH, 2019 – PUBLIC**

Mr. Chairman and Members,

The following Report has been submitted by Mr. McGuinness:-

“Ramsey Chamber of Commerce:

The meeting of 4th March 2019 was mainly a presentation from the developers behind the proposed Marina to the chamber. It was of much the same content of the public meeting held on the 6th March. There followed a brief AOB where the recent rate rises in Ramsey were discussed and I answered all queries held regarding the rate process and reasons behind the rate rise.”

March, 2019.