

**NEWLYN PIER AND HARBOUR COMMISSIONERS**

**MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. WEDNESDAY 1 FEBRUARY 2012 AT THE NEWLYN CENTRE**

**In attendance:** Gilbert McCabe (Chairman) (GMcC)  
 Kevin Bennetts (KB)  
 Glenn Caplin (GC)  
 Andrew Munson (AM)  
 David Stevens (DS)  
 Rob Salvidge (RS)  
 Elizabeth Stevenson (ES)  
 Rob Wing (RW)

**Also in attendance** Elaine Baker, Commission Administrator (EB)  
 David Hines-Randle (Executive Support) (DH-R)

	<p><b><u>FORMAL WELCOME OF NEW COMMISSIONERS</u></b></p> <p>The Chairman formally introduced and welcomed the new Commissioners and David Hines-Randle to the meeting.</p>	
	<p><b><u>PART A PUBLIC PARTICIPATION</u></b></p> <p>Ruth Simpson thanked the AM for the repair works which had been carried on the public seats on the Strand. AM <b><u>AGREED</u></b> to keep their condition under review.</p> <p>Ruth Simpson drew the Board’s attention to the untidy state and condition of the Ripple Site, the continuing problems with dog fouling and asked what the future plans were for the site.</p> <p>AM stated that what appeared to be rubbish was in fact fishing gear which had been removed from the harbour and that some clearing of the site had been undertaken recently. AM <b><u>AGREED</u></b> to keep the situation under review to ensure that no rubbish was left on the site.</p> <p>Regarding the future use of the site, the Chairman commented that the site formed part of NPHC’s longer term plans for The Strand and that discussions had commenced on the possible redevelopment of the site for the benefit of Newlyn, together with providing additional space / facilities for the harbour. Any new development proposal would need to be beneficial to the harbour and fit in aesthetically with Newlyn.</p> <p>John Pestle asked if the remains of the boat which had been recently burnt at Sandy Cove were to be removed. AM stated that he was waiting for the contractor to commence work on moving shingle on the beach, and whilst that work was in process the owner of the boat had confirmed that the contractor had also agreed to remove the remains</p>	<p><b><u>ACTION</u></b></p> <p><b>AM</b></p> <p><b>AM</b></p>

	<p>of the boat. However, AM was not clear on the timescale for the commencement of the works.</p> <p>Bernard Evans referred to the proposed new logo which had been discussed at the last meeting and circulated a revised version which he felt better depicted Newlyn Harbour. The Board welcomed the artwork which would be taken into consideration as part of the continuing discussions on a new branding for NPHC.</p> <p>The Chairman referred to the proposed public meeting which was due to have been held at the end of February. Unfortunately there had been a slight delay in the production of NPHC's short term investment plans due to unforeseen funding issues and therefore the public meeting would now be held in March / April. The Chairman assured those members of the public present that the Board would be consulting the local community on its proposals.</p> <p>In an attempt to improve communications between NPHC and the wider community the Board was currently in the process of developing a new website.</p>	<p><b>AM / EB</b></p>
	<p><b><u>PART B – MEETING OF THE COMMISSIONERS</u></b></p>	
<p><b>NPHC 72</b></p>	<p><b><u>Apologies for Absence</u></b></p> <p>Apologies for absence were received from Mike Collier MBE, Paul Corin and Ray Tovey.</p>	
<p><b>NPHC 73</b></p>	<p><b><u>Declarations of Interest</u></b></p> <p>KB declared a personal interest in any items on the agenda in connection with the harbour as the owner of a boat using the harbour and a businessman on the harbour.</p> <p>AM declared a personal interest in any items on the agenda which related to staffing issues as an employee of the harbour, and in particular a prejudicial interest in relation to an item in the confidential part of the meeting regarding the retirement of the Harbour Master. AM agreed to withdraw from the meeting for consideration of this item.</p> <p>DS declared a personal interest in any items on the agenda in connection with the harbour as the owner of a boat using the harbour and a businessman on the harbour.</p> <p>ES declared a personal interest in any items on the agenda which referred to W Stevenson &amp; Sons in connection with the harbour.</p> <p>RW declared a personal interest in any items on the agenda in connection with the harbour as the owner of a boat using the harbour and a businessman on the harbour.</p>	<p><b>AM</b></p>

<p><b>NPHC 74</b></p>	<p><b><u>Minutes</u></b></p> <p><b>RESOLVED</b> : That the public Part 1 minutes of the meeting held on 7 December 2011, including the summary of matters considered in Part 2 be approved, and signed by the Chairman.</p>	<p><b>EB</b></p>
<p><b>NPHC 75</b></p>	<p><b><u>Matters Arising</u></b></p> <p>The Chairman confirmed that the Board had noted the comments in respect of more information to the public and that the public meeting due to be held on NPHC's investment plans would be held in March / April for the reasons previously explained.</p> <p>The Chairman welcomed the revised logo and the comments on the design.</p>	
<p><b>NPHC 76</b></p>	<p><b><u>Executive Report</u></b></p> <p>The Harbour Master gave his report on Executive Matters since the last meeting. (Copy appended to the signed minutes).</p> <p>The Board discussed to the continuation of illegal parking outside the Fisherman's Mission and in other areas on the harbour including the car park opposite The Strand, which included fisherman using the harbour. Some Commissioners also expressed concern at the verbal abuse staff and contractors working on the harbour were being subjected to as a result of the continuing parking problems.</p> <p>ES suggested that consideration be given to allocation four car parking bays as "20 minute short term bays" for dropping off use to alleviate some of the problems.</p> <p>RS also suggested that re-designating areas for public and harbour use with improved signage could address the problems.</p> <p>AM commented that fishermen were aware of the regulations in respect of parking on the harbour and the quays but they continued to be ignored. The Board acknowledged that an extensive re-education of the fishermen and boat owners needed to be undertaken.</p> <p>Regarding the temporary bollards outside the Seaman's Mission it was <b>AGREED</b> that the pilot study be extended for a further month to properly evaluate the effectiveness and that a further report is brought back to the Board meeting on 7 March 2012. In the meantime, MBC would be asked to patrol the area from the Tolcarne Bridge to the Post Office which had been previously patrolled by Cornwall Council.</p> <p>A number of other suggestions were put forward to improve the situation such as the use of trolleys and the installation of gates on the car park It was <b>AGREED</b> that AM be asked to bring forward a report to the next meeting which set out a number of options for consideration</p>	<p><b>AM / EB</b></p> <p><b>AM</b></p>

<p><b>NPHC 76 cont.</b></p>	<p>to address the current problems in the short term, improved signage on the harbour and quotations for the erection of permanent bollards outside the Seaman's Mission (similar construction / design to those located around the War Memorial).</p>	<p><b>AM</b></p>
<p><b>NPHC 77</b></p>	<p><b><u>Finance Report</u></b></p> <p>DH-R gave an update on NPHC's current financial position. The 2011 accounts were currently with the auditor and would be available for the next meeting.</p> <p>The 2010 accounts had shown a surplus of £46,280 which was significant improvement to the £106,592 deficit which had been reported in 2009.</p> <p>It was anticipated that this profitable trend would continue with a further improved surplus in 2011. The net value of the organisation was cash positive, with an investment in maintenance of £170,000 relating to new fendering and other harbour improvement works.</p> <p>Additional costs had been incurred relating to fly tipping and the replacement of fish boxes (£10K).</p> <p>Overall DH-R reported that the financial position had improved, with encouraging levels of income, the outcome for the current financial year was positive.</p>	<p><b>DH-R</b></p>
<p><b>NPHC 78</b></p>	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>The meeting <b><u>RESOLVED</u></b> to exclude the press and public at this point in the proceedings as matters of a confidential and personal nature were to be discussed.</p>	

**SUMMARY OF MATTERS CONSIDERED IN THE CONFIDENTIAL PART OF THE AGENDA OF THE MEETING OF THE NEWLYN PIER & HARBOUR COMMISSIONERS HELD ON 1 FEBRUARY 2012**

1. Minutes (Part 2) of the Meeting held on 7 December 2011

The minutes were approved by the Board.

2. Matters Arising

There were no matters arising from the minutes.

3. Chairman's Report

The Board received an update on progress in formulating a future investment plan and staffing matters.

4. Finance Report

The Board received a confidential update on the current financial position of NPHC.

5. Operations / Non Harbour Issues

The Board received an update on operation and non-harbour issues, including confidential staffing matters.

6. Executive Report

The Board received the regular executive report on confidential matters relating to the harbour operation.

7. External Communications

This item was deferred for consideration until the next meeting.

8. Any Other Business

None received.

9. Date of Next Meeting

To be held at 9.00 a.m. on Wednesday 7 March 2012 in the Newlyn Centre.

The meeting closed at 1.45 p.m.

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Chairman

7 March 2012