

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 1 MARCH 2017 IN NEWLYN CENTRE, NEWLYN

In attendance: Rob Wing (Chairman) (RW)

Mike Collier MBE (MC)

Paul Corin (PC)

Jim McKenna (JMCK) – Arrived at 09.20 a.m.

Lucy Parsons (LP)

Rob Parsons (RP)

David Stevens (DS)

Sam Winters (SW)

Also in attendance: Elaine Baker, Commission Administrator (EB)

Steve Bailey – Project Consultant (SB)

Other Attendees: James Roberts, Bonny Grace

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	<p>The Board received a brief presentation from James Roberts, Bonny Grace following a recent meeting of the Newlyn Fishermen’s’ Forum (NFF). Several minor issues had been raised at the meeting such as the lack of fish boxes, most notably at weekends, scales and fish grading due to broken equipment, pallet trucks and fendering: although Mr Roberts acknowledged that improvements were being made in this area. Mr Roberts also made a request on behalf of the NFF for the installation of electric points on the slip.</p> <p>The Chairman welcomed the comments and the improved communication between the harbour executive and users.</p> <p>The Harbour Master commented that at present the NFF was not a formally constituted group and that it did not represent all fisherman operating on the harbour. However, he confirmed that new fish boxes had been purchased and that as part of the modernisation plans for the Fish Market, the market operation was also to be reviewed. The Harbour Master acknowledged that the Marel scales were currently being underused and that the harbour was working on providing additional scales. New pallet trucks had been purchased but there was a problem with the merchants and this would be investigated. The installation of additional electrical points and landing crane were to be considered by the Board as part of the agenda. The Harbour Master welcomed the comments and the improved communication which helped to improve customer service.</p>	

	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 47	<u>Apologies for Absence</u> There was an apology of absence from Kevin Bennetts.	
NPHC 48	<u>Declarations of Interest</u> MC declared a personal interest in any items on the agenda as a pontoon user and trainer for Seafood Cornwall Training. PC 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 as a businessman on the harbour. LP declared a pecuniary interest in her capacity as the consultant working on a new breakwater at Penzance. RP declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC. RW declared a personal interest in any items on the agenda in connection with the harbour as a fish merchant operating on the market.	EB
NPHC 49	<u>Minutes</u> <u>RESOLVED:</u> That the public (Part 1) minutes of the meeting held on 4 January 2017, including the summary of matters considered in Part 2, be approved and signed by the Chairman.	EB
NPHC 50	<u>Matters Arising</u> There were no matters arising.	
NPHC 51	<u>Appointment of Vice-Chairman</u> <u>RESOLVED:</u> That in accordance para.2(4) of Schedule 2 of the Newlyn Pier & Harbour Revision (Constitution) Order 2010, Mike Collier was appointed Vice-Chairman of the Board with immediate effect.	EB
NPHC 52	<u>Resignation of Commissioner</u> The Board noted the resignation of David Stevens (DS) from the Board of Commissioners with effect from 5 February 2017.	

<p>NPHC 53</p>	<p><u>Appointment of New Commissioner</u></p> <p>The Harbour Master explained that a casual vacancy had arisen because of DS's resignation and that this had led to a lack of representation from the fishing sector on the Board. To address this, the Harbour Master and the Chairman had interviewed Anthony Hosking, a non-seagoing boatowner who they considered was a suitable candidate to fill the current vacancy. Mr Hosking was on the Board of the CFPO and Ice Plant with considerable fishing experience which would be beneficial to the Board.</p> <p><u>RESOLVED:</u> That in accordance with A.8 (Casual Vacancy) of the Newlyn Pier & Harbour Revision (Constitution) Order 2010, Anthony Hosking be appointed to the Board for the remaining term of office expiring on 30 May 2018.</p>	<p>RP / EB</p>
<p>NPHC 54</p>	<p><u>Harbour Master's (Part 1) Report</u></p> <p>The Board received the monthly (Part 1) report from the Harbour Master on operational and property matters and project update (copy appended to the signed minutes).</p> <p>Operations</p> <p>Excellent – The Harbour Master gave an update on the current situation, including a failed attempt by the National Historic Ships to stop the break-up of the vessel. A further report would be brought to the next meeting when it was hoped that underwriter's approval would have been obtained to proceed with demolition works.</p> <p>William Stevenson – There was some concern over the removal of the vessel from the harbour as derricks had been removed. The Harbour Master reported on the requirement for a load line exemption prior to the vessel's departure.</p> <p>Fendering – Other options were being considered to extend the lifespan of the fender – tractor tyres were being used to address the problem in the short term.</p> <p>Mary Williams Pier – Additional RMU – <u>RESOLVED:</u> That authority is delegated to the Harbour Master to purchase and install an additional RMU on the Mary Williams Pier at a cost of £5,500 as a health & safety measure to reduce the number of power cables crossing the pier.</p> <p>Projects Update</p> <p>RNLI - Building work had still not commenced.</p>	<p>RP</p> <p>RP</p>

<p>NPHC 54 cont.</p>	<p>Pendeen Gig Club – Meeting held with the club, Seafood Cornwall Training and a local fish merchant regarding a possible partnership project to deliver a new boathouse for the club through the EMFF funding programme. Poynter, Winter & Bradbury, Architects had been approached to produce development plans for a new clubhouse on the present location which would provide indicative costings for consideration by the Board. SB commented that EMFF was primarily a fisheries fund and that any project would need to include a fishing element otherwise it would not be eligible for funding. In addition, any potential funding application would have to be submitted by the harbour as a public body. The Harbour Master felt that the project had potential and that this should be explored. The Board agreed to the continuation of discussions on the viability of the proposed project.</p> <p>Growth Deal 3 – Sandy Cove – LP reported that Gary Duff, Civil Engineer had been contracted to produce a work plan on future development options for Sandy Cove, together with development viability for each of the options. The report was due to delivered in mid-May and was being undertaken on a fixed-price basis.</p>	<p>RP</p> <p>RP / LP</p>
<p>NPHC 55</p>	<p><u>Exclusion of the Press and Public</u></p> <p>The meeting <u>RESOLVED</u> 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 MARCH 2017

1. Minutes (Part 2) of the Meeting held on 4 January 2017

The minutes were approved by the Board.

2. Matters Arising

The Harbour Master provided a point of clarification on the payment of travel and subsistence allowances to Commissioners.

3. Newlyn Fish Market – Purchasing Platform

The Board received a presentation from the Harbour Master, supported by Steve Bailey, Project Consultant on the refurbishment of the Fish Market, and specifically the submission of a funding application for a new purchasing platform for the market. The Board was advised of some operational issues which had arisen over the selling of fish which needed to be addressed as a matter of urgency. Following completion of the presentation the Board resolved to proceed with the submission of a funding application for a new internet based clock auction as part of the refurbishment project for the fish market. In addition, the Board also agreed to enter into negotiations with a third party for an additional temporary licence for a second auctioneer on the market.

4. Operational Budget 2017 – 18

The Board approved the Operational Budget 2017 – 18 as presented by the Harbour Master at the meeting.

5. Charges Review 2017

The Board approved the review of fees and charges for 2017 as presented by the Harbour Master at the meeting. The new fees and charges would be effective from 1 April 2017.

6. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included financial, property and personnel matters, including recommendations in respect of attempting EMFF grant funding for the refurbishment of North Pier stores and the purchase of a HIAB crane on the Mary Williams Pier. The Board also agreed to retain the services of the Project Consultation on a month by month basis.

7. Chairman's Business

The Chairman raised an issue regarding the recruitment of additional staff to support project development within the harbour, Commissioner communications and development of a Communications Strategy which would be discussed at the next Board meeting on 3 May 2017.

8. Any Other Business

No items were raised.

The meeting closed at 11.35 a.m.

Chairman