

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 1 MAY 2013 AT THE NEWLYN CENTRE

In attendance: Gilbert McCabe (Chairman) (GMcC)
Rob Wing (Vice-Chairman) (RW)

Kevin Bennetts (KB)
Mike Collier MBE (MC)
Andrew Munson (AM)
Elizabeth Stevenson (ES)

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

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	Ruth Simpson advised the Board that she had been informed that Cornwall Council had decided to postpone works on the installation of new railings along Fore Street, Newlyn until after the summer season.	
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 108	<u>Apologies for Absence</u> Apologies for absence were received from Geoff Brown, Paul Corin, David Stevens and Rob Salvidge.	
NPHC 109	<u>Declarations of Interest</u> 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 as a businessman on the harbour. MC declared a personal interest in any items on the agenda in connection with the harbour as an employee of the Maritime & Coastguard Agency. AM declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC. ES declared a personal interest in any items on the agenda which referred to W Stevenson & Sons Ltd in connection with the harbour, as a tenant of harbour property, as an agent operating on the fish market and as a family boat owner using the pontoons. RW declared a personal interest on any items on the agenda in connection with the harbour as a fish merchant using the harbour.	AM

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	AM took the chair for the following items	
NPHC 110	<p><u>Re-appointment of Commissioners</u></p> <p>The Board considered the re-appointment of Gilbert McCabe and Rob Wing as Commissioners as their terms of office were due to expire on 30 May 2013.</p> <p>GMcC was proposed by KB and seconded ES.</p> <p><u>RESOLVED:</u> That GMcC be re-appointed as a Commissioner under Article 7 of the HRO with effect from 31 May 2013 for a second three – year term of office.</p> <p>RW was proposed by MC and seconded by ES.</p> <p><u>RESOLVED:</u> That RW be re-appointed as a Commissioner under Article 7 of the HRO with effect from 31 May 2013 for a first three-year term of office.</p>	<p>AM / EB</p> <p>AM / EB</p>
NPHC 111	<p><u>Appointment of Chairman</u></p> <p>The Board considered the appointment of Chairman.</p> <p>GMcC was proposed by ES and seconded by KB.</p> <p><u>RESOLVED:</u> That GMcC be appointed as Chairman of the Board of Commissioners.</p>	AM / EB
NPHC 112	<p><u>Appointment of Vice-Chairman</u></p> <p>The Board considered the appointment of Vice-Chairman.</p> <p>RW was proposed by MC and seconded by AM.</p> <p><u>RESOLVED:</u> That RW be appointed as Vice-Chairman of the Board of Commissioners.</p>	AM / EB
NPHC 113	<p><u>Minutes</u></p> <p><u>RESOLVED:</u> That the public (Part 1) minutes of the meeting held on 13 March 2013, including the summary of matters considered in Part 2, be approved and signed by the Chairman:-</p>	EB
NPHC 114	<p><u>Matters Arising</u></p> <p>On minute no. NPHC 97/13 (Matters Arising) AM confirmed that an update on the Mission Conveniences was included in his monthly Harbour Master's report.</p>	

<p>NPHC 115</p>	<p><u>Executive Report</u></p> <p>The Harbour Master presented his Part 1 report of executive matters since the last meeting (copy appended to the signed minutes).</p> <p>On para 2.2, it was confirmed that no date had been set for the “hand over” of the conveniences to NPHC. The Chairman suggested that Roger Harding, the local Cornwall Councillor should also be invited when the hand over took place. On the issue of Business Rates, AM confirmed that he had raised the matter of a possible exemption with the Valuation Office but that no decision had, as yet, been received.</p> <p>On para. 2.4, ES referred to the cost of the shingle removal and frequency of the works. AM stated that similar works had been carried out ten years earlier at a cost of £20K, and that a similar amount had been allocated in the 2013 / 14 budget. The works were required because of the on-going problem of long shore drift which required c.20,000 tonnes of shingle to be removed.</p> <p>It was <u>AGREED</u> that rock armouring be investigated to address the problem, together with the possibility of grant funding. The extension of the South Pier was also a possible long term solution.</p>	<p>AM</p> <p>AM</p>
<p>NPHC 116</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 MAY 2013

1. Minutes (Part 2) of the Meeting held on 1 May 2013

The minutes, as amended, were approved by the Board.

2. Matters Arising

The Board received an update on bad debtors, grant funding and staffing issues.

3. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included recommendations in respect of an approvals matrix and maintenance contract for the new fish grader. The report also included progress reports in respect of property, operational and staffing matters.

4. Chairman's Business

The Board discussed confidential issues raised by the Chairman regarding the Executive function.

5. Any Other Business

Commissioner appraisals were discussed.

6. Date of Next Meeting

Next Board meeting to be held at 9.00 a.m. on Wednesday 3 July 2013 in the Harbour Board Room.

The meeting closed at 12.30 p.m.

3 July 2013

Chairman