

NEWLYN PIER AND HARBOUR COMMISSIONERS

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. WEDNESDAY 2 FEBRUARY 2011 AT THE NEWLYN CENTRE

In attendance: Gilbert McCabe – Chairman (GMcC)
 Ray Tovey – Vice-Chairman (RT)
 Kevin Bennetts (KB)
 Nick Howell (NH)
 John Lambourn (JL)
 Dave Munday (DM)
 Andrew Munson (AM)
 David Stevens (DS)
 Elizabeth Stevenson (ES)
 Juliet Taylor (JT)

Also in attendance Jackie George, Cornwall Development Company (JG)
 Nick Maffey, Miller Commercial
 Elaine Baker, Commission Administrator (EB)

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	<p>The Chairman welcomed the audience to the meeting and asked for questions.</p> <p>Fiona Thomas-Lambourn referred to the publicity for the presentation to the public on the new Operational Plans which was being held on 7 February and sponsored by the Cornishman newspaper.</p> <p>Fiona Thomas-Lambourn also commented that she had been speaking to fishermen in the Mission and it was her impression that they were afraid to attend and participate in Board meetings and she suggested that one in four meetings could be held in the Mission to overcome the problem.</p> <p>NH responded that he visited the Mission on a daily basis and that the problem had not been brought to his attention and that he did not think that it applied to the majority of fishermen.</p> <p>ES commented that only a small percentage of active fishermen used the Mission which was predominantly used by retired and part-time fishermen and therefore the views were not representative of full time fishermen.</p> <p>GMcC suggested that a way forward would be to seek their views on the suggestion.</p>	<p>AM</p>

	<p>Ruth Simpson asked for information on the oil in the harbour in recent days. AM responded that no oil spill had been reported to him but he agreed to investigate.</p> <p>Ruth Simpson also reported on the absence of meeting notices as she had missed the last two meetings. The Chairman reported that the timetable of meetings for the year ahead had been set and that the Board would meet on the first Wednesday of each month. AM confirmed that meeting notices were put up at various locations around Newlyn and at Penzance Town Council Offices.</p> <p>Ellie Evans, Reporter, Cornishman updated the Board on the arrangements for the public meeting on 7 February which was being sponsored by the Cornishman newspaper. The event was to be chaired by Jackie Wallis, Editor of the paper and she reported that there was considerable public interest.</p> <p>Fiona Thomas-Lambourn also advised the Board that she had been appointed as the Town Council's representative on the new Advisory Body and the Cllr Dennis Axford had been appointed as substitute.</p>	<p>AM</p> <p>RT / EB to note.</p>
	<u>PART B MEETING OF THE COMMISSIONERS</u>	
NPHC 154	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Glenn Caplin and Mike Collier, MBE.</p>	
NPHC 155	<p><u>Declarations of Personal and Prejudicial Interests</u></p> <p>AM declared a personal interest in any staff issues on the agenda as an employee of the harbour and member of the Human Resources Committee.</p> <p>ES declared a personal interest in any items on the agenda which referred to W Stevenson & Sons in connection with the harbour.</p> <p>DS declared a personal interest in any items on the agenda in connection with the harbour as a fisherman currently operating from the harbour.</p> <p>KB, AM and DS also declared personal interests in Minute No. NPHC 171/11 (The Mission) as members of the Mission Local Advisory Committee.</p>	<p>AM</p>
NPHC 156	<p><u>Minutes of the public part of the meeting held on 12 January 2011</u></p> <p><u>RESOLVED:</u> That the public part of the minutes of the meeting held on 12 January 2011, including the summary of matters considered in Part 2 of the meeting, be approved as an accurate record and that they be signed by the Chairman.</p>	<p>AM / EB</p>

<p>NPHC 157</p>	<p><u>Matters Arising from the Minutes</u></p> <p>There were no matters arising from the minutes.</p>	
<p>NPHC 158</p>	<p><u>Executive Report</u></p> <p>AM gave his report on Executive matters which had arisen since the last meeting of the Board. During that period there had been some unseasonable weather conditions as regards the strength and direction of the wind.</p> <p>The total value of fish landings for January was approximately £1.5m; a small amount of Mackerel was landed from the smaller vessels, with some good return on Bass.</p> <p>A number of landings had been made by Brixham and Plymouth vessels as well as several Belgian and Dutch beam trawlers, with fish being transported back to their home ports for sale. Some of the vessels landed at Newlyn to establish their “days at sea” entitlement whilst other others had been fishing the Trevoze Grounds prior to the conservation box which came into force on 31 January for two months.</p> <p>An audit inspection had been carried out by the Marine Maritime Organisation to confirm that the slipway and other associated works which had attracted EU funding were still being used for the purposes as set out in the grant funding application.</p> <p>Work continued on the Port Security Plan prior to submission to TRANSEC for approval which was needed for passenger landings at Newlyn.</p> <p>AM reported that he had verbally objected, to be confirmed in writing, to the creation of a Marine Conservation Zone within the limits of Newlyn Harbour. The reasons for the objection were as follows:</p> <ul style="list-style-type: none"> • The proposed zone covered an established dredge dumping area which might affect any future proposals for the dumping of any maintenance dredging from Newlyn harbour. • The proposed area was also used by vessels to anchor either sheltering from stress of weather or waiting tides to enter Newlyn or Penzance Harbours. • Within the proposed area there were a number of established fishing activities that took place. e.g. trawling, ring netting, netting and the placing of shellfish pots. <p>AM reported that the Cornish Fish Producers’ Organisation had also objected to the proposals.</p>	

<p>NPHC 159</p>	<p><u>Update from Committee</u></p> <p><u>Asset Committee</u></p> <p>JT reported that the Committee had met on 1 February 2011 and on the progress being made by Miller Commercial in respect of the property review. JT also introduced Nick Maffey, Miller Commercial who would be taking the lead on the work. Mr Maffey said that he was delighted to be working with the Board and he hoped that Miller Commercial could make a positive contribution to the development of the area.</p> <p>In respect of the Sandy Cove development project, JT reported that she would be visiting MDL's Dartside Boat Maintenance Facility.</p> <p><u>Finance Committee</u></p> <p>The Chairman commented that the Board would be asked to approve a recommendation regarding the financial reports and that draft Operational Plans had been produced and would form the basis of the harbour budget for 2011 / 2012, both of which would be considered in greater detail later on the agenda.</p> <p><u>Harbour Management & Operations Committee</u></p> <p>KB reported on the progress being made on the new replacement fenders, but that following investigation it had been decided not to proceed with plastic fenders as the cost was too prohibitive.</p> <p>With regard to the use of second hand dredging pipes, NH <u>AGREED</u> to provide KB with additional information.</p> <p>ES remarked that some of the fenders on the North Pier had become loose and could potentially cause damage to vessels. AM confirmed that the fenders had been removed.</p> <p><u>Human Resources</u></p> <p>The next meeting of the Committee was due to be held on 11 February when it would be considering reports on a new organisation and staff structure for the harbour, sample job descriptions and related Key Performance Indicators.</p>	<p>NH to action</p>
<p>NPHC 160</p>	<p><u>Inaugural Meeting between the Board and the Advisory Body</u></p> <p>RT reported on the responses to the requests for nominees which had so far been received. Arrangements were now being made to hold the inaugural meeting in mid March.</p>	
<p>NPHC 161</p>	<p><u>Membership and Terms of Reference of Committees</u></p> <p>It was <u>AGREED</u> that comments on the membership and terms of reference of the committees be forward to GMcC / RT / EB in advance of the next Board meeting.</p>	<p>GMcC / RT / EB</p>

<p>NPHC 161 cont.</p>	<p>Terms of reference documents would be put into a standard format and redrafted.</p> <p>AM reported that he had contacted other Harbour Commissioners but the majority had now disbanded their committees. It was AGREED that contact be made with some out of county Harbour Commissioners such as Bridlington and Blythe regarding terms of reference, or alternatively the Department of Transport.</p>	<p>AM</p>
<p>NPHC 162</p>	<p><u>Presentation of Commission Plans to Merchants & Catching Sector and the Public</u></p> <p>GMcC advised the Board of the arrangements for the consultation meetings as follows:-</p> <ul style="list-style-type: none"> • Merchants Sector on 2 February 2011 • Catching Sector on 7 February 2011 • Public on 7 February 2011 to be hosted by the Cornishman Newspaper 	
<p>NPHC 163</p>	<p><u>Old Quay – British Tourism Week</u></p> <p>JL updated the Board on the arrangements for the proposed quay day event to be held on 12 March at the Old Harbour to promote British Tourism Week. The event would be entitled “Painting Party on the Quay” and would include a number of traditional boats which would be painted up in advance of the sailing season to which local artists would be encouraged to come along paint.</p> <p>The event was being supported by Penzance Town Council and JL was seeking the support of the Board to hosting the event.</p> <p>A questionnaire would also be produced to seek views from those attending the event on possible options for a future use for the Old Harbour.</p> <p>JL confirmed that he would be meeting with AM to discuss he arrangements in detail, including clearance of the area which was currently being used by dog walkers. It was hoped that the event would attract national media coverage.</p> <p><u>RESOLVED:</u> That the “Painting on the Quay” event to be held on 12 March 2011 be supported.</p>	
<p>NPHC 164</p>	<p><u>Disembarkation of Cruise Ship Passengers</u></p> <p>AM reported on the progress being made towards obtaining TRANSEC approval to the Port Marine Plan which was required to be in place before cruise ship passengers could be landed at Newlyn.</p>	

NPHC 165	<u>Exclusion of the Press and Public</u> 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.	
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SUMMARY OF MATTERS CONSIDERED IN THE CONFIDENTIAL PART OF THE AGENDA OF THE MEETING OF THE NEWLYN PIER & HARBOUR COMMISSIONERS HELD ON 2 FEBRUARY 2011

1. Minutes (Part 2) of the Meeting held on 12 January 2011 and the Informal Meeting of the Board held on 5 January 2011

The minutes were approved, subject to a minor amendment, by the Board as an accurate record and signed by the Chairman.

2. Matters Arising

Matters arising related to the production of an inventory of harbour assets (excluding property), Cornwall Council's current grant offer of £500,000, corporate risk and the North Quay.

3. Operation Plan 2011 - 2012

The Board received the latest draft versions of the Operational Plan 2011 – 2012 and Strategic Operational Plan 2012 – 2017.

4. Executive Report

The Harbour Master gave his monthly report on Executive matters.

5. To receive Minutes from Committees

Harbour Management & Operations Committee

The Board received the minutes of the meeting held on 7 January 2011 and approved a recommendation to support "in principle" investigations into the viability of a new ferry link to the Isle of Scilly.

Asset Committee

The Board received the minutes of the meeting held on 10 January 2011.

Finance Committee

The Board received the minutes of the meeting held on 19 January 2011 and approved recommendations regarding financial reporting.

The Board also noted that additional financial information had been submitted to the external auditors to demonstrate that NPHC was a going concern, and income and expenditure figures up to 31 March 2011.

6. The Mission

The Board received an update on discussions on the future of the Mission building in Newlyn.

7. Banking Arrangements

The Board reviewed its current banking arrangements.

8. Presentation of the Plan

The Board received the presentation on the new Operational Plans which was to be presented to the staff, Catching & Merchants' sector and the public.

9. Any Other Business

The Board discussed the provision of legal services.

10. Date of Next Meeting

It was noted that the next meeting of the Board would be held at 9.00 a.m. on Wednesday 2 March 2011.

The meeting closed at 11.35 a.m.

Chairman