

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 3 JULY 2013 IN THE BOARD ROOM NEWLYN HARBOUR

In attendance: Gilbert McCabe (Chairman) (GMcC)
Rob Wing (Vice-Chairman) (RW) – arrived at 9.30 a.m.

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

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

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	<p><u>Car Parking at Newlyn Post Office</u></p> <p>With the agreement of the Board agenda item no. 5 moved to Part A – Public Participation.</p> <p>Ruth Simpson commented that she had received two complaints from members of the public regarding the treatment they had received from Armtrac regarding parking outside of the Post office, Newlyn.</p> <p>AM stated that the road was not part of the public highway, only a public right of way, which was owned by the Harbour Commissioners. A traffic order had been made by Cornwall Council to enforce the yellow lines in front of the Fisherman’s Mission, but he confirmed that Armtrac was responsible for enforcing parking regulations outside the Post Office.</p> <p>AM reported that a letter of complaint had been received from Mr Reid which referred to the overzealous actions of the Armtrac staff. However, AM reiterated the point that members of the public who parked on the yellow lines outside the Post Office did so at their own risk. Parking on the yellow lines also impeded traffic entering the harbour, particularly heavy goods vehicles. AM confirmed that he was due to meet with Armtrac to discuss the issues which had been raised, together with other issues regarding parking infringements by local fishermen.</p> <p>Mrs Simpson suggested that local people could be given a discretionary 10 minutes to park in these areas without the risk of receiving a parking fine. AM stated that he needed to balance the effects of illegal parking against the needs the industry.</p>	

	<p>ES commented that on a day-to-day basis the harbour operation was being hindered by the illegal parking. Although sympathising at the actions of the Armtrac staff which was unacceptable she reiterated that members of the public must adhere to the parking restrictions. It was suggested that Cornwall Council be approached about the possibility of introducing a short term parking incentive scheme in the Duke Street Car Park which could help to reduce the current problems. AM commented that NPHC had reduced its parking charges to assist local residents.</p> <p>It was further suggested that a public information sign be erected on the entrance to the harbour stating "Entering Private Property and that illegal parking will be at risk of a fine unless a valid parking permit is displayed".</p>	AM
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 01	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Paul Corin and Rob Salvidge.</p>	
NPHC 02	<p><u>Declarations of Interest</u></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, as a businessman on the harbour and as Chairman of the Newlyn Fish Festival Committee.</p> <p>MC declared a personal interest in any items on the agenda in connection with the harbour as an employee of the Maritime & Coastguard Agency.</p> <p>AM declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC.</p> <p>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.</p> <p>RW declared a personal interest on any items on the agenda in connection with the harbour as a fish merchant using the harbour.</p>	AM
NPHC 03	<p><u>Minutes</u></p> <p><u>RESOLVED:</u> That the public (Part 1) minutes, of the meeting held on 1 May 2013, including the summary of matters considered in Part 2, be approved and signed by the Chairman:-</p>	EB

<p>NPHC 04</p>	<p><u>Matters Arising</u></p> <p>No matters were raised.</p>	
<p>NPHC 05</p>	<p><u>Car Parking at Newlyn Post Office</u></p> <p>This item was discussed under Part A – Public Participation.</p>	
<p>NPHC 06</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>The Chairman commented that the Local Enterprise Partnership (LEP) had instigated four new consultations in advance of the next round of European Funding: one of the consultations was “LEP4 Sea Workshop”. The Chairman, RW and ES had been invited to participate in the workshop and it was <u>AGREED</u> that a copy of the notes would be circulated to all Commissioners. Any comments on the document were to be submitted to the LEP by 16 July 2013, with a copy to EB.</p> <p>ES commented on the lack of representatives from the fishing industry despite the fact that there had been a strong focus and emphasis on fishing.</p> <p>The Chairman reported that new funding would not be awarded until October / November 2013 and that the LEP would be making a submission to Central Government’s Business Innovation Unit on what was required within Cornwall. If successful further discussions would be held on where the funding should be allocated within the county.</p>	<p>EB</p>
<p>NPHC 07</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 3 JULY 2013

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

The minutes were approved by the Board.

2. Matters Arising

The Board received an update on outstanding debts, the refuelling of vessels and harbour operations.

3. Harbour Master Recruitment Process and Appointment

The Board received an update on the process for appointing a new Harbour Master and potential candidates.

4. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included property, harbour operations and Health & Safety matters.

5. Grant Application Timetable

The Board received a progress report on an application for grant funding.

6. Finance Report

The Chairman provided the Board with an interim update on the current financial position of the harbour.

7. Chairman's Business

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

8. Any Other Business

The Board discussed issues regarding the formation of a new pontoon users group.

9. Date of Next Meeting

Next Board meeting to be held at 9.00 a.m. on Wednesday 4 September 2013 in the Harbour Board Room.

The meeting closed at 12.30 p.m.

4 September 2013

Chairman