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HARBOUR MASTER
&
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Harbour Office

Newlyn

Penzance

TR18 5HW

28 August 2013

NEWLYN PIER & HARBOUR COMMISSIONERS

A meeting of the Board of Commissioners will be held as follows:-

DATE WEDNESDAY 4 SEPTEMBER 2013

TIME 9.00 A.M.

VENUE THE BOARD ROOM, NEWLYN HARBOUR

Elaine Baker
Commission Administrator

To:
Chairman: Gilbert McCabe
Vice-Chairman: Rob Wing

Commissioners

Kevin Bennetts
Mike Collier MBE
Paul Corin

Andrew Munson
David Stevens
Elizabeth Stevenson
Rob Salvidge

4 SEPTEMBER 2013

AGENDA

PART ONE

WELCOME TO THE NEW HARBOUR MASTER DESIGNATE

The Chairman of the Board to formally welcome Rob Parsons to the Board of Commissioners following his recent appointment as the new Harbour Master Designate.

PART A: PUBLIC PARTICIPATION

A period of fifteen minutes has been set aside for members of the public to raise points in relation to the Agenda that they wish the Commissioners to consider. Points that are not relevant to the Agenda will be taken forward to the next Meeting of the Board.

PART B: MEETING OF THE COMMISSIONERS

1. Apologies for Absence

2. Declarations of Interests

Commissioners are reminded to make any declarations of personal and / or prejudicial interests that they may have in relation to items on this agenda.

3. Minutes

To receive the Minutes of the Part 1 and Part 2 Summary of the Board Meeting held on 3 July 2013 and the Extraordinary Meeting Board meeting held on 22 July 2013. (Copies attached) (Pages 1-5 & 1-2).

4. Matters Arising

To consider any matters arising from the minutes.

5. Resignation of the Chairman of the Advisory Body

The Board is asked to note the resignation of Joe Clive, Chairman of the Advisory Body with effect from 6 August 2013.

6. Harbour Master's (Part 1) Report

The Harbour Master to present his report to the Board. The report includes operational, staffing, property and finance issues. Where appropriate the report will include recommendation(s) for consideration by the Board. Report to be tabled at the meeting.

7. Newlyn Fish Festival

Harbour Master and Kevin Bennetts (in his capacity as Chair of the Fish Festival Committee) to brief the Board on the outcome of the day.

8. Follow Up Local Enterprise Partnership – Maritime Workshop

Vice-Chairman to provide a briefing to the Board on potential next steps relating to the fishing industry.

9. Exclusion of Press and Public

The Board is asked to consider passing the following resolution:-

That due to the confidential nature of the following item(s) to be considered, that the press and the public are excluded from meeting on the grounds that they involve the likely disclosure of information of a personal nature relating to an individual, the business and / or financial affairs of third parties and / or legal proceedings.

4 SEPTEMBER 2013

AGENDA

PART TWO

10. Minutes

To receive the Minutes Part 2 of the Board Meeting held on 3 July 2013 and the Extraordinary Board Meeting held on 22 July 2013. (Copies attached for Commissioners only) (Pages 6-10 & 3-4).

11. Matters Arising

To consider any matters arising from the minutes.

12. Turner & Co

Progress report on work undertaken by Nalders Solicitors – Harbour Master to report.

13. Advisory Body

The Board to consider / discuss:

- Role of Advisory Body as per the Harbour Revision Order;
- Current Membership of Advisory Body (to be tabled at the meeting);
- The current position regarding the Advisory Body following the resignation of the Chairman and to consider the request forwarded through Joe Clive to hold an informal meeting between the Advisory Body and the Board to discuss the current situation.

14. Harbour Office Renovations

The Board to consider various renovation options to the Harbour Office. The Chairman and Harbour Master to report.

15. Harbour Master's (Part 2) Report

The Harbour Master to present his report to the Board. The report includes operational matters, staffing, property and finance issues etc. and where appropriate will include recommendation(s) for consideration by the Board. Report for Commissioners only to be tabled at the meeting.

16. Finance Report

The Chairman, Vice-Chairman and Harbour Master to report.

17. Chairman's Business

Chairman to report on a number of confidential issues.

18. Any Other Business

19. Date of Next Meeting

The next Board meeting to be held at 9.00 am on 6 November 2013 in the Harbour Board Room.