

All correspondence to be addressed to the Clerk to the Commissioners

TELEPHONE
01736 362523

FAX
01736 332709

EMAIL
andrewmunson@btconnect.com

A.T. MUNSON
HARBOUR MASTER
&
CLERK TO THE COMMISSIONERS



Harbour Office

Newlyn

Penzance

TR18 5HW

31 August 2012

NEWLYN PIER & HARBOUR COMMISSIONERS

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

DATE WEDNESDAY 5 SEPTEMBER 2012

TIME 9.00 A.M.

VENUE NEWLYN CENTRE, NEWLYN

Would all Commissioners please remember that a photographer will be in attendance to take photographs of Commissioners for the new website. Therefore would Commissioners please ensure that they arrive at the Centre by 8.40 a.m. Alternative arrangements will be made for any Commissioner who will not be present at the meeting.

Elaine Baker
Commission Administrator

To:

Chairman: Gilbert McCabe

Vice-Chairman: Rob Wing

Commissioners

Kevin Bennetts
Geoff Brown
Mike Collier MBE
Paul Corin

Andrew Munson
David Stevens
Elizabeth Stevenson
Rob Salvidge
George Trubody

5 SEPTEMBER 2012

AGENDA

PART ONE

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 11 July 2012. (copy attached) (Pages 1 - 5).

4. Matters Arising

To consider any matters arising from the minutes.

5. Website

Emily Tarrant, Webfootedesigns will be attending the meeting to present the draft outline of the new website to the Board and to respond to Commissioners questions on the content of the site.

6. Executive Report

The Harbour Master to report to the Board on Executive matters.

7. Finance Report

To receive an update on the current financial position of the harbour. David Hines-Randle to report.

8. Strategy Document

The Board is asked to approve the final version of the draft strategy document following the receipt of comments from Commissioners and the Advisory Body. (Copy attached).

All correspondence to be addressed to the Clerk to the Commissioners

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.

5 SEPTEMBER 2012

AGENDA

PART TWO

10. Minutes

To receive the Minutes Part 2 of the Board Meeting held on 11 July 2012 (copy attached for Commissioners only) (Pages 6 - 11)

11. Matters Arising

To consider any matters arising from the minutes.

12. Harbour Master Candidates - Update

The Chairman to update the Board on the recruitment process for the position of Harbour Master.

13. Strand Framework Project

Cornwall Development Company to update the Board on confidential aspects of the Strand Framework Project following the recent consultation event.

14. Property Matters

(a) Newlyn Lease – Miller Commercial

David Hines-Randle to report

(b) North Pier

Andrew Munson and David Hines-Randle to provide a verbal update at the meeting.

(c) Potential Engineering Workspace within the Harbour

Andrew Munson to provide a verbal report at the meeting.

15. Finance Report

(a) Report by David Hines-Randle on the harbour's current financial position, including budget position after the first four months, explanation of the £4,792 for NFIF and regeneration projects as set out in the last accounts, and provide an update on borrowing limits and use of the current overdraft as of 31 August 2012. (Report to be tabled at the meeting).

(b) Reclaim of Grant Monies

Andrew Munson to report on progress in respect of the grant monies for the new fish grader.

All correspondence to be addressed to the Clerk to the Commissioners

(c) David Hines-Randle to advise the Board on the status of the final accounts for the financial year 2011 / 2012.

(d) Amendment to Current Payment Arrangements

The Board to consider a report regarding an amendment to the current payment arrangements. Report to be tabled at the meeting.

(e) Turner & Co. Ltd

Report by David Hines-Randle on the current financial position in relation to Turner & Co. Ltd. Report to be tabled at the meeting.

16. Operations / Non Harbour Issues

David Hines-Randle to table a confidential report at the meeting.

17. Executive Report

The Harbour Master to report. To include discussion on progress made in respect of confidential executive matters since the last meeting.

18. Chairman's Business

Chairman to report.

19. Any Other Business

20. Date of Next Meeting

The Board to discuss the arrangements for forthcoming Board meetings.