

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

**MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 6 JANUARY 2016
IN NEWLYN CENTRE, NEWLYN**

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

Kevin Bennetts (KB)
Mike Collier MBE (MC)
Jim McKenna (JMck)
Rob Parsons (RP)
Lucy Parsons (LP)
David Stevens (DS)
Elizabeth Stevenson (ES)

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

Other Attendees: None.

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	None.	
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 109	<u>Apologies for Absence</u> An apology for absence was received from Paul Corin.	
NPHC 110	<u>Declarations of Interest</u> KB declared a personal interest in any items on the agenda in connection with the harbour as a businessman on the harbour. MC declared a personal interest in any items on the agenda as a pontoon user. RP declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC. DS 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.	

<p>NPHC 110 cont.</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 and harbour facilities and tenant of harbour property.</p> <p>RW declared a personal interest in any items on the agenda in connection with the harbour as a fish merchant operating on the market.</p>	<p>EB</p>
<p>NPHC 111</p>	<p><u>Minutes</u></p> <p>RESOLVED: That the public (Part 1) minutes of the meeting held on 18 November 2015, including the summary of matters considered in Part 2, be approved and signed by the Chairman.</p>	<p>EB</p>
<p>NPHC 112</p>	<p><u>Matters Arising</u></p> <p>There were no matters arising from the minutes.</p>	
<p>NPHC 113</p>	<p><u>Development Programme Plan (DPP) 2015 – 2020</u></p> <p>RP commented that the draft DPP had been well received by the Advisory Board (AB) at its meeting on 9 December 2015. The EMFF funding round was due to commence on 18 January 2016 and JMCK confirmed that the Growth Deal 3 fund was anticipated to begin by the end of February. LP also reported that a decision on the Enterprise Zone was also awaited.</p> <p>RP also reported that the AB had decided to reduce the frequency of its meetings to three per year.</p> <p>In view of the above, the Board RESOLVED: That the Development Programme Plan 2015 – 2020 as presented to the Board at its meeting on 18 November 2015 be formally adopted and published on the website.</p>	<p>RP / EB</p>
<p>NPHC 114</p>	<p><u>Harbour Master's (Part 1) Report</u></p> <p>The Board received the Harbour Master's Part 1 report of executive matters since the last meeting.</p> <p>Ladders - RP reported that work had commenced on repairs to the ladders, bollards and rings, and that the ladder adjacent to the Ice Plant had been fixed.</p> <p>RP also advised that in attempt to improve communication to harbour users about improvements being made to the harbour infrastructure, consideration was being given to the use of social media and the production of an annual New Year Newsletter.</p>	

<p>NPHC 114 cont.</p>	<p>Port Marine Safety Code (PMSC) – RP reported that the MCA was pleased with the transparency improvements that had been made within the harbour. However, in advance of the next formal audit, an invitation would be sent to the MCA to carry out a pre-audit.</p> <p>Property – RP reported that asbestos had been found in the roof of the Strand Store building and as such NPHC was in breach of the Landlord & Tenant Act 1954. Therefore, the removal of the asbestos and re-roofing was due to commence at a cost of approximately £18,000 (excluding specialist removal costs).</p> <p>Operations – RP reported on the repairs to the harbour boat which were more extensive than had been previously reported. £9,500 had been received from the insurers towards the cost of the repairs. RP also confirmed that once the repairs had been completed the launch would be work boat coded for operating within the harbour.</p> <p>Former Stores – the former store building had now been cleared, unused materials, such as guttering, would be used to carry out some minor maintenance repairs to the Fish Market building.</p> <p>S W Water – RP reported that the situation was now back to normal and that the repairs had been completed and the top tank re-opened. It was hoped that a decision on the leak allowance would be known in the next couple of months.</p> <p>Discard Ban – RP reported that NPHC had no statutory obligation to make provision within the harbour following the introduction of the discard ban. However, he felt that there was a moral obligation to assist the fishing fleet. The impact of the introduction of the ban was, as yet, unknown but the harbour was actively considering the installation of a bait store facility for any discards.</p>	<p>RP</p> <p>RP</p> <p>RP</p> <p>RP</p> <p>RP</p>
<p>NPHC 115</p>	<p><u>Exclusion of the Press and Public</u></p> <p>The meeting RESOLVED 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 6 JANUARY 2016

1. Minutes (Part 2) of the Meeting held on 18 November 2015

The minutes, subject to a minor typographical error, were approved by the Board.

2. Matters Arising

There were no matters arising from the minutes.

3. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included financial, harbour operations, Newlyn Lights, personnel, Programme Development Plan in the context of approved projects and external funding, ice plant, property matters, including the Newlyn Post Office building & future use and car parking on Sandy Cove.

4. Any Other Business

Discussed issues relating boat insurance cover and the process for the appointment of new Chairman of the Board effective from 31 March 2016.

The meeting closed at 10.25 a.m.

Chairman