

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 6 MAY 2015 IN NEWLYN CENTRE, NEWLYN

In attendance: Rob Wing (Vice - Chairman) (RW) – (in the Chair).

Kevin Bennetts (KB)
 Mike Collier (MC)
 Rob Parsons (RP)
 Jim McKenna (JMCK)
 David Stevens (DS)
 Elizabeth Stevenson (ES) – Left the meeting 10.45 a.m.

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

Other Attendees: None.

| | <u>PART A PUBLIC PARTICIPATION</u> | <u>ACTION</u> |
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| | No members of the public were in attendance. | |
| | <u>PART B – MEETING OF THE COMMISSIONERS</u> | |
| NPHC 62 | <u>Apologies for Absence</u> Apologies for absence were received from Gilbert McCabe and Paul Corin. | |
| NPHC 63 | <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, and in any matters relating to Mousehole Harbour in his capacity as Harbour Master. 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. RP declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC. | |

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| <p>NPHC 63 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. ES also declared a prejudicial interest in minute nos. NPHC 73/15 (Harbour Master's Part 2 Report), on those matters which specifically related to W Stevenson & Sons Ltd. and agreed to withdraw from the meeting for consideration of those items.</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 64</p> | <p><u>Minutes</u></p> <p><u>RESOLVED</u>: That the public (Part 1) minutes of the meeting held on 4 March 2015, including the summary of matters considered in Part 2, be approved and signed by the Vice-Chairman.</p> | <p>EB</p> |
| <p>NPHC 65</p> | <p><u>Matters Arising</u></p> <p>In response to a question from ES the Harbour Master explained that there was no formal policy on film crews operating on the harbour. Film crews were welcome on harbour property provided the Harbour Office was informed and, if filming on vessels, the permission of the boat owner had been obtained. It was also helpful to advise the Harbour Master in advance, if practicable to do so.</p> | |
| <p>NPHC 66</p> | <p><u>Re-appointment of Commissioners</u></p> <p><u>RESOLVED</u>: - That Mike Collier and Dave Stevens be re-appointed as Commissioners in accordance with Article 7 of the Newlyn Pier & Harbour Revision Order 2010 for a further three year period with effect from 31 May 2015.</p> | <p>EB</p> |
| <p>NPHC 67</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 (copy appended to the signed minutes).</p> <p>Market Doors – RP explained that quotations would be obtained to replace two further market doors within the current financial year.</p> <p>Financial – Review of Charges – <u>RESOLVED</u> that the proposed changes to the water and skip charges as set out in the Harbour Master's report (Part 1) be approved and published on the website.</p> | <p>RP</p> <p>RP / EB</p> |

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| <p>NPHC 68</p> | <p><u>Advisory Board</u></p> <p>The Board received the minutes of the Advisory Board (AB) held on 13 December 2014 and the unconfirmed minutes of the meeting held on 12 March 2015.</p> <p>The Harbour Master commented positively on the first two meetings and said that initial impressions were encouraging.</p> <p>ES raised a query on the minutes regarding a reduction in landing dues. The Harbour Master commented that the confusion had arisen because the figures had been amalgamated and that there had been no reduction, merely a change in the presentation of the figures. It was <u>AGREED</u> that in future a list of actions arising out of AB meetings would be presented to the Board and not the full minutes.</p> <p>The AB had queried the slipway charge and RP stated that he would be looking at this again with a view to splitting the charge to reflect the size of vessel. RP also gave an assurance that no annual slippage charge was being introduced.</p> <p>ES raised the issue of the increase in the box wash charge to 0.17p per box, and referred to RP's comments at the last meeting "<i>that the increase was consistent with other ports</i>", which she challenged. RP responded by saying that he was happy to review the figure, but explained that the 0.17p figure was based on the harbour's overhead costs. He confirmed that he had spoken to other ports about their charges but reiterated that the harbour's charges were not based on other ports.</p> <p>The Vice-Chairman commented that it was entirely appropriate for harbour charges to cover overhead costs, but that the harbour needed to be clear on what those overheads were.</p> <p>ES stated that it was her opinion that the 0.17p box wash charge had been based on charges at other ports and that she felt that she had been misled on this point. In light of the above comments, it was <u>AGREED</u> that the box wash charge be reviewed and that a report be brought back to the next Board meeting.</p> <p>The Vice-Chairman commented that the Schedule of Charges which had been approved following the last meeting was the beginning of a process, and that it had been made clear at the last meeting that further adjustments in the charges may be required. The Board was assured that a review of fees and charges would be carried out on an annual basis.</p> | <p>EB</p> <p>RP</p> <p>RP</p> |
| <p>NPHC 69</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 6 MAY 2015

1. Minutes (Part 2) of the Meeting held on 4 March 2015

The minutes were approved by the Board.

2. Matters Arising

There were no matters arising from the minutes.

3. Commissioner Appointments

The Board was advised of the arrangements for the forthcoming interviews and the candidates that had been shortlisted for interview.

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 staffing matters, including resolutions in respect of a harbour property valuation, financial claim in respect of damage to property claim, approval to make a reconnection to the upper water tank at Trewidden and delegated levels of financial authority.

5. Any Other Business

The issue of fishing gear being left on the quays and the pontoons was raised. The Harbour Master agreed to investigate the problem.

The meeting closed at 11.15 a.m.

Chairman