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**Rob Parsons**  
HARBOUR MASTER  
&  
CLERK TO THE COMMISSIONERS



Harbour Office

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TR18 5HW

30 August 2017

**NEWLYN PIER & HARBOUR COMMISSIONERS**

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

**DATE** WEDNESDAY 6 SEPTEMBER 2017

**TIME** 9.00 A.M.

**VENUE** NEWLYN CENTRE, NEWLYN

Elaine Baker  
Commission Administrator

To:

Chairman: Rob Wing  
Vice-Chairman Mike Collier MBE

Commissioners

Kevin Bennetts  
Paul Corin  
Anthony Hosking  
Jim McKenna

Lucy Parsons  
Rob Parsons  
John Thomas  
Sam Winters

## 6 SEPTEMBER 2017

### AGENDA

#### 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 Interest

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

3. Minutes

To receive the minutes of the Part 1 and Part 2 Summary of the Board Meeting held on 30 June 2017. (Copy attached) (Pages 1 - 3).

4. Matters Arising

To consider any matters arising from the minutes.

5. 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. To be tabled at the meeting.

6. Project Update – Fish Market Refurbishment

Representatives from Project Link will be attending the meeting to make a presentation to the Board on the planned refurbishment of the Fish Market due to commence on 1 September 2017.

7. Exclusion of the Press and Public

The Board is asked to pass 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 the 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.

**6 SEPTEMBER 17**

**AGENDA**

**PART TWO**

8. Minutes

To receive the minutes (Part 2) of the Board Meeting held on 30 June 2017. (Copy attached for Commissioners only) (Pages 4 - 8)

9. Matters Arising

To consider any matters arising from the minutes.

10. Draft Financial Statement Year Ended 31 March 2017

Bernard Pooley, Kelsall Steele will be attending the meeting to present the draft financial statement for year ended 31 March 2017 and adjustments. (Papers attached).

11. Website Redevelopment

Sam Winters to give a presentation to the Board on the redevelopment of the harbour website and the Board to consider the engagement of a website design company to undertake the project.

12. Harbour Master's (Part 2) Report

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

13. Chairman's Business

14. Any Other Business