

**NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)**

**MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 7 MARCH 2018 IN NEWLYN CENTRE.**

**In attendance:** Rob Wing (Chairman) (RW)  
 Mike Collier MBE (Vice-Chairman) (MC)  
  
 Kevin Bennetts (KB) – left at 10.50 a.m.  
 Anthony Hosking (AH)  
 Jim McKenna (JMCK) – arrived at 9.20 a.m.  
 Rob Parsons (RP)

**Also in attendance:** Lucy Parsons, Programme Manager (LP)  
 Elaine Baker, Commission Administrator (EB)

**Other Attendees:** Jan Williams and other local residents and business representatives

	<b><u>PART A PUBLIC PARTICIPATION</u></b>	<b><u>ACTION</u></b>
	<p>Jan Williams and other local residents and business representatives attended the meeting to seek the Board’s assistance in securing a suitable building for the relocation of the Newlyn Post Office following the recent temporary closure. The representatives outlined the importance of the post office to the fragile local economy and commented that the existing premise was not suitable due to health &amp; safety concerns and the likelihood that the building would be put on the market in the near future. The post office was an important “community hub” for which the group was hoping to secure its continuation.</p> <p>The Harbour Master commented that Newlyn Pier &amp; Harbour Commissioners (NPHC) supported that local community in its wish to secure the long term future of the post office, however in the first instance he wished to make contact with the Post Office to ascertain what its requirements were, in terms of potential size of alternative accommodation. In addition, he stated that although the post office did not form part of the harbour statute, NPHC would investigate possible options which might include a potential location on Baron’s Square. Locations within the harbour itself could prove problematic given the need to possibly restrict public access in the future due to increased commercial activity within the port.</p> <p>The Harbour Master <b><u>AGREED</u></b> to continue to liaise with the group over the issue.</p>	

	<b><u>PART B – MEETING OF THE COMMISSIONERS</u></b>	
<b>NPHC 68</b>	<b><u>Apologies for Absence</u></b>  There were apologies for absence from Paul Corin and John Thomas.	
<b>NPHC 69</b>	<b><u>Declarations of Interest</u></b>  KB declared a personal interest in any items on the agenda in connection with the harbour as an owner of a business operating on the harbour.  MC declared a personal interest in any items on the agenda as a pontoon user and trainer for Seafood Cornwall Training.  AH declared a personal interest in any items on the agenda in connection with the harbour as a commercial boat owner 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.  RW declared a personal interest in any items on the agenda in connection with the harbour as a fish merchant operating on the market, and a Trustee of the National Lobster Hatchery which was a tenant on the harbour.	<b>EB</b>
<b>NPHC 70</b>	<b><u>Minutes</u></b>  <b><u>RESOLVED:</u></b> That the public (Part 1) minutes of the meeting held on 24 January 2018, including the summary of matters considered in Part 2, be approved and signed by the Chairman.	<b>EB</b>
<b>NPHC 71</b>	<b><u>Matters Arising</u></b>  There were no matters arising from the minutes.	
<b>NPHC 72</b>	<b><u>Harbour Master’s (Part 1) Report</u></b>  The Harbour Master gave his monthly report on operational matters which included the following matters:-  <b>Port Marine Safety Code</b> – The Board was advised that the harbour had sustained some damage following the recent storm, caused by the SE winds and sea swells. There had been some structural damage to the North Pier, power to the lighting and pontoons had also been lost. A new guidance document entitled “ <b>Ports Good Governance Guidance – Moving Britain Ahead</b> ” had recently been published by the Department for Transport which had been circulated to all Commissioners. The Harbour Master stated that a report on the potential implications of the guidance on the harbour and Board would be made at the next	

<p><b>NPHC 72 cont.</b></p>	<p>meeting. Work had commenced on the drafting of new <b>harbour byelaws</b> which would be brought to the Board for approval prior to the commencement of the formal consultation process. The <b>Oil Spill Contingency Strategy</b> had been redrafted due to the potential harbour projects and enhancements.</p> <p><b>Property</b> – The green sheds had been removed and work had commenced on potential options for the vacant site and the appointment of architects to undertake the project. <b>Admiralty Boathouse</b> continued to be affected by the ingress of water and therefore internal repairs to the building could not be completed. It was likely that the building would require re-roofing and three quotations for the work were currently being obtained and would be brought to the Board for consideration.</p> <p><i>JMcK arrived at this point in the proceedings.</i></p> <p>Options were still being considered for the vacant engineering unit (former MTS unit) including the level of rent for the existing building against that of a refurbished unit. Potential future tenants included the chandlery. <b>Fish Market</b> – a tour of the Phase 1 works would follow the meeting. A successful test of the new facility had been carried out overnight with no issues reported. Phase 1 was nearing completion but had been slightly delayed due to the recent adverse weather conditions. <b>HIAB</b> – a redesign of the plinth with RAMBOL had been required to ensure the lifts stability at full extension. Work on the plinth would be completed in the next two weeks followed by installation of the crane. <b>Fastnet Marketing</b> discussions were continuing on the new branding design and Commissioners’ comments had been taken into account. Consensus of opinion was supportive of the old style image but with an injection of colour. There needed to be a balance between the harbour’s heritage and moving forward. Fastnet Marketing would be invited to the next meeting to give a presentation on the progress of the development of the new website.</p> <p>LP, Programme Manager gave the Board an update on the progress of major harbour projects as follows:-</p> <ul style="list-style-type: none"> <li>• NPHC had received £0.5m from Exeter University in support of Research, Innovation and Incubation projects.</li> <li>• A list of prospective tenants interested in units at Sandy Cove was being compiled and included the National Lobster Hatchery, Fishing Filaments, Sea Dragon and Cornish Seaweed Bath. Interested parties were looking for low cost start-up units.</li> <li>• Ar Centre was a top end marine engineering company and options were being considered for a bid to the Marine I Challenge Fund for which 75% intervention funding was available. A long list was currently being compiled.</li> </ul>	<p><b>RP / EB</b></p> <p><b>RP</b></p>
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<p><b>NPHC 72 cont.</b></p>	<ul style="list-style-type: none"> <li>• The challenge was to bring in more industries such as the Marine Industries Alliance and MMO pilots at a later stage which could contribute to other larger projects.</li> <li>• <b>Infrastructure &amp; Improvements – Canner Slip</b> further progress was dependent on the relocation of the RNLI. The Board discussed if there was other accommodation on the harbour to relocate the RNLI in advance of the completion of the new boathouse (April 2019) to enable the project to proceed. It was <b>AGREED</b> that the Harbour Master would approach the RNLI. Decision required on either EMFF or ERDF funding streams. EMFF was a rolling programme primarily in support of projects of less than £100,000, although some larger projects up to maximum of £2m were being funded. ERDF PA1 &amp; PA3 funding streams were being considered for a combined new Strand and Canner Slip (£6.2m) project; however £100m of funding applications had been submitted for £40m of available funding. There was still uncertainty regarding eligibility if not eligible would proceed with EMFF application. <b>Boatlift</b> would not be funded pre-Brexit.</li> <li>• <b>Coastal Communities Fund (CCF)</b> - £40m was available to support projects across England &amp; Wales but there must be no concentration of applications. Cost of Boatlift project was £8m therefore unlikely to be supported. The Board was also advised that Penzance had already submitted a funding application. Given the above the Board <b>AGREED</b> not to pursue and application through CCF.</li> <li>• <b>Heritage Funding</b> – The Board was advised that eligibility for this funding stream was limited but that landscaping of the car park might be eligible.</li> <li>• <b>Environment Agency (EA)</b> was offering cash in support of coastal defence projects through the recycling of funds. The Chairman raised the eligibility of rock armouring at the end of the South Quay. LP stated that the EA was supporting a sandscaping project in Mounts Bay which would look at options for the replenishing of sand over a 20 year period. If the Board wished to move rock armouring forward as a potential project then time was of the essence. Discussions on rock armouring with MDL, owners of Penlee Quarry, had to date, proved fruitless. LP advised the Board that she had been in discussion with Dean Quarry which had offered a 30% discount on rock which would be suitable for armouring the South Quay. In view of the difficulties being experienced by vessels entering the harbour during south easterly storms, the Board delegated authority to the Harbour Master, in consultation with Chairman and Vice-Chairman to act on the Board’s behalf in developing a bid for funding rock armouring of the South Quay as a matter of urgency. The Chairman commented that it was a priority to improve the harbour entrance vessels and that an application should be submitted to potential funding streams.</li> </ul>	<p>RP / LP</p> <p>LP / RP</p> <p>RP / LP / RW / MC</p>
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<p><b>NPHC 72</b> <b>cont.</b></p>	<ul style="list-style-type: none"> <li>• <b>Industrial Partners</b> – LP commented on the potential of a shared project with an industrial partner to deliver the boatlift (£6.2m) project if funding proved elusive. The concept being that a long lease for the site would be offered to interested parties wishing to build using their own unit designs.</li> <li>• <b>Sandy Cove</b> – LP stated that funding was required to carry out the initial clean-up of the site, which included removal of fencing and clearance of green waste. £100,000 had been earmarked in the budget for general harbour maintenance; however, it was important that clearance was commenced without further delay as this would stimulate commercial interest. It was <b>RESOLVED</b> that authority is delegated to the Harbour Master, in consultation with the Chairman and Vice Chairman to approve expenditure on the clearance of Sandy Cove.</li> <li>• JMck referred to Cornwall Council’s <b>Investment Programme</b> which had set aside £600m of capital to support investment projects. Cornwall Council was willing to consider individual projects and he suggested that the local MPs be lobbied to gain their support. He also suggested that as no funding would be forthcoming from the Coastal Communities Fund, it would be helpful if NPHC formalised its support of the Penzance bid confirming that it would not challenge the fund with a separate bid. RP confirmed that a formal launch event would be arranged once Phase 1 of the fish market refurbishment had been completed to which all interested parties would be invited, including the local MPs.</li> <li>• <b>Neighbourhood Plan</b> – consideration was being given to the development of projects individually or in partnership as part of the development of a Mounts Bay Neighbourhood Plan. JMck suggested that formal contact be made with Cornwall Council who could provide advice. An initial meeting had been held with Cllr Adam Paynter and LP <b>AGREED</b> follow this up.</li> <li>• <b>Prosperity Fund</b> – LP advised the Board that this would replace EU funding streams and that an expression of interest was being made as an initial step.</li> <li>• Updates were provided on the development of all the current projects <b>Canner Slip / Sandy Cove / Boatlift / New Strand &amp; Car Park / Penlee Pier</b> (which would provide deep water berthing 5 – 6m out from Sandy Cove). Lobbying of the Local Enterprise Partnership / MPs / Cornwall Council and regulatory bodies was continuing.</li> </ul>	<p><b>RP / LP / RW / MC</b></p> <p><b>LP / RP</b></p> <p><b>LP</b></p>
<p><b>NPHC 73</b></p>	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>The meeting <b>RESOLVED</b> 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 7 MARCH 2018**

1. Minutes (Part 2) of the meeting held on 24 January 2018

The minutes 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 Harbour Master's bi-monthly report of confidential matters regarding approval of the harbour's Operating Budget and Financial Policy 2018 / 19, approval of the new schedule of charges which would come into effect on 1 April 2018, projects including the fish market refurbishment and an update on a potential second auctioneer.

4. Chairman's Business

There were no matters raised.

5. Any Other Business

There were no matters raised.

The meeting closed at 10.55 a.m.

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Chairman