

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 7 MAY 2014 IN THE BOARD ROOM, NEWLYN HARBOUR

In attendance: Gilbert McCabe (Chairman) (GMcC)

Kevin Bennetts (KB)
 Mike Collier MBE (MC)
 Rob Parsons (RP)
 David Stevens (DS)

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

Other Attendees: None

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	There was no public participation.	
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 81	<u>Apologies for Absence</u> Apologies for absence were received from Harry Blakeley, Paul Corin, Rob Salvidge, Elizabeth Stevenson and Rob Wing.	
NPHC 82	<u>Declarations of Interest</u> KB declared a personal interest in any items on the agenda in connection with the harbour as the owner of a boat using the harbour, as a businessman on the harbour and as Chairman of the Newlyn Fish Festival Committee. MC declared a personal interest in any items on the agenda in connection with the harbour as an employee of the Maritime & Coastguard Agency and a pontoon user. 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.	EB

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<p>NPHC 83</p>	<p><u>Minutes</u></p> <p>RESOLVED: That the public (Part 1) minutes of the meeting held on 20 March 2014, including the summary of matters considered in Part 2, be approved and signed by the Chairman.</p>		<p>EB</p>
<p>NPHC 84</p>	<p><u>Matters Arising</u></p> <p>There were no matters arising from the minutes.</p>		
<p>NPHC 85</p>	<p><u>Re-appointment of Commissioners</u></p> <p>RESOLVED : That</p>		
	<p>(1)</p>	<p>Paul Corin and Elizabeth Stevenson be re-appointed as Commissioners under Article 7 of the HRO (Terms of Office) for a three year period with effect from 31 May 2014; and</p>	<p>RP / EB</p>
	<p>(2)</p>	<p>In view of a lack of voting Commissioners at the meeting, authority be delegated to the Harbour Master, in consultation with the Chairman and Vice-Chairman to re-appoint Kevin Bennetts as a Commissioners under Article 7 of the HRO (Terms of Office) for a three year period with effect from 31 May 2014 and that the action be reported to the next Board meeting on 2 July 2014.</p>	<p>RP / GMCC / RW / EB</p>
<p>NPHC 86</p>	<p><u>Harbour Master's (Part 1) Report</u></p> <p>The Harbour Master presented his Part 1 report of executive matters since the last meeting (copy appended to the signed minutes).</p> <p>RP reported on the further delay in the removal of the Wayfarer from the harbour. In addition there had also been further discussions with W Stevenson & Sons Ltd (WS&S) on the removal of the Children's Friend and Sara Shaun from the harbour. The condition of the vessel Excellent was also a concern and RP reported that once the new Ice Plant had been commissioned further consideration would be given to the removal of these additional vessels, which would include discussion with WS&S Ltd. It was AGREED that a further report would be brought to the next Board meeting on 2 July 2014.</p> <p>The Board was advised that the cost of the repairs to the North Quay foundations following the recent storms was likely to cost in the region of £40,000 - £50,000 and would form part of a grant application to the Department of Transport Smaller Ports Recovery Scheme.</p> <p>Regarding the electrical upgrade, RP reported that a grant application of £237,000 had been submitted for the installation of new electrical boxes on the Mary Williams Pier, North Quay and pontoons. Following grant approval the contract would be awarded based on the quotations submitted. It was likely that further savings of up to 40% could be</p>		<p>RP</p>

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<p>NPHC 86 cont.</p>	<p>identified in respect of the North Quay quotation. The Board was reminded that a requirement of the application would be that NPHC would have to provide match funding.</p> <p>In addition, RP confirmed that he would be arranging a visit to Brixham Harbour to enable Commissioners to view at first hand the operation of electrical boxes. A general user guide for harbour users was also being produced.</p> <p>RP reported that a number of expressions of interest had been received from potential candidates for the position of Deputy Harbour Master. Interviews would be held during June, with the interview panel consisting of RW / RP and Peter Haddock as the Designated Person representative. It was AGREED that Commissioners would be given the opportunity to meet the shortlisted candidates in advance of the interviews.</p> <p>The formation of the new Newlyn Harbour User's Association would be the subject of a further report at the next Board meeting on 2 July 2014.</p>	<p>RP</p> <p>RP / RW</p> <p>RP / EB</p>
<p>NPHC 87</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 7 MAY 2014

1. Minutes (Part 2) of the Meeting held on 20 March 2014

The minutes were approved by the Board.

2. Matters Arising

The Board received an update on the Advisory Body.

3. Vision Statement

The Board delegated authority to the Harbour Master, in consultation with the Chairman and Vice-Chairman to approve the draft Vision Statement document and for it to be subsequently published on NPHC's website.

4. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included finance, property, harbour operations and staffing matters, including delegated authority to the Harbour Master to submit an application to the Department of Transport in respect of new Harbour Directions.

5. Chairman's Business

No matters were discussed.

6. Any Other Business

No matters were raised by Commissioners.

The meeting closed at 10.57 a.m.

Chairman

9 July 2014