

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

**MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 7 SEPTEMBER 2016
IN NEWLYN CENTRE, NEWLYN**

In attendance: Rob Wing (Chairman) (RW)

Kevin Bennetts (KB)
Mike Collier MBE (MC)
Jim McKenna (JMck) – Left at 11.05 a.m.
Lucy Parsons (LP)
Rob Parsons (RP)
David Stevens (DS) – Left at 10.00 a.m.
Sam Winters (SW) – Left at 11.40 a.m.

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

Other Attendees: Bernard Pooley – Kelsall Steele
David Rodda - Cornwall Development Company
Helen Fieler – Artist & Local Business Owner

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	<p>Helen Fieler attended the meeting to advise the Board of a potential community led arts funding project which she hoped could dovetail with other future project development plans for the harbour. The Harbour Master commented on plans for the possible modernisation / redevelopment of the existing fish market and Sandy Cove both of which be subject to external funding bids. Initial plans for the fish market would be considered by the Board in the confidential part of the meeting, and subject to a formal public consultation process at the appropriate stage. An expression of interest under the Growth Deal 3 funding stream had been submitted to the Local Enterprise Partnership in respect of Sandy Cove and a decision was awaited.</p> <p>The Chairman commented that the fish market was one element of a total development project for the harbour and that each project would be submitted to different funding pots depending on the criteria.</p> <p>It was <u>AGREED</u> that a meeting be arranged to discuss the potential dovetailing of any of the projects with the arts project.</p> <p>The Harbour Master confirmed that once proposals had been approved by the Board they would be referred to the Advisory Board followed by wider stakeholder consultation.</p>	<p></p> <p>RP / LP</p>

	<p>JMcK drew Ms Fieler’s attention to the West Cornwall Local Action Group which could be a source of external funding for the arts project depending on the cost value of the project.</p> <p>The Board thanked Ms Fieler for attending the meeting.</p>	
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 13	<p><u>Apologies for Absence</u></p> <p>An apology for absence was received from Paul Corin</p>	
NPHC 14	<p><u>Declarations of Interest</u></p> <p>KB declared a personal interest in any items on the agenda as a businessman operating on the harbour and in his capacity as Chairman of the Newlyn Fish Festival Committee.</p> <p>MC declared a personal interest in any items on the agenda as a pontoon user and trainer for Seafood Cornwall Training.</p> <p>LP advised the Board declared a pecuniary interest in her capacity as the consultant engaged to produce the Impact Report for a new breakwater at Penzance.</p> <p>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> <p>RP declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC.</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>	EB
NPHC 15	<p><u>Minutes</u></p> <p><u>RESOLVED:</u> That the public (Part 1) minutes of the meeting held on 6 July 2016, including the summary of matters considered in Part 2, be approved and signed by the Chairman.</p>	EB
NPHC 16	<p><u>Matters Arising</u></p> <p>There were no matters arising from the minutes.</p>	
NPHC 17	<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>NPHC 17 cont.</p>	<p>The report contained an update on the completion of the internal audit of the Port Marine Safety Code which had been approved by the Chairman. The external audit would be carried out by Peter Haddock before the end of the year. The safety management report was also tabled: areas for attention included some rusty bollards and cracking to floors.</p> <p>The Harbour Master reported on the potential danger of tyres in the harbour which would be completely removed following the planned dredging works, the success of the permit to work system which was in operation on the harbour, the new CCTV system which had resulted in a number of resolved crimes, installation of the new racking and re-application for funding for two new cranes.</p> <p>The Harbour Master also reported that the renovation works had been completed to the Admiralty Boathouse and that the new tenants would be moving in mid-September.</p> <p>KB, in his capacity as Chairman of the Newlyn Fish Festival, reported on another successful festival which had been held on the August Bank Holiday. This year had been extremely successful due to the re-engagement of the fishing industry by the introduction of the Trawler Race. It was hoped that in the region of £15,000 would be raised for the Fisherman’s Mission.</p> <p>The Harbour Master raised two areas of concern: the need for improved policing of the Trawler Race and fouling of residents gardens in Keel Alley / Fradgan area. KB acknowledged the concerns and reported that additional security would be put in place for next year’s event.</p> <p>The Chairman on behalf of the Board thanked KB for his commitment and work in representing the harbour and confirmed that the harbour would continue in its support of the festival.</p>	<p>RP</p> <p>RP</p> <p>RP / KB</p>
<p>NPHC 18</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 SEPTEMBER

1. Minutes (Part 2) of the Meeting held on 6 July 2016

The minutes were approved by the Board.

2. Matters Arising

There were no matters arising from the minutes

3. Draft Financial Statement Year Ended 31 March 2016

Bernard Pooley, Kelsall Steele presented the draft year end accounts for the period up to 31 March 2016. The Board delegated authority to the Harbour Master, in consultation with the Chairman to approve the final accounts. The Board also received details of the Management Letter which had been produced following the statutory audit.

4. Local Enterprise Partnership(LEP) & Cornwall Development Company (CDC) – EU Funding Briefing

The Board received a presentation from David Rodda, Cornwall Development Company on the current EU funding situation following the Brexit decision on 23 June 2016. In particular, he gave an overview of the position in respect of Fisheries Local Action Group (FLAG) areas, LEADER and Community Led Local Development funding streams and the potential impact of the Chancellor's Autumn statement.

5. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included financial, projects, property and general operational matters. In particular, the Harbour Master reported on current bank balances, debtors and trading terms, potential development of harbour property, former Ripple Site, dredging of the harbour, review to the scale of charges, development of a policy on the laying up of vessels within the harbour, personal injury insurance claim, purchase of new fish boxes and potential refurbishment of the fish market.

6. Any Other Business

The issue of non-payment of harbour dues by pontoon users was discussed.

The meeting closed at 11.45 a.m.

Chairman