

All communication to be addressed to Clerk to the Commissioners

TELEPHONE
01736 362523

FAX
01736 332709

A.T. MUNSON
HARBOUR MASTER
and
CLERK TO THE COMMISSIONERS



Harbour Office
Newlyn
Penzance
Cornwall
TR18 5JW

1 December 2011

NEWLYN PIER & HARBOUR COMMISSIONERS

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

DATE: WEDNESDAY 7 DECEMBER 2011

TIME: 9.00 A.M.

VENUE: NEWLYN CENTRE, NEWLYN

Elaine Baker
Commission Administrator

To:
Chairman: Gilbert McCabe
Vice-Chairman: Glenn Caplin

Commissioners

Kevin Bennetts
Mike Collier MBE
Andrew Munson

Dave Stevens
Elizabeth Stevenson
Ray Tovey

Board Meeting 7 December 2011

7 DECEMBER2011

AGENDA

PART ONE

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 Interests

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

3. Minutes

To receive the Minutes of the Part 1 and Part 2 Summary of the Board Meeting held on 10 November 2011. (copy attached) (pages 1 - 4).

4. Matters Arising

To consider any matters arising from the minutes.

5. Appointment of New Commissioners

The Chairman to provide an update on the interview process for new Commissioners.

6. Executive Report

The Harbour Master to report to the Board on Executive matters.

7. Exclusion of Press and Public

The Board is asked to consider passing 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 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.

7 DECEMBER 2011

AGENDA

PART TWO

8. Minutes

To receive the Minutes Part 2 of the Board Meeting held on 10 November 2011 (copy attached for Commissioners only) (pages 5 - 7)

9. Matters Arising

To consider any matters arising from the minutes.

10. Appointment of Commissioners

The Board to receive and discuss recommendations of the Interview Panel, and, if appropriate, formally accept the recommendations regarding specific appointments.

11. Executive Report

The Harbour Master to report on progress made in respect of confidential executive matters since the last meeting.

12. Logo

Following discussion at the last Board meeting revised logo and proposed letterhead layouts to be tabled at the meeting for comments.

13. Chairman's Report

The Chairman and Vice-Chairman to report on potential future short term investments.

14. Finance Report

The Chairman to report on the current financial position.

15. Any Other Business

16. Date of Next Meeting

To note that the next meeting of the Board of Commissioners will take place at 9.00 a.m. on **Wednesday 4 January 2012 Newlyn Centre.**