

NEWLYN PIER AND HARBOUR COMMISSIONERS**MEETING OF THE ADVISORY BOARD HELD AT 5.00 P.M. ON WEDNESDAY 8 OCTOBER 2014 IN THE HARBOUR BOARD ROOM, NEWLYN HARBOUR.**

In attendance: Simon Cadman – Cornwall Inshore Fisheries & Conservation Authority (SC)
 Joe Clive – Fish Merchants’ Sector (JC)
 Tom McClure – Inshore Fisheries Sector (10m+) (TMCC)
 Cllr John Moreland – Penzance Town Council (JM)
 Father Keith Owen – Community Leader (KO)
 Laurence Hartwell – Community (LH)
 Sam Winters – Community (SW)
 Paul Trebilcock – Catching Sector (PT)

Also in attendance: Rob Parsons, Harbour Master (RP)
 Elaine Baker Commission Administrator (EB)
 Shane Liddicoat – Substitute Member IFCA

	<u>Welcome</u> RP welcomed everyone to the first meeting of the Advisory Board (AB). It was <u>AGREED</u> that RP would take the Chair for the first meeting.	
AB.01	<u>Declaration of Acceptance of Office</u> All members of the AB signed the declaration of the acceptance of office in the presence of the Commission Administrator.	
AB.02	<u>Election of Chairman</u> <u>RESOLVED:</u> That Father Keith Owen be elected Chairman of the AB for the following year.	All to note.
AB.03	<u>Apologies for Absence</u> No apologies for absence were received.	
AB.04	<u>Declarations of Interest</u> None received.	
AB.05	<u>Election of Vice-Chairman</u> <u>RESOLVED:</u> That Sam Winters be elected Vice- Chairman of the AB for the following year.	

<p>AB.07</p>	<p><u>Terms of Reference of the Advisory Board</u></p> <p>The AB received the draft terms of reference (ToR) which had been previously approved by the Board of Commissioners. EB referred to paragraph 6 of the ToR, and in particular the composition of the Board which stated “<i>a minimum of eight and maximum of twelve at the point of inauguration</i>” and suggested that in view of the fact that there were currently only nine members of the AB that the minimum figure be reduced to six. This was accepted by the AB.</p> <p><u>RESOLVED:</u> That the ToR, as amended, be approved.</p> <p>Members of the AB also requested that a list of contact details be circulated to all members.</p>	<p>EB</p> <p>EB</p>
<p>AB.08</p>	<p><u>Timetable of Meetings</u></p> <p><u>RESOLVED:</u> That the timetable of meetings for 2014 / 15 be approved and accordingly published on NPHC’s website.</p>	<p>All to note.</p>
<p>AB.09</p>	<p><u>Work Programme</u></p> <p>RP referred to the Vision Statement which had been approved by the Board of Commissioners which set out the NPHC’s aims in relation to port services and its maritime operations. It was <u>AGREED</u> that the statement, HRO and summary of accounts would be brought to the next meeting for consideration by the AB.</p> <p>RP advised that the final accounts for 2011 / 12 and 2012 /13 were due to be signed off by himself and the Chair and Vice-Chair NPHC and that the year-end accounts for 2013 / 14 were also nearing completion. RP also advised the AB that NPHC had recently changed its Accountant and that accountancy services were now being provided by Kelsall Steele. RP gave an assurance that the AB would receive details of NPHC’s budget on annual basis to improve transparency.</p> <p>JM explained that one of the major projects locally was the development of a neighbourhood plan for the regeneration of the waterfront and Penzance town centre. Proposals for the waterfront included improvements to the provision of marine engineering facilities and he hoped that the AB would be an appropriate forum to discuss these proposals. The AB was advised that there was £500m of LEP funding available to provide new facilities for Penzance and Newlyn the whole of Cornwall (<i>as amended by the AB on 3/12/2014</i>) and for associated exploratory work and investigations.</p> <p>TMcC declared a personal interest in this matter as a shareholder in a marine engineering business.</p> <p>JC suggested that the provision of engineering workshops should also be raised with the Board Commissioners as it was important to that there</p>	<p>EB / RP / KO</p>

	<p>was “joined up” thinking across the bay on this important issue. JM said that time was of the essence as the funding was “on the table” and that the issue needed to be addressed sooner rather than later. KO stated that “joined up thinking” was crucial if any proposal was to be successful and requested details on the timetable for funding applications.</p> <p>JM explained that Penzance Town Council had been considering options for the harbour area for some time. A major part was the development of marine engineering workshops including Newlyn and potentially Sandy Cove. It was AGREED that the matter would be referred to the next meeting of the Board of Commissioners, and that participation by the Board in the Neighbourhood Planning meeting would be discussed.</p> <p>JM stated that Cllr Jim McKenna, who was also a Commissioner had been directly involved in the discussions and would be able to provide additional information and assistance.</p> <p>RP commented that a review of NPHC charges was currently being undertaken and that details would be brought to the AB in the New Year.</p> <p>SW commented that success was dependent on effective two-way communication between the AB and Board of Commissioners which would help processes and ensure that trust was put back into the harbour. It was important to ensure momentum to achieve change.</p> <p>KO also felt that for the AB to be effective it was crucial that it was aware of strategic confidential issues being discussed by the Board and that these items should be shared with the AB. It was AGREED that the issue of what information could be provided to the AB would be referred to the next meeting of the Board of Commissioners.</p>	<p>RP / EB</p> <p>RP / EB</p> <p>RP / EB</p>
<p>AB.10</p>	<p><u>Any Other Business</u></p> <p>Members of the AB said that they were looking forward to working constructively with the Board on behalf of the harbour stakeholders and to working collectively in the interest of the future development of the port.</p> <p>SC referred to the introduction of EMFF funding and that DEFRA was likely to announce a further delay in its introduction to possibly Easter 2015.</p>	
	<p>The meeting closed at 5.40 p.m.</p>	
	<p>Date:</p>	<p>_____</p> <p>Chairman</p>