

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

**MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 13 MARCH 2013
AT THE NEWLYN CENTRE**

In attendance: Gilbert McCabe (Chairman) (GMcC)
Rob Wing (Vice-Chairman) (RW)

Kevin Bennetts (KB) – arrived at 9.15 a.m.
Geoff Brown (GB)
Mike Collier MBE (MC) - Left at 9.30 a.m.
Andrew Munson (AM)
David Stevens (DS)
Elizabeth Stevenson (ES)
Rob Salvidge (RS)

Also in attendance: Elaine Baker, Commission Administrator (EB)
Harry Pearce, Pearce Wills Accountants (HP) arrived at 10.00 a.m.

	<u>PART A PUBLIC PARTICIPATION</u>	<u>ACTION</u>
	Ruth Simpson requested an update on the current position regarding the installation of new railings along Fore Street, Newlyn. AM stated that he had no further information to that which had been reported at the last meeting.	
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 93	<u>Apologies for Absence</u> Apologies for absence were received from Paul Corin.	
NPHC 94	<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 and as a businessman on the harbour. KB also declared a personal interest in minute no. NPHC100/13 (Newlyn Fish Festival) as Chairman of the 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. AM declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC.	

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	<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>ES declared a personal interest in any items on the agenda which referred to W Stevenson & Sons Ltd in connection with the harbour, as a tenant of harbour property, as an agent operating on the fish market and as a family boat owner using the pontoons.</p> <p>RS declared a personal interest on any items on the agenda in connection with the harbour as the operator of a vessel using the harbour.</p> <p>RW declared a personal interest on any items on the agenda in connection with the harbour as a fish merchant using the harbour.</p>	AM
NPHC 95	<p><u>Resignation of Commissioner</u></p> <p>The Board noted the resignation of Cllr George Trubody one of the two Cornwall Councillor appointees. The Chairman advised the meeting that Cornwall Council would not be making a further appointment until after the election on 2 May 2013.</p>	
NPHC 96	<p><u>Minutes</u></p> <p><u>RESOLVED:</u> That the public (Part 1) minutes, subject to the following amendment, of the meeting held on 15 January 2013, including the summary of matters considered in Part 2, be approved and signed by the Chairman:-</p> <p>Deletion of the word “owner” and insertion of the word “operator” in the declaration of interest made by RS.</p>	EB
NPHC 97	<p><u>Matters Arising</u></p> <p>On minute no NPHC85/13 (Executive Report) in respect of the Mission Conveniences, GB commented that he had been advised by John Pollard, Cabinet Portfolio Holder for Localism that in his opinion he could see no reason why the grant being paid by Cornwall Council in respect of the maintenance and operation of the Mission Conveniences could not be continued in subsequent years.</p>	AM / GB
NPHC 98	<p><u>Executive 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>On para.1.1 (Finance), AM clarified that the accounts for 2011 / 12 would be posted on the website when they had been approved by the external auditor.</p>	

<p>NPHC 98 cont.</p>	<p>Para 2.2 (Harbour Operations), AM confirmed that all the refurbishment costs were being covered by Cornwall Council and that the works included a new disabled toilet and access. The road side bollards would be re-positioned to take account of the changes.</p> <p>AM had also met with a representative from the Valuation Office. Part of the discussion had related to the business rating of the public conveniences, and AM had suggested that as the toilets were to be used for the benefit of the fishing industry they should be exempt from Business Rates. This was currently being investigated.</p> <p>Para 6.2 (Health & Safety), AM asked if the Cornishman could assist in publicising that the exercising of dogs on harbour premises was prohibited.</p> <p>As this was the last Board meeting that Toby Meyjes would be attending before he took up his new position at the Western Morning News the Board expressed its thanks to him for the editorial coverage that had been given to the work of the Board and harbour during his tenure.</p>	
<p>NPHC 99</p>	<p><u>Commissioner Terms of Office</u></p> <p>The Board was advised that the terms of office of the Chairman and Vice-Chairman were due to expire on 30 May 2013 and that the matter of re-appointment would be made at the next meeting on 1 May 2013.</p>	
<p>NPHC 100</p>	<p><u>Newlyn Fish Festival</u></p> <p>Kevin Bennetts, in his capacity as Chairman of the Newlyn Fish Festival, updated the Board on the work of the new Festival Committee, including progress towards becoming a new Community Interest Group. The discussion also focussed on how the Festival and the Board could work together in promoting the harbour and catching sectors interests, together with a discussion on the harbour becoming a major sponsor of the festival in recognition of the huge amount of “in-kind” support it had given to the Fish Festival over the years.</p> <p>RS suggested that consideration could be given to extending the event over a number of days thereby raising the festival’s profile to a wider audience; with additional events being held on the run up to the main event.</p> <p>KB referred to the support given by NPHC to the event, and although the event was only held on one day, there was disruption to the harbour and fish market for up to three days. In addition, he reported that the festival’s finances were currently in a weak position and therefore it was important to reinvigorate the festival, with a refocusing on the fishing industry.</p>	

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NPHC 100 cont.	ES referred to problems between the Fisherman's Mission and the fishing industry, particularly regarding restrictions on the use of the building for industry related meetings. MC, as Chairman of the Mission's Local Advisory Committee confirmed that the issues were currently being addressed.	
NPHC 101	<u>Exclusion of the Press and Public</u> The meeting <u>RESOLVED</u> to exclude the press and public at this point in the proceedings as matters of a confidential and personal nature were to be discussed.	

SUMMARY OF MATTERS CONSIDERED IN THE CONFIDENTIAL PART OF THE AGENDA OF THE MEETING OF THE NEWLYN PIER & HARBOUR COMMISSIONERS HELD ON 13 MARCH 2013

1. Minutes (Part 2) of the Meeting held on 15 January 2012

The minutes, as amended were approved by the Board.

2. Matters Arising

The Board received an update on bad debtors, the Baron's Newsagent site and financial contribution from auctioneers operating on the fish market.

3. Approval of Final Accounts 2011 / 12

The Board approved the draft final accounts for the year ended 31 March 2012, for submission to the auditors.

4. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included recommendations in respect of an approval matrix and an amendment to the Communications Policy on the use of the new logo. Other matters related to rental invoicing, staffing and harbour operations.

5. Chairman's Business

The Board discussed confidential issues raised by the Chairman regarding the Executive function.

6. Any Other Business

No other matters were raised.

7. Date of Next Meeting

Next Board meeting to be held at 9.00 a.m. on Wednesday 1 May 2013 in the Newlyn Centre.

The meeting closed at 12.30 p.m.

Chairman

1 May 2013