

**NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)**

**MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 20 NOVEMBER 2013 IN THE BOARD ROOM NEWLYN HARBOUR**

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

Kevin Bennetts (KB)  
Mike Collier MBE (MC)  
Paul Corin (PC)  
Jim McKenna (JMck) – arrived at 10.15 a.m.  
Rob Salvidge (RS)  
David Stevens (DS)  
Elizabeth Stevenson (ES)

**Also in attendance:** Rob Parsons, Harbour Master Designate (RP)  
Elaine Baker, Commission Administrator (EB)  
Harry Pearce, Pearce Wills (Internal Auditor) (HP)

**Other Attendees:** Ruth Simpson  
Helen Burnham

	<b><u>PART A PUBLIC PARTICIPATION</u></b>	<b><u>ACTION</u></b>
	<p>Ruth Simpson asked for an update on the current position regarding the Advisory Body (AB).</p> <p>The Chairman reported that a formal complaint had been submitted to Cornwall Council in respect of Cllr Fiona Thomas-Lambourn relating to a number of governance issues regarding recent meetings of the AB.</p> <p>In addition, the Chairman referred to the current level of vacancies on the AB and stated that more expressions of interests were needed from individuals who would be willing to serve.</p> <p>RP commented on the installation of the new railings along Fore Street and confirmed that the work would be completed before the switch on of the Newlyn Lights on 13 December.</p>	
	<b><u>PART B – MEETING OF THE COMMISSIONERS</u></b>	
<b>NPHC 40</b>	<p><b><u>Apologies for Absence</u></b></p> <p>An apology for absence was received from Andrew Munson.</p>	

<p><b>NPHC 41</b></p>	<p><b><u>Declarations of Interest</u></b></p> <p>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.</p> <p>MC declared a personal interest in any items on the agenda in connection with the harbour as an employee of the Maritime &amp; Coastguard Agency.</p> <p>PC 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 business man on the harbour.</p> <p>ES declared a personal interest in any items on the agenda which referred to W Stevenson &amp; 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>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>RS declared a personal interest on any items on the agenda as an operator of a vessel using the harbour and the Newlyn Christmas Lights as he had recently been appointed Vice-Chair of the Christmas Lights Committee. Accordingly, RS was advised to amend his declaration of interests form.</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>	<p><b>AM / EB</b></p>
<p><b>NPHC 42</b></p>	<p><b><u>Minutes</u></b></p> <p><b><u>RESOLVED:</u></b> That the public (Part 1) minutes, of the meetings held on 4 September 2013, including the summary of matters considered in Part 2, be approved and signed by the Chairman, subject to the addition of KB having declared a personal interest in respect on minute no. NPHC 32/13 (Turner &amp; Co) as he had a past mutual business interest in the company.</p>	<p><b>EB</b></p>
<p><b>NPHC 43</b></p>	<p><b><u>Matters Arising</u></b></p> <p>ES referred to the Part A Public Participation report and commented that the Armtrac employee referred to had now been removed from the site. RP commented that he had met with Armtrac following the last meeting to discuss the Board's concerns regarding the overzealous</p>	

<p><b>NPHC 43 cont.</b></p>	<p>actions of one its staff and confirmed that the individual had been transferred to another site and that the situation had improved.</p> <p>In response to a question from ES in respect of minute no. NPHC25/13 (Resignation of the Chairman of the Advisory Body), the Chairman confirmed that the meeting between Commissioners and members of the AB had taken place on 9 October.</p> <p>On minute no. NPHC 28/13 (Follow Up Local Enterprise Partnership (LEP) – Maritime Partnership), RW stated that no further progress had been made on this issue since the last meeting, and that work on the production of a rational document was continuing. ES &amp; DS commented that the fishing industry had reservations about the direction being taken, particularly in view of the lack of discussion. RW stated that Seafood Cornwall Training had been selected to act as facilitator for the fishing industry but acknowledged that there were issues which needed to be addressed and that its remit needed to be broadened.</p>	
<p><b>NPHC 44</b></p>	<p><b><u>Timetable of Meetings</u></b></p> <p><b><u>RESOLVED:</u></b> That the following time table of meetings for 2014 is approved:</p> <ul style="list-style-type: none"> <li>• Wednesday 8 January</li> <li>• Wednesday 5 March</li> <li>• Wednesday 7 May</li> <li>• Wednesday 2 July</li> <li>• Wednesday 3 September</li> <li>• Wednesday 5 November</li> </ul>	<p><b>All to note</b></p>
<p><b>NPHC 45</b></p>	<p><b><u>Executive Report</u></b></p> <p>The Harbour Master Designate presented his Part 1 report of executive matters since the last meeting (copy appended to the signed minutes).</p> <p>Regarding the FV Wayfarer, RP reported that the Department of the Environment had now issued the license and that the work to break up the vessel would begin in the near future.</p>	
<p><b>NPHC 46</b></p>	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>The meeting <b><u>RESOLVED</u></b> 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 20 NOVEMBER 2013**

1. Minutes (Part 2) of the Meeting held on 4 September 2013.

The minutes, as amended, were approved by the Board.

2. Matters Arising

The Board discussed the formation of a new pontoon users group.

3. Advisory Body

The Board discussed issues regarding the current operation of the Advisory Body, including the submission of a formal complaint to Cornwall Council.

4. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included property, harbour operations, staffing and Health & Safety matters.

5. Finance Report

The Board received reports on the accounts for 2011 / 12 and 2013 / 13.

6. Chairman's Business

The Board discussed a number of confidential matters.

7. Any Other Business

The Board discussed issues regarding the Newlyn Lights.

8. Date of Next Meeting

Next Board meeting to be held at 9.00 a.m. on Wednesday 8 January 2014 in the Harbour Board Room.

The meeting closed at 12.15 p.m.

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Chairman

8 January 2014