

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 9.00 A.M. ON WEDNESDAY 25 MAY 2016 IN NEWLYN CENTRE, NEWLYN

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

Kevin Bennetts (KB)
Mike Collier MBE (MC)
Jim McKenna (JMck)
Rob Parsons (RP)

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

Other Attendees: None.

	<p><u>STATEMENT BY THE CHAIRMAN</u></p> <p>The Chairman made a statement to clarify that his appointment as Chairman was coming to an end and that he wasn't seeking reappointment as a Commissioner and Chair of the Board. The Chairman expressed his thanks to the Board of Commissioners and staff for the support that he had received during his tenure and he passed on his best wishes to RW as the newly appointed Chairman.</p> <p>The Vice-Chairman, on behalf of the Board, thanked the Chairman for the valuable contribution he had personally made to Newlyn Harbour over the past six years, and wished him well for the future.</p>	
	<p><u>PART A PUBLIC PARTICIPATION</u></p> <p>None.</p>	<u>ACTION</u>
	<p><u>PART B – MEETING OF THE COMMISSIONERS</u></p>	
NPHC 135	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Paul Corin, Lucy Parsons and David Stevens.</p>	
NPHC 136	<p><u>Declarations of Interest</u></p> <p>KB declared a personal interest in any items on the agenda in connection with the harbour as a businessman operating on the harbour.</p> <p>MC declared a personal interest in any items on the agenda as a pontoon user.</p>	

<p>NPHC 136 cont.</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>	<p>EB</p>
<p>NPHC 137</p>	<p><u>Minutes</u></p> <p>RESOLVED: That the public (Part 1) minutes of the meeting held on 16 March 2016, including the summary of matters considered in Part 2, be approved and signed by the Chairman.</p>	<p>EB</p>
<p>NPHC 138</p>	<p><u>Matters Arising</u></p> <p>There were no matters arising from the minutes.</p>	
<p>NPHC 139</p>	<p><u>Re-appointment of Auditors</u></p> <p>RESOLVED:-That the appointment of Kelsall Steel as NPHC's internal auditors be approved for a further year until 24 May 2017.</p>	<p>RP</p>
<p>NPHC 139</p>	<p><u>Harbour Master's (Part 1 Report)</u></p> <p>As there were no members of the public present all matters relating to the Harbour Master's report were discussed in the Part 2 agenda.</p>	
<p>NPHC 140</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 25 MAY 2016

1. Minutes (Part 2) of the Meeting held on 16 March 2016

The minutes were approved by the Board.

2. Matters Arising

There were no matters arising from the minutes.

3. Management Letter – Year Ended 31 March 2015

The Board received details of the management letter responses in respect of the financial accounts and statements for the year ended 31 March 2015.

4. Harbour Master's Part 2 Report

The Board received the monthly report on confidential executive matters since the last meeting, which included financial, personnel, projects, property and general operational matters. In particular the Harbour Master reported on the increase in fish landings, inspection by Trinity House, Oil Spill Contingency Plan exercise on 28 June 2016, approval to some minor amendments to the operational budget; namely a reduction in establishment costs, the addition of depreciation figures and an amendment to the anticipated surplus figure.

5. Any Other Business

Discussed issues relating to the installation of CCTV and pontoon users.

The meeting closed at 10.00 a.m.

Chairman