

TELEPHONE  
01736 362523

FAX  
01736 332709

EMAIL  
harbourmaster@newlynharbour.com

Rob Parsons  
HARBOUR MASTER  
&  
CLERK TO THE COMMISSIONERS



Harbour Office  
Newlyn  
Penzance  
TR18 5HW

26 June 2019

### **NEWLYN PIER & HARBOUR COMMISSIONERS**

A meeting of the Board will be held as follows: -

**DATE**      WEDNESDAY 3 JULY 2019  
**TIME**      13.00 hrs  
**VENUE**     BOARD ROOM, NEWLYN HARBOUR

Elaine Baker  
Commission Administrator

TO:

Rob Wing - Chairman  
Kevin Bennetts – Vice-Chairman

Paul Corin  
Robert George  
Anthony Hosking  
Jim McKenna

Rob Parsons  
James Roberts  
John Thomas  
Sam Winters

**3 JULY 2019**

**AGENDA**

**PART ONE**

**PART A**

1. **Apologies for Absence**

2. **Declarations of Interest**

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

3. **Minutes**

To receive the minutes (part 1 and part 2 summary) of the Ordinary Meeting held on 2 May 2019 (copy attached (pages 1-7).

4. **Matters Arising**

To consider any matters arising from the minutes.

5. **British Ports Authority (BPA) / Department for Transport (DfT) Governance Update**

The Board to discuss the recent BPA/DfT Workshop and training and to consider recommendations from the Harbour Master.

6. **Newlyn Fish Festival 2020**

The Board to consider the present and proposed situation regarding the Newlyn Fish Festival.

7. **Board Recruitment and Advisory Board (AB)**

The Board to consider and formulate the required advice for the AB. To also consider the structure and purpose of the AB moving forward and process for implementation.

8. **Projects**

Harbour Master to update the Board on the progress of major harbour projects.

9. **Harbour Property and Parking Enforcement**

The Board to discuss and consider the recent issues reported to harbour staff.

10. Staff Structure and Pay Review

The Board is recommended to endorse the commissioning of an external company to conduct a review and audit of staff structure, pay and conditions. Harbour Master to report.

11. Financial Update

The Board to receive an update on the current financial position.

Part B

12. Public Questions

Fifteen minutes will be set aside for members of the public to put questions to Commissioners relating to the harbour.

13. Exclusion of the Press and Public

The Board is asked to pass 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 the 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.

**3 JULY 2019**

**AGENDA**

**PART TWO**

14. Minutes

To receive the minutes (part 2) of the Ordinary Meeting held on 2 May 2019 (copy attached for members of the Board only) (pages 8-9).

15. Matters Arising

To consider any matters arising from the minutes.

16. W Stevenson & Sons Ltd (WS&S)

The Board to receive an update from the Harbour Master on the current position.

17. Brixham Trawler Agents (BTA) / Newlyn Trawler Agents (NTA)

The Board to receive an update from the Harbour Master on the current position.

18. Chairman's Business

19. Any Other Business