

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE COMMISSIONERS HELD AT 1.00P.M. ON WEDNESDAY 20 MARCH 2019 IN THE HARBOUR BOARD ROOM

In attendance: Rob Wing (Chairman) (RW)
Kevin Bennetts (Vice-Chairman) (KB)

Robert George (RG)
Anthony Hosking (AH)
Jim McKenna (JMCK)
Rob Parsons (RP)
James Roberts (JR)

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

Nick Howell
John Lambourn
Maxine Collier
Marie McDougall
Hannah Ladd
Jason Ward
Mike Collier
Peter Aylott

	<u>PART A – PUBLIC PARTICIPATION</u>	
	There were no additional issues raised by members of the public.	
	<u>PART B – MEETING OF THE COMMISSIONERS</u>	
NPHC 75	<u>Apologies for Absence</u> There were apologies for absence from Paul Corin, John Thomas and Sam Winters.	
NPHC 76	<u>Declarations of Interest</u> KB declared a personal interest in any items on the agenda in connection with the harbour as a business man operating on the harbour and as Chairman of the Newlyn Fish Festival. RP declared a personal interest in any items on the agenda relating to staffing matters as an employee of NPHC, and as the owner of the vessel "Little User" moored in the harbour. JR declared a personal interest in any items on the agenda as a pontoon user and boat owner operating on the harbour.	

	RW declared a personal interest in any items on the agenda in connection with the harbour as a fish merchant operating on the market, and a Trustee of the National Lobster Hatchery which was a tenant on the harbour.	EB
NPHC 76	<p><u>Minutes</u></p> <p><u>RESOLVED</u>:- That the minutes (Part 1 and Part 2 summary) of the meeting held on 16 January 2019, together with the minutes (Part 1 and Part 2 summary) of the Extraordinary Meeting held on 18 January 2019 be approved and signed by the Chairman.</p>	
NPHC 77	<p><u>Matters Arising</u></p> <p>There were no matters arising from the minutes.</p>	
NPHC 78	<p><u>Harbour Master's (Part 1) Report</u></p> <p>The Harbour Master gave his bi-monthly report on matters, together with an update on major harbour projects:-</p> <p>Port Marine Safety Code (PMSC) – the Board received the regular update on the PMSC outlining the Board's main areas of responsibility and requirements of the code. A further training on the code was to be held in London to which Commissioners would be encouraged to attend. The Chairman had also received training from Pete Haddock, the harbour's Designated Person. As previously stated work on redrafting the harbour byelaws and review of the Harbour Revision Order 2010 would be undertaken in the coming year which would be subject to a formal public consultation process. The Board was advised that the byelaws had been previously reviewed in 2009, but due to an objection from the Royal Yacht Association had not been confirmed. Public access to the quays would also be reviewed due to concerns over public safety. A comprehensive risk assessment would be carried out the results of which would be brought to a future meeting of the Board. Annual audits would be carried out in compliance with the PMSC</p> <p>Newlyn Stakeholder Group (NSG) – The Harbour master commented that he had given further thought to the establishment of the new NSG following comments made by the Advisory Board (AB) at its last meeting. Interaction between Commissioners and the AB had improved significantly over recent months and on reflection what was required was not another consultative body but enhanced membership reflecting the various stakeholder groups. It was important that the public "<i>had a voice</i>" and it was felt that with a wider membership of the Board of Commissioners and AB, and the improved website, this could be achieved. The AB's role was to be consulted by the Board on significant issues affecting the harbour and in response to this it had raised a number of valid points in response. It was not felt that adding another tier of bureaucracy was the way forward, what was required was for the exiting mechanisms to be more inclusive and for there to be</p>	RP

<p>NPHC 78 cont.</p>	<p>greater transparency. With this in mind a policy outlining the “<i>Public Interest</i>” test would be developed and published on the website. To refresh the exiting structure, the Harbour master was proposing that additional representatives / applicants be sought for the Board and AB and confirmed that an advertisement had been placed in the Cornishman. It was suggested that the AB be permitted to establish stakeholder sub groups which would report directly to the AB on specific issues, with the AB making recommendations to the Board of Commissioners in the usual way. This would have the benefit of ensuring as wide a representation of the various stakeholders and significantly improve the flow of communication. The Board AGREED to the proposal, subject to the support of the AB. NH proposed that the chairs of the sub groups should be drawn from the membership of the AB. JMCK welcomed the proposal but suggested that more than one representative from each of the stakeholder groups on the AB should be allowed.</p> <p>Finances – a review of the Schedule of Charges 2019 had been completed and had taken into account the divide between large and small vessels. Dues had not been increased significantly, with non-contributory vessels keelage increased to £30 per meter p.a. (Copy appended to the signed minutes). Issues regarding the box wash charge had been addressed with the charge removed, There had been an increase in the slipway charge, the introduction of a new dry mooring charge of £40 per week and a new water charge reflecting use. Consideration was being given to a “metermax” project but this would be subject to a potential grant funding application. Nick Howell asked if the slipway costs could be identified within the accounts, and was the cost covered by the charges? The Harbour master commented that slipway maintenance costs were ongoing given the age of the machinery it was an important service to the fishermen and it was important to ensure that the facility remained available.</p> <p>Safety Report – main issue related to the ladders and more bollards and rings were to be installed.</p> <p>Property – repairs had been completed on the Admiralty Boathouse roof. Planned redevelopment of the former MTS building into a new chandlery would require grant funding and was being considered as part of a wider scheme to redevelop Baron’s Square and North Pier.</p> <p>Fisherman’s Rest – Jason Ward outlined the work which had so far been completed by Rebuild South West. Further works to the interior of the building would commence on 22 April 2019, together with some additional landscaping. The Harbour master commented that power and water would be available and that it would be a facility for everyone. On behalf of the Board, the Chairman thanked Hope Ships Charity for its assistance in the project. Jason Ward commented on the Mayflower 400 celebration in 2020 and he hoped that Newlyn would be part of the project. The Harbour master confirmed that an initial expression of interest had been given to the organisers. Nick Howell asked if there were any future proposals to carry out removal of stone and rubble in the Old Harbour. The Harbour master commented that any dredging in that area would have to be carried out sensitively.</p> <p>Projects – there had been a further delay to the completion of the fish</p>	<p>RP</p> <p>RP / EB</p>
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<p>NPHC 78 cont.</p>	<p>market due to the weather. Installation of the new fisherman’s WiFi had been completed and testing of the service had commenced. Final approval to the grant for new fish boxes was awaited, and discussions were continuing on the fuelling project. Potential options for North Pier stores were being considered, which would also include the provision of bait stores, and a possible canteen area. New harbour chandlery funding application had not, as yet, been submitted. In summing up the Harbour master set out his main priorities in moving forward as the completion of the fish market, confirmation of fuel requirements, box / Dolan storage, car parking and designation thereof, funding applications to EMFF in respect of fish boxes and new chandlery and further consideration to be given to location of two storey addition to the quay as original location was required for a landing berth therefore a funding application would not be pursued at this stage.</p> <p>In response to a question from the public it was confirmed that the Chairman of the AB would be contacted regarding arrangements for the next meeting.</p>	<p>RP / EB</p>
<p>NPHC 79</p>	<p><u>Exclusion of the Press and Public</u></p> <p>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</p>	

SUMMARY OF MATTERS CONSIDERED IN THE CONFIDENTIAL PART OF THE AGENDA OF THE MEETING OF THE NEWLYN PIER & HARBOUR COMMISSIONERS HELD ON 20 MARCH 2019

1. Minutes

The minutes (Part 2) of the meeting held on 16 January 2018 and the Extraordinary Meeting (Part 2) held on 18 January 2018 were approved as an accurate record and signed by the Chairman.

2. Matters Arising

The Harbour master gave an update on the issuing of a second auctioneer's licence.

3. Harbour Masters (Part 2) Report

The Board received the Harbour Master's (Part 2) report of confidential matters including the Board's approval of the Operational Budget 2019 / 20, recommendations in respect of progressing EMFF funding applications and approval to the Schedule of Charges 2019.

4. Chairman's Business

The Board agreed to undertake a risk assessment of public access to the quays and for a report to be brought back to the next meeting.

5. AOB

The Board discussed the issuing of a statutory demand in respect of a harbour debtor.

The meeting closed at 14.55 hrs

Chairman