

NEWLYN PIER AND HARBOUR COMMISSIONERS (NPHC)

MEETING OF THE ADVISORY BOARD HELD AT 2.00P.M. ON WEDNESDAY 21 AUGUST 2019 IN THE HARBOUR BOARD ROOM

In attendance: Keith Owen – Chairman (KO)
Joe Clive – Fish Merchant (JC)
Paul Durkin – Community (PD)
Laurence Hartwell – Community (LH)
John Lambourn – Penzance Town Councillor (JL)

Also in attendance: Rob Parsons - Harbour Master (RP)
Elaine Baker - Commission Administrator (EB)
Sue Bosworth – Penzance Town Councillor
(Substitute member for JL)
Nick Howell - Local Resident

<u>Questions from Members of the Public</u>		
There were no questions arising from those members of the public present. However, JL raised issues regarding the compilation of the agenda, process for members of the AB to put forward items for inclusion on the agenda and process for comments from the AB to be fed into Commission Board meetings. A full response was provided at the meeting.		
	<u>Part 1</u>	
AB.1	<u>Apologies for Absence</u> There were apologies for absence from Simon Cadman, Colin May and Paul Trebilcock.	
AB.2	<u>Declarations of Interest</u> JL declared a personal interest in any items on the agenda in connection with the harbour as a boat owner, the owner of a business premise situated adjacent to the harbour and which benefitted from a delineated right of way over the harbour to The Strand. JL also declared a non-pecuniary interest in respect of agenda item 10 Newlyn Neighbourhood Plan because as part of the plan process he was seeking a review of parish boundaries and the potential creation of a separate parish for Newlyn, Mousehole and Paul.	EB
AB.3	<u>Terms of Office</u> As part of the current review of the operation of the Advisory Board (AB) proposed new draft terms of reference (ToR) were circulated which included the issue of length of terms of office, number and frequency of meetings, together with specified roles and	

<p>AB.3 cont.</p>	<p>responsibilities. AB members were invited to review the document and to forward comments to RP / EB by 4 September 2019. The document would also be forwarded to those members not present. The final version of the document would be brought to the next meeting of the AB for formal adoption.</p> <p>The basis for the review was to reinvigorate meetings and to improve communication between the AB, Board of Commissioners and its stakeholders.</p> <p>RP also circulated copies of the Newlyn Pier & Harbour Revision (Constitution) Order 2010, Maritime Strategy 2050 document and links to other publications by way of additional background information to the formation of the Advisory Board.</p>	<p>RP / EB</p>
<p>AB.4</p>	<p><u>Appointment of Chair and Vice-Chair of the Advisory Board</u></p> <p>It was AGREED to defer consideration of these items until the interview process for recruitment of new members for the Board of Commissioners and AB had been completed. The process was being chaired by the Chair of the Board, together with assistance from the Department of Transport and British Ports Authority.</p>	
<p>AB.5</p>	<p><u>Minutes</u></p> <p>RESOLVED:- That the minutes (Part 1 and Part 2 summary), as amended below of the meeting held on 30 January 219 , be approved and signed by the Chairman.</p> <p><i>Substitute the word “consulted” for “advised” in the penultimate line of the first paragraph of page 2 of the part 1 minutes.</i></p>	<p>EB</p>
<p>AB.6</p>	<p><u>Matters Arising</u></p> <p>Referring to min. No. 15 JL asked if the stakeholders as listed constituted all those stakeholders to be represented on the newly reformed AB. RP commented that it was purely illustrative of those stakeholder groups which could be represented but it was not exhaustive. It was important to get the right balance of representation and to improve communication links.</p> <p>RP also reported that the marine licence for the fuelling berth on the pontoons had been received which would form part of a new Oil Spill Contingency Plan for the harbour.</p>	
<p>AB.7</p>	<p><u>Timetable of meetings</u></p> <p>The AB considered the issue of frequency of meetings. Under the HRO, the AB was required to meet at least twice a year. The Board of Commissioners had recently agreed to increase its meetings to one per month, with the ability to cancel meetings if there was insufficient</p>	

<p>AB.7 cont.</p>	<p>business.</p> <p>In view of this, the AB <u>AGREED</u> to proceed on the basis of four meetings a year with the ability to add or cancel meetings as required. It was also agreed that one of the meetings would be a joint meeting with the Board of Commissioners.</p> <p>It was also <u>AGREED</u> that the next meeting would be held at 2.00 pm on Wednesday 11 December 2019 in the Harbour Board Room.</p> <p>It was generally agreed that both the AB and the Board of Commissioners had become bogged down with dealing with operational matters and that in future, in accordance with the HRO and Guide to Good Governance, there would be greater emphasis on strategic / project issues. The Chair welcomed the approach and stated that the role of the AB was to be proactive and not reactive in its dealings with the Board of Commissioners.</p>	<p>All to note</p>
<p>AB.8</p>	<p><u>Harbour Strategy 2050</u></p> <p>RP referred to the DfT’s Maritime 2050 strategy document (a copy of the executive summary had been previously circulated) and the requirement for the harbour to produce its own harbour Strategy 2050 document. He commented on the harbour’s current programme plan 2020 – 30 and the need to deliver a new strategy which was in accord with the DfT document. RP stated that he would be seeking input from the AB on the development of the new plan and asked members to review the summary document and to email any comments to him over the next six week period. The issue would also be discussed at the next meeting of the Bard of Commissioners. He gave an assurance that all would be given the opportunity to input into the document.</p>	
<p>AB.9</p>	<p><u>Newlyn Neighbourhood Plan</u></p> <p>JL confirmed that Penzance was currently working on the development of a neighbourhood plan (NP) for the parish. However, one of the main sticking points was that the communities of Newlyn, Mousehole and Paul did not feel aligned to Penzance. A similar situation had arisen in Heamoor and work had now commenced on it becoming a separate parish. Cornwall Council was currently investigating the impact that a new parish would have on the NP process and a public meeting was to be held on 26 November 209 at St John’s Hall to seek views from the local community on a new parish for Newlyn, Mousehole and Paul.</p>	
<p>AB.10</p>	<p><u>Development Plans</u></p> <p>RP reported that the uncertainty of Brexit had had a significant impact on the delivery of major harbour projects, and that in attempt to reinvigorate, future project proposals would be incorporated into a longer term strategy. However, smaller projects were continuing such as the redevelopment of Baron’s Square, the gateway to the harbour</p>	

AB.10 cont.	and he urged the AB to put forward development ideas to the Commission.	
AB.11	<p><u>Unconfirmed Part 1 + Part 2 Summary of the Harbour Commissioner's Meeting held on 3 July 2019.</u></p> <p>The AB received the unconfirmed Part 1 minutes and Part 2 summary of the last meeting of the Board of Commissioners held on 3 July 2019.</p>	
AB.12	<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> <p>At this point in the proceedings JL raised the issue of confidentiality and the need to put as much information as possible into the public domain to increase transparency and openness. The comments were noted however, the proposed changes to the AB and improved communication links clearly demonstrated the Commission's commitment to moving forward in a positive way.</p>	

**SUMMARY OF MATTERS CONSIDERED IN THE CONFIDENTIAL PART OF THE AGENDA OF
THE MEETING OF THE ADVISORY BOARD HELD ON 21 AUGUST 2019**

1. Minutes

The minutes (Part 2) of the meeting held on 30 January 2019 be approved as an accurate record and signed by the Chairman.

2. Matters Arising

There were no matters arising from the minutes.

3. Auctioneer Update

The AB received an update on the continuing discussions with W Stevenson & Sons Ltd. on its auctioneer's operation on the fish market, together with future plans and the possibility of a second auctioneer on the market.

4. AOB

None.

The meeting closed at 15.40hrs

Chairman