

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

**ORDINARY MEETING OF THE COMMISSIONERS HELD AT 0900 AM ON WEDNESDAY 2<sup>ND</sup> SEPTEMBER 2020 VIA CONFERENCE CALL**

**In attendance:** Rob Wing (Chairman) (RW)  
 Rob Parsons (HM) (RP)  
 Robert George (RG)  
 Sam Winters (SW)  
 Jim McKenna (JM)  
 Mike Warner (MW)  
 Gus Lewis (GL)  
 Abbie Smith (AS)  
 James Roberts (JR)

**Also, in attendance:**

**Part 1**

Agenda ID	NPHC Number		Action
C01	N132	<p><b><u>Apologies for Absence</u></b></p> <p>There were apologies for absence from John Thomas (JT), Paul Corin (PC) and Anthony Hosking (AH)</p>	
C02	N133	<p><b><u>Declarations of Interest</u></b></p> <p>AH declared a personal interest in any item on the agenda as an active sea-going fisherman and boat owner operating 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, and as the owner of the vessel "Little Susie" moored in the harbour.</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, and a Trustee of the National Lobster Hatchery which was a tenant on the harbour.</p>	
C03	N134	<p><b><u>Minutes</u></b></p>	RP

*RP*  
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		<b>Resolved:</b> That the minutes (Part 1 and Part 2 summary) of the Ordinary Meeting held on 30 <sup>TH</sup> June 2020 be approved as a correct record and signed by the Chairman.	
C04	N135	<b>Matters Arising</b> There were no matters arising from the minutes	
C05	N136	<p><b><u>Port Marine Safety Code (PMSC) Duty Holder Update</u></b></p> <p><i>RP gave his regular PMSC update to the duty holder once again informing them that all parties are both individually and collectively responsible in accordance with the code.</i></p> <p>BPA Training PMSC – Harbour Master reiterated the offer of BPA training, (remote) for all Commissioners.</p> <p>Ladders – HM briefed the board over concerns raised from the CFPO over Pylons, Ladders, and dredging. The HM informed the board on his response over dredging and the call from harbour users that they run aground at certain states of the tide. The HM stated that the charted controlling depth of 2.4 m in 1906 was sufficient and with draughts on today's vessels being in excess of 5m it is a definite that they will run aground at certain states of the tide. Newlyn Harbour will survey as per their conservancy protocol and dredge as required.</p> <p>Pylons - HM updated the board on the situation in relation to the Pylon repair. The HM stated that the designs were varied but he was confident in the plan to repair the worst pylons in house with further quotations coming from suppliers in the near future. The HM informed the board that due to COVID and travel restrictions this has taken longer than anticipated. The HM reinforced the fact that this issue is not being ignored but being managed due to costs and the risk.</p> <p>Securing Points - The HM Informed the board that the continual issue of securing points was raised to him and that due to the fact that larger vessels securing to ladders rather than bollards. This action had at times damaged the ladders and the HM informed the board that the team had increased strength via the strong backs to the ladders to avoid this happening.</p> <p>RW – instructed the board that should any harbour user approach Commissioners about the raised issues within the HM report that they reassure the Harbour users that the board are aware and it is a large undertaking and therefore the commissioners priority will be safety in balance with a vastly depleted income this financial year.</p> <p>MW – Asked the HM how many of these pylons there were to maintain?</p> <p>RP – The HM informed the board that there were in excess of 300</p>	RP

		<p>MW – Commented that the fact this issues had been a longstanding concern hopefully users will understand that the entire fix is impractical immediately and will require long term cost effective planning.</p> <p>Audits – HM informed the board on the position of PMSC Audits and the planned audits externally via the DP Pete Haddock and the internal audit being completed by NPHC Staff and the target is to get these audits completed by the end of the year.</p>	
C06	N137	<p><b><u>Operations</u></b></p> <p>Landings - The HM informed the board in relation to a reduction in landings directly to the market and in some cases to local ports. The HM reiterated the pricing structure for landings to the harbour only, harbour and market and the losses seen due to a perceived lack of customer service provision at Newlyn.</p> <p>The HM reinforced that he has had to make it clear that customers understand what 2.5% landing dues pay for i.e. the harbour infrastructure. The refrigeration of fish to those that are not landing to the auctioneers is being subsidised by the 2.5%. The refrigeration costs are taken out of both the auctioneers and merchant levy. With the installation of the clock the landing of fish to the market should be reserved only for those landing to Newlyn Market.</p> <p>RW informed the board that this issue stems from years of friction between parties and the problem, from an NPHC point of view must be dealt with very robustly as landing dues and levies are the backbone of our income. That stated it was important that NPHC have the correct level of manpower to ensure that the service provision, delivered by NPHC or not, is monitored and ensured.</p> <p>MW Raised the concern over the proportion of landings that are not landing to Newlyn.</p> <p>RP informed the board that there is a huge number of landings going to alternative markets and the percentage of this is growing.</p> <p>Financial Position and auctioneers update were deferred to part two but the HM reported that the installation of a clock and the going live date is yet to be published.</p> <p>Free Port Status – The HM informed the board that the consultation had been completed and more clarification was needed. The interface between the Commissioners and the local authority was unclear as there was no CC investigation into the merits of Freeport status at this time.</p> <p>GL – informed the board of the BPA position and that there was a lack of clarification and we will have to wait for further guidance.</p>	RP

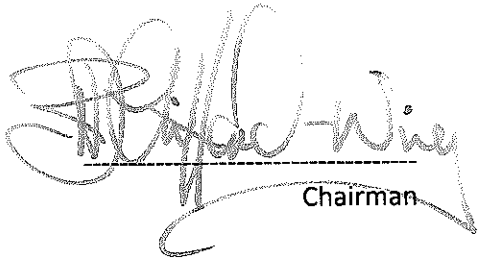
		<p>VOSA - HM informed the board as to VOSA guidance on operation and the procedure to follow from this point forward. The forthcoming changes will mean that all operators who use the lorry park will be reviewed by VOSA and the issue of an O licence will depend upon NPHC and VOSA agreement.</p>	
C07	N130	<p><u>Projects –</u></p> <p>NPHC priority List - HM tabled an updated project pipeline for Newlyn and the themes that NPHC would employ should funding become available. HM proposed that NPHC commence a JV/Application with Seafood Cornwall Training to deliver a skills centre for submission to the Towns Fund.</p> <p>RG – Informed the board that the present Nissan Hut was the original SCT office and asked what the plans entailed by way of was it just the Nizzan hut or the entire site? RG queried the project costs at £1,000,000</p> <p>RP - Informed the board that it was very much the concept stage and would include the yard behind the present SCT classroom and reiterated that the costs are very broad brush.</p> <p>RW Supported the concept ideas and reiterated that this is an EOI stage in relation to the Towns Fund. The opportunity for the skills centre would be a good start to invigorate development in an area that was in desperate need of development.</p> <p>RP continued that the old plans be returned to the Advisory Board in order to assist in creating a project pipeline that will assist should funds become available in the future and will allow the commissioners the chance to react in a considered approach with an agreed planned priority.</p> <p>SW - Supported the planned pipeline and themes submitted and informed the board of his interaction with the Towns Fund from a maritime point of view and the focus on economic growth and Covid recovery. SW reiterated that the AB function should remain focussed to the larger strategic plans and funds as such as that TF should be used for the smaller projects should they become available.</p> <p>RW informed the board of a recent meeting between NPHC and MDL in relation to the larger strategic projects presented to the board previously by the AB.</p> <p>RP briefed the board on a meeting with the Property director of MDL. RP said the MDL group see the overall plan as very ambitious and that they were willing to work with NPHC to grow business from the ground up and the overall approach of MDL was understandably cautious.</p> <p>RW further informed the board that MDL was a owner of 24 Marinas and not just the quarry owners but made it clear that the initial meeting was very open</p>	

		<p>and frank and that MDL were keen to work with NPHC so long as any smaller projects or growth in the relationship fitted with NPHC overall strategic plan.</p> <p>SW - Commented that all relationships with regards to JV and growth be carefully controlled at these early stages as in agreement that all projects be in line with a longer term benefit to the port.</p> <p>RP gave the board an update on local developments that require wayleaves and the Commissioners position in relation to the continuation of operations further update will be forthcoming at the next meeting.</p> <p>Sandy Cove – RP updated the board on the Sandy Cove Project and the continuation of support by the Commissioners to assist in setting up the boatyard concept.</p> <p>RG Commented that he was aware of one of the workers at the boatyard project and how this was a great opportunity for the area and the workers involved with it as it will a real asset.</p> <p>RW instructed the HM to continue to support the Boatyard with the required installation with an appropriate cap on the costs.</p>	
C07	N131	<p><b>Part 1 Closure</b> The meeting <b>RESOLVED</b> to close Part 1 of the meeting 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 30<sup>th</sup> June 2020**

1. Minutes  
The minutes (Part 2) of the Ordinary Meeting held on 30<sup>th</sup> June 2020 were approved as a correct record and signed by the Chairman.
2. Matters Arising  
There were no matters arising from the minutes
3. PMSC Update  
The Board received their usual Port Marine Safety Code update relating to incidents, Near misses and security and agency liaison.
4. COVID 19  
The Board received an update on the Commissions continued reaction to the global pandemic relating to personnel and confidential issues
5. Chairman's Business  
None
6. AOB  
The date of the next meeting to be confirmed.

The meeting closed at 11:15hrs.



Chairman