

# DRAFT

## Newlyn Pier and Harbour Commissioners

### Meeting of the Advisory Board held at 1.30 p.m. on Thursday 15 April 2021 on MS Teams

In attendance: Nick Howell (Vice Chairman) (NH)  
Simon Cadman (SC)  
Paul Durkin  
Laurence Hartwell  
John Lambourn (JL)  
Tom McClure (TM)  
Keith Owen (KO)

Sue Bosworth  
Nigel Davis  
Tristan Davis  
David Stevens, Jr  
Andrew Watts

Also in attendance: Thalia Marrington  
Hannah Pascoe

	<p><b><u>Questions from Members of the Public</u></b></p> <p>There were no questions from members of the public in advance of the meeting.</p>	
1	<p><b><u>Apologies for Absence</u></b></p> <p>Apologies for absence were received from Daisy May, Craig Tonkin and Jason Ward.</p>	
2	<p><b><u>Declarations of Interest</u></b></p> <p>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 benefited from a delineated right of way over the harbour to the Strand.</p>	
3	<p><b><u>Minutes</u></b></p> <p>It was <b>RESOLVED</b> that the minutes of the last meeting were a true and accurate representation.</p>	

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4	<p><b><u>Matters Arising</u></b></p> <p>NH reported that he had asked Rob Parsons to support a strategic study, and was told that the NPHC's own study was already underway.</p> <p>LH reported that the website problems have been resolved and feedback can now be added directly.</p> <p>There were no other matters arising that were not on the Agenda for discussion at the meeting.</p>	
5	<p><b><u>Appointments to the Advisory Board/Harbour Commission</u></b></p> <p>There are a number of vacancies on the AB, due to both resignations and terms of office expiring in May (see attached spreadsheet). The terms for KO, SC, LH and TM could be extended for another three years, and they all expressed their willingness to stay on. The NPHC will be advertising, and interviewing for, the vacant seats on both the AB and the Commission itself.</p> <p>The AB understood that the NPHC intends to appoint a member to the NPHC board to represent the shellfish sector, and would also ask that a member be appointed to the AB as well. The AB also requested that another member be appointed to represent the processing industry, and a replacement for Paul Trebilcock, representing the CFPO, who had resigned from the AB.</p> <p>Given that the NPHC has two representatives selected by Cornwall Council, the AB requested that an additional representative of Penzance Town Council be asked to join the AB (along with JL). (The selection of this person would be a matter for Penzance Town Council, but the AB hoped that someone local to Newlyn would be appointed.) The AB also asked that an invitation be extended to the Cornwall Council member for the Mousehole, Newlyn and St Buryan Division after the election, if he or she is not asked to serve on the NPHC board.</p>	
6	<p><b><u>Commissioners</u></b></p> <p>There was nothing to report which was not covered under another Agenda item.</p>	
7	<p><b><u>Harbour Management</u></b></p> <p>The AB considered a proposal (attached) to form a number of working</p>	

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	<p>committees to focus on particular groups of stakeholders and/or aspects of the harbour management.</p> <p>The general view was that operational matters were not part of the AB's function and the AB was not persuaded of the advantage of working groups at this stage. Instead the AB could most usefully amplify the concerns of the existing groups, such as the Newlyn Boat Owners Association, or even individuals invited to give evidence to the AB, and hold the NPHC to account under the terms of the HRO. (In particular, stakeholders have asked for the NPHC to draw up and/or communicate to them an Action Plan for work needed in the harbour.)</p> <p>With respect to the Newlyn Boat Owners Association, the AB heard that the NPHC did not accept that it was representative of stakeholders. The AB asked TM to send a copy of the constitution and list of members, as well as minutes of any meetings.</p> <p>The one subcommittee that the AB did think may be desirable was the proposed PR and Stakeholders Committee to improve the NPHC's communications. But, again, this may be better dealt with by an increased presence on social media.</p> <p>The AB agreed to hold further discussion about the need for working groups in the future.</p>	TM
8	<p><b><u>Sandy Cove concept</u></b></p> <p>Progress with Cornwall Council has stalled until the May elections, which means there is no news about the access road (and hence the viability of the whole project).</p> <p>The AB believes however that the business case for a new maritime industrial estate at Sandy Cove (together with freight storage, traffic management in Penzance and meaningful expansion in affordable housing) was an integral part of the decision-making process about the access road.</p> <p>A number of the larger boat-owners, amongst others, have requested that the concepts be presented on the market for feedback. The AB would be happy to present the plans to the industry and community if the NPHC preferred, and use the opportunity to incorporate any feedback.</p> <p>The AB also wanted to get the local business community on board with the concepts, as concerns have been raised about the effect of the access road on their customer base.</p>	

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	<p>The AB heard that MDL have offered to supply stone for the breakwater at open book cost, which adds to the business case for the Sandy Cove concept.</p>	
9	<p><b><u>Penzance Neighbourhood Plan</u></b></p> <p>JL reported that Cllr Dick Cliffe is working on the commercial development of Newlyn, in line with the previous meeting, within the Penzance Neighbourhood Plan.</p>	
10	<p><b><u>Any Other Business</u></b></p> <p>A number of parties, including Newlyn Archive, have been trying to involve the NPHC in the commemoration of the centenary of Newlyn as the Ordnance Datum for Great Britain. KO agreed to write to the NPHC in support of the plans.</p> <p>The AB agreed that, given the difficulty with connections on Team, any future virtual meetings should be on Zoom, and should be advertised for anyone with an interest to attend.</p> <p>The Chairman thanked the Vice-Chairman for attending to business during his leave of absence.</p> <p>There was no other business, and the meeting closed at 3:31 pm.</p>	KO
	<p>The next meeting will be on 20 May 2021 at 1:30 pm</p>	

# Terms of Office Advisory Board

	AB Member	Appointment	Appointment date	Lenth of Office	Expiry date	HRO reference	Comments	Notes
1	Keith Owen Chairman	Community Matters	31.05.2014	3 Years	30.05.2017	Appt'd under Article 7 -1st of 3 year term	Yellow	
			31.05.2017	3 Years	30.05.2020	Appt'd under Article 7 -2nd of 3 year term		
			31.05.2020	3 Years	30.05.2023	Appt'd under Article 7 -3rd of 3 year term		
2	Nick Howell Vice Chairman	Commercial / Financial	31.05.2019	3 Years	30.05.2022	Appt'd under Article 7 -1st of 3 year term	Green	
3	Tom McClure	Commercial Fishing	31.05.2014	3 Years	30.05.2017	Appt'd under Article 7 -1st of 3 year term	Yellow	
			31.05.2017	3 Years	30.05.2020	Appt'd under Article 7 -2nd of 3 year term		
			31.05.2020	3 Years	30.05.2023	Appt'd under Article 7 -3rd of 3 year term		
4	Craig Tonkin	Fish Merchant	31.05.2019	Remainder of 3 year term	30.05.2022	Appt'd under Article 8 Casual Vacancy	Green	
5	Vacant	Commercial Fishing Shellfish					Yellow	
7	Simon Cadman	Environmental / Regulation	31.05.2015	3 Years	30.05.2018	Appt'd under Article 7 -1st of 3 year term	Dark Green	
			31.05.2018	3 Years	30.05.2021	Appt'd under Article 7 -2nd of 3 year term		
			30.05.2021	3 Years	30.05.2024	Appt'd under Article 7 -3rd of 3 year term		
8	Paul Durkin	Governance and Finance	31.05.2018	3 Years	30.05.2021	Appt'd under Article 7 -1st of 3 year term	Dark Green	
			31.05.2021	3 years	30.05.2024	Appt'd under Article 7 -2nd of 3 year term		
9	Jason Ward	Water Related Leisure interests	31.05.19	3 years	30.05.2022	Appt'd under Article 7 -1st of 3 year term	Green	
10	Luarence Hartwell	Website and PR	31.05.2015	3 Years	30.05.2018	Appt'd under Article 7 -1st of 3 year term	Dark Green	
			31.05.2018	3 Years	30.05.2021	Appt'd under Article 7 -2nd of 3 year term		
11		Additional	31.05.2020	1 Year	30.05.2021	Appt'd Under Article 10	Yellow	
12		Additional	10.06.2018	1 Year		Appt'd Under Article 10	Green	
13	John Lambourn	PZ Town Council	04.08.2013 & 31.05.2017	CC period of 4 Years iaw term of elected office	30.05.2021	Appt'd under Article 4 section 1 sub section b	Orange	
14		PZ Town Council	31.05.2017	CC period of 4 Years iaw term of elected office	30.05.2021	Appt'd under Article 4 section 1 sub section b	Orange	

## *Discussion Document: Advisory Board: Working Committees*

### Democratic consultation

The Objective is to establish four Committees for stakeholders to focus their specific key issues. Each Committee prioritises the issues and brings them to the AB.

A Committee can meet when and where they wish but at least bi-monthly?; additional participants welcome to Committee meetings but Board members vote on topic prioritisation. Quorum: over 50% of appointed Committee members present; conclusions/ progress brought to next AB meeting.

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### Governance and Policy

*Remit: to help management of the Harbour to be in an open and accountable manner.*

The Governance and Policy Committee assists the Commissioners in preparation of Harbour Policy's, keeps them under review and makes recommendations to facilitate implementation. The Committee also assists the Harbour Master and NPHC Chairman on the presentation of the Annual Report and Accounts.

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### Harbour & Business Development

*Remit: to initiate ideas for sustainable harbour developments that are stakeholder focused and add long term benefits to the port in line with Trust Port Principles.*

The Harbour & Business Development Committee suggests opportunities for the commercial development of the harbour for inclusion in an active working document within a Strategic Plan. This may include, marketing and event promotion or joint initiatives with other partners. Proposals may also include community or stakeholder benefits which do not have a commercial return in accordance with Trust Port guidelines.

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### Fishing Industry.

*Remit: to put forward market-led initiatives that lead to improvements in services and facilities for the fishing industry.*

The Fishing Industry Committee prepares proposals for the continual improvement of facilities used by the fishing industry including moorings, pontoon use, vessel servicing, vessel maintenance and fish sales.

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### PR & Stakeholder Communications

*Remit: to assist use of the most effective media in order to consult with and be accountable to stakeholders on Policy's, Strategic Planning, Port promotion and Stakeholder benefits.*

*The PR & Stakeholder Communications Committee's primary role is to improve stakeholder engagement through the Advisory Body. Through working jointly with the Commissioners they will ensure effective and transparent communications with stakeholders on updates to the Strategic Plan and Policy's and assist with the presentation of the Annual Report and promotion of the port's services.*