Newlyn Pier

& Harbour

Commissioners

**Meeting of the Board of Commissioners**

**Date: Wednesday 5th January 2022**

**Time:** 09.00

**Location:** Newlyn Harbour Boardroom

**Chair:** Robert Clifford-Wing (RW)

**Vice:** Kevin Bennetts (KB)

**Membership:** Sam Winters (SW), Robert George (RG), Gus Lewis (GL), Abbie Smith (AS), Anthony Hoskin (AH), James Roberts (JR), Paul Corin (PC) Robert Parsons (RP/HM), John Thomas (JT), Peter Channon (PCh). Godfrey Adams (GA), Neil Brockman (NB)

**Agenda Part 1**

1. Welcome and Apologies
2. Declarations of Interest
3. Minutes of the last Meeting
4. Deputy HM Report Part 1
5. Newlyn Recourse Centre update (Sam Winters)
6. HM Recruitment
7. Succession Planning
8. AB Public engagement 2 day event

**Agenda Part 2**

**1.** Minutes of Last Meeting Part 2

**2.** DeputyHM Report Part 2(if required)

**3.** Management accounts & auditors

**4.** Auctioneer Update (Chair)

**5.** Website management

**6.** Chairman’s business

**7.** AOB

**8..** Date of Next Meeting

**Minutes – Part 1**

**Welcome and Apologies**

 Apologies sent by George (RG) James Robert (JR) John Thomas (JT)

**Declaration of Interest**

AH declared an interest in the pontoon.

**Minutes of last meeting – part 1**

PC was present at the last meeting held on 01/01/2021. Previous minutes to be amended to reflect this.

No further issues raised.

**Deputy Harbour Master Report – Part 1**

Deputy unable to attend, sent apologies. One issue to report**.**

**Newlyn Resource centre update (Sam Winters)**

RW stated that initial plans for the new development will be provided by the end of January 2022. A cash flow request has been made to cover Architect, surveyor and consultation fees. Proposals will be sent to the Council in March 2022. SW stated that a consultant will attend the next meeting.

**HM Recruitment**

One potential candidate, commissioners agreed to meet in person or via zoom meeting.

**Sucession Planning**

RW withdrew recent resignation until 2024.

**AB Public engagement 2 day event**

KB expressed concerns over the future of plans if the new road fails at the planning stage. Commissioners discussed the potential funding available to the harbour over the next three years.

**Part one** **closed**

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 Chairman

**Minutes – Part 2**

**Minutes of last meeting – Part 2.**

Part 2 minutes from previous meeting held on 01/12/2021 were agreed to as true and accurate.

**Deputy HM report – Part 2.**

Deputy unable to attend, sent apologies.

**Management Accounts and Auditors**

Management accounts will now be produced in house on a monthly basis. RW shared November 2021 set of Management Accounts with the board.

**Auctioneer Update (chair)**

Legal appointments will be held during the week commencing 10/01/22 with regards to the issue of a Licence for the Fish Market. Formal discussions will be held at a later date.

**Website Management**

AS will be taking over the management of the website and service providers with the focus on a new communication system.

**Chairman’s Business**

Repair plans are currently underway for the Mary Williams Pier and an annual maintenance budget will be in place going forwards. Complaints made to the council over issues arising at Sandy Cove will be investigated.

**AOB**

A training session for the commissioners was requested by PCH. Discussions took place over the potential employment of new maintenance staff.

**Meeting closed 11am**

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 Chairman