**In attendance:**

Paul Durkin (PD) Chair

Nick Howell (NH)

John Lambourn (JL)

Tony Pearce (TP)

Simon Cadman (SC)

Laurence Hartwell (LH)

Nick Downing (ND)

Nigel Davis (ND)

Sue Boswell (SB)

Also in attendance: Peter Channon (PC) Jonathan Poynter (JP Harbour Master ).

1. **Apologies** received from: Tom McClure; Richard Adams.

2. **Declarations of Interest:** usual from JL

3. **Minutes of last meeting**

The minutes of the meeting on 16 December were approved and signed by the Chair.

4.**Matters arising:** To consider any matters arising from the minutes not elsewhere on the Agenda:

*Concepts for inside Newlyn harbour and the Strand:*This was raised with NPHC at their January meeting. It was noted that these had been presented and had been subject to public consultation. With the on-going Sandy Cove development which would influence these concepts the NPHC would consider them in more detail when there was more clarity on that development.

*Sandy Cove development sub-committee*

NPHC were informed that, given the development of the concepts for this and the input to date, that the Advisory Board wished to be represented as and when a sub-committee is set up to take this forward.

*Newlyn Fish Festival*

LH provided an update on the initial consultations to look into restarting a fish festival. There was a great deal of community support for this. Further consultations are planned with the aim to have the first running potentially in 2023.

*Resource Centre*

Questions were raised as to current progress. It was reported that funding had been signed off but no formal documents finalised. Final design was under way and public consultation would follow. It would likely take 12 months, therefore the earliest completion date would be 2024.

5. **Commissioners meeting.**

*Election of Officers to NPHC*

The AB was advised that the current Chair and Vice Chair of NPHC were stepping down in May/June this year and these posts would be filled following an election by the Commissioners. A question was raised as to who was eligible to be appointed and for how long. The Harbour Master clarified that this was governed under the HRO and that both positions had to be Commissioners. The current Commissioners could choose someone not already a Commissioner at present, but that person would have to be appointed from a vacancy on NPHC before being eligible. The AB agreed that this was a matter for NPHC.

*(The question raised was related to a recommendation in the Ports Good Governance Guidance (PGGG) and whether this was applicable in the circumstances and not just the HRO. As this is a governance matter, it requires subject matter specialist input. This will be taken up separately.)*

*Newlyn, Paul and Mousehole Parish Council*

PD reported that NPHC has given its support to the formation of a Parish Council as it would help enhance the links between the Harbour and the local community and business. A draft letter of support from the AB and Commission would be drafted and presented to both for signing.

In addition, there was a discussion as to what the next steps were to help a Parish Council come about following a recent meeting of a Cornwall Council committee meeting. PC advised that due to the standing orders of that committee that not all information supporting the formation was presented. It would be necessary to resubmit the proposal at the next stage and that all evidence of support was critical. Thus, the letter of support from NPHC and AB were an important part of this.

*Auction Lease/License*

This was still on-going. It was confirmed that the AB would be consulted on the final proposal when it is drafted.

6. **Proposed revision to Schedule of Charges**

The Harbour Master outlined the new proposed schedule. PD apologised for omitting the draft document in his email to AB members before the meeting and promised to forward it immediately after the meeting for the detail.

JP asked for an urgent response to any fundamental issues with the proposals and would also be open to other comments on specific items. Input had come from finance users and operations and had taken account of the current cost increases, maintenance and future plans. The general increase proposed was below current inflation. There would be a singular keelage fee for the pontoons. Skip and Waste fees would increase to meet the cost of provision as this has been under charged. Landing dues remain the same at 2.5%. The Harbour Master explained that he was working with the MMO regarding the data they held on fishing vessel landings at Newlyn with a view that if it could be shared with him, it would be possible to check whether correct payments of landings dues were being received by NPHC.

Following general discussion and questions, the AB informed JP that it had no fundamental concerns and that anyone with specific comments would make these comments following review of the schedule which would be forwarded.

7. **Old Harbour restoration.**

NH informed members that the application under Cornwall Good Growth Fund was to be submitted imminently. He went through his presentation to the last NPHC meeting with some revisions to the costings. Th harbour’s input to the costs was primarily related to the removal of the hulks which could be as much as £20k but included at £10k at present. ND advised that Penzance Council was also approached for match funding and it was hoped that this was to be provided. NH confirmed that part of the on-going operational and maintenance costs would be offset in the main from revenue from the proposed car park on the Coombe, Volunteers would be needed to help with the renovations under expert guidance and it was suggested that Penwith College should be approached as it might be something that their students could become involved with as part of their courses.

8. **AOB**

There were no further matters.

The next meeting will be on Friday 17th February at 2.30pm.

The meeting finished at 4.15pm.