

Meeting Minutes – 05/07/2023 – Part 1



1. Welcome & Apologies

Chair opened the meeting at 9am

Meeting attendees – RW AH JP NB AS JR PCH PP RG

Guests in attendance – PD NH

2. Declarations of interest

No declarations made.

3. Minutes of the last Meeting Part 1

Previous minutes agreed to be true and accurate. No matters arising

4. Architect's report on Newlyn Skills & Resource Centre

The project has now reached the concept stage (stage 2 of design process). Detailed site plans were shared and discussions took place over the cost of materials, disability access, parking and the potential of a café area. Public consultation has been scheduled for the end of the month. Work is scheduled to begin Jan 2024 for 12months.

A discussion point was noted to discuss the inclusion of an exam facility.

Architects have liaised with JP with regards to design ideas for the entrance to the harbour. Plans at an early stage; a significant conversation took place over aspirations for the area. Plans will be shared via email with commissioners and a specialist meeting will be arranged to discuss the project.

5. Harbour update/risk report (JP)

Nothing unexpected. All works are in hand. No reportable incidents. Port Marine Safety Audit has taken place, we are expecting the full report within a couple of weeks.

JP shared plans regarding access ladders. Fabrication of steel ladders has been commissioned as an immediate fix. New ladders will be arriving this week as a trial. These are HDPE modular ladders; JP shared the advantages of the new ladders. The location of the first trial ladder was discussed.

RW supported a post via social media to communicate the installation of a trial ladder and welcomed feedback from the harbour users.

6. AB report (PD)

PD shared concerns regarding the lack of communication with harbour users. A significant conversation took place over Harbour Assist and communicating maintenance schedules.

A concern has been noted regarding the lack of ice available. Questioned were raised as to whether the larger operators could support the supply of ice. The ice company have expressed an interest in a second plant to increase production and allow for maintenance of the existing ice plant. The ice company have been encouraged to attend a commissioners meeting with a proposal. A significant conversation took place over the production process, costs associated and the future needs of the port. PD shared feedback relating to the key performance indicators for the market.

The Big Tide festival have been granted access to zone 3 of the market. NH shared details relating to the event, a further update including costs will be available for the next commissioners meeting.

Part 1 closed

A handwritten signature in blue ink, appearing to read 'H. Chittall', is written over a dotted line.

Chairman