

## MEETING OF THE PADSTOW HARBOUR COMMISSIONERS 03/20

### HELD BY ZOOM VIDEO LINK CONFERENCE CALL

ON THURSDAY 9<sup>th</sup> APRIL 2020 AT 7.00PM

**Present:** Mr J Hewitt, Chairman, Mr M England, Mr D Martin, Mr G Saunders, Mr P O'Neill, Mr I Kitto, Mr P Blewett, Mr B Phillips, Harbour Master.

**Apologies:** Mr W Delacour, Mr C Toogood

**In Attendance:** Mrs N Dyer (Assistant Administrator), Mrs P Hicks (Secretary)

**To Take Information and Comments from Any Members of the Public Present:** None at this meeting as under the present restrictions of the Covid 19 virus regarding social distancing have led to PHC meetings being conducted by Zoom conference video link.

**Invoices and Payments for the Period Ending 13<sup>th</sup> March 2020** Invoices totalling £76,606.49 had been paid for the period 13<sup>th</sup> February to 13<sup>th</sup> March 2020.  
The Commissioners read through the list of payments produced by ND.

**Approval of Minutes 02/20** The minutes for February were approved as a true account of the PHC meeting – it was proposed by GS and seconded by ME.

**Matters Arising from Meeting 02/20**

**Iron Ore Steps** – BP had instructed JGP to provide an “authorise to proceed” (ATP) for work to commence on the steps. PHC insurance brokers are awaiting a reply from insurers to understand how PHC are covered should accidental damage occur whilst repairs take place.

**Car Park Machines** – The new machines are all installed and operational including contactless card payments.

**Brea Spit Sand** – BP thanked the Commissioners for meeting at the spit and hoped it gave everyone an understanding of the substantial change to the area. As discussed BP will continue to dynamically assess and manage the channel by installing and moving navigational aids, issuing notices to mariners and providing safety notices and bulletins for all port

users. BP will try to determine the ownership of the dunes as they are essentially causing a hazard to safety of navigation. Pete Haddock (PHC DP) advised that PHC should ask the owner to somehow stabilise the dunes, perhaps using gabion baskets or similar. BP provided the Commissioners a recent aerial photograph of the area which showed positive movement of the sand as rather than a spit, the area was forming a large bank/beach which would present less of a hazard.

**Wadebridge Pontoon** – BP had accepted the quote for the pontoon extension, and had also started the MMO licence application. Walcon Marine had since contacted BP to quote an extra amount for a further 4 metres of pontoon whilst still only using one pile. The Commissioners agreed to go ahead with the extra cost and length of pontoon. GS said that he was very pleased with the extra length of pontoon.

**Ice Plant** – As per the Commissioners request, BP invited the fishermen to discuss their views on the ice plant at the recent fishermen’s meeting. Due to larger fishing vessels no longer fishing out of Padstow, the remaining fishing boat owners do not feel that there is a need for such a large ice plant. Various options were discussed and the majority feel that they would still want an ice service to be provided by PHC. Previously it seems PHC have been led to believe that KTI have monopolised the parts on the machine but this is evidently not the case due to cheaper parts being purchased in house. Because of previous maintenance costs and the ability now, for our staff to conduct much of the work, BP suggested we should probably consider analysing maintenance costs over a period and gain a good understanding of reduced running, parts and maintenance costs before making a decision on the future of the ice plant.

**Christmas Festival** – BP had met with Andrew Stephens and Tina Evans of the Christmas festival committee and had decided on the date of April 13th to hold a meeting for the general public to attend to air their comments and concerns with regard to the festival. The meeting has since been postponed due to Covid19 legislation on group gatherings and safe distancing.

## **Financial Briefing**

Commissioners read the report prepared by ND.

ND had sent a copy of the draft minutes with accompanying memo. The audit of the accounts had be completed. Regarding the visit of Max Spence of Bennett Jones Accountants to present and finalise the accounts, the Commissioners decided to defer this until a time where

they are able to meet around a table.

ND also informed the Commissioners that she has started the process for applying for the business rates holiday and Government grant payment schemes the Government are offering to help companies during this pandemic.

**Correspondence** None at this meeting

**Port Administrators Business** **Mannin** – She had finished work at Thankes Jetty at Torpoint which had proved a complicated dredging campaign for the MOD. The Mannin will then depart for Teignmouth on a 10 day campaign.

**South Dock Compounds/Drying Grid/Petrol Pontoon** – BP is working with Mark Crumpling of JGP in organising the erection of the South Dock Compounds to commence in July, all being well. After consulting again with the staff and understanding there was an element of confusion of communication, BP decided to go ahead with the original layout of the compounds. BP informed the Commissioners of the MMO’s decision not to award PHC any further grant funding from the MFF grant fund scheme. BP to enquire for Drying grid and Petrol Pontoon quotes and research any other funding options.

**BT I** – The MCA’s final inspection for the BT 1 was supposed to be on 1<sup>st</sup> April 2020 but this will have to be rescheduled. PB informed BP that the MCA are currently conducting surveys on a case by case and occasionally via video link – BP to enquire.

**New Ferry** – BP had asked Pelagic Design for a detailed estimate of costs associated with the drawings of the proposed new ferry which had been sent by email to the Commissioners. The Commissioners deferred any decision on this until they are able to meet around a table.

**Ferry Slipway** – BP is waiting for the “ATP” for the repairs to start on the pile

**PMSC** **PMSC Monthly Report** – Commissioners had received this report by email.

**Appleby** – Apart from a few skips, the vessel has been totally dismantled and disposed of. BP stated, although a very costly process, credit to all who participated in the vessel’s removal from port. Full procedures to stop this happening again are not yet in place but BP has already successfully used his proposed practice on a vessel.

**Oil Spill Audit** – BP had booked himself on a 5p Oil Spill course but in the present situation this has been cancelled and therefore will remain non-compliant for the time being.

**BT II** – On Wednesday 11th March the ferry crew reported an incident of a couple getting stuck in soft sand as they stepped off the vessel. Both crew provided me with a completed incident report form and stated that the couple had been informed of the possibility of areas of soft sand. PHC have since received a complaint from the MCA due to unsafe operation. BP has already conducted his own investigation and will provide the MCA with details when they conduct their own.

**Any Other Business** **PB** – He had witnessed paddle boarders on the river and asked, should PHC be patrolling the river. BP said that it is in hand and that BP/NB/AH will patrol as and when over the Easter holiday.

**GS** – Pontoon Wadebridge – A sign is needed for the pontoon regarding recreational use during the Covid19 pandemic – BP to action.

**Date of Next Meeting**

The next meeting will be held on Thursday 16 April 2020 at 19:00hrs by Zoom conference video link

There being no further business the meeting closed at 19.40hrs

