

MEETING OF THE PADSTOW HARBOUR COMMISSIONERS 04/17

HELD AT THE PADSTOW HARBOUR OFFICE

ON THURSDAY 20th APRIL 2017 AT 7.00PM

Present: Mr D Martin, Mr C Toogood, Mr G Saunders, Mr W Jago, Mr S Summers, Mr A Hoskin, Mr M England, Mr M Stacey, Mr B Murt

Apologies: Capt R Atkinson

In Attendance: Mr N Billing (DHM), Mrs N Dyer (Assistant Administrator), Mrs P Hicks (Secretary), Mr M Spence (Bennett Jones Accountants), Mr D Lockwood, Mr P O'Neill and Mr G Dudman (member of the public).

Election of Chairman:

Nick Billing (Deputy Harbour Master) opened the meeting, welcomed the new Commissioner Mr A Hoskin and asked for nominations for Chairman for 2017/18. Mr M England was proposed by Commissioner Jago and seconded by Commissioner Hoskin. Commissioner Saunders proposed Mr D Martin but there was no seconder. CARRIED that Commissioner England be elected as Chairman for the coming twelve months. Commissioner England confirmed his willingness to serve, thanked everyone for their support and took the Chair.

04/17/01

NB asked for nominations for Deputy Chairman. It was proposed by Commissioner England, seconded by Commissioner Stewart and CARRIED that Commissioner Martin be elected as Deputy Chairman.

04/17/02

To Take Information and Comments from Any Members of the Public Present:

Mr Dudman had come to the meeting regarding the lack of a lifesaving apparatus at Wadebridge Commissioners Quay. NB read the emails from Mr Dudman, and the HM's reply, to the Commissioners. Mr Dudman had also been to the Wadebridge Town Council meeting to inform them that there was no lifesaving equipment. PHC had supplied numerous life rings over the years which had been vandalised, stolen or thrown into the river. Mr Dudman suggested that perhaps it was the wrong

type of device and perhaps a life ring in a canister would be better, this could be placed on a wall with an alarm.

PHC are happy to replace the life ring again on this one occasion but if vandalism/theft keeps happening the equipment will not be replaced. Mr Dudman suggested that it be placed on the railings near Mr Wigget's bike hire or on the wall of the Stove Shop at Commissioners Quay. SS said that Mr Wigget has CCTV cameras; NB said that if it could be sited within the cameras range it might help. SS will speak with Mr Wigget. The Commissioners agreed with Mr Dudman that there should be lifesaving equipment. ME said that PHC will go ahead and install a new life ring and see what happens, all the Commissioners were in agreement.

Mr Max Spence, Bennett Jones Accountants addressed the Commissioners regarding the annual accounts for 2016. The memo that had accompanied the draft accounts explained much of the changes and highlights of the annual report and Mr Spence commented that the results were similar to the previous year.

Mr Spence went on to say that PHC are in a strong position for any planned expenditure. The Commissioners didn't have any extra questions for Mr Spence, but it was agreed that if any came up they would pass them on and he would have the answers by the next meeting.

**Invoices and Payments
for the period ending
12th April 2017**

From 11th March 2017 to 12th April 2017 invoices to the amount of £ 125,094.55 had been paid

WJ and AH declared an interest.

BM asked about the payments to Padstow Marine Consultancy, ND said that this was Mr Richards, passage crew on the Mannin.

SS mentioned the amount regarding the skip and asked about the outcome of invoicing the netters for the net which couldn't be recycled. ND said that three of them had paid one was refusing as they maintained they did not dispose of net in the PHC compound.

MS asked about the alarm which was still causing problems at the Rock Activity Centre. NB said that Menhenitt Prior & Co had never encountered these problems before and were going to try one further detector head before contacting the manufacturers. They were not sure what was setting it off but it

is the same system as that in the harbour office which had given little or no trouble. SS asked if they could have a more detailed invoice regarding the fire alarm.

BM commented on the Bayside Marine invoice - NB said it was paint for the Mannin.

Approval of Minutes
03/17

The minutes were approved by MS and seconded by GS.
BM asked if the minutes could be sent out earlier in future.

04/17/03

Matters Arising
from Meeting
03/17

Sharpe's Brewery - HM had written to inform them of the Commissioners decision regarding cycle to work scheme.

Mr C Toogood - HM had written to CT setting out the guidelines covered at the last meeting regarding the pontoon near the water ski area.

Financial Briefing

Mrs N Dyer had prepared a financial report for the Commissioners.

Harbour Dues and Mooring Fees are below budget for the three months to the end of March.

Dredger Contracts - income is up compared to the same period last year and further invoices have been raised for work at Teignmouth and Ramsgate.

Harbour maintenance - no significant expenditure to report.

Ferry - income is down for the three months to the end of March. This is attributable to Easter falling later this year so cannot be compared on a like for like basis with the previous year.

Dredger costs - the adverse variance is attributable to spare parts for the Mannin plus fuel and labour costs for contract work.

Car Park - income is up on the three months to the end of March - this is due to an increase in parking tariffs.

ME asked about RingGo - ND said that the parking app was well used and growing in popularity.

DM asked about the CCTV at Rock – NB said that the Rock side is still ongoing but that Padstow was up and running all that was left was for minor adjustments to the camera angles and to install the monitors / joystick in the berthing master's office.

ND said that the bank balance was healthy and the deposit account had a slight increase since the last meeting, also the aged debtor account continued at a low level.

Correspondence

Mr P Tamblin - writes to the Commissioners to thank them and also to say that the Padstow to Rock swim had raised £342,000 since it had been run in aid of Marie Curie.

Mr C Matthews, Duchy of Cornwall - writes regarding the rent review for the Rock Quarry Car Park, a meeting with HM is to be arranged in May.

John Grimes Partnership - write regarding the RBB Walls. Subsidence in way of the windows on the south and east sides has been caused by pressure due to corrosion of the steel lintels - these will need to be replaced after the summer season – HM contacting Chris Swabey to obtain quotes.

Mr B Botting, Miller Commercial – HM had contacted Miller's as the business rates for PHC have quadrupled – Mr Botting sets out terms and procedures to follow in order to appeal - a meeting has been arranged.

Mr D Foster, Marico Marine - writes regarding the Commissioners enquiries into 'duty holder' training regarding the PMSC. Commissioners confirmed that this would be a step forward and instructed HM to come back with prices and a format.

D C Payments - write to the Commissioners with a proposal for installing an ATM machine in the ex South Quay toilet block which is to be refurbished with alternative use. There would be no installation fee, however PHC would have to provide the services and insure the unit. There would be a small financial gain for PHC (dependant on how much the ATM was used) however it was felt that Health & Safety issues (queues within car park) meant it wasn't a suitable place. ME said that there were two cash machines in the town at present but even though the Commissioners had decided to decline the proposal on this occasion, they might choose to revisit the issue should circumstances change in the future.

Mr M Stacey emails with concerns regarding the strong tidal flow and soft sand on the Rock side of the river between Cassock and Brea Hill. Soft sand had built up and there was an unusually strong current running past this area, particularly

dangerous on spring tides. There was a risk that someone could be swept away or entrapped in the soft sand. NB said that a navigation buoy was on order to correctly demark the channel for visiting vessels and that although signage on the dunes would be useful for beach users, it was difficult to think where to put it where it would be of use at low water but not a hazard at high water. Decided HM to put a warning on the PHC website.

Mr L Dunkley, St Minver Highlands Council - writes to PHC expressing concern over the potential impact that a change of the harbour speed limits might have on local businesses.

Mr P Hagley - asks the Commissioners for permission to put up a sign advertising the park and ride scheme on PHC property. It was felt that this would be for overspill traffic once the PHC car park was full and the commissioners agreed to a sign at the exit of the south quay car park.

Phillips Frith - write regarding the annual accounts and audit. There were no unusual matters which needed bringing to the Commissioners attention. The accounts for the year ended 31/12/16 were then approved by the Commissioners. Chairman to sign the accounts so a final copy could be returned to Philips Frith.

Port Administrators Business

UKHMA - HM, DM and GS had attended in Edinburgh.

RBB Walls - The wall by the steps on the iron ore slip had a bulge and some loose masonry. JGP had inspected the walls and installed some remote pressure logging equipment which showed that drainage is good in areas where installed. JGP will report back to PHC with further thoughts and suggestions at a later meeting.

BT I Ferry - C&H still awaiting delivery of the couplings required to commission the new jet drive units.

Mannin - Still working in Ramsgate but then back to Padstow after another short period in Teignmouth.

South Quay Toilets - PHC now have possession from Cornwall Council and planning permission / change of use is currently advertised on the Cornwall Council planning website.

PMSC

The new RHIB Patrol driver for the 2017 season had been recruited - Mr Leon Burt.

Mark Stacey - already covered in correspondence.

New port hand navigation mark to be installed off Brea Hill – consent from Trinity house had been applied for.

Lifesaving appliances at Wadebridge - already covered.

St George's Well - there had been a party/BBQ and broken glass had been placed in a ring on the beach. The general public had kindly picked up all the broken glass off the beach and the police had been informed.

Items for Discussion

DM - Speed Limit Meeting. DM said that these discussions had been ongoing for 3 1/2 years and a decision had not been reached. It seemed impossible to get all the commissioners together for a special meeting and as summer is a busy time for all, he suggested that the meeting be held in September. Two dates could be put forward well in advance and if a full complement was not expected at the first date it was suggested that the meeting take place on the second date irrespective of who could attend (provided there was a quorum). SS said that if the Commissioners have plenty of notice but can't make the meeting at least they can put their thoughts down on paper to be read at the meeting. SS stated that he would like the meeting earlier than September, ME suggested June, but SS suggested PHC take the opportunity to discuss this item 'In Committee' at one of PHC's monthly meetings when all members of the board were present. NB said that the HM could set up the projector for larger maps and photos for the areas in question. All Commissioners were in agreement.

Date of Next Meeting

The next meeting will be held on Thursday 18th May 2017 at 7.00 pm in the Padstow Harbour Office.

There being no further business the Meeting closed at 20.23

