

## **MEETING OF THE PADSTOW HARBOUR COMMISSIONERS 04/18**

### **HELD AT THE PADSTOW HARBOUR OFFICE**

**ON THURSDAY 19<sup>th</sup> APRIL 2018 AT 7.00PM**

**Present:** Mr G Saunders, Mr A Hoskin, Capt R Atkinson, Mr M England, Mr C Toogood, Mr P O'Neill, Mr M Stacey, Mr W Delacour, Mr J Hewitt

**Apologies:** Mr D Martin

**In Attendance:** Mr N Billing (DHM), Mr D Lockwood, Mrs P Hicks (Secretary), Mr M Spence (Bennett Jones), Mr J Waring (Fishermen's Mission), Mr N Chapman and Ms H Markland (Jubilee Queen)

#### **Election of Chairman**

Capt Rob Atkinson (Harbour Master) opened the meeting and asked for nominations for Chairman for 2018/19. Mr M England was proposed by Commissioner Saunders and seconded by Commissioner Hewitt. 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.

04/18/01

ME asked for nominations for Deputy Chairman. Commissioner Hewitt was proposed by Commissioner Stacey, seconded by Commissioner Hoskin and CARRIED that Commissioner Hewitt be elected as Deputy Chairman.

04/18/02

ME welcomed the three new Commissioners

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

Mr Julian Waring of the Fishermen's Mission addressed the Commissioners with a brief outline of what the society is about and what support they offer to fisherman, their families and widows. They are running a fund-raising initiative which involves a book of photographs / short biographies of local fishermen and people connected to the harbours of Padstow Port Isaac and Newquay. A previous book of photographs from the Newlyn area and was very successful and the funds raised by the sale of the book goes to helping fishermen and their families.

Mr Waring said that the local TJ Press were going to publish the book for free and now the society were looking for sponsors,

Sharp's Brewery was one sponsor and he asked if PHC would also sponsor for £2000. ME thanked him and said that the Commissioners would consider this later and let him know the outcome. JS left the meeting

Mr Nick Chapman from the local pleasure boat Jubilee Queen asked the Commissioners if he could have a booking office in his car park space in the North Quay Car Park instead of the van that he has there at present. They are looking to have a mobile trailer and this would only be used for taking card payments and bookings for the Jubilee Queen and not selling anything. Hannah Markland had prepared a presentation for the Commissioners and handed a copy to them and said that it would be manned daily by herself. NC said that the advertising on the outside of the trailer would be vetted by the Commissioners.

The Commissioners thanked Mr Chapman and said that they would discuss this later and let him know the outcome asap. NC and Ms Markland left the meeting.

Mr Max Spence, Bennett Jones Accountants - Copies of the annual report / audited accounts were handed out to the Commissioners.

MS gave the Commissioners a brief appraisal of the accounts noting that the income holds up very well and that although there were not many major projects in 2017, quite a few were planned for 2018 and PHC would be able to self-fund them. Generally, the accounts and finances of the harbour continued to be strong. HM asked MS to recap on the 'revaluation reserve' and what this meant.

MS appreciated that the Commissioners hadn't had time to look at the accounts in detail and said that any further questions arising could be passed onto him via HM and he would come back with the answers.

ME thanked MS for the overview of the accounts. MS left the meeting.

**Invoices and Payments  
for the period ending  
13<sup>th</sup> April 2018**

Payments since the previous meeting totalled £255,121.83 and the Commissioners read through the list of payments prepared by Mrs N Dyer.

AH asked about the payment to Mr Milner for fibreglass repairs - HM said that this was for the BT 2 ferry – deck had worn thin and also sacrificial glasswork under the bow area where she beached.

AH/GS asked about the RBB Lintels - HM said that the work was completed and on quote, this was the final payment.

PO commented on Commercial Filters - HM said that PHC buy in

bulk to keep in stock.

GS enquired about the deposit for Walcon and the pontoon for the South Dock. HM said that it is a two-stage payment, with the next one on completion.

**Approval of Minutes**  
**03/18**

The minutes were approved by GS and seconded by MS

**Matters Arising**  
**from Meeting**  
**03/18**

Teignmouth Maritime Services Ltd - re cladding of the ferry slipway wall. TMS had agreed to the insurance backed guarantee and HM had accepted their quotation. The work is due to start in September.

Iron Ore Steps - HM had taken the steps out of action and a notice to mariners had gone around to all harbour users. The EA are looking into repairing them.

South Dock Pontoons - HM updated the Commissioners on the new pontoon for the South Dock – Walcon had said they would be looking to install in June 2018, but he will keep everyone informed.

**Financial Briefing**

The Commissioners read the financial report from Mrs N Dyer and HM went through the figures

Harbour Income - this is up for the month of March and just marginally up for the three months to the end of March

Dredger Income - this is down for March compared to last year but for the three months to the end of March income is up by 21%

Harbour Costs - no significant expenditure for March

Ferry Income - this was up for March which is attributed to Easter being early and the three months to the end of March are up by 9%.

Ferry Costs - significant expenditure for March was the fibreglass repairs and the fuel tank modifications.

Car Park Income - this is down by 11% for March but this is attributed to the loss of car park spaces for the gate maintenance, and for the three months to the end of March is down by 5.5%.

Car Park Costs - the adverse variance is due to back dated rent for the Rock Quarry Car Par – this was rent not invoiced during the period where a rent review was taking place.

**Correspondence**

Mr J Blyth, JGP - writes with good news regarding the Rock Quarry Car Park, he has received a letter from the Common Land Office giving consent to proceed with the development. HM had contacted Duchy of Cornwall to let them know PHC were happy with their terms and was now working with JGP to try and get a suitable contractor appointed to start work in September.

Fisherman's Mission - this has already been covered by Mr Julian Waring. The Commissioners discussed the sponsorship for the new book. It was proposed by AH and seconded by JH to give the Fishermen's Mission the £2000 sponsorship - all in favour.

04/18/03

Mr J Hinchliffe, Padstow Sea Cadets - writes to the Commissioners for a donation for the Padstow Sea Cadets. There was a short discussion about the amount of the donation. The first proposal by PO was for £2000, then it was proposed by GS to donate £1000 and seconded by PO. There was a counter proposal by HM and seconded by CT for a £500 donation to running costs with the caveat that if the Sea Cadets needed a specific piece of equipment, the commissioners would look into helping them - counter proposal was carried.

04/18/04

MS said that perhaps the Commissioners should set aside an amount of money for a "Charity Pot" each year to give worthy projects/donations.

Mr P Scolah, Padstow Sailing Club - writes to the Commissioners regarding a pontoon extension to link up with the existing isolated pontoon section in front of the sailing club. They are applying for a sport grant and would like written support from PHC regarding this project. The new pontoon entrance will be situated close to the sailing club and the facility would be available for other community groups such as the sea scouts to use.

The Commissioners discussed this and HM noted that providing it was properly marked, it would not present a navigational hazard. The commissioners liked the idea that other community groups would be able to use the pontoon which would allow safer access to boats and tenders moored alongside.

The Commissioners decided to give their support providing that the facility was indeed open to selected other groups and not just Padstow Sailing Club members.

Rachel McLaren - writes regarding a proposal to site a life-sized sculpture of Sir Malcolm Arnold because of his links with Padstow. The Commissioners weren't against the idea but felt that the town is so busy that this sculpture of him sitting on a bench might prove hazardous around the quayside. ME suggested talking the PTC to see if they could accommodate as it would probably be safer on PTC land in the main car park or near the station house offices.

Phillips Frith LLP - the auditors of PHC accounts write with their audit findings. One main suggestion was that PHC have a procedures manual in place. HM said this was already in hand,

however the office was so busy it was a matter of trying to find the time and opportunity for some 'quiet' time in order for Mrs Dyer to document all that was done on the admin side and HM to document all that was done on the operational side.

Charlie Toogood - CT had sent an email late Thursday regarding the RNLI "SUP" Challenge. This is to take place on Saturday 9th June 2018 and he asked if the PHC ferry could take competitors to the starting point and provide safety cover. The weather will determine the start and finish points. Commissioners were happy to support the event and HM said he didn't have a problem with the safety aspect but would need to check that he had sufficient staff to man the second ferry on that weekend.

## **Port Administrators Business**

Bore Holes - The work on the bore holes (for measuring tidal lag on the inner harbour walls) is underway and should be finished by Friday. They have gone down appx 6 metres and PHC now needed to obtain some sensors "trolls" which would log data which could then be used by JGP to calculate the pressure on the harbour walls. Any weaknesses could hopefully then be addressed before there was a failure. HM was going to look into purchasing trolls as renting for a length of time would almost be as expensive as purchasing.

EA, Tidal Gate - this work is now completed and we were just waiting for a new walkway which the EA will install when fabrication is completed. This new walkway will have interlocks so the gate can't be opened when walkway is still connected.

RQCP - now PHC have Common Land consent JGP have sent out five tender packs hoping to get three quotes returned. These quotes will be higher than the original ones as they were a few years ago now. HM has also replied to the Duchy of Cornwall accepting the terms of the lease.

Bazeley's - work on the toilet block conversion is progressing. There had been a site meeting with the builders, architect and structural engineers. Padstow TIC had been round to get an idea of the internal layout. HM had spoken to two companies about the four-sided clock with back lighting so hopefully this will be done. The slate plaque for Sqn Ldr Robinson - can anyone clarify the story as HM has been given different versions and would like to get the correct story before getting the plaque.

Black Tor I - she is now back in the water and had passed the MCA running trials for certification.

PHC RHIB - this had been to RMS for a mini refit and they had kindly done this with short notice and a quick turnaround. The refit wasn't done in the winter as the RHIB had been needed in the inner

harbour for towing the tidal gate. She had then got trapped in there and without the expense of hiring a crane, could not have been moved out.

Mannin - the contract for Brett Aggregates had been completed and the Mannin was now in Ramsgate. She will move onto Whitstable and Teignmouth before returning home to start dredging the harbour.

DAC Beachcroft - HM had received a reply from them regarding the slip on the harbour office slipway. They are denying that PHC are responsible and not accepting liability. PHC to wait and see what happens.

### **PMSC**

Only one minor incident as a member of PHC staff has sprained his fingers when the drill he was using jammed. This was put in the accident book- no lasting injuries and no lost time.

### **Items for Discussion**

None at this meeting

### **Date of Next Meeting**

The next meeting will be held on Thursday 17<sup>th</sup> May 2018 at 7.00 pm in the Padstow Harbour Office.

The meeting voted to go In Committee. Proposed by HM and seconded by MS.

There being no further business the meeting closed at 2117 hours.