

## MEETING OF THE PADSTOW HARBOUR COMMISSIONERS 05/18

### HELD AT THE PADSTOW HARBOUR OFFICE

ON THURSDAY 17<sup>th</sup> MAY 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 D Martin

**Apologies:** Mr J Hewitt

**In Attendance:** Mr N Billing (DHM), Mr D Lockwood, Mrs P Hicks (Secretary), Mr A Cameron (Wavehunters)

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

Mr A Cameron, Wavehunters - attending the meeting regarding a proposal sent by email to the Commissioners - HM read the proposal to the Commissioners. Wavehunters are looking to have a wood shelf on the harbour wall immediately outside their booking office. They would like to install eyeholes in the harbour wall to attach the bar/shelf to – shelf can then be taken down each evening. This is for their customers to have a coffee whilst waiting for their boat trip. The Commissioners pondered on this, HM said that it doesn't present a Health & Safety issue as it stands but if there is a problem, PHC would need to look at it again. The Padstow Commissioners do not have a problem with it so all the Commissioners agreed to the proposal providing Wavehunters agree to remove / reinstate if PHC require this in the future.

**Invoices and  
Payments for the  
period ending 11<sup>th</sup>  
May 2018**

Payments since the previous meeting totalled £176,858.62 and the Commissioners read through the list of payments prepared by Mrs N Dyer.

PO asked about Specsavers - HM said that this was replacement safety glasses for PHC staff.

HM was asked about the Wadebridge pontoon and said that it had been in storage at Chapman & Hewitt for the winter and had not gone in yet because staff still needed to take the BT2 ferry to Wadebridge to 'jet' the silt out from the berth. HM said this was due to happen soon. GS asked if the pontoon would be back before the next meeting - HM replied yes.

WD asked about the UK Fuels payment - HM said that the fuel is for the PHC truck, the Patrol RHIB and also petrol for visiting yachts. PHC can reclaim the VAT and the duty.

HM said the charge from LDC Pagers was for his lost pager, charged for as only one was returned to them.

PO asked about the electronic chart for the RHIB - HM said that someone had stolen the chart card from the plotter whilst the boat had been in Padstow Inner Harbour over the winter.

DM enquired about the Mailwasher software – used to get rid of the spam emails.

### **Approval of Minutes** **04/18**

The minutes for April needed amending as Mr P O’Neill’s name was listed in “members of the public attending”. PO also wanted his proposal to the Sea Cadets recorded and DM initials should be changed on approval of minutes as he was not at the meeting. With these amendments the minutes were approved by AH and seconded by MS

### **Matters Arising** **from Meeting** **04/18**

The Fishermen's Mission - HM had replied to them to inform them that PHC would sponsor the book of photographs being produced to raise funds for the mission.

Mr N Chapman – Booking Kiosk, reply is in correspondence.

Mr M Spence, Bennett Jones - HM asked the Commissioners if, following their briefing at last months meeting, they had any further questions on the accounts to be passed on to Mr Spence. None arising.

Mr J Blyth, JGP - the tender pack for the RQCP extension would be ready to go out soon, JGP were sending out five tenders (including one to Harris' at Rock) - HM asked the Commissioners if there were any other companies they wanted including or to leave it to JGP? DM suggested Vanstones - HM would pass this to JGP.

Padstow Sea Cadets - Donation had been sent

Mr P Scorah, Padstow Sailing Club - HM had sent a letter to him giving PHC’s support for the new pontoon.

Rachel McLaren – Re Sculpture - HM had passed this on to Padstow Town Council.

Charlie Toogood - HM was happy for the ferry to take the competitors to the starting point and to provide safety cover for this event which was in aid of the RNLI.

## **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 April by 35%, this can be attributed to the high demand for Rock Holiday moorings.

Harbour Costs - significant expenditure for April was the work on the bore holes.

Rental Income - this favourable variance is attributed to the rental of a pitch on PHC land.

Ferry Income - this was down for April by 26% which is attributed to Easter being early and 12% down for the four months.

Ferry Costs - no significant expenditure for April.

Car Park Income - this is down by 16% for April and for the four months to the end of April is down by 9%.

## **Correspondence**

Mrs A Morden-Hawkes, Ralph & Co - The lease between SWW and PHC for the area within the S/Q toilet block redevelopment was ready for signature / sealing by PHC chairman – to be done after the meeting.

Mr D Robson, Wavehunters - already covered in “comments from members of public”

## **Port Administrators Business**

General Data Protection Regulations - The new Privacy Policy is being sent out to PHC customers along with an email advising that they would need to opt in if they wanted to receive the Christmas newsletter and card. Most of the details that PHC collect are required for financial or legal reasons and not for marketing. The email had been sent to Commissioners first as a test run before being sent out to customers on the database. HM passed around a shortened version of the Privacy Policy to Commissioners and advised that the full version can be found on our website.

Fishermen's Mission - Free medicals and dental checks for fishermen (organised by the fishermen’s mission) will take place on PHC site 22nd June 2018 and leaflets will be distributed to try and advertise this fact.

Bazeleys - Making progress with the conversion of the ex-toilet block building - scaffolding for the roofers will be installed next week. HM advised that he had also accepted a quote for a new four faced clock to be fitted in the existing tower.

Vanstones - They have finished laying the honeycomb matting at Rock. MS said that it looks good and hopes it’s a success - if so PHC could possibly extend further along the dinghy park. HM said that the next project for Vanstone’s will be the concrete slab near DGW Sand on the South Pier – planned for end of July when dredger is

in dry dock.

Mannin - Still at Ramsgate at the moment with gearbox problems. MIT were involved with the repair and spare parts were proving difficult to source.

Dragons Swim Club - HM had received an email regarding a charity swim in the estuary, this time, the proposal was to swim from Wadebridge to Porthilly beach. There would be about 50 swimmers but HM's main concern was that the event would go through the Water Ski area. Because of the distance and the fact that swimmers would spread out, HM said that in his opinion, the only safe way to run the event would be to dedicate a lot of PHC's own resources (RHIB / Ferry / etc). Details of how many boards / powered craft etc had not been supplied but managing safety for the Macmillan swim had proved difficult and this event did not go through the waterski area. HM had suggested an alternative which did not transit the ski area but this had not found favour with the organisers. Commissioners decided PHC could not commit resources for another swim and said if HM was not satisfied that event could run safely, they were against it - HM to inform.

## **PMSC**

RHIB Patrol – Generally, still quiet. There had been a few caught speeding through the pool moorings but not as many as last year. Some safety advice given and some small boat tows but main “event” had been foggy conditions over the bank holiday weekend.

Foggy Conditions - Fog over the Bank holiday weekend had raised safety issues.

Commercial users had either ceased operating or slowed down in the bad weather conditions. Some leisure users had posed an extreme safety risk by failing to reduce speed despite very poor visibility and lots of traffic around. Some skippers had also seen fit to go water skiing in the poor visibility even though the ski rules say that you need to be able to see both sides of the estuary in order to ski.

The RHIB Patrol could not stop any of these vessels as it had been too dangerous to approach them at speed in the restricted visibility, so little or no enforcement action could be taken. HM mentioned that PHC staff had also considered stopping the ferry at one point - HM/DHM looking into re assessing the ferry's safety plan and getting staff formally trained in use of radar. DM questioned the need for radar training if the ferry was going to stop in poor visibility. HM said that the main risk was not the navigation of the ferry itself, but the possibility of another high-speed vessel colliding with the ferry because it was unaware of her

presence – so generally, the ferry would only stop if there were other vessels behaving irresponsibly (generally, this wouldn't happen on many occasions). Therefore, radar training was still applicable in order to run the ferry safely in poor visibility when all others around her were going at a safe speed.

CT asked if the ferry made sound signals and NB said that automatic sound signalling equipment was fitted for use in poor weather – a memo would be sent around to reinforce the need to be making sound signals in poor visibility.

HM said he was going to write some guidelines which could be handed out to leisure users by RHIB and at launch points on days where poor visibility was either present or forecast.

**Items for Discussion**

None at this meeting

**Date of Next Meeting**

The next meeting will be held on Thursday 21<sup>st</sup> June 2018 at 7.00 pm in the Padstow Harbour Office.

The meeting voted to go In Committee. Proposed by AH and seconded by GS.

There being no further business the meeting closed at 20.53 hours.