

MEETING OF THE PADSTOW HARBOUR COMMISSIONERS 10/16

HELD AT THE PADSTOW HARBOUR OFFICE

ON THURSDAY 27th OCTOBER 2016 AT 7.00PM

Present: Mr D Martin, Mr M England, Mr W Chown, Mr C Toogood, Mr G Saunders, Capt R Atkinson, Mr S Summers
(Mr Summers left the meeting at 8.00pm)

Apologies: Mr B Murt, Mr W Jago, Mr M Stacey

NOTE: The October meeting of the Padstow Harbour Commissioners was postponed from the 20th October to the 27th October 2016.

In Attendance: Mrs P Hicks (secretary), Mr D Lockwood, Mr P O'Neill, Mr A Hoskin.

To Take Information and Comments from Any Members of the Public Present: None at this meeting

Invoices and Payments for the period ending 17th October 2016 From 13th September to 17th October 2016 invoices totaling £112,372 had been paid.

DM commented on the payment to Viking Systems and asked if the new Harbour Assist software was working well. HM replied that after some teething problems, which were to be expected with any new software, the system had proved reliable and beneficial to our organisation.

Approval of Minutes 09/16 The minutes were approved by GS and seconded by WC with the following change:

Port Administrators Business
Schedule of Rates
River Dues - increased by 1% (rounded up to £16.26/m/annum)

10/16/01

Matters Arising from Meeting 09/16 Mr A Cameron, Wavehunters - HM had written to him regarding the second RHIB for the 2017 season and the conditions for running a second vessel.

Mrs C Morgan - HM had written to inform her of the Commissioners refusal for a refreshment hut at Rock.

Rock Marine Services - Quotes to install a door between the booking office and sailing school had been accepted by RMS who would reimburse PHC for the cost of the building work.

CCTV - Quotes for the new system "In Committee"

Financial Briefing

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

Harbour Dues - marginally below budget for September

Dredger Contracts - no income from the dredger but 19% up on the 9 months to the end of September

Harbour Maintenance - the adverse variance is due to the costs for replacement doors at the Rock Activity Centre and the safety flooring in the new stores building.

Ferry - Income for September was up by 3%, and for the 9 months to the end of September the income is up by 1% compared to the same period last year.

Car Parks - Income for August is down by 4%, and for the 8 months to the end of September the income is down by 2.5%, this is attributed to the loss of 8 spaces in the Padstow South Quay car park

HM commented that the bank balance was healthy and the aged debtors were about the same percentage wise.

HM informed the Commissioners that he and Mrs Dyer had met with Barclays Relationship Manager on 28th September and, amongst other things, had taken the opportunity to enquire about the cost of a loan, should PHC ever require this. Barclays currently hold a legal charge over the car park which was not removed when the old loan was settled. PHC could remove this charge however there was no requirement to do this and if another loan was required there would be a need to reinstate the 'legal charge' which would involve delays and additional expense. Agreed to leave this in place in case PHC wished to seek a loan at a future date.

Correspondence

Mr C Morris, Padstow Utd Youth AFC - writes to ask the Commissioners for a donation. DM said that the Commissioners usually only give to marine related activities but would make an exception for this local youth association. It was proposed by GS and seconded by SS to make a £50 donation – passed

10/16/02

unanimously

Mrs D Tucker - writes to ask if the Commissioners will transfer her late husband (John Tuckers) Rock mooring into her name - the Commissioners agreed.

10/16/03

Mr J Richomme, Cornwall Council - writes regarding the South Quay toilets. PHC had asked for council to come back to us on a few points:

- 1 - The Roof - Cormac surveyor says the building is sound
- 2 - The Clock - Council says it works it is just unplugged
- 3 - The Plaque - Council to donate £250 towards this.

HM commented that Chris Swabey had looked around the building and roof and cannot see anything untoward which would need immediate attention. CT said that the building has potential. The Commissioners decided that the clock is not a stumbling block so will say yes to the council surrendering the lease with the above points covered.

Mr C Greaves, Royal British Legion - writes regarding the three wreaths sourced for Remembrance Sunday.

Padstow - ME will lay the wreath

Wadebridge - DM will lay the wreath

St Minver - As WJ has laid the wreath for a few years he will be asked if he wishes to do this year, if not CT said he will lay the wreath.

Mrs T Evans, PATA - writes regarding the Licence issued by HM on instruction of the Commissioners, for the Christmas Festival. Mrs Evans had come back with some questions/alterations to the Licence:

At present the festival takes over PHC's car park from midnight on the Sunday until midday of the week on Monday - Mrs Evans is asks for an extension of this period until midday on Tuesday. ME/WC suggested extending until midnight on Monday with HM to have discretion to allow further extension only if there is very high winds or other significant H&S issues which slow the workers down.

Mrs Evans wished to exclude PHC staff from the festival area – HM was not content with this and had concerns over what would happen if there was an emergency to a vessel alongside – fire, foundering, oil spill etc. HM said that PHC staff would not unreasonably enter the site and wouldn't plan any work in the area – Commissioners agreed.

Signs and notices - Clarify that no signs on PHC property without permission but ok on the marquees.

Obstructions - amendment to this clause - rubbish skips on the South Quay are outside the Licence area but this is agreed with the Commissioners.

Ms L Sampson re: personal injury claim on Rock Road - "In Committee"

**Port Administrators
Business**

Jack Chapman - Jack had been the RHIB Patrol office this summer and had now been taken on full time to replace John Prior who retired earlier in the year. Mr Chapman already held an MCA Boatmaster's licence so only 'in house' training would be required for him to be authorised as a ferry skipper.

Mannin - The work on the Mannin was almost finished (Tom's Yard, Polruan) but extra work had been required including further steel plate replacement, new rudder bushes and repairs to the propeller (which may require replacing in the near future). The cost of the work on the Mannin will come in higher than the quote with the extras required, however it was felt that this would still be competitive compared to the quotations from other yards. The MCA have been surveying the vessel regularly as part of her 5 yearly load line renewal and there are a number of other jobs to complete before she can leave the yard. Teignmouth and Bristol Port have work for the Mannin and hopefully she will complete these contracts before Christmas. NB is looking into a replacement Priestman crane for the Mannin as the present one is showing signs of age and some deterioration.

South Quay Toilets - already covered

Commissioners 'Annual Function' - A date needs to be set for the Commissioners annual function. The venue is the Pickwick and the date of 21st January 2017 was proposed by RA and seconded by WC - all in favour.

10/16/04

Schedule of Rates 2017

RA commented that the 'per month' rate on harbour dues sometimes led to confusion as traditionally, accounts had been worked out with a month being four weeks. RA suggested this title was changed to "per 28 days" – agreed by all.

Part I Dues on Vessels

1A:

(i) to (v) to increase to £2.20 per metre overall length

(vi) to increase by 2% - £52.65

All in favour

1B:

(i) to increase to by 2% - £40.75

(ii) 2% increase per metre overall length

Per day - 85p/m

Per week - £5.35/m

Per 28 days - £12.40/m

(iii) to remain the same

All in favour

1C:

(i) to increase by 2% - £12.10

(ii) to increase by 2% - £16.00

CT declared an interest

(iii) Boatman's Licence - 5 year to increase to £100.00 and 1 year to increase to £50.00

plus travelling expenses for licences outside of Padstow

(iv) to remain the same

All in favour

1D:

(i) to remain the same

All in favour

1E:

(i) to remain the same

(ii) covered in September meeting ? 1% increase

(iii) - (v) to remain the same

All in favour

Part II

IIA/IIB to remain the same

IIC to remain the same

All in favour

Part III - Moorings

IIIA: Commissioners Moorings

(i) - (v) increased by 2%

All in favour

IIIB: Private Moorings

Increased by 2%

All in favour

Addendum to Schedule of Rates

Ice:

1/200 kilos - increase to 9p/kilo

200+ kilos - increase to 7p/kilo
Min charge - increase to £3.50
All in favour

Waste Disposal: to remain the same
All in favour

Water Charge: to remain the same
All in favour

Fishermen's Stores Rental:
increase to £707.00 per annum
All in favour

Fishermen's Parking Permits Padstow:
increase to £210.00 per annum
this will be specific to a number plate
All in favour

Wadebridge Commissioners Quay Car Park:
increase to £310.00 per annum
All in favour

Ferry: to remain the same
All in favour

North Quay Car Park Padstow, Parking Spaces:
after discussion it was proposed by ME and seconded by WC
4 in favour and 1 abstained
increased to £950.00 per annum

**South Quay Car Park Padstow, Quarry Car Park Rock and
Commissioners Quay Car Park Wadebridge:**

Changes made to Tariffs:

Up to 1 Hour 70p

Up to 2 Hours 2.30

2 – 4 Hours 3.50

4 – 12 Hours 5.00 proposed by ME seconded by WC

12 – 24 Hours 8.00 proposed by ME seconded by GS

Weekly 42.00 proposed by ME seconded by GS

Motor Cycles 40p

All in favour of above changes

Annual Dog Walker at Rock Quarry Car Park only:
increase to £75.00 per annum
All in favour

Advertising Signs:
Marine to remain the same
non marine increase to £250.00 per annum

All in favour

Dinghy Park Rock: to remain the same

All in favour

Trailer/Dinghy Park Padstow: to remain the same

All in favour

Fork Lift: to remain the same

All in favour

Mowgli: to remain the same

All in favour

Rib: to remain the same

All in favour

Labour: to remain the same

All in favour.

All the above come into effect from the 1st January 2017

The Commissioners were all in favour of the increases to the Schedule of Rates, all changes proposed by ME and seconded by WC.

10/16/05

Rock Activity Centre and Sand Dues - Commissioners decided to discuss "in Committee"

PMSC

The RHIB Patrol had now finished for 2016 and the report from Jack Chapman, RHIB Patrol Officer had been sent to the Commissioners, one of the observations was the colour of the ski permits - it would be better if the main part of the sticker was the colour for the year and the number in black / white, this would be easier to see and distinguish. The RHIB would be coming out of the water in the next two weeks.

Karen Prynne, Padstow Sea Sand - Sand piles on quay. The general public have been climbing on the sand and machinery, occasionally, whilst the machines had been operating. It was accepted that there was a need for better segregation of the operations.

HM passed the Commissioners a diagram showing the ownership of the land involved - which belonged partly to PHC and partly to PTC.

A meeting had been held between PHC/PTC/Prynne. A solution was upright concrete panels that could keep the sand in an area Bearing in mind the need for single ownership in order to material change the working area and determine the liability, the Commissioners discussed the possibilities to help solve this problem:-

1 - PTC to sell the patch of land to PHC in order to allow them to put up the panels – however this did not negate the risk of lorries backing over the pedestrian crossing.

2 - PTC to sell a larger parcel of land so PHC could fence and gate a larger area that lorries could drive into forwards instead of reversing over the zebra crossing in the PTC's car park. Feasibility of turning the lorries within this area would need to be checked but as the project would involve PTC selling a piece of land with 10 car parking spaces on it, it was doubtful whether this would be viable.

Padstow Sea Sand had offered to put down the concrete slab to hold the panels; SS said that he would have to put down the specified depth, DM said that JGP could give them some plans to follow.

It was suggested that first one of the lorries that collects the sand should try to see if they can turn in the area marked out before going ahead with either 1 or 2 above. HM to put a proposal to PTC for consideration.

Items for Discussion

None at this meeting

Date of Next Meeting

The next meeting will be held on Thursday 17th November 2016 at 7.00 pm in the Padstow Harbour Office.

There being no further business the Meeting went into "In Committee" at 20.55hrs