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MINUTES OF THE MEETING OF THE SALCOMBE HARBOUR BOARD

HELD AT CLIFF HOUSE, SALCOMBE ON MONDAY, 4 FEBRUARY, 2013

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr R J Carter (Chairman)	*	Mr J Barrett
*	Cllr M J Hicks	*	Dr C C Harling (Vice Chairman)
*	Cllr K R H Wingate	*	Mr M Mackley
*	Cllr S A E Wright	∅	Mr H Marriage
		*	Mr A Thomson
		*	Mr P Waring

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Salcombe Harbour Master, Head of Assets and Member Services Manager

SH.42/12 **MINUTES**

The minutes of the meeting of the Salcombe Harbour Board held on 12 November 2012 were confirmed as a correct record and signed by the Chairman.

SH.43/12 **URGENT BUSINESS**

The Chairman advised that there were no items of urgent business to bring forward at this meeting.

SH.44/12 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting, and the following were made:

Cllr S A E Wright, Mr J Barrett, Dr K Harling, Mr M Mackley, Mr A Thomson and Mr P Waring all declared a disclosable pecuniary interest in all related agenda items by virtue of having moorings or paying harbour dues to the Council. As the Deputy Monitoring Officer had previously granted a dispensation under Paragraph 8.1 (c) of the Code of Conduct (minute SH.21/12 refers), all Members remained in the meeting and took part in the discussion and debate on all agenda items.

Mr A Thomson declared a personal interest in Item 16: 'Moorings Policy Enforcement' (Minute SH.56/12 below refers) by virtue of knowing some of the residents involved and he abstained from the vote on this item.

SH.45/12 **PUBLIC QUESTION TIME**

Members of the public were in attendance and advised that they did not wish to utilise the Public Question Time session.

SH.46/12 **FEEDBACK FROM HARBOUR COMMUNITY FORUMS**

The Board received verbal update reports from the Board Members who attended the Harbour Community Forums, during which reference was made to:-

Salcombe Kingsbridge Estuary Conservation Forum

No update was given

Salcombe Kingsbridge Estuary Association (SKEA)

A member of SKEA had asked if the bunting currently being used at Batson pontoons could be removed as it was unsightly. In response, the Harbour Master advised that the bunting was an effective method for keeping the birds away. The pontoons take five working days to clean, so the use of bunting was an effective timesaver. The bunting would only be in place until Easter when the boats would be back on the pontoon. A Board Member confirmed the effectiveness of the tape, having witnessed a number of birds and bird excrement at a point where the tape was not in place. Following a brief discussion the Harbour Master agreed to try to find tape of a different colour.

Kingsbridge Estuary Boat Club (KEBC)

No update was given

South Devon & Channel Shellfishermen

The Harbour Master gave a progress report on the Fish Quay, and advised that weekly reports would now be sent to him which he would forward to the Chairman for information.

Kingsbridge and Salcombe Marine Business Forum

No update was given.

SH.47/12 **WHITESTRAND SHOWER PROJECT**

The Board considered a report which updated Members on the Whitestrand Shower Project and sought to request additional funding.

The Harbour Master introduced the report and advised that the project had started with a letter of intent. There had been miscommunication which had resulted in the project price being higher than expected, as the planning permission had required a change of design and the use of specific materials. He also confirmed that the showers would be cleaned and maintained by the District Council, and water and electricity meters would be in place which the Harbour Authority would pay the bills for. The Harbour Authority would also meet the cost of any major vandalism, however as a preventative measure there would be no charge for using the showers so no money would be held on site.

During discussion, it was asked if the yachtsmen would be given priority usage. In response, the Harbour Master advised that the showers would be accessed by a pin code given to yachtsmen when they arrived. The code would be changed on a weekly basis.

It was then:

RECOMMENDED

That Council be **RECOMMENDED** to an increase in the budget for the Whitestrand Shower Project to be funded from the Harbour General Reserve.

SH.48/12 **ISLAND CRUISING CLUB FEES AND CHARGES**

The Board considered a report which outlined a request from the Island Cruising Club to reduce their mooring charges.

The Harbour Master introduced the report, and outlined the subsidy currently given to this organisation. A number of Members felt that there was no justification for further discounts to be given.

Following a brief discussion, it was then:

RESOLVED

That the request from The Island Cruising Club for a reduction in their Mooring Charges for 2013/14 be declined for the reasons set out in Paragraph 2.3 of the presented report.

SH.49/12 **DEALING WITH UNREPORTED COLLISIONS**

The Board was presented with a report that asked the Members to consider a range of measures to deal with the problem of unreported collisions.

The Harbour Master introduced the report, and advised that he had written to commercial users and yacht clubs for recommendations on how to deal with the issue of unreported collisions. The resulting proposals were presented within paragraph 2.4 of the report. Whilst the number of collisions was down overall, there had been a high profile event where problems had occurred. Salcombe Yacht Club had now reviewed their risk assessment and this was appended to the report.

During discussion, the following points were raised:

- A Member felt that collision cluster data would be helpful, and also suggested that the byelaw information should appear at the bottom of the Accident Report Form rather than the top;
- Another Member felt that presented proposals were a step forward and that the collection of data would help to show where further steps needed to be taken;
- Finally a Member asked that the response of Salcombe Yacht Club be noted, and also that boat owners themselves had a responsibility.

It was then:

RESOLVED

That the measures described in paragraph 2.4 of the presented report be implemented by the Harbour Board.

SH.50/12 **MOORINGS POLICY – CLARIFICATION OF FACILITY CAPACITIES**

The Board considered a report that clarified the policy on Mooring Facility boat lengths and proposed a way forward for dealing with boats that were too big for the allocated facility.

The Harbour Master introduced the report, and advised that it was important to tackle the issue of boats getting too big. There were areas where problems were experienced each year as boats became larger, and to address the issues he suggested a two phase approach. He then outlined the proposed way forward.

Members debated this at some length, and the points raised included the following:

A Member agreed that the proposed way forward was sensible, but it would be important to ensure a supply of suitable buckets. He also wondered if a charge should be made for bailing out boats and checking them but another Member felt that this would not be appropriate as there is then an expectation that this service is constantly provided;

Another Member felt that it was important for the Harbour Authority to manage the moorings but there may be a difficulty in the PR aspect of this proposal;

One Member felt that it was a nonsense to expect every moored boat to have a bucket on it's propeller as it would not be possible for all engines to be reached;

A Member asked if the two elements of the proposal were co-dependent. In response the Harbour Master advised that they were two separate issues and it would not involve moving those who already have a deep water mooring to a foreshore mooring. The two waiting lists were quite separate;

In response to a query as to whether it had always been clear that the length overall of a boat included the engine, the Harbour Master advised that this was in the Moorings Policy. Previously, the Harbour staff had accepted a declared boat length, but it was clear that some boats were now considerably longer than others;

A Member suggested that the Harbour Master reorganise boats to fit the pontoons. In response, the Harbour Master advised that he could reorganise to a degree, to enable longer boats to be staggered, but could not take someone from an outside line of a pontoon and move them to an inside line;

Some Members were concerned at bringing in changes to the rules so quickly, but the Harbour Master did confirm that the majority of the proposals would go for consultation to come into force from 1 April 2014;

A Member asked that the changes be clear on a separate slip of paper so that they were not lost with other information given to yachtsmen.

To conclude, the proposed recommendations were slightly amended, to the following:

Paragraph 1.6.1: All boats that berth on Harbour Pontoons with an outboard motor which is left in the raised position should cover the propeller and skeg with a bucket or similar device to protect other boats from damage.

Paragraph 1.6.2: Existing vessels allocated wall or pontoon facilities between 5.5m and 6m LOA should be accommodated as a legacy vessel until the owner gave up the mooring or changes their boat. Boats of 6m and over will be offered an alternative foreshore mooring.

Paragraph 1.7 remained as proposed.

It was then:

RESOLVED

That the proposals at paragraph 1.6 of the presented report be implemented immediately, and that the Harbour Community Forums be consulted on the proposals at paragraph 1.7 of the presented report, with a view to implementing them on 1 April 2014.

[NOTE: in accordance with Council Procedure Rule 15.6, Cllr Simon Wright asked that his vote against the proposal be formally recorded]

SH.51/12 PORT MARINE SAFETY CODE

The Board considered a report that appraised Members on Salcombe Harbour Authorities' compliance with the Port Marine Safety Code.

The Harbour Master introduced the report and following a brief discussion it was:

RESOLVED That:

- a) The finding of the Audit at Appendices 1 and 2 of the presented report be accepted; and
- b) The 10th edition of the Safety Management System dated 27 November 2012 and presented as Appendix 3 of the presented report be endorsed and published.

SH.52/12 PERFORMANCE MANAGEMENT

The Board considered a report that reported the Harbour's performance against agreed Performance Indicators (PIs).

The Harbour Master introduced the report, and took Members through the areas where targets had not been met.

It was then:

RESOLVED

That Harbour performance against agreed Performance Indicators be noted.

SH.53/12 **2012 OPINION METER SURVEY**

The Board considered a report that outlined the results of the 2012 Opinion Meter Survey.

The Harbour Master introduced the report and advised that the Council no longer had the equipment to undertake these surveys but that he was trying to locate something similar as the survey meter had proved to be a very useful tool over previous years to gauge customer satisfaction.

It was then:

RESOLVED

That the report be noted and its content be considered when formulating policy for the future.

SH.54/12 **MATTERS FOR FUTURE CONSIDERATION**

The Board considered a report that identified matters for future consideration by the Harbour Board.

The Harbour Master introduced the report and highlighted the key points. He asked Members to note that the Chairman had approved to move the date of a future Harbour Board meeting from 3 June to 20 May 2013.

It was then:-

RESOLVED:

That the report be noted.

SH.55/12 **EXCLUSION OF PUBLIC AND PRESS**

It was then:-

RESOLVED

“That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following items of business in order to avoid the likely disclosure to them of exempt information as defined in paragraphs 1 and 1 of Part 1 of Schedule 12A to the Act.”

SH.56/12 **MOORINGS POLICY ENFORCEMENT**

The Board was asked to consider a request from the residents of The Moorings, Kingsbridge for a private pontoon.

Following a discussion, it was then:

RESOLVED

That the request outlined in Appendix 1 of the presented report be denied, in line with the current Moorings Policy.

(Meeting commenced at 2.30 pm and concluded at 4.15 pm).

Chairman