

**MINUTES OF THE MEETING OF
THE SALCOMBE HARBOUR BOARD
HELD AT QUAY HOUSE, KINGSBRIDGE ON MONDAY, 29 FEBRUARY 2016**

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr J Brazil (Chairman)	*	Mr G Burrell
*	Cllr J A Pearce	*	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 M Taylor
*	Cllr R D Gilbert (lead Executive Member)		

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Group Manager – Commercial Serves, Group Manager – Business Development, Salcombe Harbour Master, Assistant Salcombe Harbour Master (Logistics and Maintenance), Assistant Salcombe Harbour Master (Administration); and Specialist – Democratic Services

SH.33/15 MINUTES

The minutes of the meeting of the Salcombe Harbour Board held on 2 November 2015 were confirmed as a correct record and signed by the Chairman.

SH.34/15 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:

Cllrs Wingate and Wright and Dr Harling, Mr Burrell, Mr Mackley, Mr Marriage and Mr Thomson all declared a disclosable pecuniary interest in all related agenda items by virtue of having moorings or paying harbour dues to the Council. As a result of the Solicitor granting each Board Member a dispensation, they were all able to take part in the debate and vote on any related matters (Minute SH.05/15 refers).

SH.35/15 PUBLIC QUESTION TIME

The following issues were raised in accordance with the Public Question Time procedure rules:

Mr Richard Smith, Kingsbridge Estuary Boat Club

1. With regard to the life belts situated around the Harbour, Mr Smith queried whether the Board was aware of a policy whereby those that were lost and/or stolen were no longer replaced.

In reply, the Chairman informed that there was no such generic policy. However, a risk assessment had been undertaken on each of the life belts around the Harbour and a report would be presented to the next meeting of the Beach and Water Safety Group. In considering the cost implications, it was likely that this report would recommend the removal of those belts that were not being used (or maintained) around the Harbour. Mr Smith was also informed that any such decisions that related to safety matters ultimately rested with South Hams District Council and not the Harbour Board.

2. Secondly, Mr Smith wished to record his thanks for the recent dredging works that had been undertaken. Whilst on the whole, the works had been well received by the Boat Club, there were felt to be some remedial works still required.

The Harbour Master responded by stating that he was aware of the need for some remedial dredging works to be undertaken at Kingsbridge. Whilst he remained committed to this being actioned, the Harbour Master did advise that there was a greater priority for dredging to be undertaken at the Batson Pontoon first.

SH.36/15

FEEDBACK FROM HARBOUR COMMUNITY FORUMS

The Board received verbal update reports from the Board Members who attended the Harbour Community Forums. The updates were given as follows:

Salcombe Kingsbridge Estuary Association (SKEA)

The representative informed that no meetings had taken place since the Board had last met. Having been queried, the Harbour Master confirmed that he would check the status of the SKEA Forum in light of the recent passing of Mr Peter Goldsworthy and then advise the Board accordingly.

Salcombe Kingsbridge Estuary Conservation Forum (SKECF)

It was noted that no meetings had taken place since the last Board meeting.

South Devon & Channel Shellfishermen

The representative tabled a paper to the Board that provided a brief summary of a meeting held between him, the Chairman and a representative from the Shellfishermen on 16 February 2016. The paper concluded that the problems raised by the Shellfishermen appeared to be primarily due to a breakdown in relationships and a consequent mistrust and lack of communication.

A debate ensued during which Members echoed the sentiments of the paper whereby communication links needed to improve between the Council, Harbour Board and Shellfishermen. To reflect these sentiments, the following motion was **PROPOSED** and **SECONDED**:-

'That in an attempt to improve communication links:

- 1. six monthly meetings be held between interested parties within the Fish Quay, Harbour Board representative(s) and South Hams District Council officer(s); and*
- 2. an operational liaison group also be established that will meet more frequently and will comprise of interested parties within the Fish Quay and the Board's nominated Forum representative. Furthermore, South Hams District Council officers may be required to attend these meetings depending upon service need.'*

When put to the vote, this motion was declared **CARRIED**.

It was then:

RESOLVED

That in an attempt to improve communication links:

1. six monthly meetings be held between interested parties within the Fish Quay, Harbour Board representative(s) and South Hams District Council officer(s); and
2. an operational liaison group also be established that will meet more frequently and will comprise of interested parties within the Fish Quay and the Board's nominated Forum representative. Furthermore, South Hams District Council officers may be required to attend these meetings depending upon service need.

Kingsbridge and Salcombe Marine Business Forum

There was no update to give at this meeting.

Kingsbridge Estuary Boat Club (KEBC)

The Board noted that Mr Smith had already provided an update of issues during the public question time (Minute SH.35/15 above refers).

SH.37/15

REVENUE BUDGET MONITORING 2015/2016

The Board was presented with a report that enabled it to monitor income and expenditure variations against the approved budget for 2015/16. The report also provided a forecast for the year-end position.

In discussion, reference was made to:-

- (a) the overall projected underspend of £16,200. The Harbour Master was of the view that the projected figure was slightly pessimistic and he was anticipating that the actual underspend at the end of 2015/16 would be higher than £16,200;
- (b) the trend of declining visitor numbers. When questioned, the Harbour Master confirmed that the trend for declining numbers of visitors, coupled with those reduced numbers staying for a longer period, was consistent with 'similar' harbours across the South West region;

- (c) the miscellaneous income. For clarity, the Board was advised that examples of miscellaneous income included monies generated from hiring out the Harbour Crane and Barge;

In conclusion, the Board commended the overall content of the presented agenda report and appendices and therefore wished to put on record its gratitude to all relevant officers.

It was then:

RESOLVED

That the forecast income and expenditure variations for the 2015/16 financial year and the overall projected underspend of £16,200 be noted.

SH.38/15 QUARTER 3 PERFORMANCE INDICATORS

Consideration was given to a report that sought to summarise the Harbour's Performance Indicators (PIs) for the period 1 October to 31 December 2015.

In discussion, the following points were raised:-

- (a) Whilst the waiting list for a mooring remained broadly static, the Board acknowledged that this was a cause of some dissatisfaction amongst those who had applied;
- (b) It was noted that the CCTV equipment was in the process of being upgraded, with the number of cameras in the area also being increased. In welcoming this news, a Member also felt it would be opportune to undertake a reconstruction in order to test the effectiveness of the new equipment.

It was then:

RESOLVED

That the latest performance indicators be noted.

SH.39/15 STRATEGY AND MARKETING WORKSHOPS

A report was considered that presented the outcomes generated from the recent Board workshops held on 20 October 2015 (strategy) and 10 November 2015 (marketing).

In discussion, reference was made to:-

- (a) the success and effectiveness of these workshops. A number of Members welcomed the workshops and were of the view that they had been very well received;

- (b) the potential to raise the cap on mooring numbers by an additional 100 berths. Whilst supporting the principle, a Member emphasised his view that the current berthing footprint should not be increased and an additional pontoon should be constructed. In addition, the view was expressed that an additional 100 berths should not be detrimental to the character of the estuary;
- (c) the need to recognise that the use of the Harbour was changing. Some Members highlighted the need to look to the future or else the Board would be presiding over a declining harbour port. To reflect emerging usage trends, Members felt that there was merit in investigating the following:
- increased capacity to take dinghies;
 - making greater use of the Kingsbridge Slipway; and
 - creating zonal areas in the upper part of the Estuary for the use of kayaks and Stand Up Paddleboards.
- As a general point, Members emphasised the importance of a consultation exercise taking place before any such initiatives be implemented. On the matter of consultation, the local ward Members for Salcombe and Thurlestone cited a number of recent instances during which they had failed to be consulted with by officers and proceeded to express their extreme frustrations at these occurrences;
- (d) the harbour estate. In addition to seeking incorporation of the Fish Quay, Batson Slip and Kingsbridge Slip and landing steps into the Harbour Estate, the view was expressed that Whitestrand and Batson car parks should also be given consideration. Whilst the Council could retain the income from these assets, Members felt that it would be beneficial for the harbour authority to take on greater control for the day to day running of these assets;
- (e) general support for 'Option 3' (as outlined in the presented agenda report). In expressing their support, Members felt that the payback was remarkably short for what was a relatively low investment. In terms of next steps, the Harbour Master informed that these outcomes would form part of the Strategic Business Plan that would be presented to a future Board meeting;
- (f) the merits of purchasing a glass bottom boat. The Harbour Master confirmed that he would explore the merits of purchasing a glass bottom boat and would circulate a draft paper to Board Members for their consideration.

It was then:

RESOLVED

That the latest Performance Indicators be noted.

SH.40/15 REPLACEMENT OF FORKLIFT

A report was considered that sought approval of the release of up to £30,000 (plus VAT) to fund the replacement of the fork lift.

It was then:

RESOLVED

That up to £30,000 (plus VAT) be released from the Renewals Reserve to fund the replacement of the fork lift.

SH.41/15 TOPICAL HARBOUR ISSUES

The Harbour Master provided an update on topical harbour issues that could be of interest to the Board.

In so doing, he made particular reference to:-

- (a) staffing issues. A number of Members wished to pass on their best wishes to the member of staff who had recently sustained a serious injury whilst off-duty;
- (b) the recent safety compliance audit. It was confirmed that once the audit findings had been received by the Harbour Master, they would be forwarded on to Members for their information and reference. A Member proceeded to congratulate the Harbour Master for the amount of work that he had undertaken in respect of safety compliance;
- (c) Egremont. Whilst there remained some reservations amongst Board Members, the majority were content to grant permission, subject to the owners first providing a costed, funded and achievable programme, for the proposed repairs to take place. The Board also requested that it be in receipt of regular updates in this regard and that the Harbour Master maintain a close watching brief over the project;
- (d) the loss of the blue flag status for South Sands beach. Members lamented the loss of the blue flag, but did support the application for a 'Seaside Award' accreditation;
- (e) the Wifi contract. In striving for the Harbour to reflect the changing modern world, Members recognised the importance of a solution being found in this regard to ensure that harbour users were able to wirelessly access the internet.

It was then:

RESOLVED

1. That the update be noted; and
2. That the Board permit the Egremont to undertake repairs throughout 2016 on the proviso that a funded and realistic repair plan be provided to the Harbour Authority.

(Meeting commenced at 2.30 pm and concluded at 4.25 pm)

Chairman