

**MINUTES OF THE BOARD MEETING HELD ON 15TH MAY 2009
AT 1000 HOURS**

Present:

Mr. D. Ellis	Chairman
Capt. M. Sansom	Chief Executive and Harbour Master
Mr. P. Fish	
Mr. J. Langan	
Mr. P. Morgan	
Mr. R. Yates	
Mr. R. Reed	
Dr. K. Sumser-Lupson	(Via Skype Connection)
Miss. S. Leverton	PA and Communications Officer

Apologies: **None**

The minutes of the March Board Meeting were approved and signed with no alterations.

Matters Arising Not On This Agenda:

The action taken to arrange a meeting with Peter Child regarding the PR strategy for the PFDI is ongoing.

Mark Sansom has spoken to the Sea Scouts regarding their request for help with berthing costs, and they are now going to write to FHC requesting a grant.

Reports from Sub-Committees:

Peter Fish reported on the first Pilotage Standards Sub-Committee, held on 14th May. The members consist of Peter Morgan (FHC), Mark Sansom (FHC), Mike Reynolds (A&P), David Smith (Truro and Penryn)), Phil Bush (Pilots), with Peter Fish as Chairman.

Time was spent deciding the terms of reference for the committee and working out the exact areas that the committee would cover. It was agreed to meet late in July to try to make further progress on a number of issues including pilots occupational standards. Mark Sansom is undertaking research into how other ports manage standards.

Marine Operations Report:

Remedial work is currently being carried out on the Arrow . This is a four week programme, and is currently running to schedule. Warranty work is currently being carried out on the Arrow engine to rectify a cracked block. Refit work on the LK Mitchell has been put to tender, with Pendennis Shipyard giving the best quote. Will Davies is managing the work, and has been instructed to work to the £250,000 agreed by the board.

David Ellis, on behalf of the board, passed on his appreciation for the effective enforcement in respect of the recent oil spill prosecution as outlined in the report.

Finance and Admin Report and Quarterly Accounts:

The income from the pay and display had dropped slightly due to the roadworks blocking the street a couple of months ago. It was agreed that FHC would look into any compensation available.

There is a possibility that an addition to the budget will be needed for the engine block on the Arrow. This is because Scania may argue that their work is not covered under warranty but due to the vessel grounding. FHC surveyor has said that he does not believe that the crack in the block is due to this, and FHC are making robust representations to ensure that the work is undertaken under warranty.

It was asked if there was a possibility of the quarterly accounts being scaled down. It was agreed that the standard monthly format would be sufficient and that expanded quarterly accounts would not be needed.

It was asked if next years board meeting dates could be moved to fit in more easily with the accounts. This will be looked at during the budget meeting.

Leisure Services Report:

The North Quay project is progressing quickly. Unfortunately Rosemary Lynch has had an unexpected death in the family, and so she has not personally been available. However, the planning applications have all been submitted.

KTP Associate's Report:

It was agreed that Harriet Knowles was doing a good job in her role as KTP associate, and appeared to be progressing quickly with her various projects.

Public Relations Report:

It was agreed by the board that there has been a consistently high level of PR coverage so far this year.

Karen Sumser-Lupsen asked if she could be provided with a copy of the photo taken of the commissioners at the Annual Meeting.

Falmouth Port Development Initiative:

It was agreed that new additions to the rolling brief would be either noted in colour or italics to make them easier to recognise.

At the Natural England meeting on the 27th April, Roger Covey said they would be probably be indicating a significant adverse affect to the SAC area in their report consultation response to the consent applications. There is now a meeting arranged with Paul Thompson, Nichola White, Mike Reynolds and the FHC board to discuss these implications.

Richard Reed mentioned a Low Carbon Economy paper for the UK, published recently. This describes the government's strategy for achieving the future carbon emissions targets. The Wave hub was mentioned in this, along with the 'Low Carbon Investment Fund', which includes funding for port infrastructure development and ports for offshore energy. This is positive in terms of the PFDI. Mark Sansom commented that this would be extremely positive in terms of making a public interest case should that be required.

Karen Sumser-Lupsen is to try and obtain a copy of the report on Wave Hub from Plymouth University.

Public Meeting Notes:

It was agreed that the meeting was a general improvement on previous years. For next year, improvements on sound and lighting will be looked at.

Following comments at the meeting, the Consultative Committee will be asked to come up with ideas for monitoring customer satisfaction.

Correspondence:

Karen Sumser-Lupsen put forward a project proposal for the improvement of water quality in port areas. A number of universities and ports are signed up and Karen felt that it would be beneficial FHC's environmental programme to join as a partner. There is potentially a cost implication to FHC but time and travel can be claimed back as expenses through the project.

It was agreed that FHC would join the project, and that Harriet would support Karen in this role. PR is to be put out to advertise FHC's involvement with the project.

The letter drafted by Richard Reed relating to his attendance at the BWEA conference was approved.

Councillor Mary May has written to apply for the £500 grant towards the Penryn 750th Charter celebrations. The grant was agreed and PR is to be arranged.

Mark Sansom distributed a copy of Fathom magazine giving the proposals from the Falmouth and Penryn Community Plan working groups for public comment.

David Ellis commented that David Pollard phoned to say that the recent council meeting was very positive towards the FPDI.

Urgent Business:

None

Meeting Ended: 1245 hours

Date of Next Meeting: Friday 19th June 2009