

**MINUTES OF THE BOARD MEETING HELD ON
14 MAY 2010 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	
Dr K Sumser-Lupson	Via Conference Call
Mr R Yates	
Mr R Reed	
Ms L Allan	Finance and Administration Manager

Apologies: None

The minutes of the April Board Meeting were approved and signed,

Matters Arising Not On This Agenda:

CEO reported that:-

- Harriet Knowles was producing a synopsis for the opportunity to present the KTP findings at UKHM/BPA conferences, still ongoing.
- A second meeting of the Fleet review sub-committee was planned.
- The recruitment of an Apprentice was ongoing and that the Board would continue to be updated with the progress.
- Arrangement of a compliance meeting to review performance indicators was to be held on 17 May 2010.
- Liaising with Cornwall Council re future economic strategy was in hand, with an invitation to meet regional Transport officers in Taunton.
- In respect of the Merchant Navy Officers Pension Fund, it was reported that FHC were working with Burges Salmon in relation to the required responses.

All other outstanding items were reported to be complete.

Reports from Sub-Committees:

Pilotage Standards Committee

PF reported that a meeting had been deferred until Ian Munday had completed the training methodology.

There had been a large attendance at the Marine Resource Management course which was received very enthusiastically by the pilots.

Remuneration Sub-Committee

PM presented a synopsis of the RSC minutes for the meeting on 4 May 2010.

The presentation of the Commissioners Training and CPD schedule was amended and approved.

Commissioner recruitment procedures had been discussed and the two positions to be advertised was agreed to be:-

1. General maritime activities with shipping and port experience
2. Leisure boating and associated interest and the management of boating events

The recruitment panel was to be DE, Cliff Brown and Jane Sevier with MS attending as a professional advisor. It was agreed that the August RSC meeting would approve the advert to go out in September, with the new commissioners to be appointed by 1st November.

The interpretation of “exceptional circumstances” relating to the possibility of a third term to be served by a Commissioner would be discussed at the November RSC meeting. PF declared an interest.

Discussions were held in respect of the terms of the Chair and MS was tasked with obtaining further advice on this matter.

Marine Operations Report:

It was reported that the KILLIGREW was back with us, but not yet operational, enforcement patrols would be starting in the near future.

PENDENNIS had completed the deployment of seasonal navigation marks.

The Regulation seminar presented by David Townson had been well received and well attended, and was now an annual event. Publicity possibilities were discussed.

The Hydrographic survey was in progress.

DE raised the issue of a small fuel spill and it was agreed that all such incidents be reported to MS immediately.

The Board commended Will Davies on his Marine Operations report.

Enforcement decisions:

There were no decisions required.

Finance and Admin Report:

LA ran through the major items of the report for the period ended 31 March 2010 and briefed the board on the results.

The Board expressed their satisfaction with the results for the first quarter.

Leisure Services Report:

It was reported that the Yacht Haven visitors nights were on a par with previous years and that visitors moorings were up.

The new machines for the laundry were being installed and were in line with SWW requirements.

The Board gave appreciation to Barry Buist on his debt recovery and ongoing work in respect of FREE SPIRIT.

The Board expressed their confidence in BB.

KTP Associate's Report:

The Board wished that the ongoing success of the project be noted and their continued appreciation of HK.

Public Relations Report:

The topic of the Kiosks was raised and it was agreed that the Board acknowledged the concerns and will be reviewing the situation for next year. Executive were tasked to provide possible options for next year.

MS reported that Sarah Leverton had left Deborah Clark and that a new account manager had Zoe Bourdeaux had been appointed.

Draft Accounts for 2009:

LA presented the Management Report for the year ended 31 December 2010 received from Lang Bennetts which was accepted by the Board.

The Board noted the draft accounts subject to the minor amendments identified.

Falmouth Port Development Initiative:

CEO reported that the meeting with Cornwall Sea Fisheries had resulted in agreement that they would not object as long as certain mitigations were agreed.

A meeting would be held with the MMO involving Natural England on 16 June 2010 to discuss appropriate assessments.

A meeting was to be held with the Environment Agencies relating to wind driven currents and their effect on plumes.

A meeting was held with Patricia Judd of BIS on 6 May.

It was reported that the Master Plan Consultants were going ahead with their work without having been able to fully resolve the issues relating to eligibility for convergence funding due to a meeting being cancelled due to purdah restrictions.

A working group meeting had been held on 6 May which involved a wider group of interested parties including Pendennis Shipyard.

It was felt that a very positive message had been received in the last couple of weeks and that FHC should go flat out to acquire the consents etc.

Pilots National Pension Fund:

It was reported that the outcome of the court case is due in the next two weeks and that there is a meeting of the Association of Participating Bodies on 23 June at which the financial implications of the judgement should be learnt.

PORTONOVO Update:

K SL expressed an interest.

CEO presented K SL proposal to be a consultant, and was tasked with taking advice relating to governance issues in respect of K SL.

It was agreed that MS and K SL would discuss.

The Board noted the proposal as information.

Correspondence:

The Board discussed the letter received from Capt Kent sent to RR in respect of pilotage. It was agreed that the letter be sent to Marico for their consideration and deliberation for their report.

MS was tasked with writing a reply to Capt Kent advising that the letter had been passed to Marico as evidence for their study and that a copy would be passed to Falmouth Pilots Partnership for their comments. A covering letter would also be sent to FPP.

Urgent Business:

CEO reported on the meeting between FHC and World Fuel which proved to be very positive. WFSEL outlined their strategy to replace 6 tanks increasing to 10 over next 10 months. Discussions were held in respect of the EU requirement that by 2010 only 0.1% sulphur content was allowed in fuel. WFSEL demonstrated their long term commitment to the site.

Discussions were held regarding WFSEL contribution to the Port Master Plan. It was reported that the meeting was deemed positive and WFSEL fully recognised the potential importance of dredging.

CEO presented Royal Haskoning proposal in respect of the work required to comply with the Water Framework Directive Assessment. The Board approved up to £7k for the work, and discussed the possible synergy with the PORTONOVO project. MS was tasked with investigation allocation of costs with interested parties.

CEO presented FRS17 summary reports which the Board agreed to digest at their leisure.

CEO updated the Board on the meetings between Marico and FHC staff and focused scenarios with stakeholders. No definite conclusions have yet been reached and it was agreed that the eventual findings be circulated to the Board.

The Board approved the addition of S Cocks to the Bank signatories in lieu of M Killingback.

Meeting Ended: 1245 hours

Date of Next Meeting: Friday 18 June at 0930 hours

Signed, Chairman 18 June 2010