

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 6 SEPTEMBER 2002 AT 1000 HOURS**

Present: Councillor P.F. Bickford Chairman
Mr. A.M.B. Bell
Mr. J.P. Bottomley
Mr. P.J. Morgan
Mr. N.J. Offord
Mr. M.R. Orton
Mr. M.D. Reynolds
Captain M.J. Sansom Chief Executive

In Attendance: Captain M.B. Killingback
Mrs. B. Jenkins Secretary

The Minutes of the Board meeting held on Friday 19 July 2002 were approved and signed.

Matters Arising:

Modernising Trust Ports: A Guide to Good Governance:

a. **Harbour Revision Order:** Captain Sansom advised that Carrick District Council were now satisfied with the amendments in the HRO in respect of Harbour Dues charges and had withdrawn their objection. It is planned to enter into a bi-lateral agreement with CDC in respect of leisure craft charges.

Captain Sansom reported on a meeting held with Mr. Ward of Ward Williams and Mr. Trefusis regarding the objection to the HRO received from the Trefusis Estate. He believed that they were satisfied with the explanations given and were unlikely to oppose the Order.

The only outstanding objection to the HRO now is from Mr. Barton regarding the Common Law Rights on Navigation. The Commissioners' solicitor has arranged to have Clause 19 re-drafted by Counsel at a possible cost of between £1,700 and £2,500 + Vat and the Board agreed this.

In due course the final draft will be forwarded to Parliamentary Agents to confirm applicable clauses from the Commissioners Clauses Act and will then be passed to the DfT for approval.

b. **Result of Customer Survey:** Reported that the Customer Survey had been requested by the Consultative Committee primarily in respect of the Boat Park facilities. The results recorded were generally very positive. Mr Orton proposed that the results were posted on the website. This was agreed.

The appreciation of the Board to be passed to the Consultative Committee for instigating the survey.

Port Marine Safety Code:

a. **Falmouth Bay Monitoring:**
Reported that the tender document in respect of the supply of a monitoring system for the port has been sent to three

companies -

Denbridge Digital
Transas
Safemarine Ltd

It is hoped to receive their quotes during the next month.

Captain Sansom advised that he had received a letter from the MCA regarding a site sharing agreement in respect of the monitoring system. It is felt that there may be planning problems regarding the siting of a radar antennae and that perhaps an architect be appointed to deal with any planning issues that may arise.

b. Report by Nicholsons Risk Management: A report was tabled from Nicholsons stating that the safety management system is now in place and had been inspected by the appointed designated person.

Maerl Dredging: A further e-mail was tabled from Miles Hoskin of English Nature in respect of the maerl study to be carried out and the way in which the study to be conducted. Captain Sansom expressed his concern that we were being used to pilot new methods of extraction and that considerable

Shower Block at Rear of Watermen's Hut: Reported that after further investigation it appears that Transfer of the shower block was transacted at the same time as the sale of the watermen's hut some years ago. Captain Sansom advised that FHC have no current interest in this property.

Harbour Office Re-roofing: A breakdown of the accounts in respect of the re-roofing will be available at the October meeting.

Future use of the shop front as a display area to be explored.

Lease of Pub Forecourt: Reported that the new lease has been agreed and settled.

Review of Pilotage Directions: Captain Sansom reported that the sub-committee had met and prepared an initial draft of revised pilotage directions for consideration by FPP. Copy had been circulated to Commissioners. The Board agreed that the new directions addressed safety issues and pilotage requirements within the port and proposed that a copy be forwarded to FPP for comment.

Chief Executive's Report:

The Chief Executive's Report for the period 12 July to 29 August 2002 was received and adopted.

Mr. Bottomley appreciated the mention of the reduced income on commercial shipping was not due to the new charges that had been introduced on 1 July last.

Mr. Bell enquired as to whether FOS was concerned re the

new bunkering service offered at the port of Cherbourg. Mr. Reynolds advised that FOS were more concerned with the developments at Portland.

The Board thanked Captain Sansom for the copy of his paper - Receiving Casualties into Port - to be presented at the BPA Conference in October.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

Profit and Loss Account - July 2002: Proposed by Mr. Bell, seconded by Mr. Reynolds, the Profit and Loss Account for the month of July 2002 was approved.

Details of the expenditure item - maintenance £8771.91, will be available in due course.

Management Accounts - 1 January to 30 June 2002: After discussion the format for the management accounts and budget comparisons were accepted.

Quarterly management accounts will be prepared in future.

Contribution to Fireworks Display: Following a request from David Carne, the Board agreed a contribution to the fireworks display of £250 and the Board's congratulations be offered to the organisers on the success of the display. A further £250 to be donated for 2003 on the proviso that plans and risk assessment for the display are in place three weeks before the event.

Port Waste Reception Facilities:

Captain Sansom reported that he had not been consulted on this subject but advised as vessels come into the port area to anchor it has implications that FHC could have to provide a garbage reception facility. Captain Sansom has raised his concerns with the BPA and will report further to the Board in due course.

Port Handbook:

Captain Sansom advised that he is looking at the possibility of putting together an updated version of all port facilities for publishing and distribution via agents and the website. He has spoken to Land and Marine who have presented a proposal to design and publish the handbook. The sale of advertising space in the handbook should cover the cost of production. There is a possibility of Truro being included in the publication. The Board approved the acceptance of the proposal.

Car Parking on Custom House Quay:

A letter from Candy Atherton MP on the changes of parking limits on Custom House Quay was tabled.

Captain Sansom advised that since the removal of the long term parking concession on the quay few direct complaints had been received.

Mr. Bottomley suggested that FHC consult with Carrick District Council on the proposal of a joint ticket parking system could be introduced to assist the local boat users.

Falmouth Harbour Commissioners Workshops:

Captain Sansom informed the Board that renewal of the planning permission for the workshops at Grove Place had been extended to 28 February 2003.

After discussion the Board agreed they need to consider the future of the workshops.

Correspondence:

A letter was received from Captain Bob Fearnley thanking the Board and staff for the presentation of a picture and FHC plaque on the occasion of his retirement as a pilot in the Port of Falmouth.

The meeting ended at 1140 hours

The next Board meeting will be held on Friday 11 October 2002.