

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 9 MAY 2003 AT 1000 HOURS**

Present: Mr. A.M.B. Bell
Mr. P.J. Morgan
Mr. N.J. Offord
Mr. M.R. Orton
Mr. I.S. Pike
Captain M.J. Sansom Chief Executive

In Attendance: Captain M.B. Killingback Deputy Harbour Master
Mr. B.R. Buist Administration Officer

Apologies for absence were received from Mr. P.F. Bickford.

In the absence of Mr. Bickford the Chair was taken by Mr. Bell, Deputy Chairman.

The Minutes of the Board meeting held on Friday 11 April 2003 were approved and signed.

Matters Arising:

Modernising Trust Ports: A Guide to Good Governance:

a. Harbour Revision Order: Captain Sansom reported that this was still with the Parliamentary Agents as there is a 42 day period for objection after advertising a bill. If no objections are received then the Order will be passed if there are no further changes required by the legal department. Captain Sansom will speak to the Parliamentary Agents to determine how much longer the process is likely to take.

b. Trust Port Seminar: Captain Sansom reported that 45 people attended the seminar at the NMMC and that it had been well received. Mr. Morgan attended on behalf of the Commissioners and Captain Sansom had made a presentation on the Role of the Executive.

Port Marine Safety Code: Falmouth Bay Monitoring:

Captain Sansom advised that he still had not received a positive response from the MCA. It was hoped that this was just a procedural delay.

Maerl Dredging: Reported that Captain Sansom was due to meet with English Nature next week and a report of that meeting would go to DEFRA. There is a financial incentive to proceed with the survey as soon as possible as the laboratory were offering reduced charges for analysing samples.

Docks Development Proposals:

Mr. Pike reported that reconstruction had moved on and that A & P were pursuing regeneration funding for the project.

Review of Pilotage Directions – Report from Sub

Committee: Captain Sansom reported that the sub-committee had met with relevant parties over the Pilotage Directions and noted their comments. The main issue seemed to be the compulsory pilotage limit for Falmouth Bay.

The board agreed that safety was the primary consideration when setting the limit. It was agreed that the Sub Committee should meet again to provide the board with an updated draft direction and final recommendations about the appropriate length for compulsory pilotage in Falmouth Bay.

Port Handbook: Captain Sansom had received a proof copy of the handbook. An editorial meeting was being sought with Andy Brigden to finalise the production so that it could be issued soon.

Waterfront Development: There was no update to report on the Waterside Development.

Pilotage Agreement: Captain Sansom reported that a first draft has been received from the solicitors. A draft document for FPP would be sent shortly.

The offices have been rewired but final work on the changing rooms was still awaiting completion. 1st July was the target date for moving the Pilot Boat Crew into the building.

Chief Executive's Report:

The Chief Executive's Report for the period 4 April to 2 May 2003 was received and adopted.

It was noted that the Visitors Yacht Haven had performed well since reopening at Easter.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

- a. **Profit and Loss Account – March 2003:** The Profit and Loss Account for March 2003 was approved.
- b. **Management Accounts:** Captain Sansom explained the format of the new management accounts.
- c. **Winforecast Projection:** The new Winforecast Projections had been included in the Management Accounts to provide an anticipated figure for the remaining 9 months of the year. The board agreed that this would be a useful tool for future decision making.

Correspondence:

None received.

The meeting ended at 1140 hours.

The next Board meeting will be held on Thursday 12 June 2003 at 1000 hours.