

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 11 APRIL 2003 AT 1000 HOURS**

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

In Attendance: Mrs. B. Jenkins Secretary

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 Thursday 13 March 2003 were approved and signed.

Matters Arising:

Modernising Trust Ports: A Guide to Good Governance:

Harbour Revision Order: Captain Sansom reported that a copy of the Order had been received back from the Department with further amendments which were being addressed by Parliamentary Agents. Captain Sansom suggested the Board should accept the amendments in order that the public advertisement can go ahead.

Port Marine Safety Code: Falmouth Bay Monitoring: Captain Sansom advised that he had been in touch with the MCA regarding the site sharing application, and no definite outcome has been received to date. Once this is agreed a planning application for the positioning of the aerial will be submitted.

Maerl Dredging: Reported that English Nature were expanding the survey analysis requirements. The latest request was that every sample taken should be analysed for biological content.

English Nature are also pressing for the survey of the Flushing foreshore area. However Captain Sansom is hoping to obtain photographic proof of the foreshore area in the 1950's which may support claims that there has been very little erosion.

Review of Pilotage Directions: Captain Sansom reported that the sub-committee had not met but that he hopes to call a meeting in two weeks time.

Port Handbook: This is progressing and Captain Sansom confirmed that grant funding had been received.

Staff Bonus Scheme: The Chief Executive confirmed that copies of the proposed bonus scheme had been forwarded to all staff and that he would now contact the TGWU for any update.

Waterfront Development: Despite reminding Carrick District Council, copies of the amended report had still not been received.

Falmouth Water Sports Association – Recruitment of General Manager: Captain Sansom reported that advertisements had been placed for the recruitment of a General Manager and several applications received. A date for short-listing to be arranged.

Infrastructure: Noted that the sub-committee had not met since the last Board meeting.

A draft tender letter in respect of the replacement of the temporary workshop and store at Grove Place was discussed and the Board suggested it be sent to all local architects in the area. The possibility of a design and build contract may be considered.

Pilotage Agreement: Captain Sansom reported that advice had been received on the tax issues relating to a revised agreement with the pilots. It was recommended that a draft contract should be drawn up as a basis for further negotiation.

Winter Rule had been asked for advice on the tax situation if the pilots remained self-employed. It was noted that a review of this situation was required when a draft contract had been agreed.

Re-organisation of Staff: Reported that the re-organisation of the staff was making progress. Jenny Popperwell and Mark Killingback had now moved into the top offices as the commercial shipping department.

Barry Buist has moved downstairs to the office adjacent to the general office.

Chief Executive's Report:

The Chief Executive's Report for the period 7 March to 4 April 2003 was received and adopted.

Mr. Morgan asked if the Helston Range Buoy had been repaired. Captain Sansom advised that weather had not been suitable for boarding the buoy recently but that he hoped the pilot boat crew may try and board when the weather is suitable to change the flasher unit and see if this is the cause of the problem.

Mr. Bottomley referred to the Consultative Committee minutes and wished it to be noted that he had reported that there is a danger when all boats are racing and not just working boats.

Mr. Bell thanked all Commissioners for attending the recent annual Stakeholders meeting held at the National Maritime Museum Cornwall. He felt that the casual chat with those present following the meeting was very positive.

Captain Sansom reported that he had recently attended a meeting of the SW Regional Development Agency Board on regional economic strategy. He had noted from the meeting that sea transport is not referred to in the Regional Economic Strategy. Captain Sansom had asked to be allowed to put together a paper looking at the potential of sea transport for relieving the pressure on the roads in Cornwall.

Noted that there will be 42 cruise liner visits to the port this year.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

Profit and Loss Account – February 2003: Proposed by the Chairman, seconded by Mr. Bottomley, the Profit and Loss Account for February 2003 was approved.

Captain Sansom reported that some redundant pontoons resulting from the fitting of the North West Breakwater on the Yacht Haven had been sold on for the sum of £6k.

Dredging Proposal:

A paper on the dredging of the approach channel had been circulated to Commissioners. It was recommended that consideration should be given to relocating the dredged approach in line with the new Queens Jetty.

The possibility of A&P, FOS and FHC combining to fund a study to be explored together with approaches to the RDA for some support. It is estimated the dredging could cost somewhere in the region of £2M to get an 8.5m draft channel.

The Board agreed that further discussion should be held with A&P and FOS with a view to funding a feasibility study to establish the likely quantities of spoil, disposal limitations and the total cost of the scheme.

Correspondence:

Department of Transport – Maritime Security: A letter from the Department on implementing maritime security requirements of the IMO and the forthcoming proposals by the European Commission by 1 July 2004.

Port risks will be identified which could result in the appointment of a port security officer and port security plan.

Captain Sansom will complete the required questionnaire on behalf of the Port of Falmouth.

Department of Transport – Review of Enforcement Powers of Harbour Authorities: A letter from the Department on the use of byelaws by harbour authorities to regulate marine activities in ports was tabled.

A seminar will be held at the Department on 5 June next to explain the new policy and Captain Sansom will attend together with Mr. Bottomley or Mr. Morgan if possible.

Carrick District Council – Workshops: A further 12 months renewal of temporary consent on the workshop and boat store at Grove Place was received. Noted that this could be the last renewal granted.

Events Manager Funding: A copy of a letter to the Falmouth Tall Ships Association was tabled regarding the Board's payment for the Events Manager Funding.

The meeting ended at 1150 hours.

The next Board meeting will be held on Friday 9 May 2003 at 1000 hours.