

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 14 FEBRUARY 2003 AT 1000 HOURS**

Present: Mr. P.F. Bickford
Mr. A.M.B. Bell
Mr. J.P. Bottomley
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
Mrs. B. Jenkins Secretary

Apologies for absence were received from Mr. P.J. Morgan.

Mr. Bell took the Chair and advised the Board that Mr. Bickford was no longer a member of Carrick District Council and had therefore resigned from the Board. Mr. Bell then proposed that Mr. Bickford be co-opted back onto the Board and this was seconded by Mr. Offord. The proposition was carried unanimously.

Following the co-option Mr. Bickford resumed the role of Chairman.

The Minutes of the Board meeting held on Friday 10 January 2003 were approved and signed.

Matters Arising:

Modernising Trust Ports: A Guide to Good Governance:

a. **Harbour Revision Order:** Captain Sansom reported that following the review of the charging powers by the Department, the public advertisement of the HRO should now be imminent. He is awaiting notification of the date of the advertisement.

No further objections to the Order had been received.

b. **Draft Newsletter:** Copies of the latest newsletter would be circulated to stakeholders with the mooring invoice run at the beginning of March and this should reach our customers prior to the public meeting.

The Board agreed that written questions would not be necessary at the public meeting and that Commissioners would deal with questions as raised.

The Board recorded their thanks to Captain Sansom producing the newsletter.

c. **Date of Public Meeting:** The public meeting this year would be held on Thursday 27 March 2003 at 7.30 p.m. at the National Maritime Museum Cornwall.

Port Marine Safety Code: Falmouth Bay Monitoring:

Reported that the Site Sharing application had been submitted to the MCA Estates department. A planning application for the siting of a radar aerial at Coastguard property on Pendennis Point would be submitted as soon as final details could be obtained from the MCA.

Maerl Dredging: Captain Sansom reported that a meeting between Posford Haskoning and Roger Covey of English Nature to discuss the maerl study had taken place in Exeter. English Nature approved the content of the study in principle but also requested that research on possible erosion of the Flushing shoreline should be included. It had also been suggested by English Nature that the effects of increased turbidity due to dredging be included in the study.

Docks Development Proposals: Mr. Pike updated the Board on progress.

Queen's Wharf: Mr. Pike advised that A&P are in discussion with their insurance companies regarding the fire damaged wharf. A&P had recently interviewed several construction companies and had selected one with whom they would hopefully place a contract to rebuild the Queen's Wharf. If all goes to plan, A&P hope to have completion of the wharf and a new crane sited by this time next year.

Review of Pilotage Directions: As a result of the consultation period on the Draft Pilotage Directions, letters had been received from Falmouth Docks & Engineering Co. and Falmouth Oil Services Ltd expressing concern on the suggestion that compulsory pilotage be introduced for vessels of 60M LOA against the present length of 75M LOA.

The Board agreed that the sub-committee should meet again to discuss this subject further and make recommendations to the

Board.

Port Handbook: Captain Sansom reported the work on the port handbook is progressing well and that he has a copy of the draft text for checking. There is still some shortfall on the takeup of advertising space but Captain Sansom reported that he had approached Business Link to and was hopeful that there may be some grant funding available to help cover the cost of the production of the handbook.

Waterfront Development: The Chief Executive reported that he had responded to John Winskill at Carrick District Council re the Board's position on the waterfront development proposals, i.e. that the Commissioners would be prepared to release fundus for an appropriate development.

Mr. Bottomley, the Board representative on the Town Centre Forum, advised that he was finding it difficult to attend some of the meetings and requested he have a deputy who could stand in for him on occasions. Mr. Orton volunteered to take on this role.

Chief Executive's Report:

The Chief Executive's Report for the period 3 January to 7 February 2003 was received and adopted.

Mr. Bottomley asked that the good wishes of the Board be sent to Barry.

Mr. Bell queried the depth of water beneath the Helston Range Buoy - Captain Sansom advised 55M. The siting of this buoy will come up for discussion by the new Marine Safety Committee.

Captain Sansom reported that the Consultative Committee will be advertising for a new member in due course following the resignation of Mr. Watkinson.

Report of Infrastructure Sub-Committee:

A paper was tabled on the meeting of the sub-committee to identify possible future accommodation requirements for the organisation. As there are many options and alternatives to be considered it was agreed that the sub-committee would look at this subject again in due course and present a revised paper to the Board.

Falmouth Oyster Festival:

A request to the Board had been received from the Events officer at Carrick District Council for the use of Custom House Quay for the Oyster Festival from 14 to 20 October 2003.

The Chief Executive advised the Board that the loss of revenue on quay takings over six days would be considerable. The Board agreed that the organizers be advised that due to pressures for the use of the quay it would only be possible to make available two arms of the quay and at a cost of £1,000. Should this be accepted, the Board would also expect a higher profile of recognition during the festival for the services provided by them in enabling the event to take place.

Castlematter Ltd - Lease of Fundus:

The document in respect of the fundus leased from Castlematter Ltd for the Boat Park pontoons was tabled for signature and sealing.

Procurement of new Pilot Boat:

The Deputy Harbour reported that the pilot boat LK MITCHELL was purchased in 1978 and is now coming to the end of its useful life. An engine overhaul would be due in the near future and this could well be hard to justify in light of the age of the hull. The possible selling price for the LK MITCHELL would be about £60k.

Captain Killingback and Nigel Pascoe, senior pilot boat coxswain, had visited several other pilot boat stations to view their operations and these had included Harwich, Gravesend and Southampton where they had been onboard the various craft in service. Their next visit will be to Ramsgate.

At present the preferred craft would be a 48/50ft vessel and the cost, currently, would be somewhere in the region of £600k/£650k dependent on specification.

Further options for the replacement would be explored over the next twelve months and reported back to the Board.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

Profit & Loss Account – December 2002: Proposed by Mr. Bell, seconded by the Chairman, the Profit and Loss Account for the month of December 2002 was approved.

Management Accounts 2002: The Management Accounts for 2002 were tabled and various queries dealt with.

Boat Park Charges 2003: Captain Sansom informed the Board that the return on the Boat Park was very poor for the efforts put in. In the future there would be major expenditure to take care of repairs to the slipway and also to the sheet piling around the berthing area.

As a result of a survey of winter layup fees in other areas it appeared that the Boat Park fees charged by the Commissioners were well below the market rate.

After discussion the Board recommended that a 15% increase on summer and winter berthing and also launch and recovery fees be added to current charges in each of the next three years.

Draft Budgets 2003: Captain Sansom reported that Winter Rule would shortly be populating a software package that would compare budgeted figures with actual and assist with monitoring the accounts throughout the year. Both he and Barry would attend the training and it should be possible to produce revised budgets for the Board meeting on 28 February.

Further Contribution to Destination South West: Reported that a further payment of £3,000 is now due as the Board's contribution to Destination South West for this year.

Correspondence:

Port of Falmouth Sailing Association – Regatta Weeks 2003: A letter from POFSA was tabled requesting a financial contribution from the Harbour Board towards the funding for Falmouth Regatta Week 2003.

After discussion the Board agreed a reply be sent to POFSA reminding them of the support already being given during regatta week and asking them to specify a particular area that perhaps the

Board could additionally support.

Dr. Caroline Jackson MEP: A letter from Dr. Caroline Jackson had been received giving her views on the maerl situation in reply to the letter sent by the Chief Executive last November in which he advised MEPs of the threat to the maerl industry by English Nature. The Board suggested Captain Sansom reply giving Dr. Jackson an update on the current situation.

Cornish Harmony Choir: A letter had been received from the Cornish Harmony Choir thanking the Commissioners for their generous donation of £25 towards their Christmas Eve carol singing. All collections received are donated to charity.

Captain Mark Killingback: A letter was tabled from Chief Inspector Mike Fowkes of Devon and Cornwall Constabulary acknowledging the superb assistance members of his force had received from Captain Killingback during a recent firearms incident in the harbour. The Board also recorded their thanks and appreciation to Captain Killingback.

6th Falmouth Sea Scout Group: A letter was received from the Group Scout Leader of the 6th Falmouth Sea Scout Group thanking the Commissioners for their sponsorship of Luke Wills who has now been successful in completing a Powerboat Instructor course. The support of the Board was much appreciated.

National Maritime Museum Cornwall: The Chairman informed the Board that the opening of the National Maritime Museum would take place on Friday 14 March next, the same day as the Board meeting.

The Board agreed to change the Board meeting date to **Thursday 13 March 2003 at 1000 hours.**

The meeting ended at 1220 hours.

A Special Meeting of the Board will be held on Friday 28 February to receive the draft accounts.