

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 22 MARCH 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
Ms. Kelly Geraty Reporter - Packet Newspapers

The Minutes of the Board meeting held on Friday 15 February 2002 were approved and signed.

Mr. Reynolds enquired as to whether there had been any feedback on the minutes published on the website. The Chief Executive advised that the only comments he had received were from the Consultative Committee

Matters Arising:

**Modernising Trust Ports: A Guide to Good
Governance:**

a. Harbour Revision Order: Reported that the Order was currently 'wedged' in the system at the DTLR and no reply regarding the Order had been received to date.

It was reported that some progress had been made towards resolving the objection raised by Carrick District Council in respect of proposed changes in charges for leisure craft and commercial charges.

b. Consultative Committee Meeting 5 March: The Minutes of the Consultative Committee meeting held on 5 March had been circulated for information. Reported that the Committee was working well and the balance of members is good. A range of subjects was covered at the meeting and the Chief Executive advised that the decision had been taken that items for discussion had to be tabled two weeks prior to the Consultative Committee meeting.

c. Public Meeting - Draft Strategy Document and Annual Report: Advised that the Public meeting will be held at the Falmouth Beach Resort Hotel on Tuesday 26

March 2002 at 1930 hours. This information had been promulgated and posted on the website.

The Strategy Document had been re-vamped and after discussion some amendments were proposed for inclusion prior to printing.

Review of Pilotage Powers - Assignment of Contract:

Captain Sansom advised that the contracts had been signed by all parties on 14 March 2002 and taken effect on 15 March 2002. As a result all PMC business now had to be absorbed in the FHC accounts and discussion would shortly take place with Winter Rule, Accountants, as to the best way to deal with this.

In future Board meetings, minutes of the pilots operational meetings would be provided for information of the Board.

Captain Sansom suggested that a training presentation on pilotage responsibilities be made to Commissioners. The Board agreed and asked him to propose a date. The Chairman of FPP had indicated that they were keen to meet the pilotage sub-committee in the near future to look at the way ahead.

Port Marine Safety Code - Safety Management System:

A copy of the Safety Management System had been circulated and copies will also be forwarded to members of the Consultative Committee in due course. This document meets the standards of the Port Marine Safety Code. It was reported that measurement against the performance indicators stated in the System would be undertaken during the course of the year.

The following points were discussed and amendments proposed:

Page 6 - 24 hour telephone number to be circulated.

Page 13 - Emergency Plans - clarity requested re On Scene Commander.

Page 21 - Mr. Morgan requested a copy of the Trinity House Standards.

Page 23 - amend to 'Renewal of Wreck Removal Powers'.

Page 25 - Map would clarify areas.

The Chief Executive advised that the Wreck Removal Powers would be an agenda item for the next Board meeting as the result of a barge that had recently sunk off Falmouth Boat Construction.

Risk Control Options: Reported that a paper detailing proposed safety function improvements will be circulated to all parties involved for feedback.

Summary of Powers: The Chief Executive reported that he had met with various parties in the consultation on the review of charges for using the Harbour. Feedback had been fairly good although some areas still required consideration and in particular the 24 hour charge; stress of weather; extension of the 1 - 2 day period.

After general discussion it was agreed that the implementation of the revised charges be held over for 3 months to allow further consultation to take place with the aim of introduction on 1 July 2002. It was agreed that a meeting of the sub-committee should be arranged in the near future to consider the feedback provided.

Captain Sansom advised he was still awaiting a reply to his letter to The Chamber of Shipping re the new charges.

Maerl Dredging: The setting up of the stage 2 study was still under discussion with English Nature.

Harbour Office - Re-roofing: Work on the re-roofing is progressing well and it is hoped to remove part of the scaffolding within the next week.

Boat Lift Pendennis Shipyard: No further information received therefore this item will be removed from the Agenda.

Docks Development Proposals: Mr. Reynolds reported that proposals for development at the Docks had been launched on Monday last and would now be taken forward through the process of consultation. A funding package is under discussion with the RDA and Objective One offices.

A model of the proposed development would be available for viewing at the Library in due course.

The Chairman spoke in favour of the scheme and reported on very positive responses from most of those attending the presentation.

Chief Executive's Report:

The Chief Executive's Report for the period 7 February to 15 March 2002 was received and adopted.

Shipping Movements - Mr. Morgan requested clarity on the

cancellations/claims section on the shipping movements report.

Yacht Haven Pontoons - Mr. Bottomley expressed concern regarding the damage to the joints on the main breakwater pontoons during the recently severe weather.

Porthoustock Quarry - Mr. Bell enquired of the damage to the berth at Porthoustock. Captain Sansom explained that the damage was due to the bad easterly winds experienced over two days during the previous week and that the berth is now closed to vessels until further notice.

Reported that the gantry at Dean Quarry had also been damaged during the severe weather.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

Profit and Loss Account - January 2002: The new format proposed for the Profit and Loss Account produced via the Quickbooks programme is still in the early stages, but will eventually feature comparisons with budgets and previous Year's figures.

Proposed by Mr. Bottomley, seconded by Mr. Bell, the Profit and Loss Account for the month of January 2002 was approved.

Representative - Town Centre Forum:

Mr. John Bottomley agreed to represent the Commissioners on the Town Centre Forum.

The temporary planning permission on the workshops at Grove Place was discussed.

Single Estuarial Authority:

The Chief Executive explained that this item was on the Agenda at the request of the Consultative Committee. They are keen that the Commissioners again approach Carrick District Council to show that they are still interested in a Single Estuarial Authority. The Chief Executive advised that a Municipal Port Review is currently taking place and the outcome of the review may give some direction for this subject. It was agreed that the Chief Executive should write to Carrick seeking their views after completion of the Review.

Correspondence:

NMMC: The Chief Executive read the press release from NMMC advising that the building would not be opening until September.

The meeting ended at 1205 hours.

The next meeting will be held on Friday 19 April 2002.