

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 23 JULY 2004 AT 1000 HOURS**

Present:	Mr. 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	Deputy Harbour Master
	Mr. B.R. Buist	Leisure Services Manager
	Mrs. B. Jenkins	Secretary

The Minutes of the Board meeting held on Friday 25 June 2004 were approved and signed.

Matters Arising:

Modernising Trust Ports: A Guide to Good Governance:

a. Harbour Revision Order: The Chief Executive reported that a number of issues regarding the HRO had arisen since the last Board meeting and advised as under –

Carrick District Council – A meeting with Dominique Hayes of the legal department CDC and Captain A.J. Brigden had taken place to discuss the position regarding the appointee to the Board. A letter explaining the Board's actions had also been forwarded to Mr. Winskill. Carrick have been advised that Paul Bickford has been appointed by FHC on their behalf from 1 January 2004 for a three year term to 31 December 2006.

Falmouth Town Council – Confirmed a letter had been forwarded to the Town Council expressing the Board's concern about statements made by the Chairman concerning their appointment. A reply had been received and circulated.

Mr. D. Noakes – A letter from Mr. Noakes was tabled informing the Commissioners that he would be taking legal action against them in due course should they not accede to his demands to remove certain commissioners from the Board.

Bircham Dyson Bell, Parliamentary Agents, have been instructed to respond to Mr. Noakes on behalf of the Board.

The Board requested they be kept updated with any further correspondence on these issues.

Objection from RCYC – A copy of a letter from the Commodore of the RCYC to the Department objecting to the proposed HRO was tabled. However, the Commodore has since advised that he has written to the Department saying the RCYC are **not** objecting to the Order. Captain Sansom to obtain a copy of this letter from the DfT.

Captain Sansom advised that he was meeting with the Commodore and one other member of the RCYC shortly to discuss any concerns that they have about the HRO. The Board agreed that Mr. Bell should also be at the meeting as the Commissioners representative. The content of the meeting is to be confirmed to the RCYC in writing.

It was reported by Captain Sansom that he understood that the RCYC had supported the withdrawal of John Pickup's appointment by the RYA.

Suggested possible date from the Department for the approval and signature of the HRO is at present towards the end of September.

Port Marine Safety Code: Falmouth Bay Monitoring:

Reported that architects are currently drawing up plans for the siting of the radar aerial. Captain Sansom will progress this item and discussions with the MCA following his summer leave. Confirmed that options are still open regarding the supply of the monitoring equipment.

Docks Development and Dredging Proposals: Mr.

Reynolds reported that a recent meeting with Candy Atherton MP and others to discuss the Docks development and dredging proposals had gone well and that another progress meeting would be held in November next. The whole development will follow two tracks –

Dredging and Cruise Berth
Land Development

Mr. Reynolds stressed that A&P will have to provide match funding against any grants etc that are received. Talks have also taken place with the RDA in respect of leasing some of the Docks land.

FHC were proposed as the lead partners for the dredging element of the Scheme. They would work with Posford

Haskoning and DEFRA as necessary to determine how much of the dredged spoil was fit for sea disposal.

Following discussion it was agreed that a joint press release with A&P, CCC and FHC should be issued in due course to draw the public's attention to the co-operation between the three authorities to promote the development at the Docks.

Waterfront Development: Reported that the steering group meeting arranged for 5 July last had been cancelled and no further progress to report. The Board asked that Captain Sansom contact Mr. Blanchard of CDC on the latest situation.

Falmouth Water Sports Association: The issue of a franchise contract for the catering section at FWSA is imminent. Currently there are no food sales and only occasional bar openings. The Treasurer has resigned for personal reasons.

Infrastructure: Captain Sansom reported that the Quantity Surveyor preparing indicative costs for the workshop at Grove Place has set the figure at £145k. Tenders will be sought in due course and it is hoped the work will be carried out in January/March 2005.

The compound for the rubbish bins on North Quay has been completed.

Some alterations between the Commercial Services office and the Chief Executive's office will take place shortly.

Ship to Ship Transfers: Captain Sansom advised that he had met with the County Emergency Planning Officers, Steve Winston and John James.

Captain Sansom confirmed that Fendercare are in touch regularly for update on progress.

New Commissioners Plaques: Sample plaque still not available.

Public Relations Opportunities: A paper prepared by Mr. Morgan was considered and following discussion it was agreed that the **FHC Award** should be launched via a press release and details circulated to organisations as appropriate. The Award will be made annually to an individual or group or organisation that is considered to have made a significant contribution to one or more of the safety, promotional or environmental aspects of waterborne issues or activities within Falmouth Harbour.

All nominations received will be considered by the Marine Safety Committee who will make a recommendation for the award to the Commissioners. The Award will be made at the Marine Safety Committee AGM in December.

Candy Atherton MP – the Board requested that a letter be sent to Ms Atherton thanking her for coming to meet with the Commissioners and to confirm the open invitation for her to attend any Board meeting in the future. The details of the 2005 dates will be forwarded to her in due course. A copy of this letter to be put on the website.

Chief Executive's Report:

The Chief Executive's Report for the period 18 June to 16 July 2004 was received and adopted.

Captain reported that he had attended a meeting with the Town Council and Town Centre Manager on the subject of litter.

Noted that the Sea Britain celebrations being planned are to commemorate the 200th Anniversary of the Battle of Trafalgar.

The recent oil response exercise had not been reported in the press but would be included in the next newsletter to stakeholders. Captain Sansom advised that another exercise will take place off the Docks in October and this would warrant press coverage.

The warning letter issued recently had been the result of a speed boat exceeding the limits in the close proximity of Gyllyngvase Beach. The boat owner has spoken with Captain Sansom and discussed the incident.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

a. **Profit and Loss Accounts – May & June 2004:** Proposed by the Chairman, seconded by Mr. Offord, the Profit and Loss Accounts for the months of May and June were received and adopted. The success of the fuel barge for these months was noted.

b. **Revised Budget for 2004:** A revised budget for 2004 was tabled for the Board's consideration. It was noted that there were one or two anomalies that needed to be amended but in

general the Board approved the revised budget and the additional expenditure on CCTV to cover the Yacht Haven and Fuel Barge.

Correspondence:

i. **Carolyn Wilkins:** A letter was tabled from Carolyn Wilkins requesting sponsorship from the Commissioners for the forthcoming visit of HM BARK ENDEAVOUR to the port in August. After discussion the Board declined the request.

ii. **Royal Cornwall Yacht Club:** A letter from Robin Taylor, Vice Commodore, Royal Cornwall Yacht Club, thanking Captain Sansom and his staff for the support and help given during the recent Dragon Gold Cup series was tabled.

The Board also recorded thanks to Captain Sansom and the staff for their involvement with this event.

The meeting ended at 1205 hours.

The next Board meeting will be held on Friday 10 September 2004.