

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 26 MARCH 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: Mr. B.R. Buist Leisure Services Manager
Mrs. B. Jenkins Secretary

The Minutes of the Board meetings held on Friday 27 February 2004 and Friday 12 March 2004 were approved and signed.

Matters Arising:

Modernising Trust Ports: A Guide to Good Governance:

a. **Harbour Revisions Order:** Captain Sansom reported that Bircham Dyson Bell, Parliamentary Agents, had been in correspondence with the DfT over a few small text amendments necessary to the HRO and it is anticipated that the Order will be made in May next. Captain Sansom also reminded the Board that the date for selection of new Commissioners is 1 November and the process for advertising new appointments should commence in September.

b. **Public Meeting and Strategy Document:** Captain Sansom thanked the Commissioners for the suggested amendments received in respect of the strategy document. These will now be printed and distributed.

The public meeting scheduled for 31 March at 1930 hours will take the form of a powerpoint presentation and any questions from stakeholders that are received by 30 March. The Board felt they should be prepared for questions regarding the maerl situation and the change of policy for mooring charges.

c. **Publication of Accounts:** After discussion it was agreed that an edited copy of the accounts should be included in the strategy document. Members of the public wishing to sight a full copy of the accounts may do so on request. This is in accordance with the Guide for Good Governance.

Port Marine Safety Code: Falmouth Bay Monitoring: No further progress on the test hole at the Coastguard site.

Maerl Dredging: Captain Sansom informed the Board that the SAC Management group had requested the Posford Haskoning assessment study be made available. It was agreed this should be published on the FHC website.

Waterfront Development: Mr. Bottomley reported that no further meetings on the Waterfront development had taken place. Captain Sansom advised that he had forwarded the Board's re-drafted comments on the tender document to Mr. Winksill for consideration.

A further document – Falmouth Harbourside – A Way Forward, had been produced by a group of people (architects, solicitors, planners) motivated by their desire that the unique character of the town centre and harbourside is protected and enhanced by any new development. The document had been circulated to Commissioners who noted that no mention of funding for the scheme had been made throughout. They suggested that Captain Sansom reply stating the Commissioners noted the plan.

Infrastructure: Reported that a revised planning application had been submitted for a smaller workshop.

Custom House Quay car park had been re-tarmaced.

The RNLI fuel tanks had been de-commissioned on North Quay,

The new fuel barge has been checked under guarantee and is being prepared for the coming season.

The Yacht Haven refuse bins are to be sited in an improved compound area to enhance approach to the Yacht Haven.

The shop window display is now almost complete.

International Ship and Port Security Code: Reported that a representative from TRANSEC had visited and confirmed that FHC have no specific port/ship interface as described in the Code. Therefore there is no need to draw up a security plan or appoint a security officer.

D-Day 60 Advert: Captain Sansom informed the Board that he had pledged £1k for an advert in the commemorative programme. Old photographs are being sourced and suitable acknowledgements will be included.

Chief Executive's Report:

The Chief Executive's Report for the period 13 February to 19 March 2004 was received and adopted.

Mr. Bottomley noted that sand used on the Yacht Haven pontoons recently when it had been very frosty had caused some complaints from boat owners.

The Chairman reported that he understood PENDENNIS is now up and running again.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

Profit and Loss Account – February 2004: Mr. Morgan queried the figure included for maintenance.

Mr. Bell enquired if our insurance agents ever visited. Captain Sansom confirmed that good support is received from insurers.

On the proposition of the Chairman, seconded by Mr. Morgan, the Profit and Loss Account for the month of February 2004 was approved.

Fal River Links Project:

A document on Fal River Links was tabled. As FHC is not included in the partnership the Board felt that Captain Sansom should request details on what terms and cost might be involved in becoming a partner in the project.

Correspondence:

Candy Atherton MP: A letter from Ms Atherton's Assistant stating that Ms. Atherton would be available to attend the Board meeting on 25 June 2004 was tabled. The Board confirmed that they looked forward to Ms. Atherton's visit.

The meeting ended at 1145 hours.

The next Board meeting will be held on **Friday 30 April 2004.**