

**MINUTES OF THE BOARD MEETING HELD ON  
FRIDAY 28 MAY 2004 AT 1000 HOURS**

Present:	Mr. P.F. Bickford	Chairman
	Mr. A.M.B. Bell	
	Mr. J.P. Bottomley	
	Mr. P.J. Morgan	
	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

Apologies for absence were received from Mr. N.J. Offord.

The Chairman, on behalf of the Board, congratulated Mr. Reynolds on his appoint as a Director to the Falmouth Docks & Engineering Company.

The Minutes of the Board meeting held on Friday 30 April 2004 were approved and signed.

Matters Arising:

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

a. **Harbour Revision Order:** Captain Sansom tabled an e-mail received from Andrew Bridges at the Department regarding the current position on the HRO and the correspondence received from Mr. Noakes. Captain Sansom reported that our Parliamentary Agents advise that FHC make no comment on Mr. Noakes' own proposed revision order or his amendment to the FHC promoted order as he considered them entirely "without merit".

The Board agreed that Captain Sansom confirm to the Department that they would not be commenting further on Mr. Noakes' submissions.

Concern was expressed that the reputation of the staff had been impugned by accusations in a recent published letter from Mr Noakes suggesting that they were intimidating customers who wished to complain.

Board agreed that all staff should be reassured verbally that these accusations were not credible to them nor would they be to the vast majority of their customers.

After further discussion that Board approved that a letter be sent to the Packet referring to the inaccuracies in Mr. Noakes' letter and taking specific issue with the remarks directed at the staff.

Mr. Morgan reported that he had received a copy letter from Trinity House in reply to Mr. Noakes in which they confirm that they will cease to be an appointing body when the HRO has been approved.

A letter from Candy Atherton MP was tabled in which advises that POFSA were pleased to acknowledge the Order, however they did raise three points for consideration. After discussion the Board noted –

That a POFSA RYA qualified race officer already sits on the Consultative Committee.

ii. The Board are already accountable

iii. The question of the port being privatized is not being considered nor was it likely to be in the future.

**Port Marine Safety Code - Falmouth Bay Monitoring:**

Captain Sansom reported that the lack of a mast design was still holding up progress.

**Maerl Dredging:** Reported that prices had been received from Posford Haskoning for further monitoring of the levels of maerl deposits had been received. Suggested that the second phase of monitoring should commence shortly and details should be prepared and contractors notified.

Nothing further relating to the powers to dredge has been heard from the Department.

**Docks Development and Dredging Proposals:** Reported that Captain Sansom and Mr. Reynolds had had a meeting and as a result a further scheme was being looked into which could hopefully attract Objective One funding. FHC would lead on dredging the channel and the application would also be for an improved cruise ship berth and terminal which would attract the larger vessels which at present cannot berth alongside the County Wharf. It is felt that the benefits to the local area and beyond will support the application.

The next stage would be to apply for a dredging licence to confirm the costs.

Mr. Reynolds advised that a lot of local support had been received for the project and that Candy Atherton was positive about the outcome of the development. Funding to retain the services of Bob Harrison is currently being sourced.

**Waterfront Development:** Mr. Bottomley advised that he and Captain Sansom had met with David Blanchard and Terry Grove White of Carrick District Council who had been positive about the need to move the project forward. The outcome of the meeting would be referred to the Steering Group for their consideration. The criteria for selecting the best contractor for the development would be considered by the Steering Group in due course.

Mr. Orton reported that he had attended the AGM of the Town Centre Forum recently when presentations on the waterfront development had been made.

**Infrastructure:** Reported that the decoration and tidy up of the building was completed. The displays in the front window of the building were also finished.

The store at Grove Place would be dismantled shortly and this would be transferred to the Docks for their use.

Planning permission for the new workshop had been received and the architect has been requested to produce a budget of costs involved. The design is to be circulated at the next Board meeting.

**Ship to Ship Transfers:** A draft report from Marico had been circulated to members. The Board fully discussed the report and Captain Sansom agreed to produce a cost and benefit paper for introducing ship to ship transfers, identifying the regional and local benefits, for the next Board meeting. This would in turn lead to a consultation document which would include discussion with Cornwall County Council and Carrick District Council.

The Board considered the next steps should be –

- Internal Assessment
- Finalise Risk Assessment
- Approach two Companies interested in carrying

out STS transfers

The Board requested a letter commending the thoroughness of the report be sent to Marico.

**New Commissioners Plaques:** A sample plaque of the new design is awaited.

**Public Relations Opportunities:** A paper prepared by Mr. Morgan for a safety, promotional or environmental award by FHC was tabled. After discussion the Board suggested the paper be put to the Consultative Committee for their views. Invites for nominees to be sought from clubs and organizations.

Chief Executive's Report:

The Chief Executive's Report for the period 23 April to 21 May 2004 was received and adopted.

The performance and pricing of the fuel barge and options for further marketing it were discussed.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Finance:

a. **Profit and Loss Account – April 2004:** Mr. Reynolds requested that a breakdown of the income and expenditure for the fuel barge be prepared for the next Board meeting. The legal and professional expenditure shown on the April profit and loss was in respect of the legal costs in respect of the court case for the prosecution of the MT BRABOURNE. The awarded costs will be refunded to the Commissioners in due course.

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

b. **Management Accounts to 31 March 2004:** Captain Sansom reported that the income from harbour dues for the quarter were positive against the budget although the income from pilotage and pilot boats was below budget. He suggested that no revision of the budgets should take place at present but considered after the six month figures have been produced.

c. **Unscheduled Expenditure – Renewal of Riser on Cross Roads Buoy:** Captain Sansom advised that the riser on the Cross Roads buoy was last changed in 1992 and that the life expectancy of the riser is around 10/12 years because of the loads it carries.

The cost for the renewal equipment and siting would be in the region of £20k. The Board approved this expenditure.

#### Car Parking North Quay:

A paper, together with site plan, on the car parking changes to North Quay was tabled for consideration.

Mr. Bottomley spoke strongly on his objection to the new arrangements for the quay area and requested that the plan be discarded and spoke in some detail against the decision. He felt that the Quay should be put to better use than for car parking.

After discussion the Board agreed a working group be formed to look at the future strategic usage of all the FHC land sites. The group to consist of –

John Bottomley  
Andrew Bell  
Peter Morgan

#### Correspondence:

a. **Benjamin Brown – Sponsorship Request:** A request for sponsorship from Benjamin Brown who hopes to take part in the 2004 Tall Ships Race was received. The Board approved a payment of £50 to Benjamin.

b. **Mike Lanyon – It's a Knockout:** A letter from Mike Lanyon outlining a proposal to hold an 'It's a Knockout' competition on Custom House Quay on 17 July next and requesting permission to use the whole quay area was tabled. Noted that Mr. Lanyon would take the full responsibility for all health and safety issues involved for the event.

The Board discussed sponsorship and suggested a site fee of £500 be requested for the use of the quay area, this would help replace revenue lost on car parking for the whole day.

Mr. Lanyon to be asked to check insurance indemnity cover for the day.

The Chairman requested the FHC logo should be displayed on any publicity material that may be produced. The Board also approved expenditure of up to £1,000 for the provision of FHC banners and flags for use on special occasions. One welcoming banner to be fixed to the gangway on the Yacht Haven.

c. **R. Hollingsworth – J80 Nationals:** A request for sponsorship for the J80 Nationals to be held in Falmouth Week was tabled and considered by the Board. The Board declined any sponsorship.

d. **Falmouth Week Firework Display:** Following discussion and in line with the Board's public relations policy, it was agreed to support the Falmouth Week firework display with a donation of £2,500 with the proviso that FHC receive an acknowledgement in the Falmouth Week programme.

The meeting ended at 1245 hours.

The next Board meeting will be held on Friday 25 June 2004.