

**MINUTES OF THE MEETING OF THE SALCOMBE HARBOUR BOARD
HELD IN THE ASSEMBLY ROOM, CLIFF HOUSE, SALCOMBE
ON TUESDAY, 4 OCTOBER 2005**

MEMBERS

* Cllr J S Beer - Chairman

∅ Mr R Wheeler - Vice-Chairman

* Cllr H D Bastone

∅ Cllr J Brazil

* Cllr R J Carter

* Cllr P H Cook

* Cllr C M Pannell

* Cllr S L Rankin

* Cllr G Rothwell

* Cllr D W S Thorning

* Cllr A R Vale

* Mr T Bass

* Mr G Foale

* Mr R Gilbert

∅ Dr P Goldsworthy

* Ms L Heape

∅ Mr P Howard

* Mr E Johnson

* Denotes attendance

∅ Denotes apology for absence

Also in attendance and participating:
Cllr R Rowe and Mr J Barrett

SH.01/05 **MINUTES**

The minutes of the meeting of the Board held on 18 April 2005 were confirmed as a correct record and signed by the Chairman.

SH.02/05 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting but none was made.

SH.03/05 **FINAL ACCOUNTS 2004/2005**

A report was considered which provided Members with details of the Harbour's trading position in 2004/2005 together with brief details of the main variations from the original budget.

The report illustrated that a surplus had been generated during 2004/2005 which had enabled an increase in Harbour reserves for future use. The detailed information on harbour expenditure and balances would help Members when setting the 2006/2007 budget.

Following a query, it was noted that the amount payable to the Duchy as rent was 10% of the Harbour's income, which amounted to approximately £55,000.

RESOLVED

That the final accounts for 2004/2005, as set out in Appendix A of the report as presented to the Board, be noted.

SH.04/05 ASSET MANAGEMENT – PONTOON REPLACEMENT

Consideration was given to a report which informed the Board of the outcome of the Harbour Master's investigations into the re-organisation of the Resident pontoons and replacement of Whitestrand and the Visitors' pontoon. The report stipulated that the replacement of the pontoons was a priority and the Board was asked to identify possible funding arrangements as part of the Strategic Business Plan.

The report noted that, should the Board recommend to proceed with any of the proposed schemes, Harbour Master would be required to complete the necessary project appraisal form for further consideration by the Council and its Strategic Management Team to proceed to the tender stage. Concern was raised over the implications if the scheme fall behind schedule. In response, the Harbour Master advised that he was confident the timescale as detailed was achievable.

The Board was advised that although there were a number of factors behind the three projects, a major concern was the health and safety implications should the projects not be endorsed, especially in terms of trip hazards.

Resident Pontoons

It was stipulated that, although the project would entail a substantial capital expense, it would in the long term be more beneficial due to low maintenance, its longevity and the positive environmental impact of the proposal.

The importance of taking into account the financial implications of removing the existing pontoons was noted. The Board was advised that not all of the pontoons would be redundant as a number could be reused as platforms during various regattas and festivals. The idea of using a visiting barge to dispose of the pontoons was put forward.

Visitors' Pontoon

At the annual harbour inspection of 13 September 2005 the deterioration of the concrete surfaces had been observed. It was noted that the design of the visitors' pontoons incorporated a yacht taxi pick-up point, discrete lighting throughout the length of the pontoon and adjustable positioning for cleats. Furthermore, the replacement of the pontoon was linked to the recycle waste afloat initiative with the pontoon to be designed and constructed to include locking arrangements to support recycling bins. The Harbour Master reported that funding had been secured from the Area of Outstanding Natural Beauty (AONB) service to support this initiative.

Whitestrand Pontoon

The importance of establishing a robust pontoon was highlighted, noting that the present pontoon was the cause of trip hazards.

In conclusion, the Harbour Master reiterated the importance of carrying out these three projects. Also noted, was the idea of commissioning a specialist advisor to assess the design of each project.

RESOLVED

That the Board:-

1. agrees in principle the reorganisation of the resident pontoon in the Bag;
2. agrees in principle the replacement of the front landing stage pontoon at Whitestrand;
3. agrees in principle the replacement of the visitors' pontoon;
4. instructs the Harbour Master to carry out a full project appraisal including a return on investment analysis and to submit the proposals for a formal tendering process in accordance with the Council's standing orders relating to contracts;
5. considers the results of the tendering process at the earliest opportunity and makes further recommendations at that time.

SH.05/05 **FINANCIAL FORECAST**

A report was considered which identified issues faced by the Harbour and showed the financial impact of these on the trading position and Harbour charges. The information was to assist Members to decide future levels of service provision and set the 2006/2007 budget and charges.

During discussion of the report, the following points were made:-

- a) a Member of the Board was concerned that current reserves were insufficient due to a recurrent;
- b) asset management. Further to the replacement/enhancement of pontoons (see minute ref SH.04/05, as above) other planned renewal programmes were noted as being: the Poundstone Launch, the Blackstone Engine, one section of the mooring barge, and the lifting arm on the mooring barge;
- c) possible review of the reserves programme. It was noted that at its next meeting of 8 November 2005, the Board was to have a workshop which would address the long term planning of the Board;
- d) A Member's wish that future Harbour Charges should reflect the Board's concern with environmental issues. It was agreed that this matter would be pursued at the next Board meeting as which charges were to be considered.

RESOLVED

That the Board:-

1. notes the current year's financial position as set out in the report;
2. considered the service pressures and ways of addressing the funding gap set out within paragraph 5 to 17 and recommends those items they wish to incorporate within the 2006/ 2007 budget.

RECOMMENDED

That Council be **RECOMMENDED** that the proposal for the financing of the pontoons replacement, as set out in paragraphs 8 to 11 of the report as presented to the Board, be agreed and approval of the loan for £150,000 be granted.

SH.06/05 FINDINGS OF THE WHITSTABLE HARBOUR TOUR

A report was considered which outlined the findings of the study tour of Whitstable Harbour which took place on the 3 and 4 August 2005. Thanks was extended to those who took part in the visit (consisting of Cllrs Cook and Thorning, Mr Tim Bass and the Strategic Director (Operations)). Cllr Cook presented the findings of the tour to the Board, highlighting the differences between Salcombe Harbour Board and Whitstable Harbour, the successes and potential areas of improvement for Salcombe Harbour. The idea of conducting a feasibility study into delivering the Harbour's Business Objectives was also aired.

The Board was informed that at the workshop scheduled for 8 November 2005, the issues raised following the visit would be discussed, including governance arrangements, Whitstable's use of forums and public involvement.

RESOLVED

That the Board:-

1. notes the findings of the Whitstable Study Tour and supports the contents of the report;
2. considered the issues raised by the study tour with a view to a discussion at a workshop to be held on 8 November 2005 to explore a way forward in context for Salcombe Harbour.

SH.07/05 DRAFT BUSINESS PLAN

A report was considered which identified the work to date on the development of a long term Strategic Business Plan for Salcombe Harbour. During discussion, it was highlighted that the business plan was still very much in its draft stages and a further draft plan would be produced in due course. Furthermore, it was agreed that the working party be reconvened to work on the business plan.

RESOLVED

That the Board notes the work of the draft Business Plan to date and agrees to reconvene the working party to develop a second draft prior to instigating due consultation with user groups and community stakeholders with a view to agreeing a final version by March 2006.

SH.08/05 **TOPICAL HARBOUR ISSUES**

A report was considered which informed Members of any interesting current or future issues that might affect the Salcombe Harbour Board or Salcombe Harbour/Kingsbridge Estuary.

Highlighted was the funding for the Harbour Guide, received from English Nature. It was noted that if the Board felt it had any thing to contribute to the guide then ideas and thoughts would be welcomed.

RESOLVED

That the report be noted.

(Meeting commenced at 10.00 am and concluded at 12.00 pm).

Chairman