

**MINUTES OF THE MEETING OF THE SALCOMBE HARBOUR BOARD  
HELD IN THE LIBRARY, CLIFF HOUSE, SALCOMBE ON  
TUESDAY, 30 NOVEMBER 2004**

**MEMBERS**

\* Cllr J S Beer - Chairman

\* Mr R Wheeler - Vice-Chairman

* Cllr H D Bastone	* Mr T Bass
* Cllr J Brazil	* Mr G Foale
* Cllr R J Carter	* Mr R Gilbert
∅ Cllr P H Cook	* Dr P Goldsworthy
∅ Cllr C M Pannell	∅ Ms L. Heape
* Cllr S L Rankin	* Mr P Howard
∅ Cllr G Rothwell	* Mr E Johnson
* Cllr D W S Thorning	* Mr Frank Smith
* Cllr A R Vale	

\* Denotes attendance

∅ Denotes apology for absence

**SH.20/04 MINUTES**

The minutes of the meeting of the Board held on 19 October 2004 were confirmed as a correct record and signed by the Chairman.

**SH.21/04 DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting. These were recorded as follows:-

Cllr Brazil declared a personal interest in Item 7 'Yacht Taxi Service' (see SH.25/04).

Messrs Goldsworthy, Howard and Wheeler declared a personal interest in Item 9 'Salcombe Harbour Revenue Budget 2005/2006' (see SH.26/04) by virtue of the fact that they each rented a mooring from the Harbour.

Mr Foale declared a personal interest in Item 12 'Fishing Boat Policy' (see SH.29/04) by virtue of his involvement in the fishing industry.

**SH.22/04 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED**

That, in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 8 of Part 1 of Schedule 12A to the Act is involved.

**SH.23/04 NIGHT SECURITY PATROL**

An exempt report was considered which sought the Board's views on proposals to provide an enhanced night security patrol service for the next and subsequent years.

Following detailed discussion, Members indicated support for a stepped increase in the service, with a commitment of a maximum of £10,000 additional expenditure, to be reviewed on receipt of a further report in January 2005 on the possibility of securing financial contributions from existing and new partnerships.

**RESOLVED**

That:-

- (i) the Harbour Master be instructed to explore new partnerships to help defray future costs;
- (ii) subject to the outcome of the Harbour Master's investigations as described in (i) above, to be reported to a future meeting of the Board, a maximum of £10,000 additional expenditure is to be made available to enhance the night security patrol service.

**SH.24/04 RE-ADMITTANCE OF PUBLIC AND PRESS**

**RESOLVED**

That the public and press be re-admitted.

**SH.25/04 YACHT TAXI SERVICE (Minute SH.12/04 Refers)**

A report was considered which reminded Members that at the last meeting of the Board on 19 October 2004, an increase in the cost of the Yacht Taxi service trip off the town from £1.00 to £1.50 had been agreed.

This further report provided the additional information that Members had requested before a decision was taken on the proposal to also increase the charges to the Bag from £1.50 to £2.00 for a single trip.

In the report, particular reference was made to:-

- (a) the history of the Yacht Taxi Service and the discretionary status of its provision;
- (b) the tri-annual review of the Yacht Taxi service charges;
- (c) a benchmarking exercise that demonstrated the service provided by Salcombe Harbour to be highly competitive.

In discussion, Members welcomed the report and agreed that the service provided scope for assisting in addressing the funding gap facing the Harbour (see also SH.26/04 below).

### **RESOLVED**

That:-

- (i) the charge for a single trip to and from the Bag be increased from £1.50 to £2.00;
- (ii) a new charge for single trips to and from areas above Tosnos Point be levied at a cost of £3.00.

## **SH.26/04 SALCOMBE HARBOUR REVENUE BUDGET 2005/2006**

Consideration was given to a report that had been prepared to assist Members set the Harbour's revenue budget for 2005/2006 and to agree the amount that should be raised from a review of charges. The report was based on the Board's discussions at its last meeting on 19 October 2004 (SH.12/04).

The report highlighted two key areas that Members needed to consider in reaching their conclusions on the annual review of charges, which are set out below:-

- the draft revenue budget for 2005/2006 which incorporated unavoidable budget pressures, and as set out in the Appendix to the report presented to the Board;
- options generated to address the budget gap.

Members were advised that the decision on the Night Security Patrol item (see minute SH.23/04 above) impacted on the projected funding gap in the Harbour's budget by reducing it from £39,000 to £29,000. The options identified to address the funding gap were, therefore, also effected, most particularly the percentage increase in charges proposed.

Following in depth discussion, Members came to favour the means set out below to address the funding gap:-

- As previously agreed, the discontinuance of the 5% discount (SH.12/04);
- As previously agreed, the increases in Yacht Taxi service charges (SH.12/04 and SH.25/04)
- Delivery of the balance through increases to existing charges.

Notwithstanding officer advice, on this occasion the Board was not minded to pursue the suggestion to build into the budget a higher income target to provide a cushion against the risk of fluctuations in income levels.

### **RECOMMENDED**

That Council be **RECOMMENDED** that the draft revenue budget for 2005/2006 be approved.

### **RESOLVED**

That the following means to address the funding gap in the Harbour's budget be endorsed:-

- (i) the discontinuance of the 5% discount;
- (ii) the increase in Yacht Taxi service charges as set above(SH.25/04);
- (iii) the balance of the funding gap to be found from the percentage increase in other charges.

## SH.27/04 **STRATEGIC BUSINESS PLANNING AND ASSET MANAGEMENT**

A report was considered which invited the Board to start to develop a more strategic business plan for the longer term and to align the Board's decision-making process for improvements of Harbour assets with Council's Financial and Asset Management Plans.

The report highlighted the following strategic matters as requiring immediate attention:-

- the replacement of the Normandy Pontoon landing stage at a cost of £18,000. This was the result of damage caused by recent storms;
- the re-organisation of the Resident pontoons in the Bag and a replacement pontoon at Whitestrand.

The report then described the centrality of the Council's Asset Management Plan and the position of the Salcombe Harbour Estate, as managed on behalf of the Council's Harbour Board by the Harbour Master, within its framework.

Members of the Board complimented the Harbour Master on the comprehensive nature of the report, which it was agreed provided the Board with a vital structure for taking on the challenge of long term planning.

### **RESOLVED**

That:-

- (i) the replacement of the landing stage pontoon at Normandy Pontoon at an upper cost of £18,000 be funded from the Harbour Pontoon Replacement Reserve;
- (ii) the Harbour Master be instructed to undertake detailed project appraisals for the replacement of the pontoon at Whitestrand and the re-organisation of the Resident Pontoons;
- (iii) a strategic business plan for Salcombe Harbour be compiled by the Harbour Master with the Board's guidance based on financial and asset management planning for the longer term.

#### **SH.28/04 VISITOR CHARGING: A REVIEW**

A report was considered on the proposal to introduce charging bands at 1 metre intervals for visiting craft entering from the sea and a simplification of the remaining visitor rates and charges.

The Board was reminded that these proposals had come about following investigations during the previous year as a means of simplifying the collection of harbour income. The current method of charging for visiting craft was considered overly complicated and difficult for customers to understand and the Harbour Office staff to administer.

In discussion, reference was made to:-

- (a) a Member's concern that the proposed changes should not put prospective visitors off. In response, the Board was advised that the new charging bands reflected standard practice in most other leisure ports;
- (b) a Member's wish to ensure that the rationalisation of the charging regime must not favour large, overpowered vessels. In support, another Member said that the charging structure could be utilised to encourage specific types of vessels that would exert a minimal impact on the environs of the estuary.

## RECOMMENDATION

That Council be **RECOMMENDED** that:

- (i) new charging bands for visiting craft entering from sea based on individual metres be introduced;
- (ii) the charging of visitor craft entering the estuary via the slipways be simplified as detailed in paragraph 6 of the report before the Board;
- (iii) the Salcombe Harbour Policy Document be amended to reflect (i) and (ii) above;
- (iv) the Harbour Master be asked to report to the Board following next season to appraise Members of the new charging regime and recommend adjustments if appropriate.

## SH.29/04 FISHING BOAT POLICY

Consideration was given to a report seeking the Board's guidance on the allocation of foreshore mooring facilities for registered fishing boats.

The report referred to the national and international influences that were causing the local fishing industry to have to change with the result that many operations were down-sizing their vessels to remain viable. The Harbour Office was, therefore, receiving an increasing number of applications for foreshore mooring facilities from owners of registered fishing vessels.

The report noted that whilst the Salcombe Harbour Policy Document provided guidance on deepwater mooring facilities it was silent on the foreshore.

In an effort to help alleviate the difficulties faced by the fishing industry, which remained of considerable local significance, the report proposed the following measures:-

- priority for registered fishing vessels applying for foreshore moorings, subject to three months notice in writing;
- to empower the Harbour Master to assess each application on a case by case basis;
- the introduction of an upper ceiling of six on the number of 'designated' foreshore moorings.

In response to a Member's suggestion, it was agreed that the new approach to foreshore mooring applications should be reviewed after twelve months of operation.

## **RESOLVED**

That:-

- (i) registered fishing vessels be given priority on the foreshore mooring waiting list and each application be considered by the Harbour Master on a case by case basis;
- (ii) the Salcombe Harbour Document be amended accordingly.

### **SH.30/04 TRUSTS**

Members considered a report that sought guidance on mooring contracts allocated to Trusts and how to apply the waiting list policy to future applications from Trusts.

It was noted that a number of Trusts already enjoyed the use of mooring facilities and that the Harbour Office had recently received enquiries from other Trusts who wish to be considered. The current waiting list policy required a contract to be specific to a named person. Many Trusts, however, did not specify a nominee or named person, which could result in a mooring facility remaining with a Trust for many years whatever the status of the original user.

The Board welcomed the opportunity to address this issue and felt that it was important to ensure that the waiting list for Harbour facilities was applied fairly and did not favour individuals by default.

## **RESOLVED**

That:-

- (i) Trusts with existing mooring and berthing contracts must be asked to provide a named nominee (who is a Council tax payer);
- (ii) any future applications accepted from a Trust must specify a nominee (who is a Council tax payer) and will thereafter be treated as any other named contract holder as per the Salcombe Harbour Board mooring and waiting list policy;
- (iii) the Salcombe Harbour Board Policy Document be amended accordingly.

### **SH.31/04 TOPICAL HARBOUR ISSUES**

The Board received a report detailing interesting current and future issues of relevance to Salcombe Harbour Board or the Salcombe Kingsbride Estuary.

In support of the report, the Harbour Master provided an oral update on the following issues:-

- Municipal Ports Review
- Salcombe Kingsbridge Byelaws
- Mooring Policy Review
- Oil Pollution Exercise
- Scoble Transits
- Slip way Management

The Marine Conservation Officer then provided an oral report on the following matters:-

- Devon Living Coasts Conference 2004
- Boat Tour for University of Plymouth MSc Students
- Loddiswell 1° sch Science Week
- Salcombe Kingsbrige Booming Exercise
- EA Devon Area Environment Group Meeting
- Devon County Council – pursuing partnership funding for the Marine Conservation Officer post.

**RESOLVED**

That the report be noted.

(Meeting commenced at 2.30 pm and concluded at 4.05 pm).

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Chairman