

Dart Harbour and Navigation Authority

Minutes of a Meeting of the Dart Harbour and Navigation Authority held in The Studio at the Flavel Centre, Flavel Place, Dartmouth, on Monday 14th September 2009, commencing at 1400 hrs.

PRESENT:	Mr S Ellyatt	Chairman
	Mr E Fleck	Vice-Chairman
	Mr M Cast	
	Mr J Scott	
	Dr J Walker	
	Captain D White	Harbour Master
IN ATTENDANCE:	Mrs P Johns	Senior Administrator

1. Apologies for Absence

Apologies were received from Mr N Hockaday, Mr T Pollard and Ms S Pudduck.

2. Questions from the Public

There were four members of the public present.

- 2.1. Mr Phil Sheardown, Chairman of the Commercial User Group asked for clarification regarding publishing ratified stakeholder group minutes on the Dart Harbour website. The Chairman explained that Authority had received a request from the Chairman of the Non Beneficiary Group to publish their ratified minutes on the website as an appropriate way of informing stakeholders. The Authority felt that it would be appropriate to offer the same opportunity to the other stakeholder groups if they wished. The Chairman also informed those present that the Authority currently uses the chairs of the stakeholder groups as the conduit for communication with their members although board members and the harbour master do attend stakeholder group meetings. He felt that the system could be improved so that the Authority can communicate more broadly. Any feedback from the stakeholder groups would be welcomed.
- 2.2.1 Mr John Baron, Chairman of the Non Beneficiary User Group (NBUG) informed the Board that Phillip Gibbon, the secretary of the NBUG would be standing down at their meeting to be held on 8th October 2009. His replacement would be Mrs Tracey Rowe.
- 2.2.2 Mr Baron also informed the Authority that Cllr T Connolly has been selected as the stakeholder member of the board selection panel for a period of three years.
- 2.2.3 Mr Baron asked how the Non Beneficiary Stakeholder Group could assist the Authority with its response to the Noss on Dart application. The Chairman responded that at this stage the Authority is still at the negotiation stage with the developers. The Chairman thanked Mr Baron for his support and the Authority would contact NBUG once further consideration had been given to the application by the Board.

- 2.2.4 Mr Baron was concerned that many important issues were discussed in the "In Committee" section of the meeting. The Chairman responded that the only items discussed by the Board related to contractual, staffing and commercially sensitive topics and that the items were brought into the public arena as soon as practically possible. In the instance of Noss on Dart, he stressed that the matters being discussed "In Committee" were of a commercially sensitive nature as negotiations were still progressing and no agreement has yet been finalised with Noss Marina Ltd.
- 2.3 Mr Peter Mackley of Gurov Point asked whether the Board would give consideration to enable him to be able to launch from a slipway or pontoon from his land at Gurov Point as due to a worsening medical condition he was finding it increasingly difficult to get afloat. Dr Walker explained that the current Authority policy was against the installation of pontoons in that part of the river. The Chairman suggested that the best way forward was to make a site inspection. **It was agreed** to arrange a site inspection where the Chairman, Harbour Master and Dr Walker would attend.

ACTION: Chairman to arrange site inspection.

3. Minutes of Meeting held on 13th July 2009

It was proposed by Mr Cast and seconded by Mr Scott with all in favour **"that the minutes represented a true record of the meeting"**.

4. Matters Arising from Minutes held on 13th July 2009

Baltic Wharf

It was noted that the closing date for objections had passed on 1st July 2009. The Authority had written to the developer in the past. The Authority was waiting for an application for pontoons which would come to Dart Harbour as a separate application to any planning application to the planning authority. It was also noted that the planning authority was unlikely to be able to keep to the normal timetable for decision making and that the Baltic Wharf decision was not likely to be taken until November 2009.

Speeding

A speed sign has been prepared and is ready to be installed at the head of the Dart Totnes Rowing Club Slipway. Discussion took place and it was also felt that consideration should be given to installing similar signs at Tuckenhay Quay and Dittisham Pontoon.

Higher Ferry

It was noted that the review for the actions required by the Higher Ferry would be considered at the November board meeting. It was reported that the lights on the car deck make navigation in the vicinity of the ferry difficult after dark. The Harbour Master had already highlighted this problem in a letter to the ferry operator.

Board Training Day

Thanks were extended to Ms Pudduck for making the arrangements for the visit to Plymouth University Marine Unit which was a valuable exercise. Letters of thanks have already been sent to both Plymouth University and the Fowey Harbour Master

Dartmouth Chronicle

Dr Walker informed the board that Nigel Mortimer had been on annual leave and so Dr Walker had therefore not had an opportunity to ask him to respond to the Chronicle in sufficient time to redress the letter previously published.

5. Agenda Items

5.1 Noss on Dart

It was noted that Noss Marina Ltd have submitted a copy of the planning application paperwork for consideration and an application for mooring licences which was received by the Authority on 24th August. It was also noted that as the application has now been made to the planning authority that the matter is now in the public domain. **It was agreed** that the Marina Statement needs careful consideration and it was noted that the plans of the pontoon layout contained in the Marina Statement have not yet been agreed by the Authority. Members were concerned that it appeared from the planning application that the points outlined in the Marina Statement had been approved by the Authority, when in fact they are still under negotiation.

A meeting has been arranged with Noss Marina Ltd on 12th October to discuss and to take a decision with regard to the marina layout. Noss Marina Ltd have been asked to supply large size plans with overlays showing the different stages of the marina layouts.

The current SHDC expiry date for written comments to the Noss application is 25th September but this date is expected to be extended.

ACTION: Harbour Master to contact SHDC concerning the planning deadline.

It was noted that the Duchy of Cornwall have a clause in the Fundus Lease of the river to claw back 10% of the fundus leased to the Authority and that, therefore, Dart Harbour only has the power to issue mooring licences.

The board needs to discuss and clarify further points as follows:-

- The size of the marina and the number of berths
- The key mooring buoys to be moved
- Yachts moving into the navigational channel
- Increase in number of vessels moving into and out of the marina
- Negotiate and settle matters with Noss Marina
- Guidelines for navigation to be agreed (eg turn north into the stream and turn at an appropriate time).
- Restrict the expansion of the marina.
- All Board Members need to study the Marina Statement
- Comments from Ashfords Solicitors needs to be considered
- Mooring Licences

It was agreed to hold a meeting on Monday 21st September at 10.00 am to consider the proposals in advance of the meeting with Noss Marina on 12th October.

ACTION: Harbour Master to circulate an expanded colour copy of the marina layout plan for the meeting on 21st September.

5.2 Dart Harbour Young Champion Award

Mr Scott reported that the launch for the Young Champion Awards was taking place on 1st October 2009 and that all promotional material and over 200 invitations have been sent out. The Harbour Master, Chairman and Mr Cast would not be available to attend the event. The website is now live www.youngchampion.co.uk and the launch press release has been sent out to all local media.

5.3 Hoodown Improvement Project

Mr Cast reported that an environmental survey has been carried out which is expected shortly. A bat survey has also been carried out and the results show that there is no bat activity on the site. The planning application has been withdrawn pending the environmental survey and will be resubmitted once received.

There would be a debate concerning the costs/benefits once planning approval had been granted.

5.4 Board Selection 2009

Dr Walker's current three year term as a board member is due to end in December 2009, however **it was agreed** to advertise for a new board member to take his place and to co-opt Dr Walker to the board for a further period of one year.

ACTION: Senior Administrator to start the selection process.

The Chairman informed the board that he did not wish to continue as Chairman for 2010.

6. Stakeholder Groups

- 6.1 **River Dart Non Beneficiary Group** –The next meeting of this group is taking place on 8th October 2009, when Ms Pudduck would be attending. The speaker for this meeting was Rob Perkins regarding the river and the transition movement. A decision will be made at this meeting about whether a RAMROG representative can be accepted into this group but the NBSG had already stated that this would only be possible if RAMROG were no longer a separate accredited stakeholder group.
- 6.2 **Commercial Users Group** –The next meeting is being held on 21st September at the Dartmouth Yacht Club at 1930 hours. The Harbour Master will attend.
- 6.3 **Leisure Users Group**– The Harbour Master reported that Nick Wallbridge has not disbanded this user group and has handed the documentation to Mike Deeley to pass on to RDYC and Gary Walker who had expressed an interest in the group.
- 6.4 **Riparian and Mooring Rights Owners Group (RAMROG)** – See item 6.1.

7.1 Harbour Master's Report

Maid & Phoebe – Both taxis were available for service throughout July and August. They were double manned for the weekend before Regatta and for three days over the Regatta period with both running from 0800 to 2300hrs. Phoebe was withdrawn from service on 3rd September with a fresh water cooling leak which was traced to a corroded internal tube. A new fresh water tube stack and internal seals have been fitted to cure the problem. It should be noted that Phoebe's engine has already run for over 4500hrs.

Yacht Taxi Schedule- The schedule has continued from 0800 to 2300 daily but will revert to two shifts (0800 to 1900) from 1st October

Cygnus2- The training program for Cygnus2 has been completed by the volunteers.

Triton- This workboat has been lifted out at Noss for a refit. A new wheelhouse roof and half side will be fitted before new wiring and navigation lights are installed. The work will be carried out by the river staff. A complete new drive shaft will also be required but the existing propeller can be refitted after rebalancing.

Ariadne- This workboat was withdrawn from service after regatta due to a split main drive plate. Despite the fact that the engine is no longer made a new plate was sourced and fitted by the river staff.

Patrol Ribs- All the ribs have been constantly in use throughout July and August. One new dog clutch had to be fitted and Joe Murtagh has completely reconditioned our old 50HP outboard which is now available to interchange with any of the patrol ribs.

Ship Visits - The visit of MV Azamara Journey on 26th August was cancelled at the last minute by the ship's master due to strong winds (40+knots) which were caused by the remnants of Hurricane Bill. The square rig training ship SV Stavros Niarchos stayed for an unexpected one night visit on 18th August. HMS York (17/18th October) is now the only vessel currently remaining on the 2009 Ship Visit List.

Lower River Recycling Pontoon- The new recycling facilities proved to be a great success during regatta and numerous favourable comments have been received from visiting boat crews about the upgraded recycling bins.

Stoke Gabriel Passenger Ferry- A second hand 12 person passenger ferry has been purchased by Dart Pleasure Craft for use as the Stoke Gabriel Ferry. The vessel has been surveyed by MECAL on behalf of the MCA and a passenger certificate issued for river work and up to 3 miles out to sea.

Regatta- The 2009 regatta was completed with no major waterborne incidents. The use of additional pontoons between the mainstream buoys for boats over 40 feet was very successful and will be repeated in future years. The river was less congested than last year although all available visitor berths were filled. The Dart Harbour patrol craft were supplemented by two ribs which were very generously lent to us by Ribeye.

Higher Ferry- One written complaint was received concerning a potential incident at the Higher Ferry on Saturday 8th August at approximately 2 hours before low water (HW 0830 4.4mts : LW 1414 4.9mts). The complaint was investigated and passed on to the ferry operators. No complaints were received concerning the ferry during regatta, when the public slipway was in regular use during the two days of racing on the river and the ferry

operators were complimented by race organisers for their patience and tolerance during racing.

Dr Walker stated that there had been two unconfirmed reports of incidents involving the cable on the slipway. The Authority is due to see the Ferry's incident log book and this will be considered at the November board meeting.

There have been no other significant Health and Safety issues during July and August. A comprehensive external Health & Safety Audit of Hoodown Depot and the Dartmouth Office was carried out on 11th September. The report will be circulated to all board members when it is received but the overall discussion with the inspector was favourable with all documentation up to date and only one or two minor adjustments required.

7.2 Finance Report

Both Mr Hockaday and Mr Pollard had given their apologies so there was no verbal financial report.

Bank Accounts

	July 2008 £	July 2009 £
DHNA	97,085.00	Not supplied
Cater	935,994.48	Not supplied
Pilot	10,437.17	Not supplied
Waiting List	110,265.00	Not supplied

	August 2008 £	August 2009 £
DHNA	98,345.35	154,010.28
Cater	939,861.55	1,079,416.90
Pilot	10,598.78	11,000.68
Waiting List	110,415.00	113,505.00

Sales

Annual harbour dues are down £2,028.89 on last year, possibly due to visitors not opting to pay annually, which is reflected in visitors dues up on last year by £6,475.42 with at least another £5,000 due by the end of the year which is collected on our behalf by the marinas.

Harbour Dues others – are showing a £8,716.05 deficit on the budget for the month, but this is due to the fact that last August we had payment from three cruise ships for harbour dues and passenger landing. At present we have outstanding cruise ships invoices of £17,000.

Local Buoyage is up, this is due to some extent to the new trot moorings at Noss and the reclassification after inspection of the upper river moorings.

Bank interest is down, as expected. However we have some money on longer term accounts.

Yacht Taxi is up on last year, they had a very busy regatta, working very well.

Purchases

Maintenance expenditure on the river is currently down on last year, however, this will increase to last year's level by the end of the year.

Mainstream Buoys are currently down, but again this will be at last year in due course.

Overheads

Wages slightly up – AHM post.

Pension is a timing issue

Waste disposal, as expected, is high and increasing

7.3 Office Report

Winter Mooring Administration

Letters have been sent out to relevant berth holders to establish their berthing plans for the winter. If possible berths vacated for the winter will be let out on a winter contract. Some of the visitors' pontoons are also used for winter berthing. Enquiries for winter moorings are currently down on last year, but enquiries are still forthcoming. The position is expected to be clearer for the October board meeting.

Young Champion Awards

The website is now live, the launch press release has been sent out to all local media and over 200 invitations issued to the launch on 1st October. Board Members are welcome to attend the launch at the Flavel.

Harbour Guide 2010

Work will commence on this in the next few weeks. The back page and inside back cover have already been booked by advertisers who wish to secure this prime position. Advertising rates have not been set yet. The printing and design costs will be the guiding light in order to cover the publication costs.

Office Staff

Becky Taylor is returning to work on 23rd September, following her maternity leave, for a three day week. The other two days will be filled by Rozanthe Hine-Haycock on a job share basis. .

Mr Cast mentioned that he would make contact with the office to develop the Friends of Dart Harbour initiative further.

8. Any Other Business

The board expressed their thanks and appreciation to all Dart Harbour staff for their hard work to ensure another highly successful Regatta.

10. Move into Committee

It was proposed by Mr Fleck and seconded by Dr Walker with all in favour, "***that the meeting move "Into Committee"***".

11. Decisions made "In Committee"

It was proposed by Mr Scott and seconded by Dr Walker, with all in favour "***to ratify decisions made In Committee"***".

12. Date of next Meeting – Monday 12th October 2009 at the Flavel Centre, Dartmouth at 2.00pm.