

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 February 2011, commencing at 1400 hrs.

PRESENT:	Mr N Hockaday	Chairman
	Mr J Scott	Vice Chairman
	Mr M Cast	
	Mr J Murtagh	
	Mr T Pollard	
	Ms S Pudduck	
	Mr R Giles	Harbour Master
IN ATTENDANCE:	Mrs P Johns	Senior Administrator

1. Apologies for Absence

Apologies were received from Mr E Fleck, Mr O Hill and Mrs H Meacock.

2. Questions from the Public

There were two members of the public present and the Assistant Harbour Master in attendance. Phil Sheardown (as Chair of the Commercial User Group) reported on the Marine Conservation Zones (MCZs). Shown under Commercial User Groups.

3. Stakeholder Groups

3.1 River Dart Non Beneficiary Group – the next meeting will be on 17th March 2011, at 1930 hours at Ashprington. The Harbour Master will attend.

3.2 Commercial Users Group – the Harbour Master attended the meeting on 10th January 2011 held at 1900 at the Dartmouth Yacht Club. The commercial users were well represented with a big variance in backgrounds, both large and small. During the AGM the officers were re-elected for the current year.

Phil Sheardown reported that the MCZs are unlikely to be put in place before 2012. There is currently a wide range of opinion and there are concerns that the zones may restrict shipping. However, benefits have been seen following marine Protection Zones in other areas with recovery of stocks being seen in the zone itself, but also on the fringe area around the zones (example of Lundy and Hawaii was given). All the fishermen support an MCZ not being located in the harbour with the only exception to this being an oyster farmer who is experiencing spikes in water quality in the Galampton area after heavy rain.

The Harbour Master reported that the South West Regional Ports Association (SWRPA) were not satisfied with the consultation process, there was no guidance

on enforcement and the charts circulated varied. All Harbour Masters within SWRPA are registering concern.

It was noted that the Authority needs to know more and needs to register concern. The Chairman commented that leisure users may also be affected in relation to anchoring and other matters.

3.3 Association of Dart River User Clubs (ADRUC) – Nothing to report.

4. Minutes of Meeting held on 10th January 2011

It was proposed by Mr Pollard and seconded by Ms Pudduck with all in favour “**that the minutes represented a true record of the meeting**”.

5. Matters Arising from Minutes held on 10th January 2011

Easement Across Foreshore at Dittisham

Mr Hill has been given the relevant correspondence. Dr Walker will be consulted as appropriate. A meeting has not yet taken place, but will be organised as soon as Mr Hill has had an opportunity to study the file.

ACTION: Harbour Master, Mr Pollard and Mr Hill to meet in Dittisham to make an inspection of the foreshore and bridge.

Dittisham Pontoon

The Harbour Master reported that he had inspected the pontoon and the lifting planks were not immediately obvious, he also has concerns about the deck surface on the pontoon which can get very slippery when wet. It was also noted that the Double Steps pontoon also had the same surface.

It was agreed to make contact with the manufacturer of the pontoon and to consider an appropriate method to provide a non-slip surface to the pontoon and to report back to the Board in March.

ACTION: Harbour Master to arrange to meet the manufacturers of the pontoon and investigate non-slip surfaces.

Strategic Business Plan

The Chairman indicated that work is in hand on the Strategic Business Plan and that a report would come to the March meeting. Action from the February board to be carried forward.

ACTION: Harbour Master to prepare a strategic risk analysis for approval. Ms Pudduck, Harbour Master and Senior Administrator to meet, then make enquiries about commissioning research from Plymouth University.

Board Calendar

The Chairman reported that the Board Calendar will be prepared and circulated for the next Board meeting.

ACTION: Chairman.

6 Agenda Items

6.1 Friends of Dart Harbour

Mr Cast updated the Board on progress being made with the Friends of Dart Harbour (FODH) scheme. A meeting has been held and the minutes were made available for Board Members. A further meeting of the FODH is due on 23rd March. The Senior Administrator advised that the scheme was being promoted through both the Harbour Guide and the Newsletter.

6.2 Noss on Dart

The Harbour Master reported that he had spoken to Stephen Corner and the current position was that the Government has pushed the planning decision back to South Hams District Council for determination following the objection by the Environment Agency.

Discussion took place and it was noted that some of the trot moorings would be changed prior to April but that there was no urgency to move the large vessel deep water trot at this stage. The ground chain is being surveyed this month. Noss Marina Ltd will pay for the movement of moorings and a record of incurred costs will be kept for Noss Marina Ltd to be invoiced in due course.

6.3 Yarmouth Navigator

The Harbour Master referred to the tragic accident and death of the skipper of the Yarmouth Navigator in Cattewater Harbour following a successful departure and voyage from Dartmouth. The Harbour Master has assisted the police to gather information for the coroner. It was noted that there would be no Marine Accident Investigation Branch (MAIB) investigation into the incident as it was defined as an "avoidable accident". The Board expressed condolences to the family. The vessel will be salvaged by Cattewater Harbour.

6.4 Dredging

The Harbour Master advised that the DA and DB pontoon area was currently being dredged by Teignmouth Maritime Services from the capital expenditure budget in order to maintain the water depth on the pontoons.

6.4 Health & Safety

There are no health and safety incidents to report since the last meeting.

6.5 Environmental Matters

It was noted that a presentation by the Estuary Officer should be given at the March board meeting. The presentation should be around 15 minutes on environmental matters and with particular reference to what the different agencies do and information on marine protection zones.

ACTION: Harbour Master to make arrangements.

7. Reports

7.1 CEO Report

The Board thanked the Harbour Master for his excellent report. The report was noted and discussion took place concerning:-

Boats

One or two repair issues had arisen since the last meeting with propeller replacement and refurbishment for Phoebe, she is now back in service. The pilot boat, Lynx and workboat Ariadne are being refurbished.

Duchy of Cornwall

A meeting has been held to ascertain how much the Authority is due to pay to the Duchy. The main issue is with timings, how the figures are presented and when payment is due. Agreement is required in order to obtain a firm basis for future years.

Hoodown Development Project

The Harbour Master advised that due to detailed design drawing development time and because of a requirement for a suitable weather window to move the contractor's vessels to the Dart, the project finish date was now set for 17th June 2011. Work will commence at the end of February.

Water enabling works would commence after licences were obtained from the relevant authority to dig up the footpath to facilitate the works.

Regatta

It was noted that the fireworks barge (provided by BRNC) would no longer be available and the Regatta Committee were investigating alternative solutions.

Harbour Board Induction

The Board thought the proposal to provide new Board members with adequate induction information on river, mooring and office activities was an excellent proposal and should be implemented.

ACTION: Harbour Master.

Waiting List

As part of the new Moorings' Policy the publication of Waiting List information was proposed for publication on the website to give a clear position to customers of the status of their applications. Discussion took place and it was noted that there was a sizable amount of work required to achieve this and consideration would be given to confidentiality of individual's information.

It was agreed to invite Mr Scott and Mr Murtagh to milestone meetings as the project developed.

ACTION: Harbour Master

7.2 Finance Report

The Finance Report was noted.

Bank Accounts

	January 2010 £	January 2011 £
DHNA	91,511.00	£152,587.66
Cater	731,293.81	994,963.79
Pilot	11,329.48	11,775.84
Waiting List	120,455.00	115,155.51

Mr Pollard reported that cash flow showed a healthy balance which was £325,000 up. The Duchy rent will take approximately £150,000 for the back log and delayed payment held back from September. This has been accrued and from an accounting perspective shows as a blip as nothing has been paid since March 2010.

Cash balances are down, this is due to the delay in income coming in prior to the invoice run.

Reference was made to the suggestion in the Finance Report requesting a pro rata rate for harbour dues on vessels entering the harbour from October for the remainder of the year. Discussion took place and **it was agreed** that further consideration would be required and to discuss further at a proposed Pricing Meeting which would be convened before 1st April.

It was noted that Simon Ellyatt had prepared a detailed pricing report and it would be useful to revisit this report. It was also noted that Mr Ellyatt was a FODH and that contact could be made with him if necessary.

ACTION: Harbour Master to convene a Pricing Meeting with key staff.

8. Any Other Business

Sale of Trust Ports

The Harbour Master reported that the proposed privatisation of some larger trust ports was currently being considered and that the small size of Dart Harbour was unlikely to be affected by any future proposals in the near future.

Cruise Ships

It was noted that Bideford are bidding for more cruise ships following Dart Harbour's lead. The Harbour Master advised that Dartmouth was expecting a similar number of cruise calls in 2011 to 2010.

Board Room

Mr Scott requested that consideration was given to improving the furniture and layout of the board room at Dart House.

ACTION: Harbour Master to investigate options.

Board Appraisals

It was noted that Board Appraisals would be scheduled during the February and that the Harbour Master would also receive an appraisal in March.

9. Move into Committee

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

10. Decisions made "In Committee"

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

11. Date of next Meeting – Monday 14th March 2011 at the Flavel Centre, Dartmouth at 2.00pm.