

Minutes of a Board meeting on Monday 11 April 2022 @1830 held at the Harbour Office and online

These minutes identify Members and other attendees by their given name and the first letter of their family name and use the abbreviations listed in the Appendix.

The Clerk has excluded confidential material.

1. Administration

Attendance	16/12/2021	10/1/2022	15/2/2022	10/3/2022	14/3/2022	11/4/2022
<i>Members</i>						
Paul Britton (HM from 14/3/2022)	n/a	n/a	✓ (designate)	✓ (designate)	✓	✓
Mike Burden	✓	✘	✓	✓	✓	✓
Tony Davis	✓	✓	✓	✓	✓	✓
Tim Dewing (Chair from 1/1/2022)	✓	✓	✓	✓	✓	✓
Julian Distin	✓	✓	✓	✓	✓	✓
Melanie Lessels (Vice Chair until 31/12/2021)	✓	✓	✓	✓	✓	✓
John Milsom (Vice Chair from 1/1/2022)	✓	✓	✓	✓	✓	✓
Joanna Poulton (Member from 1/1/2022)	✓ (guest)	✓	✓	✓	✓	✓
Anne-Marie Coyle (Member from 1/1/2022)	✓ (guest)	✓	✓	✓	✓	✓
<i>Attendee</i>						
William Lewis (Clerk)	✓	✓	✓	✓	✓	✓

Declarations of interests	William L, a Dart Harbour employee, declared an outside interest in relation to the SGBA agenda item. He serves on SGBA's executive committee as secretary.
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Approval of Minutes	
Date of meeting	Approval
10/03/2022	✓ (save that the reference to 'Upper Ferry' to be changed to 'Higher Ferry')
14/03/2022	✓

Review of Open Actions	
As at (date)	Reviewed
9/04/2022	✓

2. Harbourmaster's reports

Operational Update

Paul B, Harbourmaster, took questions arising from his report of 11/4/2022 covering harbour operations (agenda item 2.1), Finance (agenda item 2.2), and Dart Harbour's relationship with AONB (agenda item 2.4).

In relation to item 7 in the report, an out-of-control craft with two unconscious crew, Paul explained that it was an accident involving two individuals, one of whom fell on the boat's throttle and the other lost balance and fell over in the boat. It did not involve drugs, alcohol, or failure to use a 'kill cord.'

Under item 28 of the report, Paul explained that Richard Eggleton continues as a signatory on the bank mandate temporarily until a Commercial Manager joins.

Low water landing pontoon at Stoke Gabriel

Paul B presented his report of 8/4/2022. The trial low water landing pontoon at Mill Point has been a success. SGBA proposes move the pontoon a short distance around Mill Point into the creek, and to extend it so the pontoon is accessible from land and the river at all states of the tide. This is part of SGBA's project to reconstruct and improve the sea wall and slip at Mill Point for which it is applying for planning permission to SHDC.

The Board approved SGBA's proposal to re-site the pontoon as part of its improvement project at Mill Point and confirmed that Paul B can communicate to SGBA that Dart Harbour plans to replace the existing 'Lego' pontoon with a more substantial solution as part of Dart Harbour's capital expenditure in 2023.

AONB

With reference to Paul B's meeting with AONB, Members recalled that in late 2021 they discussed the appropriate amount of Dart Harbour's annual financial contribution to the AONB, envisaging an increase subject to AONB attending a Board meeting to outline their programme of work. Paul B will take forward the actions outlined in his report and will revert to the Board in relation to the amount of Dart Harbour's financial contribution.

3. Strategy Work following public meeting

Members discussed the strategy work to date, the survey responses, contributions at the public meeting, and Julian Spooner's helpful suggestions in relation to plastic waste in the river.

Tony D, Anne-Marie C, and John M agreed to continue their work to produce the final strategy document, and to include Paul B in the work going forward.

The Board aims to publish the strategy in May.

4. Moorings Policy

Members agreed to undertake the review after Dart Harbour's publication of the strategy, informed by the final text of the strategy document. Julian D will brief Paul B on the history of the Policy and the outcome of the Board's deliberations in 2021 as to form and content of this iteration.

5. Any other business

Dart House

Kate Distin was secretary to Dart House, the company that owns the building includes the Harbour Office. Joanna P will agree arrangements going forward with the other shareholders.

Options for Youth Representation at Board Level

Members discussed Anne-Marie C's paper dated 11 April and agreed to explore how young people can be encouraged to engage with Dart Harbour through events and the activities of stakeholder groups. Anne-Marie C and Paul B will reach out initially to local organisations.

Date of and arrangements for next meeting	Monday 9 May 2022 @ 1830 at the Flavel (TBC), Dartmouth
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[Meeting closed – 2000]

Appendix

Abbreviations

<u>Term</u>	<u>Abbreviation</u>
Dart Harbour and Navigation Authority	Dart Harbour
Harbour Master and Chief Executive	HM
Port Marine Safety Code	PMSC
Designated Person under PMSC	DP
Dart Harbour and Navigation Authority Act 1975	1975 Act
Harbours, Docks, and Piers Clauses Act 1847	1847 Act
Merchant Shipping Act 1995	1995 Act
Stoke Gabriel Boating Association	SGBA
South Hams District Council	SHDC
South Devon Area of Outstanding Natural Beauty	AONB