

Minutes of a Board meeting on Monday 14 March 2022 @1830 held at the Flavel, Dartmouth and online

These minutes identify Members and other attendees by their given name and the first letter of their family name and use the following 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
South Hams District Council	SHDC

The Clerk has excluded confidential items.

1. Administration

Attendance	13/12/2021	16/12/2021	10/1/2022	15/2/2022	10/3/2022	14/3/2022
<i>Members</i>						
Paul Britton (HM from 14/3/2022)	n/a	n/a	n/a	✓ (designate)	✓ (designate)	✓
Mike Burden	✓	✓	x	✓	✓	✓
Tony Davis	✓	✓	✓	✓	✓	✓
Tim Dewing (Chair from 1/1/2022)	✓	✓	✓	✓	✓	✓
Julian Distin	✓	✓	✓	✓	✓	✓
James Dodd (Member and Chair until 31/12/2021)	✓	x	n/a	n/a		n/a
John Ellwood (Member until 31/12/2021)	✓	x	n/a	n/a		n/a
Melanie Lessels (Vice Chair until 31/12/2021)	✓	✓	✓	✓	✓	✓
John Milsom (Vice Chair from 1/1/2022)	✓	✓	✓	✓	✓	✓
Joanna Poulton (Member from 1/1/2022)	✓ (guest)	✓ (guest)	✓	✓	✓	✓
Anne-Marie Coyle (Member from 1/1/2022)	x (invited as guest but could not attend)	✓ (guest)	✓	✓	✓	✓
<i>Attendee</i>						
William Lewis (Clerk)	✓	✓	✓	✓	✓	✓

Updates of Members' declaration of interests	None
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Approval of Minutes	
Date of meeting	Approval
15/02/2022	✓

Review of Open Actions	
As at (date)	Reviewed
14/03/2022	✓

2. HM's report

Paul B presented his report dated 14/3/2022. Paul B explained that with reference to item 10 in the report, an enquiry received about the possibility of building a private landing stage, Dart Harbour's reason for not supporting such a proposal is the risk of proliferation of such structures on the river.

3. Finances

Tony D presented the financial report. In summary, Dart Harbour's budget for 2022 is as follows.

Income	£1.826m
Operating expenditure	£1.49m
Gross operating margin	£0.336m
Capital expenditure £0.3m	£0.3m
Net operating margin	£0.036m

The projected income of £1.826m assumes that the level of business in 2022 will be like 2021 and takes in to account the 2022 4% increase in Harbour Dues and mooring fees.

The projected expenditure of £1.49m includes salary increases for Dart Harbour's employees and other budgeted employment costs.

The largest item of the £0.3m capital expenditure budget is £200,000 to complete the renewal of the KP/Fishermen's pontoon. £50,000 is committed as a contribution to the Slipway Project at Upper Ferry Dartmouth, with £50,000 for smaller items.

Financial performance is in line with expectations this year to date. The team has so far collected 26% of amounts due from berth holders for 2022. Collection of amounts due from berth holders at this time of

the year replenishes the capital reserves which Dart Harbour seeks to maintain at between £0.6m and £0.64m.

Dart Harbour's net assets on the Balance Sheet stand at £2.6m. At present annual capital expenditure and the depreciation of assets are typically approximately equal.

Date of and arrangements for next meeting	Monday 11 April 2022 @ 1800 via Microsoft Teams
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[Meeting closed – 2008]