

Minutes of a Board meeting on Monday 14 November 2022 @1830 at the Harbour Office, Dartmouth

These minutes identify Members (except for the Harbourmaster) and other attendees by their given name and the first letter of their family name, and use abbreviations listed in the Appendix.

Confidential items have been excluded.

1. Administration

Attendance

Tim D received apologies from Anne-Marie C. Members agreed that the Clerk will maintain the attendance register separately from the minutes.

2. Follow up of actions from last meeting

Publication of the strategy document' (Harbourmaster)

The artwork having been outsourced; the Harbourmaster expected the finished work to be to hand shortly. [He reported on 25 November that it has now been published on the website].

Whether Dart Harbour can obtain insurance against the risk of having to scrap large derelict craft (Harbourmaster)

The final position on this is yet to be confirmed.

Consulting with selected stakeholders about individuals who could be co-opted as additional Members (Tim D)

With new Member selection now in process, this item is in abeyance and will be marked as closed for now.

Regarding the incident involving the railway crossing at Hoodown... explore with Dart Valley Railway whether there are practical measures that could make the crossing safer. (Harbourmaster)

The Harbourmaster continues to engage with Dart Valley Railway.

Risk of pollution from use of scrubbing grids for anti-fouling work (Harbourmaster)

The Harbourmaster is engaging with SHDC, the owner of the scrubbing grid. Members felt that, directionally, Dart Harbour should move to disallow activities at the grid which risk pollution, making the changes in a phased manner.

Mooring Policy review

Anne-Marie C, Julian D, Mike B, and the Harbourmaster will meet shortly to discuss.

Strategic Risk Register - ...a sub-group of the Harbourmaster, Tony D and Joanna P to present a first draft to the Board at the December meeting.

An initial meeting is scheduled for 24 November.

3. Harbourmaster

Capital Plan

John M will facilitate the away day on 8 December at DYC from 1100 to 1600 with the objective of settling the capital expenditure programme for the next two years.

Financial performance update

The Harbourmaster reported that financial performance remains on track for the year.

Operational update

The Harbourmaster took questions on his Operational Update, adding that his team will soon take possession of one vessel in poor condition when the elderly owner / occupier moves to suitable shore accommodation and that the cost of disposal is unlikely to be material as the vessel is small enough to lift out of the water.

Customer Satisfaction Questionnaire

The Harbourmaster invited Members to suggest any additional questions for the forthcoming customer satisfaction questionnaire.

Digitising Dart Harbour

The Harbourmaster presented his paper Digitising Dart Harbour. Members indicated their support for this work.

4. Any other business and date of next meeting

Tim D commended the Harbourmaster for the positive DP report, noting the DP's comment that the website will benefit from a refresh / tidy up.

The next meeting will be on Monday 12 December at 1830 in person at the Harbour Office and online for anyone unable to attend in person.

[meeting closed @ 2020]

Appendix

Abbreviations

<u>Term</u>	<u>Abbreviation</u>
Annual General Meeting	AGM
Dart Harbour and Navigation Authority (a SHA)	Dart Harbour
Dart Harbour and Navigation Authority Act 1975	1975 Act
Dart Harbour and Navigation Harbour Revision (Constitution) Order 2002	HRO 2002
Dart House Limited (the company that owns the land and building housing the Harbour Office)	Dart House
Dart Harbour mooring	Berth
Dartmouth Public Slipway Trust (Charity no. 1178833)	Slipway Trust
Dartmouth Town Council	DTC
Dartmouth Yacht Club	DYC
Department for Transport	DfT
Designated Person under PMSC	DP
Dittisham Sailing Club	DSC
Harbours, Docks, and Piers Clauses Act 1847	1847 Act
Harbour Master and Chief Executive	Harbourmaster
Maritime & Coastguard Agency	MCA
Member of Dart Harbour in terms of the 1975 Act	Member
Members of Dart Harbour referred to collectively	Board
Merchant Shipping Act 1995	1995 Act
Port Marine Safety Code (DfT & MCA)	PMSC
Ports Good Governance Guidance (DfT)	PGGG
Royal Dart Yacht Club	RDYC
Statutory Harbour Authority	SHA
Stoke Gabriel Boating Association	SGBA
Sit on top kayak	SOT
South Hams District Council	SHDC
South Devon Area of Outstanding Natural Beauty	AONB
Stand up paddle board	SUP
TMS Marine Limited (Dawlish)	TMS