

Minutes of a Board meeting on Monday 13 March 2023 @1830 online

In the text of the minutes Members (except for the Harbourmaster) are referred to by their given name and the first letter of their family name. In the Appendix their names and roles are listed together with a list of the abbreviations that may appear in the text.

Any confidential items have been removed.

1. Administration

All Members were present.

The Board approved the minutes of the February meeting.

Declaration of interests – Tim D shared that following Dolphin Boatyard’s acquisition of Dartside Quay from Premier Marina Developments he has been appointed finance director of the combined business.

Follow up of actions from previous meetings

January

Emma M’s declaration in terms of Article 8 of the HRO 2002 – The Harbourmaster responded that this item may be outstanding and will follow it up.

February

Jetty at Dittisham Creek – The Harbourmaster has spoken with Nigel Mortimer of AONB whose observations are consistent with the Board’s initial position discussed at the February meeting. The Harbourmaster will return to the owner of the jetty to explore terms upon which, subject to all the required approvals being obtained from other authorities, Dart Harbour could agree to the jetty remaining in place.

Aqua Superpower (AS) – No material developments to report since the last meeting. The Harbourmaster is waiting to hear from AS in response to Dart Harbour’s comments on AS’s proposed contractual terms.

2. Harbourmaster

2.1 Operational Update

The Harbourmaster took questions and comments on his operational report. The following points arose.

A pleasure vessel sunk on a Dart Harbour mooring in the last few days in Bow Creek. Dart Harbour is holding the owner to account in relation to the recovery of the vessel.

The Dart Harbour rib 'Zeus' has a persisting issue with its throttle which the Harbourmaster has raised in strong terms with the supplier, and which is now receiving the supplier's full attention.

The live-aboard occupier of the vessel Great Gull is expected to move to shore accommodation shortly. The vessel will pass to Dart Harbour for disposal.

The moorings renewals process is on track. The Harbour Office has received 50-80 comments/ questions about increases in mooring fees and harbour dues of which about 20 are complaints. The complaints centre upon the increases in harbour dues and reduced discount for prompt payment.

Members reflected that Conservancy accounts for about 50% of Dart Harbour's expenditure but that harbour dues provide only 20% of Dart Harbour's income. Berth holders subsidise Conservancy via the mooring fees. The discount for prompt payment of harbour dues discount was excessively generous at 50% and had arisen for historical reasons. It was right to reduce it and to increase harbour dues to improve facilities for all harbour users.

2.2 Financial update

The Harbourmaster provided a verbal update that Dart Harbour's financial performance is on track.

3. Annual Public Meeting

Members suggested improvements to the presentation on points of detail and discussed questions from the public received in advance of the meeting.

The discussion touched on the issue of staff remuneration and retention. The Harbourmaster explained that retention is most challenging amongst members of the river team who are ready to progress to more senior roles and find that they need to look for opportunities outside Dart Harbour. The Human Resources Committee is assisting the Harbourmaster with this issue.

4. Mooring Policy

The Harbourmaster reported that the draft Policy will be ready for public consultation in about two weeks' time.

5. 2021 Annual Report and Financial Statements for the year ended 31 December 2021 (Accounts)

Tony D presented the report of Audit and Risk Committee dated 8 March 2023 on the Accounts prepared by the Auditor. The Board approved the Accounts (subject to the correction of the list of Members on pages 1 and 3) and the Representation Letter.

6. Any Other Business

Joanna P updated the Board in relation to Dart House. Changes of ownership are in progress of some of the apartments in the building. Dart House has appointed solicitors to deal with legal issues arising in relation to the leases.

ADRUC is expected to have its first meeting shortly following a period of dormancy. John M agreed to attend.

7. Date of Next Meeting

The next meeting will be on Tuesday 14 April @ 1830, an Operational Update with hybrid attendance, online or in person by arrangement with the Harbourmaster.

[meeting closed @ 2000]

Appendix

Dart Harbour Board

Name	Role
Paul Britton	Harbourmaster
Mike Burden	Member
Anne-Marie Coyle	Member
Tony Davis	Member, Chair of Audit and Risk Committee
Tim Dewing	Member and Chair
Julian Distin	Member, Chair of Safety & Environment Committee
Emma Magee	Member
John Milsom	Member, Vice Chair and Chair of Human Resources Committee
Joanna Poulton	Member
Lloyd Turner	Member

Abbreviations

<u>Term</u>	<u>Abbreviation</u>
Accredited advisory body in terms of Article 14 of the HRO 2002	Advisory Body
Annual General Meeting	AGM
Association of Dart River User Clubs	ADRUC
Conservancy duty in term of the PMSC	Conservancy
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 Harbour and Navigation Harbour Revision Order 2021	HRO 2021
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
Independent Statutory Auditor PKF Francis Clark LLP	Auditor
Maritime & Coastguard Agency	MCA
Mean High/Low Water Spring tide	MH/LWS
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

Stakeholder(s) in terms of PGGG Part A Section 2 and Part B S Section 2	Stakeholder(s)
Stand up paddle board	SUP
TMS Marine Limited (Dawlish)	TMS