

# **MEETING OF THE PADSTOW HARBOUR COMMISSIONERS 01/24**

## **HELD AT THE LONG ROOM, PADSTOW**

**ON THURSDAY 25<sup>th</sup> JANUARY 2024 AT 7.00pm**

**Present:** Mr J Hewitt (Chairman), Mr M England (Vice Chairman), Mr G Saunders, Mr B Phillips (Harbour Master), Mr D Martin, Mr C Toogood, Mr I Kitto, Mr P Blewett, Mr W Delacour

**Apologies:** Mr P O'Neill

**In Attendance:** Mrs N Dyer (Assistant Administrator), Mr L Burt (Assistant HM), Mrs Tina Evans (Padstow Christmas Festival)

### **Election of Chairman:**

**To Take Information & Comments from Any Members of the Public Present:** Mrs Tina Evans addressed the Commissioners and read the letter she emailed on the 8<sup>th</sup> January 2024, asking for permission to hold the festival again between 5<sup>th</sup> – 8<sup>th</sup> December 2024 with the same requirements as the 2023 festival. JH asked the Commissioners if they had any questions for TE. DM asked when the accounts would be finalised and could the Commissioners be provided a list of the charities the festival have donated to. TE said that the accounts were online at Companies House and will supply a list of local charities as well as the requested accounts. BP commented that apart from the usual setting up disruptions the festival was very successful. JH explained that the Commissioners would discuss the matter and BP would inform TE of their decision. TE left the meeting.

**Invoices and Payments for the Period Ending 17<sup>th</sup> January 2024** Invoices totalling £298,399.85 had been paid for the period 11<sup>th</sup> December 2023 to 17<sup>th</sup> January 2024. The Commissioners were given the list of payments produced by ND on the night and JH said that any questions to email them through to ND

**Approval of Minutes 12/23** The minutes for December were approved as a true account of the PHC meeting – it was proposed by ME and seconded by PB.

**Matters Arising from Meeting 12 /23** **Harbour Office** – BP presented a 3D model and imagery of the proposed harbour office extension. BP had met with Matt Seaber of SeaberKain Architects for an accurate understanding of the progress of the project as BP is aware that delays have occurred with regard to the tender document being produced. BP and MS agreed that a special meeting would be beneficial. JH asked BP to provide some dates and email the Commissioners.

**Payment Policy** – BP/ND are in the process of completing this policy and will bring to a future meeting.

**ANPR** – The cameras have been installed and will be tested over a period before going live. Alliance Parking and Flowbird are communicating any issues and sharing information to allow systems to work together. A parking Policy is being put together which will include all users of the car park to purchase a valid ticket, including contractors of both commercial and recreational vessels.

**Ice Plant** – PHC have received the final payment and in the next few weeks Cornish Ice will start to deconstruct and relocate the Ice Plant. BP has spoken with Refrigeration Southwest regarding a smaller replacement ice plant similar to Looe and Hayle so the service is still provided. BP presented a proposed design for a purpose built building which would house an ice plant as well as a forklift storage and the PHC oil spill equipment. The Commissioners discussed the use of the forklift by various stakeholders and BP instructed to check with PHC's insurers regarding certified fork lift drivers using a PHC vehicle.

**RBB Concrete Drying Pad** – BP has forwarded on the ground investigation report from John Grimes Partnership to Nick Billing who will make the necessary arrangements to progress to a project cost and feasibility understanding.

**Wadebridge Leisure Centre** – BP commented that the donation from PHC had been very well received with complimentary comments on social media from the local community.

**Living Seawalls** – BP had received answers to the Commissioners queries regarding maintenance and liability of the tiles. The Commissioners support the idea and have received confirmation that the Duchy will part fund the project. BP explained that the tiles could be erected in an area identified at the South Dock, tucked behind the pontoons. The Commissioners asked if this would impair dock wall maintenance. Before moving forward BP to ask if there are any other installation methods.

**Solar Panels** – BP has received quotes from Naked Solar and Harvest Cornwall for the installation of solar panels and battery storage at the fisherman's stores. PB said that the interest for Grant Funding had to be submitted by 12<sup>th</sup> February, BP to obtain funding information from PB. BP has further meetings and once more information has been provided, will bring the project to a future meeting.

### **Financial Briefing**

The Commissioners were presented with a current debtors and bank situation plus a Profit and Loss account for the month of December 2023.

### **Correspondence**

**Alex Roads, Friends of Wadebridge Leisure Centre** – writes to the Commissioners to thank them for their donation and inform them of the organisations aims going forward.

**Louise Skajem, Resting Reef** – BP met with LS and her colleagues regarding the Resting Reef. The structure is made from concrete, mixed with broken shells and human ashes and the intention is to place the structure on the seabed as a memorial for those that are no longer with us. After the meeting, BP explained that it was clear that this idea would not work in the estuary, so would not support the project in PHC jurisdiction, however, it was agreed that

PHC support the idea of the project in principle. BP to provide letter explaining the decision.

**Padstow Social Club** – (IK and BP declared an interest) write to the Commissioners for a donation to help with further improvements to the facilities. The Commissioners discussed the proposal and appreciate how the facility has provided community support in the way of weddings, funerals, christenings and get togethers, with many of the Commissioners frequenting the Social Club on a great number of occasions, particularly those that represent Padstow. However, it was agreed that the request didn't extend to the remit of maritime activities with the Commissioners voting unfavourably to provide a donation.

**Padstow Town Council** – write to the Commissioners to inform them that the Leeway charges will increase by 2p/tonne from 1<sup>st</sup> April 2024.

### **Port Administrators Business**

**Black Tor Ferries** – BT I has passed the MCA sea trials and BT II repairs are progressing well which will see both ferries ready for the new season ahead of schedule.

**North Pier Pontoon** – BP is awaiting a reply from Walcon with regard to installation costs. BP is also waiting on a quote from Inland and Coastal Marinas for the same installation.

**Link Span and Pontoon** - The report and indication of associated costs from John Grimes Partnership had not been received, BP will try to make contact again. BP has been contacted by Beckett Rankin who are interested in the work and would like to meet on site. BP will provide the Commissioners with their comments.

**Dredging Contractors** – Nick Billing has enquired into external contractors for the purpose of dredging the PHC silt quota from the harbour. NB has received two quotes including Exmouth Marina who purchased the Mannin. BP explained they are waiting for another quote from Jenkins Marine and will update at the next meeting.

**PMSC Training** – BP said that the training course for the Commissioners will be arranged for a date in April.

**Bandstand** – The Bandstand will be returned to PHC on 12<sup>th</sup> February 2024 after the Padstow Town Council decided they no longer wish to manage the facility. BP explained that people who wish to book the bandstand will have to produce a risk assessment, evidence of appropriate insurance and apply for their own road closures should the risk assessment determine it is required.

**RNLI Meeting** – BP had a meeting with Richard Pitman of Padstow lifeboat and James Millage of the RNLI to discuss temporary emergency procedures if the cliffs should collapse at the RNLI Station at Trevoze. Procedures will also need to be considered for future development at the Padstow Lifeboat station during the proposed installation of a new lift and stair access. BP explained the proposal which utilises pockets of Commissioners land that have been identified as accessible. The Commissioners were supportive of the procedures and BP will update with any further information.

**UKHMA Seminar** – The Spring seminar is arranged for the 23<sup>rd</sup>/24<sup>th</sup> April in Edinburgh and BP asked if there was any interest from the Commissioners wishing to attend as he thought that the previous seminar was both beneficial and educational. JH commented that BP should attend and DM confirmed that usually the HM invites two other Commissioners to attend with them. WD and IK have not previously attended and expressed an interest with DM commenting that he would attend if WD or IK could not. BP will make the necessary arrangements.

#### **PMSC**

**PMSC Monthly Report** – BP provided the monthly report prepared by H&S representative Mr P Haddock.

**Incident 22.12.23** – Late evening on the 22<sup>nd</sup> December BP received reports of a person that had entered the water at the inner harbour. On arrival at scene it became apparent there had been an altercation between a group of people which had led to the incident. Medical assistance was provided to a number of casualties before all emergency services arrived on scene. The Police have requested evidence from the PHC CCTV of the incident but have not yet collected.

**Coroner's Report** – BP had emailed the report to the Commissioners prior to the meeting.

#### **Any Other Business**

**PB** – Asked if there was any further information on the Beach Hut suggestion previously brought to a meeting, for the Rock Dinghy Park. BP commented that this was something that had fallen to the bottom of the pile so will bring to the table to discuss again soon as well as other improvements to the Dinghy Park.

**CT** – Suggested that bike racks might be worthwhile at Rock as well. BP commented that this was supposed to have been actioned and apologised for not having completed installation.

**DM** – Asked about the pathway behind the Doctors surgery in Wadebridge along from the car park as he is aware of missing paving which is causing a hazard. BP explained that this was not PHC land and that he had been informed by a Wadebridge councillor that the hazardous area would be rectified. BP will speak with the councillor and ask for an update.

#### **Date of Next Meeting**

The next meeting will be held on Thursday 22<sup>nd</sup> February 2024 at 19.00hrs the location the Long Room.

There being no further business the meeting closed to the public at 20.46 hrs.