

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE WI HALL, NEWTON FERRERS ON APRIL
19TH 2018**

Members

- | | | |
|--------------------------|---------------------------------|-----------------|
| * Mr M J Oates– Chairman | * Mr D Southwood -Vice Chairman | |
| * Mr R Carter | * Mr D Drought | * Mr J Endicott |
| * Mr T Holway | * Mr P Parry-Smith | * Mr D Crawley |
| * Mr M Mears | @ Mr A Matthews | @ Mr A A Tubb |

* Mr Bob Read – Harbour Master * Mrs H Phillips

**Denotes attendance @ Denotes apology for absence*

26/18 MINUTES

The acceptance of the minutes of the meeting for 22nd March was proposed by David Southwood seconded by Dermod Drought and unanimously agreed.

27/18 MATTERS ARISING

1. The MMO have visited the site of the new concrete tray on the foreshore near Yealm steps covering the pipework for the run off from the Car Park at the Yealm Hotel development. They are in discussion with their legal department as to their next course of action.

28/18 CORRESPONDENCE

1. The email from Simon Friend of Red Earth Yealm Ltd. and the Chairman's previous responses were discussed. Nothing of significance was raised, although it was suggested that the access to Yealm Steps should be discussed further and it was agreed to put it as an agenda item for the May meeting.
2. It was recorded that as requested by Mr. Friend, the Chairman had read out the subject email to those present at the annual meeting of the RYHA also held in the WI hall on April 19th.

29/18 FINANCIAL REPORTS

Profit and Loss

Sales: very much as predicted and close to the annual forecasts.

Expenses:

Insurance: At £7440 is £1000 less than budgeted for even with the increase in IPT.

Repairs and Maintenance: £1931 included one from Yealm Mooring Ltd for work on PM1,2 and 3, and for some new mesh to be attached to the walkway to the pontoon at Yealm Steps.

Advertising: £106: final cost for advert in Western Morning News for Mooring Holder's Election results.

Postage: £112 for second class stamps

Rent: £12,575: Quarterly rent.

Balance Sheet

Current Assets show balances in our bank accounts to date.

Cashflow

Our income figures are slightly lower than forecast. The three late payers who have not responded to the final reminder have now received recorded delivery letters outlining the revokement of their moorings.

Santander – All the paperwork has now been completed and sent to them. Hopefully after 6 months of trying they will now be able to update our accounts to offer online facilities.

30/18 DATA PROTECTION REQUIREMNETS

A committee member has spent time going through the requirements and has advised us that we need to make some small alterations to our annual renewal forms and mooring applications to comply. The annual renewal forms can be amended for the next annual mailout.

31/18 HARBOUR MASTER'S REPORT

- The new Harbour Guide has now been printed. Several errors have subsequently been discovered. The Chairman asked that in future the HM signs off the proof before it is printed to ensure that this doesn't happen again. It was pointed out that this is exceptional and due to extraneous circumstances on the part of the publisher.
- PMSC sets out a National Standard for Navigation & Safety and is endorsed by the Government, requiring compliance. In principle we have passed the draft stage and are awaiting the appointment of the designated auditor.
- Lift in at Bridgend Quay took place on the 28th March. All went well.
- Work with IFCA to try and limit the illegal netters activity. An agreement has been reached with them to use the Harbour Launch if the need arises.
- BN currently 138 as compared to 42 last year. Mainly due to a long-term visitor Sephine who is here for approximately 12 weeks.

32/18 WEBSITE UPDATE

The HM has started an inhouse website design using an online template.

33/18 PARISH COUNCIL LIAISON

Wembury – Nothing

Brixton – Nothing

Newton & Noss – Nothing

Yealmpton – Nothing

37/18 CHAIRMAN'S COMMENTS

Nothing

38/18 AOB

It was suggested that rather than charge a late payment on our January invoices we offer a discount for people paying within a set time scale. This would need to be investigated, but it was felt that it was a lot of work for those few tardy payers.

39/18 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be in the Harbour Office on **Thursday 17th May 2018** at 6.00 p.m.

Chairman