

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE HARBOUR OFFICE, NEWTON FERRERS ON
FEBRUARY 15th 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 D Hussell | @ Mr J A Leonard |
| * Mr M Mears | * Mr A Matthews | * Mr A A Tubb |

* Mr Bob Read – Harbour Master @ Mrs H Phillips

**Denotes attendance @ Denotes apology for absence*

Observer: Mr P. Parry-Smith

14/18 MINUTES

The minutes of the previous meeting were approved.

15/18 MATTERS ARISING

Forthcoming Elections on the 27th February, Last advert with the 4 proposed mooring holder representatives was circulated in the WMN on the 16th Feb.

Confirmed Appointees are to date:

Newton & Noss Parish Council, Mr. Carter, Mr. Tubb & Mr. Parry-Smith will represent the interests of the Council.

Mr. Southwood will represent the RYA.

Yealmpton Parish Council have appointed Mr. Endicott as their representative.

16/18 CORRESPONDENCE

1. Mr Friend of Red Earth Yealm Ltd. had sent in his proposal for a pier to be constructed from the current landing platform. A vote was taken & the Authority will not give approval for the proposal.
A letter will be sent explaining that the RYHA represents the public interest on the Yealm and cannot justify any facility leased by the RYHA from the Crown being reserved for the exclusive benefit of corporate or private individuals.
2. Insurance renewal is due & the HM & David Southwood recently met with our current broker, details are yet to be finalised, the Committee voted for continuation provided any increase was not above an agreed percentage.
3. Although not yet confirmed in writing from Mr. Phillips the Crown will not increase the ground rent this year.

4. The parish Council are to try an alternative cleaner for the Voss rather than the previously supplied product from the RYHA.

17/18 FINANCIAL REPORTS

November Profit and Loss

Sales figures show moorings & licences invoiced to date, reflecting budgeted figures.

Expenditure covered monthly outlay for software & security for the computers a three-year tide plotter, advertisement for the mooring holder elections, slipway cleaner.

Balance Sheet

Debtors: Some £20+K remains outstanding from those still to pay people are being reminded by email where possible.

Pre-payments those that paid in December are included in the detail passed to the Accountants they will adjust once they have agreed figures.

Cashflow

About £9K ahead on payments from last year at this time.

General expenses cover electric, phones & advert.

18/18 UPDATE ON TREASURER'S ACCOUNT WITH SANTANDER

Ongoing work required as we have now been requested to deal with head office who have now asked for further information detail from the Chairman, these details have been supplied & discussion will continue with the Administrator & Vice Chair.

19/18 HARBOUR MASTER'S REPORT

- An agreement is being prepared for a direct working relationship with Devon Inshore Fisheries (IFCA) to use the Harbour launch in an effort to speed up response to any illegal fishing activity spotted on the River the HM will also provide assistance as & when needed.
- Commercial Diving & Maritime Ltd (CDM) have been carrying out maintenance inspections on the pontoons they have prepared inspection reports & based on the findings have carried out work over a four-day period to ensure that the Authority have certification for safety requirements.
On the HM's authority they have also looked at a couple of swinging moorings with a view to carrying out work for private individuals, based on the level of attention to detail & compliance to diving practices they are able to carry out complete inspections from top to bottom, a sample copy of one of these reports will be available for viewing at the Harbour Office in due time.
- A Health & Safety inspection will take place for Quays before the end of February.

- UKHMA membership payment for the HM will be upheld & covered by the Authority

20/18 POLICY ISSUES

Some clarification was sought by the HM on the status of Outhauls & their interpretation as moorings.

There also needs to be a clear policy for the removal/disposal of old mooring blocks to ensure that they are not just lifted & disposed of at the waters edge, the HM to review along with a common standard for lengths for top chain etc.

There was also a reminder to all Committee members that Policy Issues can be discussed at any meeting & did not need to wait for an annual review.

22/18 PARISH COUNCIL LIAISON

Wembury – Dermod informed the committee that the De-Fib unit had to be replaced due to weather damage

Brixton – Nothing to report.

Newton & Noss – Nothing to report.

Yealmpton – Nothing to report

23/18 CHAIRMAN'S COMMENTS

The Chairman requested that should any topic with detailed plans or information be required that a minimum of a weeks' notice should be given with everyone provided with the detail to study prior to any meeting.

He also requested that if any sub-committee is formed and a third party is invited to that meeting, minutes should be kept for the full committee to review if required.

24/18 AOB

- Andrew Mathews informed the Committee that the Data Regulations were due to change shortly & we should review our own systems to ensure compliance.
 - To be discussed as an agenda item for the next meeting.
- Tony Tubb requested that after the elections we should review plans for the Harbour office frontage & quay area to improve access & safety of those using the steps.
 - To be included in the agenda for May

25/18 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be held on **Thursday 22nd March 2018** in the Harbour Office, Newton Ferrers at 6.00 p.m.

Chairman