

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE WI HALL, NEWTON FERRERS ON May 19th
2016**

Members

* Mr M J Oates– Chairman	@ Mr D Southwood -Vice Chairman
* Mr R Carter	* Mr D Drought @ Mr P Fellows
* Mr T Holway	* Mr D Hussell @ Mr J A Leonard
@ Mr M Mears	* Mr A Matthews * Mr A A Tubb

* Mr R Dearn – Harbour Master * Mrs H Phillips

**Denotes attendance @ Denotes apology for absence*

39/16 MINUTES

The minutes of the previous meeting were approved.

40/16 MATTERS ARISING

1. CCTV. A camera has been installed on the Harbour office and the monitor sited in the office. There is excellent daytime viewing with zoom facility but at the moment the night capability is not working, Plymstock Security will be coming back to look into this.
2. Night vision goggles – there have been discussions with Boat Watch about us providing them with these. The committee felt that we should agree to make a donation to them if their finances necessitate this but that we will not cover it outright. The HM agreed to write a letter to this effect to Boat Watch.
3. At the AGM a question was raised about the condition of Yealm steps. It was pointed out that this is a County concern as they own the steps. David Southwood drafted a letter to send to them drawing their attention to our concerns. It was suggested at the meeting that the person to contact is Ross Davies, whose email address is: ross.davies@devon.gov.uk. The parish should write to her.

41/16 CORRESPONDENCE

1. A letter was received from A Crawford to let us know that he is selling his share of the boat Lady Jane to David Stephenson. This will mean a new partnership agreement between David and J Alexander. The committee agreed to this.

42/16 FINANCIAL REPORTS

Profit and Loss report

Sales. Visitor Fees collected to date are £1,425.

Overheads: - Accountants fees for 2015 figures was £3,000. Repairs and maintenance totals £1,674 and Health and Safety is £3299.75. This includes £2995 for the CCTV cameras, we are waiting to hear from the accountants to check that this is the right nominal account.

Balance sheet

1. The bank accounts to date are: Santander Current Account £8,507, Santander Reserve account £93,930 and the Barclays 10 day notice account £88,705.

Cash flow

The sales in April were close to projections. The expenses were mainly the rent at £12,575.

Replacement Reserves –

A question was raised at the AGM about why we were holding such large reserves. Our policy states that we can hold up to 50% of our turnover. It was felt that a formal process should be put in place to cover replacement of our major items such as the pontoons and Harbour Launch. An initial costing was done to work out the replacement cost the time scales and a guesstimate on inflation. Copy attached. More work will need to be done on this. We also need to approach our Accountants to find out how to transfer this money onto the Balance sheet as a separate expense account.

43/16 HARBOUR MASTER'S REPORT

Boat Nights are currently 327 as opposed to 409 last year. A reduction of 82.

26/04 – problem of a sewage leak next to the office seems to have now been resolved. We have received further reports of one on the other side of International Paints, one by the Ship at the foot of their entrance slipway and also on the other side, outside the Mumford's house by the Voss. All have been reported to the EA's hotline number by various people.

14/05 Devon Yawl Open meeting – appears to have been a successful weekend.

17/05 – CCTV installed in the office by Plymstock Security.

44/16 PARISH COUNCIL LIAISON

Wembury – fly tipping is an increasing problem in the area. Dermot also gave us further feedback from the ambulance service over our concerns about their response times. Copy attached.

Brixton – A defibrillator has now been installed on the side of the Fox Hound Pub, in Brixton.

Newton & Noss – Nothing to report.

Yealmpton – Absent.

45/16 CHAIRMAN'S COMMENTS

The new Chairman thanked Dermot Drought for his contribution to the authority over the last few years as Chairman.

46/16 AOB

The process had begun to set up an account with the Co-op bank to ensure that we were within the protective limits. However after recent concerns were voiced over their stability it was suggested we look elsewhere. In the past the Authority have held Treasury Bonds. This needs to be looked into further.

Pension Scheme Declaration

With the changes to pension's law the authority set up and started their pension scheme from the 1st January, to tie in with the beginning of their financial year. Our actual staging date is October and we are keen to bring this forward. Tony Tubb proposed that we request that the staging date be bought forward to the earliest available date. This was seconded by Dermot Drought and unanimously agreed.

47/16 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be held on **Thursday 16th June 2016** in the Harbour Office, Newton Ferrers at 6.00 p.m.

Chairman