

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE HARBOUR OFFICE ON MARCH 17TH 2016**

Members

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

* Mr R Dearn – Harbour Master * Mrs H Phillips

**Denotes attendance @ Denotes apology for absence*

Rodney chaired the start of the meeting as Dermot was delayed. Peter Franklin presented the 2015 accounts to the meeting. The income had reduced partly due to the bad weather keeping visitor numbers down and also the reduction in Harbour Dues. The main difference in expenses was the repair and maintenance account which was high in 2014 due to the repairs to storm damage to Bridgend Quay. Peter calculated our Corporation tax to be £2,152 this year, all carried forward reliefs will then be used up and it should be significantly higher in 2017. Tony Tubb proposed that we should accept the accounts and this was unanimously agreed.

21/16 MINUTES

The minutes of the previous meeting were approved.

22/16 MATTERS ARISING

Last meeting we discussed a letter regarding the deeds of a property that is being sold, Helm Crag, with access rights over Amity Quay. The question was whether they have a right to an outhaul mooring. Having received a copy of the deeds it was decided that they didn't have a right to a mooring but that they could moor a boat to the quay if practical. An email was sent explaining our views, and we have heard nothing more.

23/16 CORRESPONDENCE

1. We have received a verbal request from Duncan Macpherson to hold the Ballad Nationals here in 2017. Tony Tubb proposed that we should agree to act as hosts and this and it was unanimously accepted.
2. A request was received from the Regatta Fireworks committee for the Authority to sponsor them. Andrew Matthews proposed that we donate £50, the same as previous years which was accepted. Tony Tubb abstained from the vote.

24/16 FINANCIAL REPORTS

Profit and Loss report

Sales. Very little activity in this period, the quieter period between invoicing the locals and the visitors starting.

Overheads: - The Health and Safety report invoice has been received from Collaton Security for £397.20.

Balance sheet

1. The bank accounts to date are: Santander Current Account £33,620.57, Santander Reserve account £93,859.79 and the Barclays 10 day notice account £88,501.

Cash flow

Sales – nothing of significance to note.

Expenditure – the Insurance premium for the year is £7,501, instead of the projected £7,200, more on this later. The biggest change is to the corporation tax which is £2,152 down from the forecasted £6,200 due to carry forward of reliefs.

Other Financial Information

The Co-op bank has an account that may suit our needs for a deposit account. We may be able to open a Community Account with a fixed period of 3, 6 or 9 month terms. We must be an unincorporated association governed by a set of rules and constitution or aims and objective which we qualify for. Tony Tubb proposed that we go ahead and try to set up the account, David Southwood seconded it and this was unanimously agreed.

25/16 HARBOUR MASTER'S REPORT

- The insurance has been finalised with Blue Fin Insurance brokers, David Southwood was thanked for his help.

In Summary:

Marine Combined: £6,634.92 up from £6,246.41. Insurance Premium Tax has gone from 6% to 9.5%, so over £200 of the increase is due to this. The sums assured have also increased by 3% for index linking.

Employee Personal Accident:

The Death Benefit cover for HM and Administrator has increased from £25k to £100,000 with a reduction in premium, now with Aviva.

Directors and Officers:

The premiums for this cover have increased from £321.28 to £597 due to an increase in the claims on this type of policy. A cheaper quotation was provided but the benefits would have been reduced.

- 24/02 – a Fire Risk Assessment was carried out by Collaton Safety. The report is still outstanding.

- 29/02 – James Baldwin of Yealm Electrical Services Ltd carried out the PAT testing in the office.
- 03/03 – Dominic, Rodney and HM met with Plymstock Security to discuss the potential CCTV requirements. He went on the river and has subsequently provided a quotation for a modular system with linkage provided by the internet.
- 04/03 – the HM met with a representative from Universal Securities again to discuss the CCTV requirements. He has yet to provide a quotation but also favoured an internet linkage system.
- 7-10/03 – Dan Farleigh and Dave Dingle carried out the repairs to Bridgend quay slipway. They also did some minor repair work at Kilpatrick steps.
- 07/03 – Rodney began replacing the wooden fendering at Wide Slip.
- 10/03 – Visit from Peter Franklin, our accountants to discuss the 2015 accounts.
- 11/03 – purchased some safety torches to be kept in the office as the current supply was inadequate.
- 16/03 – Royal Marines Training Yacht broke down so HM towed it to the mouth of the river beyond the bar to sail back to Plymouth.
- 16/03 – Firewatch inspected our Fire Extinguishers.

26/16 PARISH COUNCIL LIAISON

Wembury – Dermod brought our attention to the fact that they are having a lot of trouble with fly tipping. As a result of an incident in the office after the last meeting he has written to the Ambulance service expressing concerns over their response time of 45mins. Bearing in mind that we have a defibrillator attached to the end wall he wondered if there was anything we needed to do to help reduce this time. He is still waiting for a response.

Brixton – Absent

Newton & Noss – Nothing.

Yealmpton – Absent.

27/16 CHAIRMAN'S COMMENTS

Nothing to add

28/16 AOB

1. It was suggested that we need to get a supply of towels and blankets to keep in the office for emergency situations.
2. Boat watch have asked us to send out emails to our mooring holders requesting further volunteers. It was suggested that we consider an effective means of communicating with mooring holders via email. At which time we can assist Boatwatch with their request. Andrew Matthews suggested a tick box on our renewal papers to eliminate onerous paperwork.

3. At the annual meeting we will need to propose a Chairman and Vice Chairman, The Vice Chairman needs to be asked if he is happy to stand again. The Accountants/ Auditors and Bank will be confirmed at the Annual Meeting.

29/16 DATE OF NEXT MEETING

The annual meeting of the Harbour Authority will be held on **Thursday 21st April 2016** in the WI Hall, Newton Ferrers at 6.00 p.m.

Chairman

Dear Ms Stanton,

Re: Purchase: Helm Crag 105 Court Road Newton Ferrers Devon PL8 1DE

Thank you for your letter of 19 February 2016.

In responding to your letter of 9 February 2016 it may help if we set out some background information.

Under the provisions of The Yealm Harbour Revision Order 1981 (SI 1981 No. 1819), the River Yealm Harbour Authority (the “Authority”) became the body with sole authority to grant and renew licences for moorings and outhauls on that part of the River Yealm that includes the river adjacent to Amity Quay (we think, the frontage in question). Since that date the Authority has granted non-transferable licences for moorings and outhauls renewable annually. So far as the Authority is aware its predecessors adopted the same practice.

It follows that a private landowner cannot create and/or transfer a licence for a mooring or outhaul without the Authority’s participation. So far as we know, no exception to the normal practice exists in respect of Amity Quay.

I am afraid that the Authority is not, therefore, able to provide the confirmation you seek. If your client wished to obtain a licence for an outhaul, your client would have to make an application in the normal way for an annual licence. Whilst your client is free to do so, it is unlikely that the application would be successful because of the density of existing outhauls on the frontage in question.

On what the Authority hopes may be a more helpful note, however, we think there may be a misunderstanding. Looking at the papers you have provided we think that what may have been intended is to grant a right to “moor” and “keep” a boat on Amity Quay. That, of course, would be a matter of tying up alongside and would not require a licence for an outhaul or mooring (although the craft would still have to pay harbour dues and be registered with the Authority for that purpose).

If you require any further explanation, we will do our best to provide it.

Yours sincerely,

Robert Dearn

Harbour Master

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River Yealm Harbour Authority

Harbour Office, Yealm Steps, Yealm Road, Newton Ferrers, Plymouth, PL8 1BN. Tel.
01752 872533