

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE HARBOUR OFFICE ON JANUARY 21ST 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*

01/16 MINUTES

The minutes of the previous meeting were approved.

02/16 MATTERS ARISING

None

03/16 CORRESPONDENCE

Nigel Mortimore has written a draft management plan on managing the estuaries in the area, and would like comments back by the 11th March. This was brought to our attention by Tom Holway and Martyn Oates.

04/16 FINANCIAL REPORTS

Profit and Loss report

Sales. Very little activity in December as is to be expected. Small refund made to an individual who decided not to store his boat on Bridgend.

Overheads: - We have received a second fuel rebate for this year of £272.68. Repair and Maintenance expenditure of £5404.74 which was mainly chain for the main pontoon.

Balance sheet

1. The balances of the accounts to date are: Santander Current Account £60,115.30, Santander Reserve account £43810.86 and the Barclays 10 day notice account £88,316.10.

Cash flow

The sales for the year were down on projections almost all due to reduced visitor income. Combined with that our overheads were lower than predicted at £141,092 against a forecast of £179,709 a difference of £38,617. The quarterly rent of £14,575 is now paid by Standing Order, so instead of being paid December 2015 it was paid 1st January 2016. The other main differences were the £7,000 put aside as a contingency for the launch was not needed, the corporation tax was £2970 less due to capital allowances, the £1,000 capital contingency fund wasn't used, the expenses for the launch were £1,300 lower than expected, partly due to two fuel rebates in one year, salaries were down by £6,080 partly due to the poor summer and general expenses were down £829. A total of £33,754 the rest being made up of minor differences.

05/16 HARBOUR MASTER'S REPORT

- 27/11 – Lizzie Moran’s Carter Dinghy has gone missing.
- 10/12 – Installed new printer for the administration as previous one stopped working.
- 11/12 – David Wain reported two outboards had gone missing a 6hp Honda and a 2.2hp Suzuki. He had been away for two weeks so he wasn’t sure when they were taken.
- 18/01 – Planning Officer wanted to view a property from the river.
- 18/01 – CCTV. Paul Steeper from ‘Trelawney Fire and Security’ visited the office and met Dermot, Dominic, Rodney, and HM on a fact finding visit. He discussed various options for transmitting the data back to the office. Bouncing signals from transmitters that have line of sight seems favourite. After a trip in the launch he thinks that the Kiley end is not practical to cover except for a general view from Madge point. Bridgend coverage is also out as we do not have a house owner to put a camera on. He will write a proposal with budgets. It was felt that we may need to take a small system and add to it at a later date.
- 19/01 – Tony Dunn serviced launch and replaced the drive plate.

06/16 PARISH COUNCIL LIAISON

Wembury – Nothing

Brixton – Absent

Newton & Noss – Nothing.

Yealmpton – Nothing.

07/16 POLICY ISSUES

The only subject that came up was that of residency and the problem that we have that people can produce the requested documentation but still not live within the riparian parishes. It was felt that this should be looked at a later date to see if anything can be done.

08/16 HEALTH AND SAFETY

Rodney Carter and the HM walked the river to check on the various slipways and steps. The checklist that they completed is attached. The slipway at Bridgend adjacent to the Malthouse’s has been underscored by the stream resulting in a large drop off at the end. They approached Dan Farleigh for a quotation to repair this and take steps to try and ensure that same thing doesn’t happen again.

At Wideslip the fendering and railing needs attention. This is the responsibility of Devon County Council, they have been informed.

At the bottom of Kilpatrick steps there is a small repair which will be addressed shortly. A steel cabinet has been ordered to put flammable liquids in and a weekly logged smoke alarm check is being made.

09/16 CHAIRMAN’S COMMENTS

Nothing to add

10/16 AOB

Nothing

11/16 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be held on **Thursday 18TH February 2016** in the Harbour Office at 6.00 p.m.

Chairman