

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE HARBOUR OFFICE ON JUNE 18th 2015**

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 P Fellows | * Mr M J Oates | |

* Mr R Dearn – Harbour Master * Mrs H Phillips
**Denotes attendance @ Denotes apology for absence*

52/15 MINUTES

The minutes of the previous meeting were approved.

53/15 MATTERS ARISING

Covered in meeting.

54/15 CORRESPONDENCE

1. The Parish Clerk for Newton and Noss wrote to confirm that Tony Tubb, Rodney Carter and Dominic Hussell will represent the parish.
2. Wendy Geach wrote asking if it was acceptable for her to go into partnership with Robin Gray and put a jointly owned Flying Fifteen on her mooring. Both parties are resident and Andrew Matthews proposed that we accept this, and was unanimously agreed.

55/15 FINANCIAL REPORTS

Profit and Loss report

Sales. As expected for this time of year.

Overheads: - Repairs and Maintenance for the month was £547.98 consisting of £416 for green sacks and £191 for a jump start machine for batteries.

Balance sheet

1. The balances of the accounts to date are: Santander Current Account £73,962.89, Santander Reserve account £24,658.24 and the Barclays 10 day notice account £87,615.72.

Cash flow

The income figure for June has been increased by £2500 to take account of higher than forecast figures, mainly as a result of timings for the banking. Payments made in May were £638 which consisted of £90 for the PAT testing, £416 for the green sacks and £131.98 for tools.

The closing year-end balance is now predicted to be £132,926.

56/15 HARBOUR MASTER'S REPORT

- Boat nights – currently 998 down by 67 BN on last year's figure of 1065.
- Neil Sutherland a yacht owner drowned on the 4th June whilst attempting to return to his boat. A detailed report was read to the committee and has been filed in the Incident folder. The police have looked into it and are not considering any suspicious circumstances. The recently installed CCTV was invaluable in this instance. The committee felt that the HM followed all the correct procedures and there was nothing more that could have been done. It was noted that Billy Gregor and Phil Carter both played a vital role in helping both the police and the family.
- 26/05 – Westerly Rally – 12 boats.
- 03/06 – SWRPA meeting. Speaker James Clark – MCA (ports liaison) Discussing the PMSC (Port Marine Safety Code) which was first published in March 2000 and revised Oct 2009. It was pointed out that the committee of the authority are the 'Duty Holders' and that an independent person 'the designated person' should be appointed who should have access to the committee and keep them informed as to shortfalls etc. Risk assessments should be dynamic and linked to reality. An SMS – Safety Management System – needs to be in place, not just custom and practice.

Action required: It was suggested that we approach the MCA in Plymouth and ask for advice on who we should appoint and from where. The committee also want a copy of the brochure so that they can read through their liabilities. The department of trade may have a starting point on their website. The committee felt that we should consider paying someone to prepare a tailored report for our needs. Two local names were suggested to approach for advice as well. This needs to be put on the agenda to follow up in July.

- 10/6 – Trinity House Inspection – inner bar buoy noted as faded from (UV damage). A new buoy was recommended.

57/15 PARISH COUNCIL LIAISON

Wembury – Nothing

Brixton – Nothing.

Newton & Noss – Nothing.

Yealmpton – Nothing.

58/15 CHAIRMAN'S COMMENTS

Nothing to add

59/15 AOB

Nothing

60/15 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be held on **Thursday 16th July 2015** in the Harbour Office at 6.00 p.m.

Chairman