

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE HARBOUR OFFICE ON JUNE 19TH 2014**

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	* Mrs S Cooper
@ Mr P Fellows	* Mr M J Oates	

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

Martyn Oates chaired the meeting in Dermod Drought’s absence.

39/14 MINUTES

The minutes of the previous meeting were approved.

40/14 MATTERS ARISING

1. Plymstock Securities have prepared a report with suggestions for CCTV cameras and intruder alarms. This was only received on Wednesday so has been put off to the next meeting.
2. Defibrillators – the insurers have said that they are happy subject to the user being trained and qualified in its application.

41/14 CORRESPONDENCE

A letter was received from Andrew Beveridge, thanking the Chairman for his letter.

42/14 FINANCIAL REPORTS

Profit and Loss report

Sales – Harbour Dues are still coming in with £1163 received in May, another £1000 needed to reach projected figures. Visitor fees now amount to £5457 in May.

Overheads – IT – cost of £300 to pay for work on website. Repair and Maintenance is £1730.46, Yealm moorings £1483.98 and £195 for speed buoys, £24 venetian blinds for office and £28 hardware for quay.

Balance sheet

1. This month the rent has been paid of £12,575, and the repairs to Bridgend Quay of £26,938.36 the balance of the Santander Current Account is – £40,460, Santander Reserve account £9,577 and the Barclays 10 day notice account £86,453.

Cash flow

The income for May was slightly behind on projection, but still up slightly overall to date.

On the expenses side we have paid the accountants £2724, and the VAT is slightly higher than predicted partly due to the higher income.

43/14 HARBOUR MASTER'S REPORT

- 17/06 Saltash YC rally 5 boats.
- 04/06 Visit from Trinity House – inspection of Marks – we received a good report with nothing outstanding.
- 04/06 – Met with David Southwood to discuss Bridgend Insurance. We have received an email confirming, what I think we already knew, the sum insured of £170,000 was for pontoons only. (email dated 27/05) David suggests that we make a list of assets that are currently not insured – Bridgend quay, slips etc. and obtain a price to include these in the policy.
- 07/06 – The Passage race went ahead, having been cancelled for the last two years.
- 09/06 – Dominic Hussell and the HM met Steve Kendall of Plymstock Security who visited with a view to working through some provision of security cameras covering the office, Yealm steps and pontoon – having only just received the report we have yet to look at it properly.
- HM has been in touch with Simon Porter MCA counter Pollution officer. He confirmed that in the case of pollution our responsibility is to alert the MCA, EA etc. He did suggest that it would be good to have some basic equipment to deal with minor spills. He provided a few links to companies supplying oil spill kits. The typical products are a wheelie bin with various oil absorbent materials in it and disposal bags etc., amounting to £153 plus VAT. They also recommended oil absorbent netted booms which are £55 per pack, and we would need four packs, amounting to £220 plus VAT. It was agreed that this was an operational matter and up to the HM to decide if he needs to buy it.

44/14 PARISH COUNCIL LIAISON

Wembury – Absent

Brixton – Nothing to report

Newton & Noss – Nothing to report

Yealmpton – Absent

45/14 CHAIRMAN'S COMMENTS

Nothing to add

46/14 AOB

1. It was suggested that consideration be given to siting a starboard hand mark at misery point. It may be useful as the area seems to have shoaled. The HM to look into this.
2. The matter of ownership of Yealm steps quay is still outstanding. Suzie Cooper will chase Stephen Forsey and let us know of any progress.

47/14 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be held on **Thursday 17th July** in the Harbour Office at 6.00 p.m.

Chairman