

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR AUTHORITY  
HELD IN THE HARBOUR OFFICE AT 18.00 ON 18<sup>TH</sup> FEBRUARY 2025**

**Members and Officers in attendance:**

Dominic Crawley – Chairman  
Nicky Tewson  
Martyn Oates  
Peter Hinchliffe - zoom

Kevin Thomas  
John Stansell - zoom  
John Endicott

Jez Spring- Harbour Master

Debbie Rhead- Office Manager

**Apologies for Absence**

Ian Kennedy, Tom Edie, Stephen Maltby and Mark Steggles sent their apologies.

**Declarations of Interest**

None.

**14/25 MINUTES**

The revised draft minutes of the meeting held on 19th January 2025 were presented to the meeting. The Chairman explained that there had been 2 changes to the original draft minutes as requested by Martyn Oates. The minutes were proposed by John Endicott to be a true record of what was discussed, seconded by Kevin Thomas and agreed by all other members who had attended the meeting.

**15/25 MATTERS ARISING**

- a) The HM will arrange a meeting with the Chairman of the Gig Club to explore any potential solutions to the club's request.
- b) The payment of £70 has now been made to the RYDA as a donation for the 2024 and the 2025 Harbour Clean-Ups.
- c) The Chairman has arranged a video call on Wednesday 19<sup>th</sup> February with 2 representatives from the Crown Estate and Michael Bapty from Carter Jonas and will update the authority following the video call.
- d) Peter Hinchliffe is still waiting an update from the EA and MMO regarding the potential Akzo Nobel remediation plan and whether the EA will respond to the reports of possible evidence of Mercury deposits in the river.
- e) The Chairman is still awaiting a response from the RYA regarding his appointment to represent them.

**16/25 CORRESPONDENCE**

An email has been received from a resident requesting to install an outhaul from the property. Following a discussion, it was agreed that this will be granted, however the angle of the outhaul will need to run perpendicular to the shore-line and roughly parallel to other outhauls to prevent causing any navigational interference. The HM will contact the resident to discuss what has been agreed and oversee the implementation of the outhaul should they chose to proceed.

**17/25 FINANCIAL REPORT**

**Income and Expenses for September**

In January we sent out invoices to the value of £134,219 net of VAT. Expenses totalled £6,386 while overheads amounted to £5,316 (Plus £14,757 for Rent that came out in December 24).

#### **Comparison P & L YTD 2024 -v- 2023**

In January our income was up by £6,400 on the same month last year.

Direct Expenses were also up by £368.

Our Overheads were down by £8,000 on the previous year but if you add in the rent that came out of the bank in December 24 but was to cover Q1 of 2025 then our overheads were higher than 2024.

#### **Balance Sheet**

Current assets show debtors totalling just under £41,860.

#### **Cashflow**

The opening balance for January was £231,765 with a closing balance of £328,980 at the end of the month.

The amount of £4,330 for bank interest is still to be added to the accounts but Franklins Accountants are waiting on the bank audit letter to arrive.

### **18/25 HARBOUR MASTER'S REPORT**

**Incidents:** No incidents were formally recorded since the last Authority meeting.

**Infrastructure:** Upper Visitor Pontoon – Bolts securing each section together have now been replaced by the HM and Mike Pellatt. Two new benches have now been installed by the Parish Council on the Yealm Steps Quay

**DHM Recruitment:** Adverts have now gone to the 4 Parish Magazines and posters have been placed on the Parish Notice Boards. The deadline for applicants is Friday 28<sup>th</sup> February with interviews scheduled for the week of 10<sup>th</sup> March. Interviews will be conducted by The Chairman, HM and Office Manager.

**Seasonal Ferry Operations:** Not yet clear what operating hours are being run by Billy Gregor or the Electric Ferry in 2025. There are some requirements that will need to be met by Billy before his boatman licence is granted for 2025.

**PM7 AND PM8:** The HM proposed that a charge should be implemented for the use of the PM7 and 8 buoys off the Yealm Pontoon. These buoys each allow for up to 3 vessels (Max LOA 12'6") to be kept at the Yealm Steps. To contribute to the authority's maintenance costs of moorings, a supplement usage fee was agreed.

### **19/25 INSURANCE**

Quotes are currently being obtained for annual renewal of the Authority's various insurances. Our current insurer has provided us with a quote of £8,480 which is a £180 increase on 2024 but we are still waiting on 2 other quotes to compare. Due to the fact that the renewal will take place before the next Authority Meeting, it was

agreed by all authority members present that a sub-group, comprising Dominic Crawley, Martyn Oates and HM be authorised to make the decision on which quote to proceed with.

#### **20/25 HEALTH & SAFETY**

Nothing to report.

#### **21/25 POLICY REVIEW UPDATE**

Ian Kennedy was not present at the meeting, but it was noted by the Chairman that good progress is being made by Ian to produce his Book of Reference. An acknowledgement of the huge undertaking that Ian has taken on was also observed.

#### **22/25 PARISH COUNCIL LIAISON**

Wembury – Nothing to report.

Newton and Noss – Peter Hinchliffe informed The Authority that NNPC have objected to the Planning Application at Little Coastguards as they have concerns over the parking issues that may be caused by the workmen, building contractors, and delivery of materials at Bridgend and the Yealm Steps. There were also concerns over the light pollution. Wembury PC had originally approved the applications but on the discovery of more information may choose to re-visit the application. Peter also informed the authority that a PhD student from Plymouth University has been conducting research and has uncovered evidence of mercury pollution. We understand the research has been sent to the Environment Agency, but to date there has been no response from the EA on this potential issue.

Brixton – Nothing to report.

Yealmpton – Nothing to report.

#### **23/25 CHAIRMAN'S COMMENTS**

The Chairman requested that another member of the authority should join him on the video meeting to be held with the Crown Estate on 19<sup>th</sup> February. Martyn Oates and Kevin Thomas agreed to join and support. The objectives of the meeting are to: establish a direct line of communication with the Crown Estate; ensure it is aware of a potential encroachment onto the area of fundus that we lease by Kitley Estate, and to share the authority's concerns (and understand the Crown Estate's position concerning the Akzo Nobel remediation proposals.

#### **24/25 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS**

In January there were two new applicants requesting to join the mooring waiting list. No moorings were allocated.

There was 1 Partnership Agreement Request made by father and daughter who are purchasing a boat together. As soon as the boat has been purchased an agreement will be sent to them to complete and return.

**25/25 AOB**

Martyn Oates asked if any progress had been made into clarifying the accuracy of the Pre-1986 mooring list. The OM explained that this was ongoing and that various anomalies had been identified. This item will be on the Agenda for the March 2025 Authority meeting.

The HM outlined some of his concerns regarding the filling of the DHM position.

**26/25 DATE OF NEXT MEETING**

The next meeting of the Harbour Authority will be on Tuesday 18<sup>th</sup> March 2025 at 6pm at The Harbour Office.

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**Chairman**