

**MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS**  
**HELD ON WEDNESDAY 24<sup>th</sup> FEBRUARY 2021**  
**ONLINE ZOOM MEETING**

**PRESENT:** Commissioner P Evans - Chair  
Commissioner T Sangster – Vice Chair  
Commissioner P Baker  
Commissioner A Evans  
Commissioner D McDermott  
Commissioner P Parker

**IN ATTENDANCE:** M Davies – CEO  
A Thomas – Accountant  
L Bremner – Finance & Administration Officer  
C Mills – Welcome & Heritage Officer  
Gareth Shannon – Faithful & Gould  
Luke Holloway – Faithful & Gould  
Ceri Jones – Faithful & Gould

**84. APOLOGIES**

Commissioner J Codd  
Commissioner W Goldsworthy  
David Richards – Harbour Master

**85. CHAIRMAN'S REPORT**

The Chair welcomed all present to the online meeting and commented that even though we remain under the influence of COVID-19 economic recovery is on the horizon as a result of the vaccine roll out.

There is currently considerable activity at the MCOE with the Treharne Group fitting out the café and chandlery.

Faithful & Gould were welcomed to the meeting and invited to deliver their update.

**86. F&G PRESENTATION DEVELOPMENT OVERVIEW OF PHASE 2**

Gareth Shannon commenced with the update from Faithful & Gould.  
Completion date is currently at 12<sup>th</sup> August 2021 but is yet to be verified.  
Multiple supply chain issues have been experienced due to COVID-19. F&G are having weekly meetings with WB Griffiths to attempt to mitigate any future issues.

**87. CONFIRMATION OF MINUTES**

It was agreed by all the commissioners in attendance that the minutes of the meeting held on 20<sup>th</sup> January 2020 are a true and accurate record and the minutes were approved by all commissioners present.

**88. MATTERS ARISING**

b) Minute 75 HARBOUR OPERATIONS

CEO advised that the harbour railings installation would commence in March.

**89. HARBOUR OPERATIONS**

The CEO reported on the harbour operations.

- Fishing boats are working well.
- WB Griffiths are working well with the harbour staff.
- The Harbour Team will return to normal duties from 1<sup>st</sup> March in order to catch up with maintenance work before lockdown restrictions are eased and to install the harbour railings.
- The toilets are currently closed, and this is being reviewed weekly.
- Secure-IT has been appointed to update and renew the CCTV system.
- Quotations are being sought for an electrically operated barrier and security fencing around the boatyard.
- Sand removal is planned for the end of March.
  
- Commissioner McDermott asked when the toilets would be reopened.
- CEO responded that this was dependent on Welsh Government lifting restrictions.

## **90. COMMERCIAL OPERATIONS**

The CEO addressed the Commissioners.

### **a) MCOE**

Pembrokeshire business Outer Reef run a paddle boarding, kayaking, RYA powerboat and sailing operation and have made an application to take on the water activity centre at MCOE. It is possible that the MCOE will have an all-year round training centre. Outer Reef have aspirations to be a centre of excellence for several water sports.

There has been a viewing for the restaurant by a local restaurateur.

Handover for the café is taking place tomorrow and the fit out is looking really good.

Expressions of interest are being sought to look after the accommodation.

Carys continued with the report to the commissioners.

### **b) Ocean Square**

A tenant has been found for Unit 11 selling coastal homeware with a focus on sustainability.

All tenants are keen to start planning the layouts.

The Chair asked for any comments or queries from the commissioners.

## **91. HARBOUR REVISION ORDER**

The Chair acknowledged Commissioner Sangster had updated the meeting at Minute 83.

## **92. FINANCE & GOVERNANCE**

Ann Thomas addressed the meeting.

Overall, the entity is performing well. The only adverse variance is the car park as a result of lockdown.

Grants have been of assistance.

- CEO announced that the redacted financial statements 2020 are on our website and the Advisory Committee have had sight of them.

## **93. ADVISORY & STAKEHOLDERS**

A meeting will be called when necessary.

- CEO informed the commissioners that the provision of minutes of commissioners meetings was up to date.
- Commissioner P Baker thanked the CEO on behalf of the community for providing car parking spaces for people being vaccinated and that the gazebos were being used in Regency Hall providing privacy for those getting their vaccination.

## **94. ANY OTHER BUSINESS**

No other business noted.

## **95. DIARY CONFIRMATION**

The Chair proposed the next meeting to be held on 24<sup>th</sup> March 2021 after the First Ministers next announcement.