

**SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS  
MEETING  
HELD ON WEDNESDAY 27<sup>TH</sup> MARCH 2024**

**PRESENT:**

Commissioner A Sangster – Vice Chair  
Commissioner P Parker  
Commissioner J Codd  
Commissioner D McDermott

**IN ATTENDANCE:**

N Gandy - CEO  
L Bremner – Finance & Admin Manager  
A Thomas - Accountant

**APOLOGIES:**

Commissioner W Goldsworthy  
Commissioner P Evans – Chair  
J Cray – Harbour Manager  
Commissioner A Evans

**532. CHAIRMAN'S REPORT**

The Vice-chair welcomed all attendees to the meeting in the absence of the Chair. Point to mention is the appointment of Vaughan Gething as new First Minister and the new Welsh Government cabinet appointments. Ken Skates has been assigned Secretary for Transport, which may include responsibility for ports, awaiting confirmation from WG.

**533. DECLARATION OF INTEREST**

No declarations of interest were made.

**534. CONFIRMATION OF MINUTES**

All present agreed that the minutes represent a true and accurate record of the meeting of 21<sup>st</sup> February 2024.

**535. MATTERS ARISING**

**525. COMMERCIAL OPERATIONS**

Solar System

Solar contractor coming out in next few weeks to address a few minor issues at the Coal Building, still exploring the more significant issue at MCOE.

**536. HARBOUR OPERATIONS**

Nicola Gandy addressed the meeting as John Cray is on annual leave.

Fishing Fleet

The fleet is operating well with no reported issues.

Cliff Foliage Removal

Works are progressing well.

Landslide and Dead Tree

A small, localised landslide occurred between the toilets and the Sailing Club caused by a dead tree falling. The tree surgeon has carried out a visual inspection and is currently in discussions with PCNPA and a tree surveyor to work out the best course of action as the trees are subject to TPO's.

### **Pontoons**

The pontoons were advertised for sale on the open market and following a good degree of interest and have now sold.

### **Harbour car park**

The car park layout is operating well, the Harbour Team are monitoring the traffic flow to avoid delays and traffic build ups.

### **Sand Works**

Works will commence on Monday 8<sup>th</sup> of April

## **537. COMMERCIAL OPERATIONS**

Nicola Gandy addressed the commissioners.

### **WB Griffiths**

Snagging issues continue.

### **Tulip Umbrellas**

Quotes have been received for alternatives to the Tulip Umbrellas or the permanent sail option on Ocean Square, and moving towards having seating and tables where families could sit together with umbrellas that could be raised and lowered by the team. Tenants have been more positive to this "café culture" alternative.

- Vice-chair confirmed that the consensus was that it seems to be a sensible idea.

### **Accommodation**

Performing very well on weekends at approx. 100% occupancy. Occupancy and revenue are both up on last year. Implemented an out of hours call-out system.

### **Tenants**

Held first tenant's forum.

Unit 16 will be occupied on 3<sup>rd</sup> May.

Restaurant and Chandlery no firm interest received. EJ Hales will be marketing the two together.

### **EV Charging**

Held up due to an issue with Welsh Water.

### **Concessions**

Two concessions of 1 year each have been granted.

Sauna located near the slipway

French van selling doughnuts and confectionary.

### **Heritage Centres**

Slight increase in visitor numbers.

Stock issues have been addressed.

High Ropes will be starting tomorrow, weather dependent.

### **Events**

The Phonics even on 3<sup>rd</sup> May is selling  
Tenby Male Voice Choir August at the lighthouse on 15<sup>th</sup> August and Welsh Water will be on the decking on the same day.  
Pirates of the Carabiner will base their performance on pirates that have taken the Schooner.  
Torch Theatre have been approached about hosting the Sunset Cinema in the summer.

#### **538. FINANCE & GOVERNANCE**

The application for Pembrokeshire Lottery funds was unsuccessful as our bid was not in relation to a particular project.

Results were pretty much in line with forecasts.

#### **539. HRO**

Vice-chair addressed the commissioners.  
Nicola Gandy contacted Ports Policy a few weeks ago to establish if there had been any progress and learned it is under consideration. The Vice-chair chased it up yesterday but has not received a response as yet.

#### **540. Advisory & Stakeholders**

Nicola Gandy addressed the commissioners.  
Advisory Committee meeting held last Thursday, Nicola and John attended.  
Scheduled quarterly meetings for remainder of the year.  
British Ports Association have visited twice in the last month.  
Steven Crab MP had a tour of the harbour  
Pembrokeshire College visited two weeks ago to explore ways we could work together.  
Welsh Water have visited the harbour to raise awareness around water quality and pollution.  
RNLI planning to come down to provide education in relation to harbour safety

#### **541. HR**

Lisa Bremner addressed the meeting.  
New appointment of Jeanette Critchell as supervisor in the Welcome Centre.

#### **542. ANY OTHER BUSINESS**

Commissioner Codd commented that the local section of Vintage Motorcycle Club is grateful the harbour has made accommodation for them and are looking forward to many more years here.

#### **543. DIARY CONFIRMATION**

Next official Board meeting will be brought forward to 24<sup>th</sup> April 2024.