

**SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS  
MEETING  
HELD ON WEDNESDAY 26<sup>TH</sup> June 2024**

**PRESENT:**

Commissioner P Evans – Chair  
Commissioner A Sangster – Vice Chair  
Commissioner P Parker  
Commissioner J Codd  
Commissioner W Goldsworthy  
Commissioner A Evans

**IN ATTENDANCE:**

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

**APOLOGIES:**

Commissioner D McDermott

**556. CHAIRMAN'S REPORT**

The Chair welcomed all attendees to the meeting and referred to the forth coming general election.

**557. DECLARATION OF INTEREST**

No declarations of interest were made.

**558. CONFIRMATION OF MINUTES**

All present agreed that the minutes represent a true and accurate record of the meeting of 29<sup>th</sup> May 2024.

**559. MATTERS ARISING**

No matters arising.

**560. HARBOUR OPERATIONS**

Nicola Gandy addressed Commissioner advising of a recent incident where a van accidentally drove off the harbour on to the beach. Nicola advised that insurers had been informed and measures were being put in place to create a barrier at this location.

John Cray addressed the meeting.

**Fishing Fleet**

The fleet is currently operating well with no reported issues.

**Saundersfoot In Bloom**

All flowers needed for our planters have now been purchased, the team aim to have all planted and in situ by the first week of July, going with various colours of non-stop

begonias and lobelia for the planters, it was collectively decided that bright vibrant colours would be our vision for the planters. David Cox the Gardener working for the SCC has been assisting the Harbour Master with the planting of five hanging baskets to be located around the harbour, again to bring vibrant colours to different areas.

### **Harbour Patrol Boat**

The new Harbour Patrol Boat is being used actively this season to ensure a good presence is maintained in the Harbour and the bay, so far, the boat just being out has reduced the number of speeding vessels dramatically.

### **Tripping Boat Operator Advert**

Following previous agreement during discussions with the board, an advert for a further commercial tripping boat operator will be published shortly

### **Sluice Actuator Install**

Rotork have been on site and completed the pre-install survey, however there has been a slight delay with the installation, we are awaiting confirmation from Rotork of a firm installation date that will hopefully be very soon.

## **561. COMMERCIAL OPERATIONS**

Nicola Gandy addressed the commissioners.

### **WB Griffiths**

Ongoing issues continue. WB Griffiths believe that the leak at the Marine Centre has been resolved but this will be tested during the next spell of poor weather.

WB Griffiths have advised that the Tulips will be removed on week commencing 8/7/2024.

### **Accommodation**

Performing well.  
Bookings are up 46% on last year so far.

Commissioners had been advised by a separate e-mail that the Harbour would be terminating the contract with Stay Pembrokeshire in October. A tender for a property management and cleaning contract has been placed on Sell2Wales. Booking management systems are being explored. Nicola advised that this move will be positive for the harbour as it will allow far more control over our rooms and pricing strategy.

### **Tenants**

Unit 7 – Ocean jewellery will be vacating in July. A new tenant will be taking on the lease.

The restaurant is on the market with EJ Hales

A French Style van selling doughnuts is in a temporary position and has received positive feedback. It will be located to the front of the Welcome Centre once it gets planning permission which is expected after 17<sup>th</sup> July.

The EV charging points are awaiting planning.

The Chair asked why these require planning permission, Nicola advised on permitted development rights in Wales.

Nicola advised of the programme of events over the summer :-

13<sup>TH</sup> July – Wales Swim Run

26<sup>th</sup> July – Sunset Cinema - Mama Mia (see attached adverts)

31<sup>st</sup> July – Sunset Cinema - Pirates of the Caribbean (see attached adverts)

9<sup>th</sup> August – Sunset Cinema - The Greatest Showman

17<sup>th</sup> August – Tenby Male Voice Choir

6/7/8<sup>th</sup> September – Harbour Feast

7<sup>th</sup> September – Vintage Motorbike show

20<sup>th</sup> September -Saundersfoot Triathlon

25<sup>th</sup>/26<sup>th</sup>/27<sup>th</sup>October – Big Bang

1<sup>st</sup> January 2025 – New Years Day Swim

2<sup>nd</sup> May 2025 – Rock the Deck

Pirate and Mermaid activities for children will be held at the Schooner every weekday during the summer holiday

### **Stakeholders**

Advisory Cttee – Following an internal review it was found that two members of the Advisory Committee not ratified by Commissioners. This will be addressed with SHAC.

Celtic Collection – Philip and Nicola met with the Celtic Collection to discuss ways in which our two organisations can work together. Adrian and colleagues will visit on 1<sup>st</sup> July.

Darwin project – following a successful meeting the project have included us in the information booklet for school trips next year.

Keep Wales Tidy will be using the harbour as a pilot area for angling rubbish collection.

## **562. FINANCE & GOVERNANCE**

Ann Thomas addressed Commissions and discussed the accounts previously circulated. She advised that she had no concerns.

The Chair confirmed that cash flow was being carefully monitored. Nicola also confirmed this was the case.

## **563. HRO**

Commissioner Sangster addressed the commissioners.

A decision is still awaiting from Welsh Government. The response from Welsh Government to update queries has been “it is in progress”.

## **564. HR**

Nicola Gandy addressed the meeting.

Seasonal Harbour Team

Anthony Sambrook has started as Seasonal Harbour operative

**565. ANY OTHER BUSINESS**

- Commissioner Goldsworthy raised a point in relation to a Strategy for the future of the Harbour. The Chairman advised that this was a point he wished to raise with Commissioners.
- The Chairman suggested that a Strategy Group be created which draws on the intellect of representatives of the harbour users and the wider community. The membership of the Strategy Group was suggested to consist of Commissioners, CEO, representative of the fishing fleet, representative of the leisure boat fleet and a key representatives of the community, along with some other key members such as the education sector, Ports sector and County Council.
- Commissioners unanimously agreed that a Strategy for the next 5-10 years was required and that a Strategy group be formed as proposed by the Chairman.
- The Commissioners voted to in favour of the production of a Strategy and the creation of a working Strategy Group

**566. DIARY CONFIRMATION**

Next official Board meeting will be 31<sup>st</sup> July 2024.