

SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS
MEETING
HELD ON WEDNESDAY 16th October 2024

PRESENT:

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

IN ATTENDANCE:

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

APOLOGIES:

Commissioner P Evans – Chair
A Thomas – Accountant

580. CHAIRMAN'S REPORT

The Vice-chair welcomed all attendees to the meeting and mentioned that Commissioner P Evans, Nicola Gandy, John Cray and Commissioner Sangster had attended the BPA conference earlier in the month.

581. DECLARATION OF INTEREST

No declarations of interest were stated.

582. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 7th August 2024.

583. MATTERS ARISING

- Commissioner Sangster asked if there had been any news from Saundersfoot in Bloom.
- Commissioner McDermott revealed that Saundersfoot were presented a gold award and have been selected to represent Wales in Britain in Bloom.

584. HARBOUR OPERATIONS

Nicola Gandy addressed the meeting.

Crane issue

Update on the Offshore Marine situation. Progressing legal action.

John Cray addressed the meeting.

Fishing Fleet

The fleet is currently operating well with no reported issues, vessels will shortly move to the west wall for the winter season.

Boat Lifting

The 2024 autumn boat lifting operation started on the 7th of October with the largest vessel in the harbour lifted out in preparation for collection by lorry. The lifting operation will continue until around mid-November.

Knotweed Spraying

The contractor completed a comprehensive spraying operation on all knotweed on the lower half of the cliff and embankment on the 20th of September.

Sluice Operation

Following the installation of the new sluice actuators the harbour team have worked to realign the inner harbour channel to enable the sluicing operation to begin.

- Commissioner Parker asked if it is possible to change the course of the outside channel slightly as there have been reports of feedback into the harbour on a certain swell.
- John Cray responded that there is little the sluice can do in relation to the outer channel.

Recent Vessel Sinking Incident

During a period of unfavourable weather, a mooring holders vessel sank. Due to a combination of extremely heavy rain and strong storm surges. The harbour team responded to prevent further problems, and the vessel was righted and recovered later that day.

Mooring Line Policy

Beginning next season, it is proposed to introduce a policy making it mandatory that all mooring lines are laid and lifted by harbour personnel only, this is to gain better control of the mooring tackle used within the harbour. This will allow each and every line to be inspected prior to use.. Fees for this service will be added to the mooring fee invoices and invoiced in one. If a mooring line is deemed unfit for use the harbour team will advise the mooring holder and replace or repair accordingly for a charge.

- Commissioner Sangster asked if there is an existing charge for lines.
- Commissioner Goldsworthy asked what is the cost.
- John Clay responded that the current cost is £42.00.
- Commissioner McDermott expressed his agreement
- John Cray pointed out that without control over the lines it is difficult to assume responsibility.
- Commissioner Sangster asked the commissioners to support the proposal. All commissioners agreed.

585. COMMERCIAL OPERATIONS

Nicola Gandy addressed the commissioners.

Thanked John and the team for dealing with the aftermath of the storm a few weeks ago.

WB Griffiths

Issues on going .

Lifts

Out of action at MCOE for 2 weeks as awaiting a part.

Accommodation

Control of the accommodation bookings brought inhouse from 7th October. Coastal Cottages developed our booking system which we have full control over, and price points have been adjusted. Bookings are being made and a marketing strategy is being developed with Coastal Cottages.

A new cleaning contractor has been engaged from 7th October. Cleaning company appointed is Carrier Cleaning. On taking over all rooms have been deep cleaned and are dealing with out of hours call outs.

Tenants

The Little Bee House left unit 3. There has been a great deal of interest in the unit and the tenancy has been taken by a dog accessory retailer.

There is still no interest in taking on the restaurant space in MCOE.

586. EVENTS

Nicola addressed the meeting.

Tenby male Voice Choir was a success

Rotary reported successful events, lesser number of duck races this year due to sluice gate work and weather.

Saundersfoot Festival, a street food circus event that proved to be very successful, which will take place again next year and looking at more event opportunities.

Vintage Bike Show, good feedback and booked again for next year.

Saundersfoot Triathlon received good feedback from spectators and athletes, however, some operational issues to adjust for next year.

Big Bang taking place last weekend in October.

587. FINANCE & GOVERNANCE

CEO addressed the commissioners and discussed the accounts previously circulated.

Management reports for September 2024 were presented.

Audited accounts for the year ended 31 March 2024 were presented for approval. The commissioners approved the financial statements.

588. HRO

Commissioner Sangster addressed the commissioners.
Possible December deadline.

589. HR

CEO thanked all the seasonal workers Andrea, Gerard and Anthony. Anthony will be staying on for one day a week through the winter to assist the facilities department.

590. ADVISORY AND STAKEHOLDERS

Nicola Gandy addressed the meeting.

Meeting with HSBC regional director to view the site.

Pure West Radio contacted the harbour to discuss opportunities for 2025.

Visit Pembrokeshire held their board meeting at the harbour and CEO gave a presentation.

Hosted a Venue Buddies meeting, wider membership and potential for collaboration and kit hire with others.

Attended the BPA Conference, lots of interesting topics, health and safety, future of ports with climate change in mind, opportunity to meet many others including Trust Ports interested in visiting to learn from our experiences. We came a close second for the award.

- Commissioner McDermott noted new people had joined the advisory committee.
- Nicola responded that Phil Odley had been appointed. The advisory committee have been informed of the error and they decided to nominate Phil Odley. Michael Slade has left the committee and Lloyd Ravenscroft also left.

591. ANY OTHER BUSINESS

- Commissioner McDermott enquired whether the plan to charge for the harbour toilets would clash with the harbour's obligations to the RYA.
- John Cray confirmed that it would not as the sailing club provide facilities.

592. DIARY CONFIRMATION

Next official Board meeting will be Wednesday 27th November 2024.