

SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING
HELD ON WEDNESDAY 27th July 2022

PRESENT:

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

IN ATTENDANCE:

M Davies – CEO
L Bremner – Finance & Administration Officer
C Mills – Facilities & Communications Manager
Ceri Jones – Faithful & Gould
Gareth Shannan – Faithful & Gould

APOLOGIES:

Commissioner P Evans
Commissioner J Codd
A Thomas – Accountant
J Cray – Interim Harbour Master

309. CHAIRMAN'S REPORT

Commissioner Sangster opened the meeting, welcomed the representatives from Faithful & Gould and handed over to the CEO.

The CEO introduced Gareth and Ceri from Faithful & Gould and asked Ceri to review the project.

310. FAITHFUL & GOULD

- F&G consider the tenders achieved were value for money.
- Covid impact affected the entire project, but with the CEO's input, a sensible way through was negotiated with WBG, resulting in a positive outcome.
- Labour and material shortages caused delays, looked at other avenues with WBG to resolve the problems.
- F&G have been delighted to have been involved in the scheme and are keen to look at property awards to raise the profile of the buildings now that the projects are complete.

311. DECLARATION OF INTEREST

The Vice-chair asked the commissioners for any declarations of interest.
No declarations of interest were expressed.

312. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 29th June 2022.

313. MATTERS ARISING

- Commissioner Sangster thanked Carys Mills for supporting the Chair in the CEO's absence during the First Minister's visit.
- Commissioner D McDermott said the Community Council had their AGM and appointed a number of new members.
- CEO has received details from Commissioner McDermott to create the plaques for the memorial trees.

314. HARBOUR OPERATIONS

CEO reported to the Commissioners in John Cray's absence.

Car Park

Preparation of line marking and resurfacing for next year. Harbour team looking at traffic flow, mini roundabout, safety and general car park management.

Fishing/Tripping Boats

All operating well at present, no reported issues. Adhering to the speed enforcement measures.

Sluicing

The sluice is being used on a regular basis however due to the recent moderate easterly winds the channel is starting to deviate slightly. A small excavator is due to be hired for a few days so the channel within the harbour can be kept in a good state.

Harbour Staff

The Harbour staff have been busy with preparations for the First Ministers visit and the influx of tourists now coming to the harbour due to the start of summer school holidays.

Britannia Parking

All signage is now on site, the Interim Harbour Master is in the process of arranging a date with Britannia Parking

Dry Boat Racking

The Dry Boat Racking operation is up and running and is going well, with positive feedback from customers. General tidying up of the area is in progress.

New Mooring Allocations

New mooring allocations have now been finalised for this season with a total of eleven being allocated in total.

309. COMMERCIAL OPERATIONS

Carys Mills addressed the Commissioners.

Ocean Square

Tulip Umbrellas are being raised when winds allow.
Currently, working on an advertising strategy for tenants and tripping boats.

Car Park

Signage for car park enforcement arrived last week.
Harbour way-finding signage in process of finalising.

Ocean Cabins

About 85% booked for July and August is filling up.

Heritage Centres

Delays with P&P and WBG will affect opening and staffing of centres.

Schooner

In discussion with several companies for name plates.
Advertising coffee shop to let.

MCOE

Outer Reef secured PCC and WG funding for free paddle boarding and surfing sessions for local children during the summer holidays.
Harbour Bites have closed their doors due to staffing issues.

310. EVENTS

- Continuing to work with World Rowing and Saundersfoot Triathlon for upcoming events.
- Having t-shirts printed with World Rowing logo to promote the event.
- Charity stalls are continuing throughout the summer.
- In discussions with Saundersfoot Connect about a weekly music event on the National Events Deck

311. PHASE 2

The CEO addressed the meeting.

WBG and Perch and Ponder delays

Unfortunately, there has been a delay on completion of the accommodation by WBG and the utilities contractor Western Power that will significantly delay the opening of the new accommodation until late September,.

Perch and Ponder are experiencing significant delays from their fabrication sub-contractor, therefore, have revised their completion of all three sites to October.

MCOE

Still progressing designs on the accommodation element of floor two as there are some M&E issues

Ocean Square.

Struggling to get responses from the tulip manufacturer with regards to the damaged units and whether they are suitable structures for 60kmh winds as this is currently not our experience.

312. FINANCE & GOVERNANCE

Lisa Bremner addressed the meeting in Ann Thomas's absence.

313. HR

The CEO addressed the meeting and thanked Wendy and Ted for their assistance with Harbour Manager interviews.

Admin assistant: -

As discussed, holding off the recruitment of welcome team, however continuing with the part-time admin assistant

314. HARBOUR REVISION ORDER

Commissioner Sangster addressed the commissioners
No further progress to report at this time.

315. ADVISORY & STAKEHOLDERS

No meetings to report.

316. ANY OTHER BUSINESS

No further business.

317. DIARY CONFIRMATION

28th September 2022

318. ACTIONS PENDING