

SUMMARY OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING
HELD ON WEDNESDAY 25TH JANUARY 2023

PRESENT:

Commissioner P Evans - Chair
Commissioner A Sangster – Vice Chair
Commissioner A Evans
Commissioner D McDermott
Commissioner P Parker

IN ATTENDANCE:

M Davies – CEO
C Mills – Facilities & Communications Manager
L Bremner – Finance & Administration Officer
J Cray – Harbour Manager

APOLOGIES:

Commissioner J Codd
Commissioner W Goldsworthy
A Thomas - Accountant

364. CHAIRMAN'S REPORT

The Chair summarised the current economic climate and pointed out that such issues must be a consideration for the commissioners over the next 12 months.

The Chair announced to the Board that after 10 years of working long hours Michael Davies had decided to step down as CEO in July 2023. The Chair thanked him enormously for all his efforts at the Harbour.

365. DECLARATION OF INTEREST

The Chair asked for any declarations of interest in relation to the agenda. None were declared.

366. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 30th November 2022.

367. MATTERS ARISING

The Chair asked the commissioners for any matters arising. No matters arising were expressed.

368. HARBOUR OPERATIONS

John Cray addressed the Commissioners.

1) **Fishing Boats**

All active fishing vessels are operating well weather permitting.

2) **Sluicing**

The channel has deviated away from its preferred location due to the easterly winds; the sluicing operation is currently ongoing with the aim to slow the digression of the channel until a scrape back can be actioned later in March.

3) **Wall Re-Construction**

WB Griffiths are currently on site carrying out the reconstruction to the retaining wall below the racking yard, they have made good progress and are working well.

4) **Harbour Staff**

The Harbour Team have been busy throughout December and January carrying out maintenance tasks around the harbour, bench refurbishments etc, and the lifting out of some commercial vessels for overhaul works during the quiet season.

5) **Welsh Water**

The Harbour Manager has arranged with Welsh Water to have Edwards Diving come to site to install a new outfall buoy, this is likely to be within the next two weeks.

6) **Rock Fall**

A large rock fall occurred at 11:00 on the 28th of December 2022 that severely damaged one section of the dry boat racking, our insurance company were notified with immediate effect, several contractors were contacted to remove the rack and the spoil from the rock fall in order to make the area as safe as possible. WB Griffiths were on sight very rapidly and made arrangements to have two cranes come to site to recover the vessel that had been on the top level of the racking and to dismantle the damaged rack. A temporary retaining wall has been erected to ensure falling rocks do not interfere with the roadway or cause injury. We are awaiting a comprehensive survey of the rock face in the coming weeks.

Crane

The EMFF grant funding application is still ongoing, it had to go back to Welsh Government for approval of the additional costs due to some substantial cost rises.

369. COMMERCIAL OPERATIONS

Carys Mills addressed the Commissioners.

Tenancies

- The Harbour has taken back possession of Unit 20 (Café), and the unit has been advertised to let.
- We have received further interest in the coffee shop in the Schooner and are looking at potential commercial opportunities in the Storm Centre.

Ocean Cabins

- Ocean Square - Work is well underway on the fit out of Ocean Cabins on Floor 2 of the Coal Office..

Heritage Centres

- Perch & Ponder have returned to site and have almost completed the fit out of the Coal Office Heritage Centre. They are due to return over the next few weeks to fit the final displays.
- We will be working with Perch & Ponder to put together a plan for relocating the Storm Centre exhibition onto the first floor and will begin to look at installing flooring shortly.

Buildings

- The Coastal Schooner has been experiencing water ingress in the coffee shop area, WBG are looking into this.

370. EVENTS

Carys Mills continued to address the meeting.

Charity stall bookings are coming in.

Other events are also being booked such as Welsh Rowing Saundersfoot during May and September along with Saundersfest in July organised by Chris Williams.

371. PHASE 2

The CEO addressed the meeting.

Car Park Funding

Revised Scheme - Completion - Zone 1 both civils and surfacing / Zone 2 line marking / Zone 4 EV car charging civil work, we are still awaiting ERDF to approve. The CEO is in constant communication with Welsh Government as this is an extremely time-sensitive contract.

Rock Fall

CEO has a meeting with NRW SSSI officer on Friday 27th regarding the proposed works as well as confirming tree removal as part of a separate scheme undertaken by Yan Hider's team.

Planning for second-stage accommodation in the MCOE is still ongoing.

372. FINANCE & GOVERNANCE

Lisa Bremner addressed the commissioners.

The fees and charges for the Harbour increase every year based on RPI.

The increase for 2023 is 12.6% with RPI continuing to increase after the rate for 2023 had been set, reaching 14% in November.

From 2023 priority for car park season tickets will be given to mooring holders, commercial operators and tenants. The remainder of the allocation will be offered to current season ticket holders.

373. HR

374. HARBOUR REVISION ORDER

Commissioner Sangster addressed the commissioners

375. ADVISORY & STAKEHOLDERS

CEO addressed the commissioners

The Advisory Committee tends to meet on a quarterly basis, next meeting is expected in February/March.

376. ANY OTHER BUSINESS

Commissioner Sangster's inclusion into the 30 years of the British Ports Association anniversary book.

377. DIARY CONFIRMATION

22nd February 2023

378. ACTIONS PENDING