

## **SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING**

**HELD ON WEDNESDAY 27<sup>TH</sup> JULY 2025**

### **PRESENT:**

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

Commissioner J Codd

### **IN ATTENDANCE:**

N Gandy - CEO  
J Cray – Harbour Manager  
D Plester – Shadow Commissioner  
K Wellard – Shadow Commissioner

### **APOLOGIES:**

L Bremner - Finance/Admin Manager

### **644. CHAIRMAN’S WELCOME & INTRODUCTION**

The Chair opened the meeting, noting that the harbour was busy and that this would provide a good test of operational measures in place.

### **645.DECLARATION OF INTEREST**

No declarations of interest were stated.

### **646.CONFIRMATION OF MINUTES**

Minutes of the meeting held on 4th June 2025 were confirmed as a true and accurate record.

**Matters Arising:** Outstanding items would be addressed under relevant agenda points.

### **647. HARBOUR OPERATIONS**

- **Fishing Fleet:** Operations running smoothly, including the newly allocated bass fishing boat.
- **Navigational Channel:** Recent gabion installation has significantly improved channel depth (by approx. 1–1.5m), extending access time for fleet.
- **Port Marine Safety Code:** Updated to Port Marine Facilities Safety Code. A review of policies is underway to ensure continued compliance.
- **Moorings:** The creation of a new Moorings team within the existing staff set up has been successful. Many new allocations have been issued this season; Some customers are still procuring vessels.
- **Trailer Park:** Trial layout proving effective, easing congestion and improving safety around the sailing club area. Permanent bay marking is planned for winter.

- **Kayak Storage:** Service discontinued. Working with the Sailing club we were able to transfer customers to the Sailing Club. The space has now freed up five parking spaces, which have been well received by fishing fleet.
- **Harbour Team:** Commissioners praised the team for excellent support to harbour users.

#### 648. COMMERCIAL OPERATIONS

- **Accommodation:** Bookings increasing; regular price monitoring continues. Wedding bookings for 2026 are strong, with a Wedding fair planned for 31<sup>st</sup> August 2025.
- **Schooner:** Planning permission for change of use was refused by the National Park Authority with an objection from local Councillor. The applicant has advised that he will be appealing the decision. Harbour seeking pop-up tenant to keep the Schooner open during summer months.
- **Former Chandlery Unit :** The lease has been signed by Catch and they are aiming to open by end of summer holidays.
- **Co-working Space:** Bay view will be used for a trial use of as a rentable hot desk space.
- **Events:** Sunset Cinema ongoing every weekend; the food produce market continues every Tuesday (now up to 17 stalls), Alternative dog show in August , Harbour bake-off, wedding fair and triathlon are scheduled. A Christmas market planned with marquee on the deck, this is being organised by Rural and West.

#### 649. FINANCE & GOVERNANCE

- **Financial Position:** Occupancy levels are on target. Significant expenditure on harbour ladders and sand works has been undertaken.
- **Audit:** Auditors due second week of August.

#### 650. HARBOUR REVISION ORDER (HRO)

- **Progress:** Still awaiting appointment of inspector by Welsh Government. Commissioners will continue to press for action, with a letter to the Minister planned.
- **Commissioner Appointments:** Commissioners discussed interim options under 2011 HRO but agreed to await further clarity before proceeding with formal appointments.
- **Shadow Board:** Shadow Commissioners encouraged to participate fully in meetings.

#### 651. STAKEHOLDER & ADVISORY COMMITTEE RELATIONS

- **Advisory Committee:** Recent meeting was positive, with commitment on both sides to continue the positive relationship. The Advisory Committee were supportive of the shadow board members, appointment of those shadow commissioners via the appointment panel if required and are open to future collaboration.
- Request for an Active Travel cycle route through harbour has been resisted on safety grounds. Commissioners unanimously supported this position.
- **Other Engagements:** Attendance at Milford Haven Port Authority reception, Rotary tour of harbour, and Welsh Ports Group meeting.

## **652. HR**

- **Staff Abuse:** Body cams have been purchased for team. Commissioners stressed importance of staff wellbeing

## **653. ANY OTHER BUSINESS**

- **Wedding Policy:** Weddings to be capped at 40 guests. Ceremony only (no receptions onsite); packages being developed with a couple of food venders.

## **657. DATE OF NEXT MEETINGS**

- 24th September 2025
- 29th October 2025
- 26th November 2025

Meeting closed with thanks to all attendees.