

SUMMARY MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS
HELD ON WEDNESDAY 9TH DECEMBER 2020
ONLINE ZOOM MEETING

PRESENT: Commissioner P Evans - Chair
Commissioner T Sangster – Vice Chair
Commissioner P Baker
Commissioner A Evans
Commissioner W Goldsworthy
Commissioner D McDermott
Commissioner J Codd

NOT PRESENT: Commissioner P Parker

IN ATTENDANCE: M Davies – CEO
A Thomas – Accountant
D Richards – Harbour Master
L Bremner – Finance & Administration Officer
J Lannen – Faithful & Gould
C Jones – Faithful & Gould

58. APOLOGIES

None

59. CHAIRMAN'S REPORT

The Chair welcomed all present to the online meeting and commented that Pembrokeshire and Saundersfoot were currently feeling the effects of COVID-19 and expressed his hope that all present and their families continue to stay well.

60. PHASE 2 DEVELOPMENTS REVIEW

The Chair introduced Ceri Jones and Jamie Lannen from Faithful & Gould to present a review of the development progress and mitigation due to the delays that COVID restrictions have caused.

61. CONFIRMATION OF MINUTES

It was agreed by the Commissioners that the minutes of the meeting held on 11th November 2020 are a true and accurate record and the minutes were approved by all in attendance.

62. MATTERS ARISING

a) Minute 57. ACTIONS PENDING 1)

- Commissioner A Evans confirmed that he would meet with the Vice-Chair on Tuesday next week to discuss timeline and details reported in the previous minutes.

63. HARBOUR OPERATIONS

The Harbour Master addressed the meeting.

Fishing boats

All fishing boats are working well and safely at present. All boats are now moored alongside the harbour on winter positions.

Fishermen

Early in the new year the Harbour Master intends to hold a meeting with the fishermen to generally catch up as it has not been possible over these past few months. One system/rule under consideration is the wearing of lifejackets within our harbour area for ALL commercial operatives including contractors and for all crews to adhere to wearing PPE onboard, including hard hats whilst the boats are unloading.

The Harbour Master will keep everyone informed of progress.

W B Griffiths

All staff are working well with W B Griffiths at present with no reported issues within both sites.

Christmas Tree

This year's Christmas tree has been erected without any problems or injuries. For this year, the public are invited to place a memory tag on the tree for the season. This has been very successful so far without any problems.

Toilets

Danfo to undertake full deep clean to bring them up to standard. Furthermore, Danfo are now cleaning 3 times each day at no extra cost to us.

Staff

At present all staff are in the process of moving out of our present location and hopefully will be moving into our new MCOE within the next few days.

- The Chair suggested that it would be a good idea to include similar guidance as per the Commercial/Fishing vessels for leisure mooring holders to be sent with the mooring invoices.
- Commissioner A Evans thanked the Harbour Master and his team for their assistance with the Christmas lights.
- Harbour Master left the meeting 16:45

64. HARBOUR REVISION ORDER

The Vice-Chair reported he had met with the Community Council and engaged with the Sailing Club, Tourism Group and Friends of Saundersfoot. Saundersfoot Sailing Club had withdrawn their objections.

relevant information could be posted to the web site.

The Vice Chair asked the Commissioners for any comments or questions.

- The Chair thanked the Vice Chair for all the work he has done.

65. FINANCE & GOVERNANCE

a) Finance

Ann Thomas provided a synopsis of Financial Reports for November 2020.

66. COMMERCIAL OPERATIONS

The CEO advised the Commissioners that there were currently 3 interested parties in the MCoE restaurant and enquiries continue to be received for Ocean Square.

67. ADVISORY & STAKEHOLDERS

The CEO informed the Commissioners that the Advisory Committee has scheduled dates for meetings next week.

68. ANY OTHER BUSINESS

69. DIARY CONFIRMATION

The Chair proposed that future Commissioners meetings be held on the third Wednesday of the month to allow time for preparation and distribution of Financial Reports before the meeting. All Commissioners present agreed unanimously.

The date of the next Commissioners meeting is Wednesday 20th January 2021.

The Chair thanked all present for their continued support and wished everyone a healthy and happy Christmas.