

SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS
MEETING
HELD ON WEDNESDAY 4TH JUNE 2025

PRESENT:

Commissioner A Sangster – Chair
Commissioner P Parker
Commissioner A Evans

IN ATTENDANCE:

N Gandy - CEO
L Bremner – Finance & Admin Manager
A Thomas – Accountant
K Wellard – Shadow Commissioner

APOLOGIES:

Commissioner J Codd
Commissioner D McDermott
J Cray – Harbour Manager

631. CHAIRMAN'S REPORT

The Chair paid tribute to Commissioner Wendy Goldsworthy as she sadly passed away. All present stood in silence to remember Wendy as a mark of respect.
Kath Wellard was welcomed to her first meeting as a member of the Shadow Board.

632. DECLARATION OF INTEREST

No declarations of interest were stated.

633. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 26th March 2025.

634. MATTERS ARISING

No matters were raised.

635. HARBOUR OPERATIONS

Fishing Fleet

The fishing fleet are operating well with no reported issues.

Sand Relocation and Gabion Basket Installation

TRJ have completed the sand works as planned. The channel is now well established and should be set for the season, this will however be dependent on the weather and will remain under constant review. Sluicing will continue throughout the season to remain as effective as possible, for the first time in several years we are now able to get a wheeled machine all the way up the channel and have much better access to the west wall trots.

A gabion wall has been installed along the far edge of the channel on the bend to help direct the sluice flow in an effective way. The Harbour Team worked incredibly hard to ensure the baskets were assembled and installed within the very tight time frame during the week TRJ

were on site to assist with trench digging and sand levelling. They are working as intended but slight additions or alterations may be required however on a much smaller scale.

Mooring Team

The mooring team have been working hard inspecting and installing the mooring lines ready for the season. So far, several mooring lines have been identified as unsuitable and are being replaced with suitable alternatives.

Sluicing Operation

Following the completion of the sand works and gabion install the sluice is being utilised daily, the level of silt in the channel is at the lowest level for several years. The sluice will continue to be utilised as often as possible to maintain these conditions.

Car Park

This season due to the closure of the dry racking system boat yard areas around the old fish market are to be made available for additional parking. The parking around the sailing club and trailer park has been reviewed and some adjustments to spaces are due to be carried out, to reduce or remove the bottle neck issue that has historically occurred around the sailing club, this will greatly improve safety, and the usability of the parking spaces.

- Commissioner Parker thanked John and the harbour team for their efforts.

636. COMMERCIAL OPERATIONS

Nicola Gandy addressed the commissioners.

Accommodation

Both Marine Centre and Ocean Square are now fully available, and bookings are steadily increasing.

The contract with Coastal Cottages has ceased and bookings and marketing of the accommodation is being managed in-house, with Carrier Cleaning providing an excellent service for out of hours support and cleaning.

Tenants

Restaurant

Heads of Terms has been agreed with the prospective tenant;

A new hairdresser, Rhys Johns, has taken over the lease at Unit 10 (formerly Hair Storm).

Planning permission is awaited for the change of use to the Schooner, CEO is attending a meeting with the Community Council tomorrow where their previous objections to the application are going to be reconsidered. The applicant will take over the lease at Tea Time.

Catch Cymru are awaiting planning but have started some minor decorating works at the former Chandlery.

CEO sought commissioner's approval to utilise the MCOE workshop for internal use when the current tenant vacates.. The team are currently work under the dry boat rack and at the back of the old fish market which is not ideal. There is definitely a need for additional storage and a workshop.

All commissioners approved the proposal.

Coal Building

Pop up shop now operating in Coal Building , and is proving to be very popular, museum is now free to enter. This will enable the Coal Building to be open all year, with pop up shops are booked on a weekly basis until the end of 2025. Some exhibitions have been returned to the Historic Society, but some have been retained. We now have a donation box for visitors to the museum.

Last year the operating of the Coal Building and Schooner cost a significant amount of money, this year the plan is for it to be cost neutral whilst it establishes itself. School visits are still taking place for both sites, with the Darwin project recently being a school from Neyland who had a very enjoyable day, other schools due to come along with other historical societies.

IT

New website is more user friendly and easier to market, new finance system, we have now left FuseMetrix.

Also installing Harbour Assist to run the harbour operations from next year, which should make things more streamlined from an internal perspective and much easier from a harbour user perspective.

637. EVENTS

- Oasis we almost broke even on the event, not a huge profit event in isolation but taking into consideration ancillary income and the opportunity to raise the profile of Saundersfoot makes it a worthwhile event to run each year.
- Welsh National Opera, Street Art opera was impacted by very poor weather
- Weekly food produce market on the deck every Tuesday
- 7th June – Welsh Rowing Championships
- 9th August – Alternative Dog Show
- Sun set cinema nights throughout the summer

638. FINANCE & GOVERNANCE

Ann addressed the commissioners and mentioned that due to the software change and the work involved the finance team are currently catching up with their workload.

Year end accounts have been submitted to the auditors for March 2025.

Currently, in the process of finalising forecasts.

639. HRO

Commissioner Sangster addressed the commissioners.

The HRO is going to Inquiry, but nothing further from WG on timescales etc..

640. ADVISORY AND STAKEHOLDERS

CEO addressed the meeting.

Meeting to be held with PCC to discuss PCC nomination.

- Commissioner A Evans asked if applications were still being accepted.
- CEO confirmed that there were no advertisements for expressions of interest at the moment.

- Commissioner Sangster interjected that expressions of interest would still be accepted in writing.

CEO met with Love Saundersfoot the new organisation in the village for events and is keen to work with and support them.

Held the West Wales leg of RYA Women in Marine walk with colleagues from Milford, PCF and other marine based organisations in Pembrokeshire, it proved to be the best attended walk in Wales, where Wendy's contribution to Marine industry was recognised by a speech from the Chair of RYA Wales.

641. HR

CEO addressed the meeting

Seasonal staff have been recruited to cover harbour operations and bookings and events support. All staff have started and are already proving to be a great asset.

Had to put a post on social media recently due to abusive behaviour from members of the public towards our staff and contractors. This is not acceptable and will not be tolerated.

642. ANY OTHER BUSINESS

No other business was raised.

643. DIARY CONFIRMATION

Next official Board meeting will be Wednesday July 23rd