

MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING
HELD ON WEDNESDAY 28TH JUNE 2023

PRESENT:

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

IN ATTENDANCE:

M Davies – CEO
J Cray – Harbour Manager
C Mills – Facilities & Communications Manager
L Bremner – Finance & Admin Officer
A Thomas – Accountant

APOLOGIES:

Commissioner J Codd

440. CHAIRMAN'S REPORT

The Chair welcomed all present.

This will be the last SHC meeting attended by Michael Davies as CEO after 10 years working for the Harbour. The Chair thanked Michael on behalf of the Commissioner Board for all his efforts.

Michael will certainly be a hard act to follow.

- Commissioner Sangster added that Michael had left a very positive mark on Saundersfoot.

441. DECLARATION OF INTEREST

No declarations of interest were declared.

442. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 31st May 2023.

443. MATTERS ARISING

Amend as follows:

432. Phase 2

The Chair commented that under new regulations the width has changed from 2.4 to 2.7

444. HARBOUR OPERATIONS

John Cray addressed the Commissioners.

Harbour Car Park Resurfacing

Carpark resurfacing works and lining works have been completed and appear to be working well with a much-improved traffic flow and safer pedestrian walkways. Some minor adjustments may be required to the lining in the future however these adjustments will be planned after this summer.

Fishing Fleet

All active fishing vessels are currently operating well with no reported issues, two temporary commercial operators that usually occupy bay swing moorings have been given the use of vacant inner harbour moorings for this summer as two resident vessels will not be occupying them this season.

Rockfall

Quantum have issued the report following the survey of the rockfall area and have given the go ahead to reinstate access, the bund and catchment area that have been formed with the blocks have been deemed an appropriate control measure to reduce the risk to an acceptable level. Additional control measures will follow in due course to further reduce the risk of a future slip. The barriers have now been removed and pedestrian access has been reopened today.

Harbour Team

Harbour team members have been completing training courses and refresher training over the last few weeks to ensure a high standard of safety and competency at all times around the harbour. The team have now reinstated the harbour benches on the promenade, the new flower planters are due to arrive in the next week or so and are to be sited on the promenade as per the plan.

Harbour Crane Funding

The CEO and Harbour Manager met with Welsh Government funding case officers to discuss the options available in relation to the FLAG funding.

COMMERCIAL OPERATIONS

Carys Mills addressed the commissioners.

Tenants

- Schooner coffee shop has been handed over to Tea Time. They hope to open shortly.
- Discussions are in progress with Activity Pembrokeshire to provide high ropes on the Schooner on a selection of dates through the summer holidays.

Ocean Cabins

- Ocean Cabins are operating at almost full capacity this month on Ocean Square, and in MCOE seafront rooms with further bookings coming in for August and September, and New Year.

Welcome & Heritage Centres

- We are looking into further additions for the Coal Office exhibition, including floor graphics.
- In the process of interviewing for Welcome Centre staff.

445. EVENTS

Carys Mills continued to address the Commissioners.

- Events this year still stand at:
 - Charity stalls throughout the summer season.
 - Long Course Weekend 1-3 July
 - Choirs for Good (Saundersfest) on National Events Deck & Sailing Club BBQ/Music 7 July
 - Tenby Male Voice Choir 15 August
 - Saundersfoot Triathlon 1 September
 - Home International Beach Sprints Regatta 9-10 September

- CEO added that Tenfoot Swim to take place 8th July

446. PHASE 2

The CEO addressed the meeting.

Car Park.

The car park lines have been completed and are working well, however, as expected, further upright bollards will be required to help maintain the one-way system especially at the front entrance of the Harbour.

EV car charging

EV fast chargers should be in place mid-end of July awaiting confirmation with rapid chargers to be installed over at the MCOE in August.

ANPR

After keen negotiation we have been forwarded an agreement in principle with Britannia Parking.

Planning Permission

Harbour Planning submission for a further 8 accommodation units within the MCOE has been confirmed by PCNPA via email with the formal approval letter to be sent later next week.

This is the last of the Harbours' planning applications with all Phase 2 applications successfully approved. It will be subject to the Board's approval and will provide the Harbour 32 rooms over the two facilities.

Rock Fall

CEO received survey assessment from Quantum and has identified stabilising systems that should ensure that section does not have any further movement.

Quantum's report also clarifies that the current block wall bund is adequate to arrest any further movement for now and therefore we can open up the roadway for pedestrian access subject to the bund wall remaining in place.

Quantum is pulling together a cost for this work.

The CEO proposes that the Board meets with Quantum at their earliest convenience to discuss all risk factors and costs to ensure that the harbour's safety is maintained.

Tulip canopies

CEO has requested that the Board engage F&G to pursue WBG to repair the winding mechanisms and upgrade the canopy arms to ensure that they can withstand the 60km (37.5mph) winds as advertised. Agreed.

447. FINANCE & GOVERNANCE

Ann Thomas addressed the meeting.

448. HARBOUR REVISION ORDER

Commissioner Sangster briefed the Board on the progress of the HRO.

449. ADVISORY & STAKEHOLDERS

CEO addressed the Commissioners

Chair offered a monthly meeting of Chair of SHC and Chair of Advisory Committee.

450. HR

The CEO addressed the meeting.

As expected, staffing for the Welcome and Heritage Centre is still a challenge and we have a second round of interviews on Thursday for full-time/part-time and team leaders.

451. ANY OTHER BUSINESS

452. DIARY CONFIRMATION

26th July 2023

453. ACTIONS PENDING