

SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS
MEETING HELD ON 24TH SEPTEMBER 2025.

PRESENT:

Commissioner A Sangster – Chair
Commissioner P Parker
Commissioner D McDermott
Commissioner J Codd

IN ATTENDANCE:

N Gandy - CEO
J Cray – Harbour Manager
L Bremner – Finance & Admin Manager
D Plester – Shadow Commissioner
K Wellard – Shadow Commissioner

APOLOGIES:

Commissioner A Evans

658. CHAIRMAN'S WELCOME & INTRODUCTION

The Chair welcomed all present and noted the transition into the quieter off-season period following a busy and successful summer.

659. DECLARATION OF INTEREST

No declarations of interest were stated.

660. CONFIRMATION OF MINUTES

The minutes of the meeting held on 27th July 2025 were confirmed as a true and accurate record.

661. Matters Arising:

- Outstanding items would be addressed under relevant agenda points.
- HR support through Peninsula have helplines accessible to staff.

662. HARBOUR OPERATIONS (Harbour Master)

End of Season: The harbour team had noted a significant drop in general visitors since the schools returned.

Fishing Fleet: The fleet was operating well.

Navigational Channel: The new sluice regime with gabion baskets was reported as a great success, maintaining the channel's position throughout the summer, including during strong winds.

Trailer Park: The trial layout over the summer was successful, reducing issues and providing more flexibility for boat storage. A permanent change with bars and chains will be looked into.

Winter Lifts: The lifting of vessels for winter storage scheduled to commence on 6th October. The team will position boats to accommodate upcoming events and the volume of parking.

Proposed Mooring Charging Structure: The Harbour Manager proposed a shift from fixed prices per mooring to a per-metre charging model, aligning with other ports and marinas. Following discussion, Commissioners agreed in principle and supported a three-stage approach: 1) Engagement with the Advisory Committee, 2) A report back to Commissioners with findings, 3) Final decision on implementation.

663. COMMERCIAL OPERATIONS UPDATE (CEO)

Accommodation: A virtual reception system has been introduced to improve check-in. Occupancy was strong over the summer. A focus on attracting contractors during the winter and the use of dynamic pricing were outlined.

Lift Maintenance: The contract has been moved to a new provider.

Webcam: Plans to install a harbour-controlled webcam are progressing.

Old Harbour Office: Work is required and requires repair. Quotes are being sought.

Events: The Alternative Dog Show was very successful and will be repeated next summer. The Street Food Festival was popular. The Saundersfoot Triathlon was busy. Produce market on the decking was a success and will continue in the spring. Numbers were down for Sunset Cinema compared to 2024. We will continue to support The Rotary Clubs events. Upcoming events this year, The Big Bang, Christmas Market, Elf run (Rotary club).

Weddings: Bookings are strong for 2026 and 2027. We had a wedding fayre held in the restaurant which secured 2 bookings. The harbour will attend the Cardiff Wedding Show.

Tenancy Updates:

- **Schooner:** Two proposals were received for an indoor golf facility and an escape room. Commissioners were supportive of the principle of a commercial let. Silver Shack are taking over Bubble Tea's lease in the café unit.

- **Restaurant:** The space may be subdivided to attract multiple pop-up tenants.
- **Catch Beach Club:** Opened in September downstairs of the Marine Centre.
- **Coal Building:** The model of a free museum with pop-up shops was applauded for its variety. Commissioners supported continuing this model over a proposal for a single permanent gift shop.
- **Unit 16:** The current tenant is relocating, generating over 30 enquiries.

664. **FINANCE & GOVERNANCE (Finance Manager)**

Management Accounts: The July and August management accounts were presented, which highlighted a good performance. Events this year also performed well. The financial forecast is to be reviewed and adjusted. The overall financial position is on track with the existing forecast.

Audit: The audit is complete, and the auditor is ready to issue the report.

665. **HARBOUR REVISION ORDER (Chair)**

Pre-Inquiry Meeting: A pre-inquiry meeting led by the appointed Inspector is scheduled for 10th November 2025. The main inquiry is expected in early 2026.

Commissioner Appointments: A meeting with Pembrokeshire County Council to discuss their nomination of a Commissioner under the 2011 Order was discussed. Given the progress of the HRO, Commissioners agreed to pause this process and await the outcome of the inquiry.

666. **STAKEHOLDER & ADVISORY COMMITTEE RELATIONS**

Advisory Committee: A recent meeting was very positive and constructive. The Committee has asked to explore recruiting new members to address a gender imbalance and improve representation. Commissioners supported this.

External Engagement: First Minister visited and spoke with vendors at the produce market. A successful visit from the Chief Executive of Whitehaven Trust Port took place. Monthly meetings with "Love Saundersfoot" continue.

667. **HR**

Gary Jones was congratulated on 10 years of service with the harbour.

668. **ANY OTHER BUSINESS**

Thanks were passed on from the West Wales Vintage Motorcycle Club for the harbour's support during their recent event.

669. DATE OF NEXT MEETING

- 29th October 2025
- 26th November 2025

Meeting closed with thanks to all attendees.