

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

HELD ON 29TH OCTOBER 2025

PRESENT:

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

IN ATTENDANCE:

N Gandy – CEO
L Bremner – Finance/ Admin Manager

APOLOGIES:

J Cray – Harbour Manager
J Codd - Commissioner

670. CHAIRMAN'S WELCOME & APOLOGIES FOR ABSENCE

The Chair welcomed everyone to the meeting. Apologies from John Cray & Jim Codd were noted.

671. DECLARATION OF INTEREST

No declarations of interest were stated.

672. CONFIRMATION OF MINUTES

The minutes of the meeting held on 24th September 2025 were confirmed as a true and accurate record.

673. MATTERS ARISING

It was confirmed that all outstanding matters would be covered under the relevant agenda items.

674. HARBOUR OPERATIONS

The CEO provided an update on behalf of the Harbour Master.

- **Fishing Fleet:** The fleet was operating well, but landings were down on the previous year. Whelk boats moving into their mooring positions from 1st November 2025.
- **Boat Lifting & Winter Plans:** The annual boat lift was underway and scheduled for completion in early November. The harbour team had a winter maintenance plan and were checking mooring chain infrastructure.

- **Harbour Assist:** Preparations were on track to go live with the new Harbour Assist system on 17th November. This would also be used to issue moorings and bring the annual car parking pass administration back in-house to improve control and communication.
- **Mooring Charges:** A positive meeting had been held with the Advisory Committee to discuss the proposed new mooring charge structure. Their feedback had been incorporated. The final structure would be implemented for the new season.
- **Christmas Lights:** The harbour team would be putting up the Christmas lights by the end of November, with additional lights planned for the Welcome Centre to tie in with the village switch-on event on 5th December at 5pm.

675. COMMERCIAL OPERATIONS

- **Accommodation:** Bookings had dropped off seasonally, though weekends remained strong.
- **Restaurant Unit:** The previous interested party had not progressed.
- **Tenants:** 'Catch' beach club was performing well. The 'Tea-Time' unit had been taken over by 'Captain Silver's Ship Shack', which was trading successfully. The surf shop ('Unit 16') would be vacating, and marketing for a new tenant would begin.
- **Events:** The recent Big Bang weekend was very successful. A pumpkin competition community event was well-attended, and we took part in the community Halloween trail. The Christmas Market would be held on the deck on 5th-7th December organised by Rural and West. Plans for 2026 include a Queen tribute and a Dolly Parton tribute act.

676. FINANCE & GOVERNANCE

- **Financial Summary:** Management accounts were circulated.
- **2026 Fee Increases:** Commissioners approved the standard practice of applying the September RPI rate of 4.5% to harbour fees for 2026.
- **Financial Statements & Corporation Tax:** The audited financial statements were with the accountants for submission to Welsh Government.

677. HARBOUR REVISION ORDER (HRO)

- **Pre-Inquiry Meeting:** The pre-inquiry meeting is scheduled for 10th November 2025, 10am at the Marine Centre. This meeting will outline the inquiry process and scope.

- **Progress:** The full inquiry is anticipated to begin in February 2025.
- **Commissioner Appointments** A meeting with the County Council Leader and Chief Executive was scheduled to discuss their proposed nominee.

678. ADVISORY & STAKEHOLDER

- **Advisory Committee:** The recent meeting on mooring charges was very positive.
- **Wedding Fairs:** Attendance at a Cardiff fair was noted, but it was concluded that this market was for larger weddings. Future marketing would focus on social media and the local area.
- **National Park Committee:** A site visit by the Committee was hosted. Most feedback was positive.
- **Highways Proposal:** The CEO reported on PCC's proposal to install a pedestrian/cycle crossing and narrow the harbour entrance. Commissioners unanimously objected on the grounds of operational safety and impediment to harbour traffic flow.
- **Remembrance Day:** The Chair would represent the Harbour Commissioners at the Remembrance Day service.

679. HR

The CEO placed on record a formal thanks to Mel, a seasonal staff member, for his outstanding work, positive demeanour, and excellent painting skills, with the hope he would return next season.

680. ANY OTHER BUSINESS

Thanks were passed to the harbour team from Saundersfoot in Bloom for their assistance in moving heavy planters.

681. DATE OF NEXT MEETING

The next meeting was confirmed for **26th November 2025**.

Meeting closed with thanks to all attendees.