

SUMMARY MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING
HELD ON WEDNESDAY 26TH APRIL 2023

PRESENT:

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

IN ATTENDANCE:

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

APOLOGIES:

Commissioner P Evans – Chair
Commissioner W Goldsworthy
A Thomas – Accountant

410. CHAIRMAN'S REPORT

The meeting was chaired by Commissioner David McDermott.

411. DECLARATION OF INTEREST

No declarations of interest were declared.

412. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 29th March 2023.

413. MATTERS ARISING

- 401. HARBOUR BINS
CEO has not made progress with the suggestions regarding the harbour bins as yet.

414. HARBOUR OPERATIONS

John Cray addressed the Commissioners.

- 1) **Fishing Boats**
All active fishing vessels are operating well.
- 2) **Sluicing**
The sluice is being operated regularly, sluicing on average around five times a week, however, this is tide dependant, late night high waters can present a problem and hinder the operation.
- 3) **Carpark Resurfacing works.**
GD Harries have made some good progress with the removal of the planters and steps on the seafront, the next batch of tarmac is due to be laid imminently, the carpark has been overseen by the harbour team to maximise the available space.
- 4) **Carpark enforcement**
There has been a noticeable reduction in the number of vehicles avoiding paying for parking on the harbour, regular checks are carried out and tickets issued accordingly.

5) **Harbour Staff**

The harbour team have been working to prepare for the forthcoming season and have been working closely with GD Harries to clear work areas of signage, benches, bins, and any other items that can be temporarily relocated whilst the work is undertaken.

6) **Boat Lifting**

The boat lifting operation is currently underway with several vessels now back in the harbour, the next set of dates are early in May to clear the remaining vessels this will enable the space to be opened back up for parking ready for the busy half-term period.

7) **Harbour Crane Funding**

The additional funding requirements for the harbour crane installation, (the survey, design drawings, piling and the base civil works) have today been sent over to the flag team in PCC by Welsh Government for approval and include a project extension until September 30th 2023,

415. COMMERCIAL OPERATIONS

Carys Mills addressed the commissioners.

MCOE

- Mam Gu Welsh cakes are setting up their café and have staff lined up for opening in two weeks' time.

Ocean Cabins

- Floor 2 of Ocean Square opened in time for the Easter holidays.

Coal Office & Welcome Centre

- The Welcome Centre has now mostly been fitted out with furniture, and walls painted.
- Currently putting together the final stock list, to begin purchasing shortly.
- Advertising for a Welcome Centre Team Leader.

Coastal Schooner

- A bubble tea shop I to take the lease on the Coastal Schooner.
- Schooner high ropes - We are currently advertising for a high rope's operator.

416. EVENTS

Carys Mills continued to address the Commissioners.

- Events so far this year still stand at:
 - Charity stalls throughout the summer season.
 - Welsh Beach Sprint Finals 13-14 May
 - Coppet Week 50th Anniversary 27 May – 4 June
 - Choirs for Good (Saundersfest) 7 July
 - Saundersfoot Triathlon 2 September
 - Home International Beach Sprints Regatta 9-10 September
 - Escape to the Country (Nicki Chapman hosts) was filmed at the Harbour 18th of April with CEO giving a short presentation on the developments of the Harbour. To be aired in winter 2023.
 - Commissioner McDermott added that:
 - 9th July the choir will be singing with Wyn Evans as part of Saundersfest.
 - 8th July TenFoot swim to take place.

417. PHASE 2

The CEO addressed the meeting.

Coal Building

- Accommodation

Second Phase Accommodation is fully open in time for Easter break with bookings progressing steadily.

- Interpretation Centre
The fit-out of the interpretation centre is almost complete and should be ready by the end of June.
- Tulip Canopies.
MTDT – TEX's engineers flying over from Germany on Thursday to undertake a review of canopies.

Schooner.

Repairs to the roof have now been completed so work is underway to reinstall boards.

Car Park Resurfacing.

Progress was affected by poor weather GD Harries project manager has confirmed that they have subcontractors on standby, however, the timeline will be impacted to the middle of May for completion as well as further disruption to car parking during the final three days of resurfacing.

Rock Fall

Still undetermined by underwriters. CEO has escalated to a complaint level as its holding up the survey

418. FINANCE & GOVERNANCE

Lisa Bremner addressed the meeting.

419. HR

The CEO addressed the meeting.

CEO job application extended by a further week to allow for tabloid promotion.

420. HARBOUR REVISION ORDER

Commissioner Sangster briefed the Board on the progress of the HRO.
Not much progress to report.

421. ADVISORY & STAKEHOLDERS

CEO has contacted both Phil Baker (Harbour Advisory) and Dilys Hackett (Chamber for Tourism) via email for a potential meeting regarding HRO comments.

422. ANY OTHER BUSINESS

CEO met with PCC Chief Executive Will Bramble and Councillors David Simson and Chris Williams to see how the harbour was progressing with the final stages of its phase 2 development. All were suitably impressed and congratulated the Commissioners and Harbour team.

423. DIARY CONFIRMATION

26th April 2023

424. ACTIONS PENDING