

**SUMMARY MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING**  
**HELD ON WEDNESDAY 25<sup>th</sup> May 2022**

**PRESENT:**

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

**IN ATTENDANCE:**

M Davies – CEO  
A Thomas - Accountant  
L Bremner – Finance & Administration Officer  
C Mills – Facilities & Communications Manager

**APOLOGIES:**

Commissioner P Evans - Chair  
Commissioner P Parker  
Commissioner J Codd  
J Cray – Interim Harbour Master

**279. CHAIRMAN'S REPORT**

Commissioner Sangster conveyed apologies from Commissioner P Evans, Commissioner Parker and Commissioner Codd.

**280. DECLARATION OF INTEREST**

The Vice Chair asked the commissioners for any declarations of interest.  
No declarations of interest were expressed.

**281. CONFIRMATION OF MINUTES**

All present agreed that the minutes represent a true and accurate record of the meeting of 27<sup>th</sup> April 2022.

**282. MATTERS ARISING**

The Vice-Chair asked the commissioners for any matters arising.

**283. HARBOUR OPERATIONS**

The CEO reported to the Commissioners.

1. Racking Commenced on the 1<sup>st</sup> of May and all proceeding well.
2. Only a few boats remain on hard standing waiting to be launched with further vessels on trailers stored off site.
3. Car park line marking underway with further work to be done when the weather improves.
4. Two large dead trees have been removed from behind the Saundersfoot Yacht Club building
  - Commissioner McDermott commented that an email had been received from Saundersfoot Sailing Club thanking the harbour for an excellent job on the trees.
5. Further work carried out to realign the sluice channel exiting the Harbour due to easterly storm weather, it is hoped that this will be the last time until next year.
6. Presentational planting is underway with a colour scheme of red, white and blue in recognition of the Queen's Platinum Jubilee.
7. An additional 6 new public benches have been installed within the plaza and Coal Building area, increasing new benches total to 14.
8. No further comment with regards to flag funding for the commercial crane for the fishing fleet. John Cray will continue to chase.

284. **COMMERCIAL OPERATIONS**

Carys Mills addressed the Commissioners.

**Ocean Square**

- All units are open with the exception of Unit 11 which is in the process of its final fit-out and propose to open at the weekend.

**Marine Centre of Excellence**

- Outside seating area opposite Harbour Bites is being trialled.

**Heritage Centres**

- Perch & Ponder have commenced the fit-out of the Coal Building.

**Schooner**

- Handover took place last week.
- A visit from Saundersfoot Primary School is to be arranged.

285. **EVENTS**

Carys continued to address the Commissioners.

- A picnic to celebrate the Queen's Platinum Jubilee has been organised by the Chamber for Tourism and Community Council on the Events Deck taking place on 4<sup>th</sup> between 2 - 5 pm.
- World Rowing is ongoing
- Johanna Lucretia 25<sup>th</sup> June
- Triathlon September
- Christmas market

286. **PHASE 2**

The CEO addressed the meeting.

**Schooner: -**

- Schooner was handed over on Thursday 19<sup>th</sup> of May, there are a few snags still outstanding on the lift. The boat will be part of Perch and Ponder's Interpretation Centre fit-out in readiness for the school summer break, subject to recruiting sufficient staff.

**Coal Building**

- Accommodation fit-out well underway,
- New wind meters installed on the Plaza.
- Interpretation fit-out is underway in Coal Building, with estimated completion end of July. However, further thought required with regards to storm centre due to possible move and limited staffing. Therefore, CEO will be looking at how best to manage this location, as it is possible the opening of this site to the public may be delayed.

287. **FINANCE & GOVERNANCE**

Ann Thomas addressed the meeting.

288. **HR**

The CEO addressed the meeting.

289. **HARBOUR REVISION ORDER**

Vice-Chair addressed the commissioners.

- Harbour Advisory meeting held on the 3<sup>rd</sup> May
- As part of the Harbour advisories AGM John Griffiths reappointed as Chair.
- Harbour Advisory group seeking new members representing the wide Harbour Community.
- Discussion - Sluicing and the opportunity of further improving flows. CEO agreed that the team are currently reviewing.

- Support given by the Harbour Advisory members to increase penalty i.e., suspension – expulsion from the Harbour of on mariners who fail to keep to the speed limit within the harbour limits, letters have been sent to all commercial operations with the Harbour Team enforcing a similar message with all leisure mooring members and slipway users
- Discussion on forthcoming events.  
Received confirmation that the HRO before ours had been completed.
- CEO to inform the Advisory committee.

290. **ADVISORY & STAKEHOLDERS**  
CEO reported to the commissioners.

291. **ANY OTHER BUSINESS**

- CEO and the Chair met with AM Julie James and the CEO of PCNPA and PCC on Monday 23<sup>rd</sup> of May as part of the launch of PCNPA electric car charging point at the Regency Hall followed by a tour of the Harbour's new facilities which was received well by all who attended.

292. **DIARY CONFIRMATION**  
Wednesday 29<sup>th</sup> June 2022.

293. **ACTIONS PENDING**