

**SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS  
MEETING  
HELD ON WEDNESDAY 29<sup>TH</sup> MAY 2024**

**PRESENT:**

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

**IN ATTENDANCE:**

N Gandy - CEO  
L Bremner – Finance & Admin Manager  
J Cray – Harbour Manager

**APOLOGIES:**

A Thomas - Accountant

**544. CHAIRMAN'S REPORT**

The Chair welcomed all attendees to the meeting and thanked Commissioner Sangster for chairing the March meeting in his absence. An especially warm welcome was extended to Commissioner Goldsworthy.

**545. DECLARATION OF INTEREST**

No declarations of interest were made.

**546. CONFIRMATION OF MINUTES**

All present agreed that the minutes represent a true and accurate record of the meeting of 27<sup>th</sup> March 2024.

**547. MATTERS ARISING**

No matters arising.

**548. HARBOUR OPERATIONS**

John Cray addressed the meeting.

**1. Fishing Fleet**

The fleet is currently operating well with no reported issues, the improvements carried out on the fish wall have received positive feedback from the fishermen.

**2. Mooring Allocations**

This season has seen a number of mooring offers being made to the waiting list.

**3. Boat Lifting Operation**

The Boat Lifting operation has been completed with all winter stored vessels being returned to the water. The Wise Hoist will be made available for maintenance lift outs for the commercial fleet during the summer.

**4. The Harbour Team**

The Harbour Team have been preparing the new planters ready for the flowers this year, the plan is to have all planters planted and positioned by the end of June ready for the Britain in Bloom judging in July.

**5. Harbour pontoons**

The pontoons have now been collected.

**6. Sand Works**

TRJ have completed the works within the harbour.

**7. Loose Rock and National Grid**

The loose rock has dislodged itself and fell within our concreted bund with no damage or issue caused to harbour property. However following the fall of this loose rock that had been previously reported to National Grid, they have been on site to replace the housing around the substation as it received substantial damage.

- The Chair confirmed with John that there were no liability issues for the harbour following the damage to the substation.
- CEO confirmed that National Grid had been fully apprised of the situation and the harbour had requested a controlled fall, but National Grid had declined.

**549. COMMERCIAL OPERATIONS**

Nicola Gandy addressed the commissioners.

WB Griffiths

Ongoing issues continue.

Further leaks in MCofE remain to be resolved.

Awaiting a confirmed date to remove the Tulip Umbrellas.

Awaiting a confirmed date for repairs to the Harbour Master's office.

Accommodation

Performing well.

Income up on last year.

Midweek bookings increasing.

Cleaning issues have been dealt with.

Tenants

New tenant "Roam" in unit 16.

There is a prospective tenant for the chandlery unit, looking at a small scale restaurant. No interest has been received in relation to operating a Chandlery.

Restaurant space is being let by EJ Hales.

The possible use of the restaurant area as pop-up space for two bars has proved not to be viable.

The two concessions are awaiting planning confirmation.

EV Charging

Awaiting planning.

Heritage Centres

High Ropes is in operation.

Attendance was low for the open evening for Coal Building and Schooner for local businesses.

Possibility of registering the heritage offer as a charity.  
CEO interested in commissioners' views.

- The Chair asked the commissioners for any comments.
- Commissioner Sangster agreed that charitable status would fit in with the Trust Port, but it would need to be independent to the harbour.
- The Chair asked the commissioners if they were in favour of the CEOs proposal to investigate the creation of a charity.
- All commissioners were in favour.

## Events

First concert took place on 3<sup>rd</sup> May with The Phonics and Tom Jones

In terms of social media, the following increased as a result of the concert and positive responses were received on social media.

Enquiries for bookings for the Events Deck have been received and one has been confirmed.

- Chair made the point that from a community point of view the event was beneficial for the local businesses.

Pirates of the Caribiner have pulled out until 2025.

Vison Arts based in Haverfordwest are keen on a themed event during summer holidays.

Sunset Cinema booked on 26<sup>th</sup> and 31<sup>st</sup> July and 9<sup>th</sup> August.

Pig Roast/Duck Race.

Samba Band late June.

D-day memorial 8<sup>th</sup> June on the Events Deck.

Vintage Motor Bike September.

Street Food Circus September.

## **550. FINANCE & GOVERNANCE 35:30**

Nicola Gandy addressed the meeting.

CEO referred to the management reports for April.

## **551. HRO**

Commissioner Sangster addressed the commissioners.

Still waiting for a decision.

Response from Welsh Government has been "it is in progress".

Took opportunity to mention HRO to the First Minister during his visit.

## **552. Advisory & Stakeholders**

Nicola Gandy addressed the commissioners.

CEO attended Community Council Meeting.

Steven Crabb and Samuel Kurtz had a tour of the harbour. Samuel Kurtz then wrote to Welsh Government which triggered a meeting regarding the crane funding.

Vaughan Gething visited the harbour and was hugely interested in the Heritage Centre, chatted to tenants and officially opened the High Ropes.

CEO had a meeting with CEO of Milford Haven Port Authority. The Commercial Director and Marketing Director of MHPA then visited the harbour.

Visit Wales had a tour of the harbour.

CEO and Harbour Master visited Pembrokeshire College looking at work experience opportunities.

PCC Highways were keen on an Active Travel route going through the harbour which the harbour has opposed due to public safety concerns. It has been ruled out after PCC visited the harbour and witnessed how busy it can be.

The Chair has received a letter from Martin Williams regarding the placement of coal trucks in the Sensory Garden for Saundersfoot in Bloom. Proposed the harbour should give support in principle but the Community Council should be contacted regarding the positioning in the Sensory Garden.

- Chair commented that the Sensory Garden was not in harbour ownership but supports the idea as there is synergy with our strategies.
- Commissioner McDermott said that the Sensory Garden is owned by the Community Council.

Celtic Collection meeting next week.

Ocean Cabins have been submitted for a dog friendly award with Visit Wales.

Visit Pembrokeshire Croeso Awards, CEO considering submitting the harbour as an attraction for an award.

#### **553. HR**

Nicola Gandy addressed the meeting.

##### Seasonal Harbour Team

Gerard Crowney returned until September.

Another seasonal will join in June.

Roger Sneyd left on 26<sup>th</sup> May.

Opportunity for Jamie Harris to develop and progress in the team leader role.

##### Welcome Centre

Clare White has joined as a part-time assistant.

- Chair commented that as there were now 3 tours per day at the Schooner that commissioners should tag along. Times are 12 noon, 1pm and 2pm.

#### **554. ANY OTHER BUSINESS**

CEO addressed the commissioners.

Commissioners were previously made aware of the rockfall that happened at the end of 2022. In terms of the financial forecasts this expenditure is scheduled to be addressed soon. The Quantum Report suggests that to protect the cliff in the long term that pinning works would be beneficial. However, due to current finances the CEO suggested holding off on these works for 12 to 18 months then review our financial position to see if the works are feasible. A concrete bund is in place, along with warning and cautionary signage. The team now undertake weekly monitoring for any changes. CEO is seeking commissioners views on delaying the works for the suggested timescale.

- Commissioner Goldsworthy asked if there is a report that suggests the works should be done should the insurers be consulted before changing the terms.
- John Cray responded that the cliff face is not insured. The insurance claim made following the fall in 2022 was for the racking structure and that paid for the clear up and removal of the debris.
- Chair commented that it isn't flagged up as an immediate risk and suggested a short email to Commissioner Parker in relation to the monitoring process.

**555. DIARY CONFIRMATION**

Next official Board meeting will be 26<sup>th</sup> June 2024.