

**SUMMARY MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS**  
**HELD ON TUESDAY 15<sup>TH</sup> SEPTEMBER 2020**  
**ONLINE ZOOM MEETING**

**PRESENT:** Commissioner P Evans - Chair  
Commissioner T Sangster – Vice Chair  
Commissioner P Baker  
Commissioner A Evans  
Commissioner W Goldsworthy

**IN ATTENDANCE:** M Davies – CEO  
A Thomas – Accountant  
An Eardley – Administration Officer

**22. APOLOGIES**

Commissioners J Codd, D McDermott, P Parker and Harbour Master.

**23. CHAIRMAN'S REPORT**

The Chair informed Commissioners that this would be Ann Eardley's last Commissioners meeting as she will be leaving the Harbour at the end of the month and her replacement will be starting on 21<sup>st</sup> September.

PCC have removed their objections to the HRO 2020, Commissioner Sangster will be going through the details with the Commissioners.

**24. CONFIRMATION OF MINUTES**

It was agreed by the Commissioners that the minutes of the meeting held on 29<sup>th</sup> May 2020 be approved and signed.

**HAROUR REVISION ORDER**

a) Commissioner Sangster gave a lengthy report to update the Commissioners with regards to the Harbour Revision Order.

**25. PORT DEVELOPMENT GROUP**

The CEO gave the Harbour Master report: -

**a) Fishing Boats**

All fishing boats have been working well over the last few months, although we are seeing a lower landing rate over the past two weeks due mainly to the hotter conditions. During the lockdown all fishermen worked very well and were extremely helpful with running the harbour.

**b) W B Griffiths**

All staff are working well with W B Griffiths at present with no reported issues within both sites.

**c) Fishing / Tripping Boats**

Both operators although late in starting this season have been busy throughout July and August. Both boats were marked out to handle social distancing whilst at sea which seemed to work well.

**d) Dry Boat Racking**

The Dry Boat Racking was not used this summer due to COVID rules and social distancing. Hopefully, we shall be back to fully operational by March 2021.

**e) Moorings**

Although new chain had been purchased in late February to be installed onto the moorings, due to the staff being furloughed, the maintenance will start at the beginning of November.

**f) Boat Lifting / Storage**

Very few boats launched back onto moorings due to restricted movement around the UK, therefore we only managed to launch 15 boats and the rest remained inside the boat yard for the summer. However nearly all the customers have been thankful for the Harbours support. We are now in the stage of retrieving these boats to store again over the winter. Lifting dates were posted on the website for September and October.

**g) Sand / Entrance Channel**

TRJ carried out the annual maintenance on the harbour entrance as planned from 10<sup>th</sup>-14<sup>th</sup> March, therefore luckily all works were completed just prior to lockdown. The channel has held up during this summer, but

remedial work shall be needed over the next few weeks to ensure a good working channel over the winter period.

**h) Bass Fisherman**

Again, due to the COVID pandemic the price of bass plummeted over the April to June period therefore very few boats were operating. We have since found that landings are increasing again slowly over August and September.

i) We have had a very high number of moorings not being allocated this year due mainly to the virus therefore we have had a number of temporary mooring this year.

**j) Stone Mason**

The stone mason Steve Evans will be at the Harbour for 2 weeks end of September, repairing the outer harbour wall, this was supposed to happen in April, however due to COVID this had been delayed.

**k) Harbour Railings**

There will be significant increase in pedestrian movement around the Harbour walkway, therefore it is proposed to increase barriers restraint on public walkways

The CEO will discuss with Harbour Advisory Committee and our insurers and Health and Safety consultants - Peninsula.

**26. COMMERCIAL DEVELOPMENT GROUP**

**a) MCoE**

- MCoE expected handover is 28<sup>th</sup> September once the external pavement is complete, equally BT coms have been an issue. However, the conduit blockage has been cleared and cabling should be complete by the first week of October.
- As the Harbour is still in full swing and work required to set up the new office it is likely that the current Harbour Office will be vacated end of October.
- The Treharne's will be going in as soon as we are given the keys to the building.
- Appointment of new Interpretation Developers will be finalised this week, replacement to 20/20 who ceased trading.

**b) Ocean Square**

- The Plaza has progressed steadily over the past few months with expectations of completion by early January 2021.
- Work has been delayed due to foundation issues of the Old Coal Building, a way forward has been agreed and work has recommenced. Expected completion is end of March 2021.

**27. Coastal Schooner**

Again work has been delayed due to design issues with the rigging which will hopefully be resolved on Thursday 17<sup>th</sup> September with the completion set for March 2021.

**FINANCE & CORPORATE GOVERNANCE GROUP**

*Members – Commissioners P Evans, T Sangster & P Parker. Ann Thomas – Accountant & CEO to attend.*

**a) Finance & Administration Officer**

The CEO gave his thanks to Commissioner Goldsworthy, Ann Thomas and Ann Eardley for assisting with the pre candidate selection and interview process.

Lisa Bremner has been appointed as the replacement to Ann Eardley and will start at the Harbour on 21<sup>st</sup> September, 2020.

b) LHP attend Harbour Office for the end of year Audit.

**28. ADVISORY & STAKEHOLDERS**

a) The CEO will be attending the Saundersfoot Community Council Christmas lights meeting on 15<sup>th</sup> September 2020.

b) Commissioner Baker said that PCSO Jim Moffatt has now left and they had a social distance event on the decking for him.

**29. ANY OTHER BUSINESS**

None

**30. DIARY CONFIRMATION**

The date for the next Commissioners meeting has yet to be confirmed.