

SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS
HELD ON WEDNESDAY 26th MAY 2021.
ONLINE ZOOM MEETING

PRESENT: Commissioner P Evans - Chair
Commissioner T Sangster – Vice Chair
Commissioner P Baker
Commissioner A Evans
Commissioner D McDermott
Commissioner P Parker

IN ATTENDANCE: M Davies – CEO
A Thomas – Accountant
L Bremner – Finance & Administration Officer
C Mills – Welcome & Heritage Officer joined at 16:30
D Richards – Harbour Master joined at 16:30
Ceri Jones – Faithful & Gould joined at 16:15
Luke Holloway – Faithful & Gould joined at 16:15

127. APOLOGIES

Commissioner J Codd
Commissioner W Goldsworthy

128. CHAIRMAN'S REPORT

The Chair welcomed all present to the meeting and remarked that it was good to have a number of commissioners able to attend in person after the months of online meetings.

129. F&G PRESENTATION DEVELOPMENT OVERVIEW OF PHASE 2

that Ceri Jones and Luke Holloway from Faithful & Gould review Phase 2 build / timeline and cost.

130. DECLARATION OF INTEREST

The Chair asked the Commissioners for any declarations of interest.

- No declarations of interest were reported.

131. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 21st April 2021.

All present agreed that the minutes represent a true and accurate record of the HRO meeting of 15th April 2021.

132. MATTERS ARISING

133. HARBOUR OPERATIONS

The Harbour Master gave his report.

- **Fishing boats**
All fishing boats are working well and are on their summer moorings, 6 inside and 3 on outer moorings.
- **W B Griffiths**
All staff are working well with W B Griffiths at present with no reported issues.
- **CCTV**
The CCTV installations are complete.
- **Sand Removal works**
TRJ have been removing silt in the sluice exit area.
- **Treharne**
The Harbour team have been working closely with the Treharne's over the past few weeks,
Railings
The first full run of railings to the south storage units has been completed. Work will be ongoing throughout the summer when staffing and time allow.
- **Boat lifting**
There are 3 more boats to lift in as customers have had problems finishing their maintenance. There are 3 boats to store long term at present and will be charged at the same rate as the car park tariff.
- **Fencing and barriers**

The contractors are ready to install the fencing into the boat compound, the barriers installation to follow on the 7th of June.

- **Fishing Wall lifting crane.**

The Harbour Master has been in contact with Richard Joseph the fishing community's development officer for Pembrokeshire County Council and has been made aware of possible funding for a crane to be situated on the fishing wall at the Harbour, the unit would be installed for the commercial fleet to help with the day to day running of the fishing boats and Harbour Operations. The crane will be diesel powered and have a lifting capacity of 1 ton.

- **Incident on Friday 21st May**

On the morning of the 21st May there was an incident which caused damage to several boats inside the harbour. Both the Harbour Master and Moorings Officer were called to the harbour in the early morning to assess the damage. On the following tide the harbour team worked to release the yachts and safely moor them on the inside harbour beach until surveys are conducted. A full report will be prepared following the conclusion of the incident.

- Commissioner A Evans asked what is the procedure/reporting mechanism in relation to out of hours incidents at the harbour.
- CEO replied that the incident on 21st May was notified to the Deputy Harbour Master and Harbour Master in the early hours. Commercial operators have their contact details however, leisure do not have out of hours contact details and suggested a future possibility might be to utilise the Harbours out of hours contact centre.

Harbour Master leaves the meeting at 17:10

134. COMMERCIAL OPERATIONS

Carys Mills addressed the commissioners.

- **Ocean Square**

There has been a slight delay with water and BT connection, but WBG have a resolved a temporary solution so retail units ready to open this weekend can do so.

- **Ocean Cabins**

Fit out is complete and bookings are being taken from mid-June onwards.

- **Watersports**

Children's activities have been held in the evenings.

- **Chandlery**

The Chandlery are sourcing stock.

- **Heritage Centre**

A meeting has taken place in relation to the content for the Coal Office exhibition plans and a further meeting will be held again in a few weeks to look at the layout and content.

135. EVENTS

World rowing launched their 500 days to go yesterday, raising the flag on the flagpole in the harbour.

Reviewing the swim for 2022.

As the development gets underway there should be more to report on events.

Carys Mills leaves at 17:15

136. FINANCE & GOVERNANCE

Ann Thomas addressed the meeting.

137. HR

Currently, struggling to recruit, the Harbour Operatives, vacancy has been re-advertised and an ex-employee is to be re-employed.

Interviews for support staff for Carys commenced last week.

138. HARBOUR REVISION ORDER

Commissioner T Sangster addressed the Board.

Welsh Government has been forwarded the Harbours report as discussed 15th April 2021 following on from stakeholders meeting and amendments addressed at these meetings. It is understood that Welsh Government will contact Stakeholders directly, however this detail is still awaiting confirmation by Welsh Government.

139. ADVISORY & STAKEHOLDERS

- CEO advised the commissioners that there had been no meeting in May.
- CEO attended Carmarthen Bay RAG group
- Commissioner P Baker informed the commissioners that there is a new Chair of the Community Council, Councillor Mike Wainwright.

- Commissioner P Baker informed the commissioners that there would be a letter of request to appoint Councillor Sue Bowden Thomas to the Advisory Committee.
- Chair asked the commissioners to accept, and all agreed.

140. ANY OTHER BUSINESS

141. DIARY CONFIRMATION

The Chair proposed the next meeting to be held on 23rd June 2021 4pm.
The Chair proposed that there would be no meeting in August, all agreed.