

**SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS  
MEETING  
HELD ON WEDNESDAY 7<sup>th</sup> August 2024**

**PRESENT:**

Commissioner P Evans – Chair  
Commissioner A Sangster – Vice Chair  
Commissioner P Parker  
Commissioner A Evans

**IN ATTENDANCE:**

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

**APOLOGIES:**

Commissioner D McDermott  
Commissioner J Codd  
Commissioner W Goldsworthy  
A Thomas – Accountant

**567. CHAIRMAN'S REPORT**

The Chair welcomed all attendees to the meeting.

**568. DECLARATION OF INTEREST**

The Chair declared that as Nicola had been in discussions with Coastal Cottages (owned by his son) that he would not take part in any discussion on this particular agenda item and would leave the room if commissioners preferred.

**569. CONFIRMATION OF MINUTES**

All present agreed that the minutes represent a true and accurate record of the meeting of 26<sup>th</sup> June 2024.

**570. MATTERS ARISING**

No matters arising.

**571. HARBOUR OPERATIONS**

John Cray addressed the meeting.

**Fishing Fleet**

The fleet is currently operating well with no reported issues.

**Lifeguards**

Beach Lifeguards raised an issue in relation to the new sauna obstructing their view of the beach. Following discussions an interim amendment has been agreed and the lifeguard hut will be moved to a more appropriate position next season with a much better view of the beach, agreed by the RNLI.

**Saundersfoot In Bloom**

The Harbour welcomed the Wales in Bloom and the Britain in Bloom judges. Results should be received shortly and hopefully Saundersfoot will do well.

### **Sunset Cinema**

The team have been busy with preparations for the sunset cinema.

### **Sluice**

Finally have a date for installation of the actuators on 12<sup>th</sup> August and should be fully functioning within 2 days.

### **Tenders**

A few mooring holders have over the season opted to use a paddle board as a tender. Paddle boards have not been permitted within the harbour for a considerable length of time. The harbour team have been attempting to educate people regarding the risks of using a paddle board within the harbour and to enforce the rules.

RNLI lifeguards have raised an issue regarding one of the commercial operators using a paddle board as a tender and leaving it anchored in the bay. Lifeguards were receiving concerned reports that there was a paddle board floating in the bay. The concern raised by RNLI is that should this continue unchecked this could result in complacency by their lifeguards that may mistakenly assume that an unmanned paddle board was an anchored tender when an accident had actually occurred. We have insisted that the operator ceases leaving the paddleboard at anchor.

## **572. COMMERCIAL OPERATIONS**

Nicola Gandy addressed the commissioners.

### **WB Griffiths**

Waiting for easterly weather to test if the leaks have been fixed in MCOE.

### **Solar**

Inverter issue is ongoing. WBG are working with Green Warmth to try and resolve.

### **Tulip Umbrellas**

Tulip umbrellas have been removed from Ocean Square and have been replaced with gabion basket tables and chairs that are proving to be popular.

### **Accommodation**

Stay Pembrokeshire leave on 7<sup>th</sup> October.

The Chair offered to leave the room if commissioners preferred for the discussion of this item, but commissioners did not consider it necessary.

Nicola continued that following a tender exercise a cleaning contractor had been engaged.

Coastal Cottages are to set up a new arm of their business called Coastal Nights to deal with harbour marketing.

### **Tenants**

Ocean Jewellery the tenant in Unit 7 Ocean Square has vacated the property. Citrus Cove have taken up occupancy to offer grazing boxes and mocktails while awaiting planning permission to serve cocktails. They will not be open later than 9pm.

Notice has been received from Little Bee Shop in Unit 3 of their intention to leave.

### **EV Charging**

Planning permission has been agreed.

### **Sauna**

Sauna is in place.

French van has proved very popular and is in position outside the Welcome Centre.

### **Restaurant**

Restaurant is being advertised by EJ Hales. There has been interest received to use it as office space for 3 to 5 years. CEO suggested a possible 4 year lease and asked for the commissioner's views as it is not in line with the intended plan.

### **High Ropes**

The high ropes have ceased trading on the Schooner as they claimed it wasn't viable.

### **Public Toilets**

Discussion regarding the public toilets.

It has been necessary to close the toilets on a number of occasions due to abuse by users. Emergency cleaning has been necessary on several occasions. Currently, on track to spend £25,000 to £30,000 per annum to keep the toilets available for public use. Pro Waste are being called at least weekly to unblock toilets and drains. Cleaners are reporting abuse on a daily basis.

It had been intended that a donation box would be located but following the extent of abuse and the theft of the radar key for the disabled toilet it is felt that a donation box would also have the potential to be stolen.

The CEO suggested that given the above and in line with council public toilets that a charge should be introduced.

- John added that the harbour team are having to spend time cleaning and unblocking the toilets and fixing damage on a regular basis on top of the contractor call outs.

The Chair noted that the harbour has the only free toilets in the vicinity. After discussing the business model the conclusion is that either charge for or close the toilets as the harbour cannot afford to continue to pay the annual costs of offering the facility without a financial contribution. There is a constant issue with abuse and some incidents drug use. Nicola's proposal is a £0.40 charge to use the toilets which will go towards the costs of keeping the facilities open and should hopefully deter misuse.

- Commissioner Sangster did not support charging for the toilets.
- Commissioner Parker always supported free toilets but due to the abuse and the danger caused to others is no longer against charging.
- Commissioner A Evans commented that although it is nice to have a free facility the reality is there is no other option.

Board agreed to the CEO's proposal to investigate and implement a charge for the toilets.

### **573. EVENTS**

Nicola addressed the meeting:

Sunset Cinema was very popular and will be back for next year.

Commissioner A Evans remarked that it was good to have activities on the deck.

Swim Run was a successful event.

Rotary

Series of Rotary events coming up with the pig roast and the duck race once the sluice motors are replaced and back in action.

Pembrokeshire Coast Forum

Marine Awareness Day and Renewable Energy on Ocean Square

### **574. FINANCE & GOVERNANCE**

CEO addressed the commissioners and discussed the accounts previously circulated.

Relationship with the bank remains good.

Interest rates and energy costs continue to cause difficulties.

Maintenance is an issue for costs, with spending on toilets, lifts and water compliance recently.

WEFO selected an evidence check on the tender processes

### **575. HRO**

Commissioner Sangster addressed the commissioners.

Much the same position as the last meeting. A decision is still awaited from Welsh Government. The Chair has been in touch with the new first minister while Commissioner Sangster continued trying to get a response from civil servants. The lawyers are chasing as well. Commissioner Sangster and the lawyers are trying to speak to WG.

### **576. HR**

No updates.

### **577. ADVISORY AND STAKEHOLDERS**

Nicola Gandy addressed the meeting.

Following the last commissioner's meeting there has been an advisory committee meeting attended by Nicola, Philip and John. The strategy group proposal was discussed and the 3 members of the advisory group that it was hoped would join have agreed. Planning to have the first meeting at the end of the busy season.

PCC Events & Arts Officers visited and indicated any support would be for events in 2025.

Royal Town Planning Institute visited the site and have suggested we should enter National Awards in 2025.

**578. ANY OTHER BUSINESS**

Commissioner Parker referred to the group mentioned in the minutes that were attempting to take over the harbour and asked if there was any more on this.  
CEO responded that there was nothing to report.

**579. DIARY CONFIRMATION**

Next official Board meeting will be Wednesday 16<sup>th</sup> October 2024.