

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Minutes of Meeting with Finance Team Wednesday 19 April 2006 @ 7.30pm at Clubhouse, ELYC

Present: Gerry Hughes Chairman
 Geoff Boyle Finance Team
 Alison Hall Finance Team
 Ron Robson Finance Team
 Hazel Smith Finance Team
 Derek Braid Secretary

Apologies: Bruce Todd Deputy Chairman

Circulation: As above plus NBHTA Web Site (www.nbharbour.org.uk) and NB Library.

1. Introduction

Gerry welcomed everyone to the meeting and thanked them for offering to assist and join the working group of the Association. Ian Wilson has also offered to assist, and he will be invited to join the finance team when he returns from abroad at the end of this week.

Gerry summarised progress to date and walked through the document showing the objectives of the Association and the structure. The emphasis was to ensure that NB Harbour and its environs remained a common user harbour, open to all, and available for both commercial and leisure use, and for use by a person with a rowing boat or with a 30 foot yacht.

Gerry explained how the satellite teams were formed and their objectives. The teams were being asked to meet independently and for one or more members of each team to report back with their findings.

2. Remit of the Team

The remit of the Finance Team was discussed a number of questions were raised and points discussed:-

- **NB Harbour Management Committee** – the NBHMC is purely an advisory body to ELC and has no powers. The NBHTA is currently working under the auspices of the NBHMC although a separate constitution for the NBHTA will be required in due course.
- **Initial Funding** – Geoff Boyle is currently acting a Treasurer and as soon as the bank account for NBHTA is opened, we will submit our application for a Community Services Partnership Grant of £500 grant from East Lothian Council (ELC). This would cover initial minor expenses such as stationery, web site etc. However, It was recognised that additional funds would be required to pay for expenses such as professional structural surveys. It was suggested that we should approach ELC for seed funding, similar to the situation at Dunbar. Other sources may also be considered such as under the local enterprise arrangements.
- **Long Term Finance** – the long term financial feasibility will require to be investigated
- **Running Costs** – in a meeting in 2005, ELC advised that they would provide financial assistance by transferring existing resources from ELC. In the situation of Dunbar Harbour

Trust (DHT), the costs of the Harbourmaster and overheads were allocated as an ongoing grant to the new DHT. The Harbourmaster was TUPEd to DHT. A similar situation was anticipated at North Berwick.

- **Charitable Status** – this will need to be addressed and balanced with the need for commercial processes to generate income
- **Other Harbour Trusts** – the experience of other Harbour Trusts and how they raised the necessary income was important. The Research Team is already looking at other harbours, although not specifically at the financial aspects. It was agreed that the Finance Team should liaise with the Research Team.
- **Business Plan** – the Finance Team will be primarily concerned with creating a Business Plan, and there was a need for a plan to get to the business plan.
- **Insurance** – this was a critical issue and the Research Team were investigating the solutions found by other harbours. However, the Finance Team will also need to look at this for NB.

3. Actions Agreed

The following points were agreed:-

- **Meeting** - The Finance Team will meet on **Tuesday 25 April at 7.30pm** at ELYC Clubhouse to begin the process in detail. Each member of the team was asked to consider the issues and bring a note of issues and recommendations to the meeting.

Derek Braid, 20/4/06