

**NBHTA Business Meeting**  
**Tuesday 4 March 2008, Council Chambers, North Berwick**  
**Minutes**

**Present:**

Gerry Hughes	Chairman
Jackie Tagg	Secretary
Derek Braid	
Colin Cumming	
Alison Hall	Treasurer
John Hookway	
Gary Lawson	
David Lumbard	
Jane McMinn	
Jim Sandison	
Cameron Small	
Bruce Todd	

**Apologies**

Stewart Auld  
Ken Burchell  
Benjie Pearson  
David Reid

**Circulation:** As above plus NBHTA Web Site ([www.nbharbour.org.uk](http://www.nbharbour.org.uk)), NB Library and Harbour Master

Note: Liz McColl was welcomed to the meeting. [Chair of Low Quay Residents] - guest

**1. Minutes of Meeting 27 November 2007 and Matters Arising**

The fuel tank in is now place and a final smaller one will be installed.

Hosing down facility- the East Lothian Yacht Club [ELYC] have been asked to look at hoses in different positions to help ease the problem of flooding. David Lumbard reported that ELYC had looked at options and would be taking these forward in discussion with NBHTA [meeting scheduled for 14 March 2008].

The East Lothian Council [ELC] have agreed new Harbour Rules which have been published.

The NBHTA members have now signed the Trust deed.

The treasurer has arranged a community banking account.

HM Team – launching fees for ELYC resolved.

Finance – signatories and the levels of authority have been agreed.

Wooden double gates – new ones have been ordered in keeping with the area. A question was raised about the need for gates at all. It was thought to be in order to reduce the pedestrian access and disturbance for local residents.

**Minutes Proposed: Colin Cumming**

**Minutes Seconded: David Lumbard**

**2. Legal Issues (Bruce Todd on behalf of David Reid)**

NBHTA are still having regular meetings with ELC the last one being the 18 Feb and the next one 14 April.

The focus now is on trying to progress towards the revision order. ELC have appointed Parliamentary Agents who will proceed. The first meeting of these agents with NBHTA and the ELC will be on 17 March 2008. There are still issues to be resolved particularly with regard to lands and titles, fabric and financial arrangements.

A question was raised about the road leading to the harbour– it was confirmed that harbour road is not included in the lands to be taken over by the full Trust as it is not owned by the ELC but by Highways.

Another question was then raised about the Low Quay 'road'. It was confirmed that this is owned by ELC and would therefore be part of the area handed over.

### **3. Finance (Alison Hall)**

See report circulated at the meeting. Alison presented the report for the 2 months January and February 2008. Not very much has happened. Alison commented that the dinghy park project will realise an extra amount of income.

As collection of fees has been a priority it is expected that the full year income from dingy parking, moorings and launching fees will be in region of £25 000.

It was urged that the NBHTA request a grant from the ELC for fees for administration/management not just the salary for the Harbour Master's. The meeting was assured that this is being progressed within the legal area of the Trust deed.

**It was suggested that all members note the hours that are spent on Harbour business each month.**

There was a question about the £2 000 allocated for Harbour Master's workshop. This is now on hold as Cameron Small is reviewing his position and may wish to continue leasing the old pump house.

### **4. Discussions and Correspondence with East Lothian Council (Bruce Todd)**

Bruce advised the meeting that the long overdue ELC Health & Safety report [done by Rab Pillans] had now been received along with supporting photographs. NBHTA had always said it would not take on liabilities that it could not meet so sight of this report was very important. The NBHTA Fabric report did embody some H&S issues. However many of the issues raised in the ELC reports were not covered in the NBHTA report and some were very far reaching. In some areas the actions suggested would not be helpful to the running of the harbour or beneficial to users. The financial cost of implementation of the ELC's observations would be high.

The document does give rise to many concerns and will be discussed with the ELC. At this stage H&S rests with the ELC and clearly this has to be discussed and resolved before full trust status.

**Action: Cameron Small to be involved [as an H&S expert] in looking at the H&S issues along with John Hookway and Bruce Todd.**

**Action: Bruce to pass report and photographs to Cameron and then on to Colin**

Bruce had written to Alan Forsyth [ELC Property] with regard to the various concerns including the crane and harbour wall. The reply had been received but not fully answered the issues. Helen Bruce is in the process of arranging a meeting where NBHTA can get together with Alan Forsyth [with input from Murray Hutchinson – engineer].

It had been discovered that the ELC had commissioned some grouting work to be done around the area on which the crane sits. The NBHTA had raised concern about the appropriateness of this action and the work is on hold. In addition ELC has been reminded that under the terms of the Management agreement NBHTA should be consulted prior to any work being done. Response is awaited.

### **5. Administration (Jackie Tagg)**

The data base of waiting lists, moorings and dinghy spaces is now being cleansed and updated. Invoices have with supporting information has been sent out and this will supply up to date information. Thanks recorded to Alison, Jackie and Jane for all their work.

Dougie has been doing a great job of dealing with receipts, banking and queries.

There is difficulty keeping things up to date as there is no central office that can be used to house the equipment [lap top, printer and laminator].

To date 17 moorings have been paid for and 18 dinghy spaces. This is a good result as the payment date is not until 31 March 2008.

#### 6. **Report from Harbour Management Team (Gerry Hughes)**

The meeting notes from 26 February 2008 were circulated to all members.

There was a query about raising a £10 launching fee for boats moored in the West Bay. It was suggested that they should make a larger contribution. It was agreed this could be considered for next year.

A question was raised about the ramps over kerbs and why the kerbs had not been lowered in places instead. Gerry and John had sought advice and the ramps were thought to be the best solution. Lifting kerbs would destroy tarmac and surface on either side. It would be impossible to grind the kerbs down and also the do act as a deflector for surface water.

Replacement of railings over changing room roof – concern was raised about consistency of railings. John confirmed that the overall picture would be considered and that railings would need to be consistent with each other and the look of the harbour.

Scottish Seabird Centre Boat – Gerry reported that he and the Harbour Master had met with Tom Brock, CEO of the SSC on 5 February 2008. Tom outlined that the SSC had funding for a boat or boats. Tom was shown the mooring waiting list which the SSC was on but quite a way down. He was also made aware of the rules about mooring allocations. Tom agreed to provide the NBHTA with more details of requirements.

It was also confirmed that Colin Aston had been given permission to put a RIB in the bay [loan space] and he may work in conjunction with the SSC. However no further details are available.

Agreed there were some concerns about management of commercial boats:

Fairness

Congestion

Precedent

H&S

Impact on recreational users and commercial users

There was a great deal of discussion about the issues with regard to operations in the harbour, fairness, congestion, fees, commercial precedent etc. Following the lengthy discussion the following action was agreed:

**Action: In broad terms it was agreed that the SSC/Colin Ashton should present to the HM team their proposals and requirement. Gerry to approach the parties to arrange.**

**Rules for management and working practices/agreements for commercial boats to be drawn up by Gary Lawson and Gerry Hughes. A one year trial basis could be worked if working agreements could be reached.**

#### 7. **A.O.B.**

None

#### 8. **Date of Next Meeting**

The next meeting would be dedicated to discussing the proposals raised by SSC/Colin Aston.

The date would be confirmed