

NBHTA Full Meeting
Wednesday 23 July 2008, Council Chambers, North Berwick

Minutes

Present:

Gerry Hughes	Chairman
Jim Sandison	
Stewart Auld	
Derek Braid	Secretary
Colin Cumming	
Alison Hall	Treasurer
David Reid	
Bruce Todd	

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

1. Apologies

Ken Burchell, John Hookway, Gary Lawson, David Lumbard, Jane McMinn, Benjie Pearson
Cameron Small, Jackie Tagg

2. Minutes of Meeting 23 June 2008 and Matters Arising

CCTV – Derek has spoken to Pat Burton of the Community Council and provided an update. The Community Council are awaiting a visit from an ELC official to look at positions of cameras and to arrange planning approval. This will include areas such as the harbour which will be self funding, and NBHTA will be invited to participate in the discussions. It is not clear if ongoing maintenance for self funding areas will also require to be self funded.

SSC Harbour Webcam – it has been decided not to approve the installation of the webcam

Changing Rooms – John Hookway is expecting plastering to start on Monday 11 August.

Window on Pump Room – no progress and carried forward

Self Help Workgroups – in view of the resignation of the Harbour Master, the arrangements are being reviewed

‘Girl Pat’ and ‘Sula’ – the issues raised at the last meeting are being carried forward

Daily Logs – Alison will arrange for new sheets so that this can be continued

Other matters arising were covered as part of the agenda.

Minutes proposed: Stewart Auld

Minutes seconded: David Reid

3. Report Back from ELC

Bruce described the sequence of events after the Harbour Master handed in his resignation to East Lothian Council on 3 July. In Gerry’s absence, Bruce convened an Officers’ meeting

on the morning of 4 July, before he went to meet Helen Bruce of ELC on 4 July. The meeting with Helen Bruce described the arrangements for advertising for a replacement Harbourmaster, and discussed the Job Description and Employee Specification which have now been agreed. The advert will appear in the East Lothian Courier and East Lothian News and on the ELC website, where the Job Description and Employee Specification can also be viewed. The Harbour Trust Association will have two members on the three person interview panel. It is planned that the new Harbourmaster will work annualised hours - 10 hours a week from Nov to Feb and 40 hours a week from March to September. The job being offered is a permanent position with the assumption that the person will be TUPEd to the Harbour Trust when the Revision Order is signed.

During the interim period, the Harbour Management Team are providing cover on a rota basis, and ELC have arranged to pick up litter and dog waste on a daily basis. ELC have also agreed to employ a temporary person for the interim period until a Harbour Master is appointed. The meeting agreed that Gerry and Bruce should interview candidates on Sunday 27 July, and then pass the name of the chosen candidate to ELC.

4. Towards Trust Status

4.1. Legal, Land & Titles

David Reid reported that he has received confirmation from ELC that they will make a grant towards our legal expenses. David will obtain an estimate from our chosen legal representatives, and will write back to ELC with our estimate. ELC have suggested that, in the same way as Dunbar, we will not need a heritable title. The meeting discussed this and strongly supported David's recommendation that we should get heritable title for all the land as this will ensure it appears in the public register which will be important when looking for external funding. David will write back to ELC asking them to rethink this issue. He will also progress the matter of exemption from Stamp Duty. David estimates that it may take about 2 months of legal work, before submission to the Scottish Parliament.

Regarding the leases, David agreed with Bruce that he will look carefully at the lease for the Sun Parlour and the other land occupied by the SSC. Stewart Auld will also take a copy of plan attached to the SSC Lease, to see exactly what area of the esplanade is covered.

4.2. Trustees

Due to David Lombard's absence through illness, this item is carried forward.

4.3. Fabric

The promised report from ELC about the fabric, and the various related meetings, has not appeared. Bruce has been discussing with Helen Bruce of ELC, and she will press Alan Forsyth on his return from holiday.

5. Finance and Administration

Alison referred to the financial report for July 08 that she had circulated before the meeting. There remain 25 dinghy spaces unsold, and she will reduce the forecast income accordingly. It was agreed that Gerry should spend up to £200 on fenders and ropes for the store, to be borrowed by visiting boats as required. Bruce asked if there is something that can be done to reference the surplus funds that we are building up, for use in future

projects. It was agreed that Bruce should speak to John Hookway to produce costings for future projects, which can be shown in the accounts.

6. Projects

Bruce referred to the list of projects and briefly summarised each project. Bruce will update the list. Another meeting with Royal Haskoning is being arranged for week commencing 18 August., to discuss Galloway's Pier and Landing pontoons outside the SW harbour wall. Derek will arrange the meeting which will include Gerry, Bruce and Stewart from NBHTA.

It was noted that Atlas Marine had recently visited the harbour to look at removing the crane, and to consider a replacement. There had been no contact with NBHTA and Bruce will remind ELC that we must be consulted on any replacement.

7. Harbour Management Team

Gerry referred and spoke to the notes of the most recent meeting on 16 July, which had been circulated to all members.

8. AOB

Animal Health - Jim Sandison advised that he had signed the Animal Health certificate on behalf of NBHTA which had been presented during a visit by Miss J. Grant of Animal Health Office

Web Site – Derek advised that David (L) has made amendments to reflect the vacant Harbourmaster position and the contact arrangements.

NB West Bay Mooring Association – reference was made to this matter raised by Jim Sandison at the meeting on 28 May 2008. After discussion, it was agreed that, at this time, NBHTA should not offer to take on the administration of the moorings in the West Bay. This can be reconsidered at a future date.

Lobster Hatchery – Derek and Gerry referred to a meeting, earlier today, with the SSC and David Grubb about their plans to set up a lobster hatchery in the harbour area. The meeting had discussed the possibility of using the old changing rooms in the SW corner of the dinghy park.

Kayak Club – Gerry suggested that we should meet with the Kayak Club to discuss their future requirements. Derek will arrange this.

Toilets – it was confirmed that the harbour toilets should be included in the land and buildings being taken over by the Trust, but that we should ensure that ELC will remain responsible for their maintenance and cleaning.

9. Date of Next Meeting

Monday 1 September 2008 at 19.30hrs. Location to be advised.

Derek Braid
27/7/08

