

# North Berwick Harbour Trust Association (NBHTA)

## Full Meeting - Minutes

**On Monday 24 August 2009 at 7.30pm at Council Chambers, North Berwick**

**Present:** Gerry Hughes (Chairman), Cameron Small, Benjie Pearson, Alison Hall, Jane McMinn, Colin Cumming, Stewart Auld, Jim Sandison, Derek Braid (Secretary)

**Apologies:** John Hookway, Jackie Tagg, Bruce Todd, David Lumbard, David Reid, Gary Lawson, Ken Burchell

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

### 1. Minutes of Meeting 20/5/09 and Matters Arising

- **Meeting Dates** – Gerry advised that although it had been some time since the last meeting, he had ensured that members were kept up to date. Members who are not involved in the Harbour Management Team or other groups, were contacted regularly to ensure they are up to date.
- **Amendments** – suggestions from Jackie and Alison for amendments to the draft minutes of 20/5/09 were accepted and the minutes will be amended and posted to the NBHTA Web site and a copy placed in NB Library.
- **Picture Signs** – Signs for no diving and no swimming have been ordered but not received.
- **Memorial Benches** – Jane advised that 4 benches had been installed, 1 is in stock and 1 is to be moved. Cameron advised that he plans to source one from another supplier, and he was asked to liaise with Jane regarding the design (to ensure compatible) and the location.
- **Lobster Hatchery** – Jane reported that the presentation of the final feasibility study from Jura Consultants had been delayed but this is expected shortly. Two possible sites had been identified, with the site under the SSC decking the clear favourite. The meeting agreed that our existing policy, of waiting to see the final recommendation, before commenting, would remain.
- **Esplanade Sub Group** – Jim reported that another meeting of the sub group had been held. The priority issue was to control access to the esplanade, and with the assistance of John Hookway, options and costs for new gate systems to control access to the esplanade, were being investigated. Jackie is also looking at the possible demand for stall holders etc on the esplanade. The issue of traffic management is also being looked at, and Bruce is liaising with ELC to see what control (A-Board, bigger sign etc) at Victoria Road opposite the Lifeboat house could be used to discourage cars in the harbour area. Concern was expressed about the all day parking by SSC staff in the end-on spaces beside the harbour. Gerry advised that ELC had advised this was part of the public highway, but Benjie thought it may not be and this will be investigated during the definition of the area being taken over by the new Harbour Trust. Cameron advised that parking for divers should be considered on the esplanade as currently divers were discouraged from coming to North Berwick. Jim advised that no decision on car parking of any type will be considered until the issue of control of access has been addressed. It was noted that the conversion of the old changing rooms into facilities for leisure users was outwith the scope of the group. That is already on the list of potential new projects under the Full Trust.
- **Pontoons/Landing Facilities** – Gerry advised that Royal Haskonings had advised that they would welcome the opportunity to tender for any feasibility study.
- **Winter Mooring Fees 2007/08** – it had been agreed to write off the £135 which the ELC had not passed on.

- **Mooring Chains** – Ken Burchell had done a survey of the existing chains and this had been presented to the HMT. The possible cost was £5,000 to replace chains and this will be put on hold until the winter.
- **Solicitor** – we have advised our Solicitor to do no more work at present.

## **Minutes of 20/5/09 proposed by Jane McMinn and Seconded by Colin Cumming**

### **2. Report Back from East Lothian Council**

Gerry referred to the Email sent to all members on 28 July 09, with a copy of the email from Tom Shearer confirming that money (£295,000) had been allocated to undertake the necessary work at North Berwick Harbour, to allow subsequent handover to a new Harbour Trust. The work is divided into 2 main sections:-

- Health and Safety – this is to address the issues in the ELC Health & safety report and covers many items including new railings at various locations. There is no detailed specification yet, but ELC have confirmed that NBHTA will be involved in the final specification. Gerry emphasised how important it was for us to get this work done correctly.
- Engineering – this is to replace the crane and repair the wall on which it sits, and to fix the grooves for the booms. Again Gerry emphasised how important it was for us to get this work done correctly and for the money to be spent wisely.

In Bruce's absence, Gerry will be writing a detailed letter to ELC on the above subjects.

### **3. Finance**

Alison referred to the monthly accounts that she had issued prior to the meeting. She reported that all money for moorings and dinghy parking had been collected. The funds for Feasibility Studies had also been received from ELC and that had been put into a separate account to keep it ring fenced. Alison has also opened a deposit account to earn interest. Alison has also been in contact with ELC regarding the remaining fees to be paid to NBHTA for 2009/10 and this is expected shortly. The outstanding fees for 2008/09 have not been received, but ELC are fully aware of the situation and we expect them to be paid in due course, and certainly before the Harbour Empowerment Order is submitted.

### **4. Harbour Manager's Report**

Gerry referred to his report which he had issued to members prior to the meeting. Meetings have been held with The Residents' Association, East Lothian Yacht Club and Fringe by the Sea. Gerry and Bruce had also been invited to a meeting of the NB Commercial Boat Owners Association (NBCBOA). At that meeting Cameron Small had advised that they would like a change in the wording to the 'Application Principles for a Mooring/Dinghy Parking Bay' to include a condition that Fishing Boats and Commercial Boats should be operated by suitably qualified personnel. The exact wording of the change will be issued by the Secretary to all members for consideration and voting at the next meeting.

### **5. Towards Trust Status**

Gerry referred to the document "Proposed 'Way Ahead' to Full Trust Status" issued before the meeting, which suggested 5 sub groups should be formed headed up by the following individuals. Legal Team (David Reid), Trust Compliance (David Lumbard), Finance (Alison Hall), Fabric (Bruce Todd), Public Relations (Derek Braid) and a list of topics to be covered by each group was stated. Gerry also advised that he was looking for volunteers to join the groups. The proposals were agreed and Colin volunteered to join the Fabric Group and Jane

volunteered to join the Public Relations and Finance Groups.

#### 6. **Any Other Business**

- **Equipment for Harbour** – a list of suggested equipment to be purchased for the Harbour (tools, plant and consumables) was issued to those present, and the estimated expenditure of £1,100 was agreed by the meeting.
- **Sula** – Derek referred to a letter he had received that day from the operators of Sula II, concerning a complaint that the Seafari boats are often left unattended at the Corner Steps or Slipway. Also stating that they are unhappy about the departure times of the Seafari boats pay no regard to the sailing times of Sula and other boats. The meeting agreed that NBHTA should contact the SSC, to remind them of the guidelines concerning unattended boats. The Commercial Boat Guidelines will also be posted in the window of the HM Office. Gerry also advised that Pat Macaulay will be invited to the next Harbour Management Team meeting.
- **NBCBOA** – Cameron thanks Gerry and Bruce for attending the recent NB Commercial Boat Owners Association meeting. Cameron will attend the end of season review meeting which NBHTA will be having with the SSC, and copies of the previous minutes of the NBHTA/SSC meetings will be provided.
- **Girl Pat** – Jim Sandison asked what the plans were for Girl Pat which appeared to becoming a permanent fixture on the harbour quay. It was agreed that the Secretary should write to the owner to ask his intentions.

#### 7. **Date of Next Meeting**

**Wednesday 30 September 2009 at 7.30pm in North Berwick Council Chambers.**

*(as advised to members, changed from original planned date of 28 September)*

*Derek Braid  
Secretary  
1/9/09*