

North Berwick Harbour Trust Association (NBHTA)

Full Meeting - Minutes

On Monday 26th October 2009 at 7.30pm at Council Chambers, North Berwick

Present: Gerry Hughes (Chairman), Jackie Tagg, Bruce Todd, David Lombard, Jane McMinn, Colin Cumming, Ken Burchell, John Hookway, Jim Sandison, David Reid, Derek Braid (Secretary)

Apologies: Cameron Small, Benjie Pearson, Alison Hall, Stewart Auld, Gary Lawson,

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

1. Minutes of Meeting 30/9/09 and Matters Arising

- **No Diving Picture Signs** – have arrived and will be erected shortly
- **Memorial Benches** Jane McMinn has sent an email to Cameron Small.
- **Girl Pat** – letter has been sent to the owner
- **Esplanade Sub Group** – Jim Sandison has spoken to Bruce Todd but no further meeting held. Will aim to report back at the next meeting. Ken Burchell has expressed his concern at any loss of hard standing with the suggested barrier.
- **Lifeboat Slipway** – Stewart Auld is getting RNLI to take this up with East Lothian Council
- **Projects** – ELC have arranged a liaison meeting (23 Nov) and the subject of the funds for the Feasibility Studies is on the agenda. Bruce has prepared proposals to go out to tender for Feasibility studies for a) Landing Pontoon Outside Harbour Wall & b) Improvements to Galloway's Pier. The meeting agreed that these should be sent out. Bruce referred to the other 3 projects on the list:- a) Pontoons inside the harbour, b) refurbishment of the buildings around the dinghy park c) traffic control facilities
- **CCTV** – Gerry advises that there may be news shortly. We await developments.

Minutes of 30/9/09 proposed by David Lombard and Seconded by Colin Cumming

2. Proposed Lobster Hatchery

Gerry introduced the topic by saying that generally the work of the NBHTA had gone fairly well to plan, although there had been slippages in some of our plans. The question of the proposed Lobster Hatchery is a big issue and we must give this careful consideration. The NBHTA have remained neutral until details of the proposals were known. Jane advised that details of her views had been sent to members, along with a copy of the Feasibility Study. Jane provided a plan of the expected footprint and outline design of the new building. There was considerable discussion about the proposals including, the impact of the footprint on existing harbour users and the environmental impact including views from the harbour. It was agreed that the NBHTA supported the idea of a Lobster Hatchery in North Berwick and that that we should ask to be represented on the Steering Group, which we understand was the next stage of the project, and that we should write to the SSC. *(Subsequently, the day after the meeting, and before the Secretary could write to the SSC, Jane was invited by the SSC to join the Steering Group).*

3. Harbour Works by East Lothian Council

Bruce reported as follows:-

Phase 1 (Health & Safety Work) – work has commenced and the contractors are on site

Phase 2 (Replacement of Railings) – Gerry and Bruce have seen a sample of the railings which they are happy with. ELC have still to see the sample, and we expect ELC to award the contract shortly.

Phase 3 (Crane and Wall) – ELC have advised that they expect to award the contract shortly.

4. Harbour Mooring Chains

Ken Burchell spoke to the report that he had issued concerning his investigations. The recommendations that, chain and shackles should be purchased, and that letters should be sent to mooring holders, asking them to check their chains, was agreed.

5. Administration

Jackie reported that Winter Moorings had been allocated and invoices sent out. Jackie will be attending two more sessions run by HMRC concerning payroll. There was a problem with office space to store records and that needs to be addressed. The written procedures, to deal with oil spills, was nearing completion.

6. Harbour Manager's Report

Gerry spoke to his report which had been sent out before the meeting. ELC Planning representatives had visited, concerning the DIY boat access ladders, and asked that they be removed and also that the diesel storage tanks may need to be removed. Gerry is reviewing these issues with ELC.

This raises the problem of safe access to boats if ladders are removed. Consideration is being given to providing a punt for harbour users to use to access their boats, rather than down the walls.

The Harbour Master starts winter hours on 1 November, and it is proposed that he works from 0900hrs to 1400hrs on Fridays and Saturdays, but with some flexibility to attend on other days if necessary.

7. Towards Trust Status

a) Legal and Trust Compliance

David Reid advised that a meeting of the sub-group (David Reid, Bruce Todd and David Lumbard had been held. A final draft of the Harbour Empowerment Order (HEO), Minute of Agreement and proposals for the Appointment of Trustees will be issued to members for comment shortly. The proposed Harbour Bylaws, which will come into force when the Harbour Empowerment Order is enacted needs to be considered. David Reid will issue, via Derek, a copy of Dunbar Harbour Bylaws and Aberdeenshire Harbours Bylaws to members as examples. Comments and suggestions should be returned to David with copies to Derek. It is hoped to have the draft HEO and Minute of Agreement finalised by end 2009.

After discussion, it was agreed that we should set a provisional date of 1 June 2010 for full Trust Status. There may come a time when the required harbour works are underway or nearing completion, when we may decide to submit the HEO, via ELC to Parliament, prior to full completion of the works. This will be a decision for the full membership.

b) Finance

Reference was made to the plans prepared by Alison and Jackie. The question of NBHTA needing to change its financial year end was questioned, and this will be referred to Alison for consideration and explanation at the next meeting.

c) **Public Relations**

Gerry reminded the members that any questions from outside bodies or the press should be routed to Derek.

8. AOB

John Hookway raised concerns about the condition of the old sun lounge, occupied by the SSC, and that a delay in repairs would lead to an increase in work required. It was understood that under the terms of their lease, the SSC were responsible for repairs. This will be raised with Helen Bruce at the forthcoming ELC liaison meeting.

9. Next Meeting

Monday 30 November 2009 at 7.30pm in the NB Council Chambers

*Derek Braid
Secretary
29/10/09*