

NBHTA Full Meeting
Wednesday 28 May 2008, Hope Rooms, North Berwick

Minutes

Present:

Gerry Hughes	Chairman
Derek Braid	Secretary
Alison Hall	Treasurer
John Hookway	
Bruce Todd	
Colin Cumming	
David Lumbard	
David Reid (up to Item 2)	
Jim Sandison	
Jane McMinn	

Apologies: Jackie Tagg, Gary Lawson, Benjie Pearson, Stewart Auld, Ken Burchell, Cameron Small

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

1. Minutes of Meeting 30 April 2008

Minutes proposed: Alison Hall
Minutes seconded: John Hookway

2. Lands & Titles and Revision Order

David Reid advised that he had received a draft of the Empowerment Order today, and had not had a chance to study it in detail. This had been prepared by the Parliamentary Draftsman in London for East Lothian Council. It was encouraging to see that one of the paragraphs states that ELC is responsible for repairs to the harbour, outstanding at time of handover.

Colin asked if access to residential properties would be protected. David (R) said that the title deeds of the properties should protect access and that the same rights will apply after the revision order as before it. However, this will be checked and sample copies of dispositions for different residential properties will be checked.

David (R) will study the draft document in detail and arrange to have it circulated to all members together with his comments. It will then be considered at a full NBHTA meeting before reporting back to Ian Forrest of ELC.

The question of bylaws was discussed, and reference was made to the Dunbar Harbour Trust Bylaws which came into force when their Revision Order was signed. David (R) will consider this. It was agreed that it would be useful if the various rules applying to North Berwick Harbour could be incorporated into one document.

Jim Sandison referred to a recent document from the Royal Yachting Association (RYA) which expressed concern that unelected harbour authorities can create bylaws which can create a criminal offence if not obeyed, and where there is no overseeing by an elected body. This was noted.

Regarding the leases for the buildings that the Trust will take over, it was agreed that we must ensure that all the buildings have up to date Fire Certificates and Electrical certificates. Safety is paramount, and must be addressed e.g. Commercial Store.

David (R) has copies of all the leases for review and he will tabulate all the items on the leases to be physically checked, and Bruce will undertake the physical checks.

We must also look at the metering of power to the various lease holders.

David (R) left the meeting at this point.

3. Fabric

After a lot of asking, at last on 6 May, Bruce had a meeting with Alan Forsyth, Head of Property and Murray Hutchison of ELC. John Hookway and Stewart Auld attended with Bruce. *(Notes of the meeting have been circulated to NBHTA members)*. The NBHTA Fabric Report of 2006 was used as an agenda and a number of actions have been agreed. Bruce has subsequently asked Helen Bruce for timescales on the actions. Both NBHTA and ELC are unhappy with the first draft of the Health and Safety Report and a revision is being arranged. John advised that we stressed that ELC should not undertake any work without involvement of NBHTA. Also, if NBHTA have proposals, we should work jointly with ELC. Bruce advised that a site visit by Alan Forsyth and Murray Hutchison has been arranged for 17 June. Bruce, Gerry and Stewart will attend.

4. Trustees

David (L) reported that he now had the necessary documents which he will study during June. The plan is to have firm guidelines in place about how to proceed by December 08.

5. Finance

Alison provided a financial summary and reported that all mooring fees have been collected. Alison will arrange to claim from ELC the amount collected so far for Moorings, Dinghy Parking and Launching Fees.

6. Administration

In Jackie's absence, Alison reported that we have 20 dinghy parking spaces available. Jackie has done a huge amount of work in collected mooring and dinghy parking fees, including chasing up people and fielding comments etc.

7. Meeting with David Berry

Alison reported on a meeting that she and Gerry had attended, which had been called by David Berry, Council Leader on 8 May. The meeting was to explore how to enhance the commercial operation of the harbour and to encourage more and better use of the harbour. *(Notes of the meeting will be distributed to all NBHTA members)*. The meeting included Susan Smith, Economic Development Manager of ELC, and the Harbour Master of Seahouses to explain how they operated with 5 boats offering day trips, mainly to the Farne Islands. The SSC were also represented. After a walk around the harbour, the meeting continued in the ELYC Clubhouse *(and many thanks to ELYC for the use of their premises)*. The meeting was advised that grants were available to increase visitor numbers and improve tourism and two projects were identified:- a) improvements to Galloway's Pier and b) a landing pontoon on the outside south wall of the harbour. Applications needed to be submitted by 4 August 08, and matching funding was available from ELC to assist with the detailed planning and specification of the projects.

After discussion, and although time was very tight, the meeting agreed that NBHTA should go forward with applications for these two projects and without the involvement of SSC. The first stage was to arrange a meeting with Consulting Engineers as soon as possible and Gerry will arrange this. He will be supported by Bruce, John and Jane. The meeting will outline our ideas and see how the consulting engineers could take the project forward to the planning stage. Jim

suggested we should consider a full redesign of Galloway's Pier, to allow landing at times other than at low water and to provide sheltered landings behind the pier, rather than only improvements to the berthing and passenger facilities. The meeting agreed this would be ideal, but seemed impractical in the timescale available for submission of applications for grants. However, this will be discussed with the Consulting engineers.

Assurances have been given, that applications for these grants would not jeopardise future applications for other projects.

8. Harbour Management Team (HMT)

Gerry referred to his report circulated before the meeting and to minutes of a recent Harbour Management Team Meeting (30/4/08). The first of the two RIBs for the joint operation of Seafari with SSC is due to arrive this weekend. The HMT has set a tariff for the operation of the RIB using the harbour landing points.

George Purves has asked if he can erect a board to advertise the services that he provides. The meeting decided against giving permission, but decided he can put an A4 sheet in the Harbour Master's window.

9. Projects

Bruce referred to the previously circulated list of projects and reminded the meeting that ideas can be put forward to him for inclusion on the list.

10. AOB

Bins – Alison asked if we could ask ELC for bins with flaps that did not allow seagulls access to the rubbish. Jim advised that this had been looked at some years ago by the Community Council, and after 18 months managed to get bins with smaller openings. However, ELC had subsequently moved these bins to Elcho Green. **Bruce will contact Helen Bruce of ELC on this matter.**

CCTV – David (L) asked where we were with the provision of CCTV at the harbour. **Gerry will get an update for the next meeting.**

NB West Bay Moorings Association (NBWBMA) – Jim referred to the fact that the area used by the NBWBMA will be included in the area controlled by the Harbour Trust. Jim is Chairman of the NBWBMA and he asked whether the Harbour Trust would be interested in taking over the operation and administration of these moorings, although he would have to consult with the Association before any agreement was reached. Consider will be given to this suggestion and will be discussed at a future meeting.

It was noted that NBWBMA was due to pay NBHTA for landing/launching for 2008 and Jim advised this is in hand.

11. Next Meeting

The next meeting will be on **Monday 23 June 2008 at 7.30pm in the NB Council Chambers.**

*Derek Braid
31/5/08*