

North Berwick Harbour Trust Association (NBHTA)

Full Meeting - Minutes

On Wednesday 30 September 2009 at 7.30pm at Council Chambers, North Berwick

Present: Gerry Hughes (Chairman), Jackie Tagg, Bruce Todd, David Lumbard, Jane McMinn, Colin Cumming, Stewart Auld, Ken Burchell, Derek Braid (Secretary)

Apologies: Cameron Small, Benjie Pearson, Alison Hall, John Hookway, Jim Sandison, David Reid, Gary Lawson,

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

1. Minutes of Meeting 24/8/09 and Matters Arising

- **No Diving Picture Signs** – expected shortly.
- **Memorial Benches** – further to last meeting, there was concern that Cameron Small may source his own bench, and the meeting considered that all benches should be ordered and installed via the NBHTA. Jane McMinn will contact Cameron on this matter.
- **Lobster Hatchery** – the SSC have arranged a presentation of the final feasibility report on 12 October, which Jane will attend. The policy of the NBHTA is to remain neutral until the details of any proposals are known. The NBHTA will then have an opportunity to consider proposals.
- **Equipment for Harbour** – this is on hold awaiting the identification of somewhere dry to store the equipment
- **Sula II** – Pat Macaulay attended the last Harbour Management Team meeting on 25/9/09 where her concerns were discussed.
- **Girl Pat** – the Harbour Manager is writing to the owner to say that the boat must either be restored and craned-in in October 2010 for the winter, or removed off site by that date.

Minutes of 24/8/09 proposed by Jane McMinn and Seconded by Colin Cumming

2. Changes to 'Application Principles for a Mooring/Dinghy Parking Bay'

The detailed changes, which had been suggested by Cameron Small at the last meeting, had been circulated prior to the meeting. The changes related to the owners of fishing and commercial boats ensuring that their vessels were operated by suitably qualified personnel when engaged in commercial/fishing activities.

The meeting recognised that the NBHTA could not, and would not, police this additional requirement and although it was recognised that the requirement could be added as a declaration on the mooring application form, this would serve no useful purpose. It was considered that the additional wording was unnecessary and detracted from the existing Principles.

The meeting decided to make no change to the existing 'Application Principles'.

3. Esplanade Sub Group

In the absence of Jim Sandison, Derek referred to the meeting note, and the barrier/gate proposals which had been circulated prior to the meeting. It was agreed that discussion was required with Jim Sandison, and John Hookway who had prepared the proposals.

4. Harbour Works by East Lothian Council

Bruce described the status of the Harbour Works which were due to start shortly

Phase 1 (Health and Safety Work) – ELC have awarded the contract to Glasgow Weir and they have been to measure up. Work expected to start in 2 weeks and completed 4 weeks after the start. The second part of this work (railing above Old Pump Room and around end of the Pier) will be in cast style pillars.

Phase 2 (Replacement of railings around old pool) – this work is about to be released by ELC, but we expect to see a sample first for agreement by NBHTA. It is hoped this work will start immediately after Phase 1 and be completed by the end of the year.

Phase 3 (Replacement of crane, repair of wall where crane sits and realignment of boom slots) – ELC have completed negotiations with the sub contractor Halcrow. NBHTA will be consulted on the spec of the crane and we expect Halcrow to arrange a contractor to undertake the work. Timescales have still to be agreed.

ELC have agreed to show NBHTA the breakdown of the costs for the above work, partly so that NBHTA can be re-assured that ELC are getting value for money.

It was agreed that we should be preparing for the submission of the Harbour Empowerment Order in a similar timescale to the completion of the works detailed above.

5. Finance and Administration

Finance - Alison had circulated the monthly accounts to End August 09, and accompanying brief notes. There were no questions raised.

Administration - Jackie reported:-

- The Harbour Master and Jackie have had much better communications with boat owners, than previously.
- Looking at the list of winter mooring requests and how to accommodate them
- Jackie will be attending a 1 day course run by HMRC regarding payroll
- Jackie has been looking at the self learning CD for Sage (the books are to be transferred to Sage shortly)
- There is a small waiting list for dinghy parking spaces next year
- A copy of Reeds Almanac has been donated by NB Library for the HM Office, thanks to Bill Sneddon
- The Harbour Master will commence winter hours on 31/10/09.

Gerry advised that it is proposed that Jackie should continue to work 1 day per week throughout the winter, to ensure that the administration was kept up to date.

6. Harbour Manager's Report

Gerry referred to his report which had been circulated before the meeting. Gerry reminded the meeting that file notes of the Harbour Management Team Meetings can be requested for perusal.

The main points were:- replacement and additional life-rings have been ordered; Galloway's Pier is now always clear of growth; a meeting has been held with the Kayak Club about the way forward; liaison with 'wave canoe team' and 'sea rowing boat club' about facilities which can be offered; end of season meetings arranged with SSC and ELYC; thanks and cheque received from Fringe by the Sea.

Colin Cumming advised that the RNLI and Main Slip needs attention due to undermining. Stewart Auld will look at this.

Ken Burchell advised that he is organising a work party on Monday 18 October at 10am to start the work of checking the conditions of the chains in the harbour, and establishing the requirements. It is also hoped that this will lead to a better understanding, and agreement, of where responsibility for different parts of the ground tackle lies. It was suggested that Dunbar HT should be consulted to see how they dealt with the situation. It was also agreed that boat owners using temporary winter moorings must be advised that they must provide, and are responsible for, their own risers. Existing mooring holders, vacating moorings for the winter, should be advised that other boats may be using their positions and they may wish to remove their ground tackle. Ken also advised that it was also intended to repair the beacons on the rocks outside the harbour.

7. Towards Trust Status

Legal – Bruce advised that a meeting with David Reid, David Lumbard and himself has been arranged.

Trust Compliance – David Lumbard advised that this will carry on from the 'Legal' meeting

8. AOB

Projects – Bruce advised that he intended to take forward Feasibility studies for a) pontoons outside the harbour, and b) improvements to Galloway's Pier

CCTV – Gerry advised that he understood that funding had been found for the 3 planned cameras in the harbour area.

9. Date of Next Meeting

Monday 26 October 2009 at 7.30pm in North Berwick Council Chambers.

*Derek Braid
Secretary
3/10/09*