

Full Meeting – Minutes

Monday 19 August 2013 at 7.30pm

Council Chambers

Present:

Gerry Hughes Chair
Jackie Tagg
Susan Hopkin

Jane McMinn
Colin Cumming
Donald Wright
Bill Roberts (Minutes)

1. Apologies

GH welcomed all to the meeting.

Apologies from: Stewart Auld; Colin McGrory; John McCarter; David Fortune; Bruce Todd

2. Minutes of Meeting of 13th July 2013

BR noted two changes to the minutes that had been circulated.

GH talked through the minutes and there were no matters arising.

BR said there would be a first draft of a new web site to review in the next few weeks.

The amended minutes were accepted as a correct record.

3. Harbour Manger's Report - GH

Although we have had a very busy summer the harbour has been kept tidy throughout and a programme of chipping and painting has improved the general appearance.

The Harbour Master's deputy has been engaged to provide cover seven days a week.

The arrangements to accommodate the new Seasafari trip boat are working well.

Relationships with stakeholders are better than ever with parties working together.

The Fringe-by-the-Sea event created some issues and these will be addressed at a follow-up meeting with the organisers.

4. Harbour Repairs Update – BR (in the absence of BT)

BR presented an update from notes prepared by BT; attached as Appendix 1.

BR presented ELC's proposal for interim improvements to the Esplanade wall sea defences; attached as Appendix 2. CC's view is that the proposal would not be beneficial. GH stated that this is an intermediate solution. The final solution requires a raised sea wall.

The Association recognises continuing the work done by Bruce to get the Harbour restored to its pre-storm condition.

5. Finance

The surplus is up by £2k compared to the same period last year. Although dinghy storage revenue is down, the number of spaces let continues to recover. The size of dinghy being used is generally smaller than in previous years and this is having an additional adverse effect on revenues.

The telescope is providing a new revenue stream.

Rearrangement of the front row of moorings has meant the loss of one mooring space.

JT has proposed a change of bank and an increase in the number of authorised signatories. The Association supported this proposal.

The Association is still seeking a Treasurer. **Action: GH**

The Association intends to introduce a per head charge for trip boats next financial year. The tariffs being applied at other sites need to be checked. The initial proposal is for a 50p per head charge for sightseeing trips. Proposed by GH and seconded by SH. ELC is to be notified. **Action: BR**

The meeting agreed to purchase a second telescope and use the same supplier.

6. Trust Status - BR

BR advised the meeting that to proceed to full trust status there needed to be three documents agreed with East Lothian Council (ELC):

- The Harbour Empowerment Order (HEO)
- The Minute of Agreement with ELC
- The Bye Laws (which the Trust would use to manage the Harbour area)

Further, the Association would need to decide the constitutional format of the Trust with specific regard to the liability of individual trustees.

Action: prepare paper with recommendations BR

The meeting agreed to devote the next meeting of the Association (7th October 2013) to a decision on moving to full trust status.

7. AOCB

JMcM is waiting on a response from ELC (Helen Bruce) regarding charges on her proposal for a charging policy for stores/ex-changing rooms. **Action: JMcM to pursue HB**

The meeting discussed the options around the Harbour Master (HM) remaining an employee of ELC (or moving under TUPE to a new Trust). The meeting noted the requirement for robust process to ensure compliance with employment legislation if the HM became an employee of a trust. The meeting agreed that the HM should become an employee of the Trust and recognised that professional support would be required to support this.

There was no response from Viridor to the application for funds. **Action: BR to pursue.**

8. Date of Next Meeting

7th October 2013 at 7.30pm in the Council Chambers.

Appendix 1 – Outstanding Work at North Berwick Harbour Sept 2013

	Item	Background	No.	Action Required
1	Galloway's Pier	<p>There is long standing Damage to the structure of the pier. The concrete shows significant signs of erosion at its base level. This erosion has been surveyed and photographic evidence obtained. It has been agreed that maintenance work is necessary and consultants Halcrow have produced suggestions identifying how this should be achieved. Their suggestion involves the installation of sheet piling totally encircling the pier and at a distance of about 1 m.</p> <p>Erosion is also evident around the surface of the pier where the upper wooden rubbing strake has been washed away and the top slab continues to be damaged risking lifting of the entire slab under severe sea conditions. This will be corrected using the solution above.</p> <p>A source of funding for work to improve transport facilities has been offered by the organisation SESTRANS and this would be dependent on match funding by ELC. ELC have agreed to provide match funding albeit over more than 1 year</p> <p>The pier is known to be slippery and dangerous due to the adherence of seaweed to the concrete surfaces. A design for a permanent safe, walkway upwards to the pier access gate has been discussed and is still awaited.</p>	<p>1a</p> <p>1b</p> <p>1c</p> <p>1d</p>	<p>ELC to obtain a formal design for improvements to Galloway's Pier from Halcrow. NBHTA have intimated that they wish to be involved in the approval of any design submitted. The sheet piling is required to accommodate two stairway access points, one on the west face and one on the south face.</p> <p>ELC to advise the procurement of a detail design and arrange discussion with NBHTA.</p> <p>ELC to confirm funding arrangements with SESTRANS and ensure that this opportunity is not lost by the passage of time.</p> <p>ELC to advise plans and design of walkway structure.</p>
2	Stonework superstructure on top of buildings at east end of dinghy park	<p>The superstructure on top of buildings at the east end of the dinghy park was damaged during a storm in December 2012. It has been agreed that this will be made good. ELC have intimated that they wish to overcome any access danger to the public by reshaping the structure to avoid a large drop over the rear edge. The remedial work requires to be designed and approved by NBHTA</p>	2	ELC to produce a remedial design and carry out work

3	Stabilise north wall rock work where wooden wedges have been lost during storm conditions	It has been agreed that the wall will be made good by grouting in positions where wooden wedges continue to exist or have been lost.	3	ELC to put grouting work into action.
4	Repair dislocated stonework at the western portion of the north wall and stabilise stonework to overcome further damage during inclement weather conditions.	Dressed stonework at the western portion of the north wall was constructed using metal ties between stones. The ties have now corroded away allowing stonework to be dislodged more easily. It has been agreed that dislodged stonework will be repositioned and dowels inserted through the upper layer and into the lower layers to provide a stable integrated structure capable of withstanding future damaging action by high seas.	4	ELC to arrange for dislodged stonework to be repositioned and to have corrosion resistant dowels fitted to avoid further damage.
5	Repair damage to stonework sill at harbour mouth.	The harbour mouth is designed with a sill on which booms may be installed to close the harbour during inclement conditions. The sill contributes to the stability of the stonework structure of the harbour mouth.	5	ELC to survey sill damage at low tide and put in hand suitable long lasting repairs.
6	Replace damaged and rotten harbour booms.	Wooden booms have been provided which can be used to close the harbour mouth during inclement weather conditions. Booms are ageing and some require to be replaced due to rot.	6	ELC to survey the extent of rot and provide replacements.
7	Improve sea defences around harbour to prevent damage by ingress of sea water.	Existing sea defences have proved to be inadequate, mainly due to the insufficient height of the sea wall at the east end of the esplanade. The susceptibility of the wall is enhanced by rock armour on the seaward side of the wall having been composed of rock of inadequate size and having been placed in a manner which failed to reduce the energy of waves approaching the wall. Design studies have been carried out by two consulting firms and suggested designs obtained for the improvement of both the wall and the rock armour.	7a 7b	ELC to supply additional rock of a suitable size and install in a manner which has been approved by qualified design consultants. (This work is partly in hand at the time of writing but has not been approved by consultants). ELC to assist NBHTA to obtain a final design for improvements to the harbour sea defence wall and source funding bodies who are prepared to assist with implementation.

Appendix 2: Esplanade Remedial Works

