

# **NORTH BERWICK HARBOUR TRUST ASSOCIATION**

**Registered Charity N° SC045318**

**Chairman: Gerry Hughes**

**Secretary: Bill Roberts**

**Treasurer: David Fortune**

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## **Full Meeting – Minutes**

**Monday 4 May 2105 at 7.30pm**

### **Council Chambers**

#### **Present:**

Gerry Hughes Chair  
Stewart Auld  
Bruce Todd

Jane McMinn  
Donald Wright

Bill Roberts (Minutes)

#### **1. Apologies**

GH welcomed all to the meeting. Apologies noted from David Fortune, Isabel Anderson, Colin Aston and John McCarter. Yvonne Darling was unable to attend.

#### **2. Minutes of Meeting of 30<sup>th</sup> March 2015**

GH read through the minutes of the previous meeting.

The proposal to allow a kayak rental business to operate from the Harbour has the support of the HMT. The kayak group have been made aware.

GH reported on the meeting held with the SSC.

Insurance: An existing insurance (Blue Fin) has been cancelled since the new insurances include the same cover.

Leases: BT proposed that the current process for attributing charges for electricity be left "as is". This is an ELC process which apportiones the total bill based on the square area of individual stores, plus an element for the common areas. The meeting agreed to wait on the presentation of the budget for 2015/16 before finalising the charging mechanism. The meeting noted that letters had been issued to tenants intimating a change which would introduce individual metering.

**A copy of the new wiring diagram to be sent to JMCM: BT**

H&S:

**Costs for safety railings at the south wall by Sula and the north wall by Lobster Shack to be sought: CA**

**Investigate how SSC discharge their H&S liabilities: GH  
Approach J Lynch (ELC) for advice: DW/SA**

Commercial Boat Charges: the meeting noted that a letter had been received from Donald Dewar (Sula).

**Arrange meeting to discuss charges for 2015/16: GH**

Insurance warranties: a schedule of requirements needs to be produced and then responsibilities discharged.

**Circulate list from insurance documentation: BT**

Other matters arising are covered in agenda items.

The minutes were proposed by BT and seconded by DW.

### **3. Sea Defences**

BT presented the up-to-date position regarding the design and contract (previously circulated to members).

**Andersons to provide hydrographic analysis to support the design: BT**

In the original discussion a 50 year design indemnity was offered but is not contained in the contract.

**Obtain design indemnity: BT**

The meeting discussed the options for installing lighting as part of the project.

**Obtain costs for inclusion of LED lighting: BT**

GH proposed that the contract be signed. The proposal was seconded by JMCM and supported by the meeting.

### **4. Fringe By the Sea**

MoA has been given to Eric Wales (EW) who was representing FbtS.

**HG will sign the MoA on behalf of NBHTA when it is agreed.**

**SA will produce a diagram of barrier/fencing requirements for issue to FbtS**

The boat on the quayside (south wall) will be moved before the start of the sea defence contract. This will improve manoeuvring and safe access to the site.

**Siting of the smaller Lobster Hatchery container to be discussed on site BT/JMCM**

### **5. Organise stakeholder's and public meetings**

**GH will progress these items**

### **6. Fund Raising**

ELC have made improvements to the electrical distribution system. ELC will produce a maintenance manual for the system and pass to NBHTA. The installed load at the east end of the Esplanade has reached the capacity of the supply cables. ELC have been asked to provide an indicative price for maintenance of the system. ELC have suggested PHS as a suitably qualified and experienced contractor. (<https://www.phs.co.uk/our-services/safety-services/electrical-testing/fix-wire-testing>)

ELC have presented a proposal to improve the electrical distribution system through the provision of additional capacity and numerous outlets around the Esplanade area. These outlets would be fully rated for the environment. ELC have also proposed a contribution to the scheme but NBHTA would need to raise matching funds. There may be an opportunity to request funds from the European source aimed at harbour maintenance and improvement

**BT to invite Fraser Simes to discuss.**

### **7. HEO**

The meeting agreed that the HEO should now be pursued.

**BR to arrange response to ELC on current draft.**

## 8. New Members

**GH will progress this item**

## 9. AOCB

An approach has been made to make storage and changing facilities available to support a "wetsuit hire" business. The meeting supported the principle of the business but noted that there were no facilities available.

**JMcM will advise**

The Lobster Hatchery needs access to the Pump House to reset electrical circuit breakers in the event of supply failure.

**CA to organise key**

DW asked whether the Management Rules were still in force following signing of the lease.

**DW to draft a letter to ELC legal Dept.**

**BR to issue letter from Secretary**

BT asked whether the carne had been tested and certificates received.

**GH to pursue certificates**

The meeting noted that work on the dinghy wash-down facility had stopped.

**HMT to approach ITEC to get the pipe connection made**


ELYC have approached the Association asking for use of the Esplanade to erect tents during the Topper Nationals next year (2016)

**HMT to consider request and respond.**

## 10. Date of Next Meeting

Monday 1<sup>st</sup> June 2015 at 7.30pm in the Council Chambers.  
BT presented his apologies in advance.

Signed



**Bill Roberts**

*Secretary*

**North Berwick Harbour Trust Association**

**Registered Charity N° SCSC045318**

Harbour Master's Office

Victoria Road, North Berwick. EH39 4JL

Tel (home): 01620 894585 Mobile: 07736 774377

Email: [secretary@nbharbour.org.uk](mailto:secretary@nbharbour.org.uk)

Web: [www.nbharbour.org.uk](http://www.nbharbour.org.uk)