

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N° SC045318

Chairman: Gerry Hughes

Secretary: Bill Roberts

Treasurer: David Fortune

Full Meeting – Minutes

Monday 7th March 2016 at 7.30pm

Council Chambers

Present:

Gerry Hughes (GH: Chair)
Jane McMinn (JMCM)
Isabel Anderson (IA)
Donald Wright (DW)
Brian Anderson (BA)

David Fortune (DF) – Part-time
Stewart Auld (SA)
Bruce Todd (BT)
Colin Aston (CA)
Bill Roberts (BR: Minutes)

1. Welcome

GH extended a welcome to the members.

2. Apologies

Apologies were received from David Farmer (DGF), Charlie Marshall (CM) and John McCarter (JMCC)

3. Minutes of Meeting of 18th January 2016

GH read through the minutes of the previous meeting.

Sea Wall:

Our Administrator has been advised of the timetable for payment of retentions (to be done by mid-July)

Viridor will need to be advised of changes to the Officers at the forthcoming AGM.

Action: BR to advise Viridor following the AGM

Viridor would like to be included in the arrangements for an opening ceremony and need to be advised of the date. The meeting discussed options for the event and invitees.

Action: JMCM to organise an event for the sea wall opening

The wall needs to be repainted as it is flaking in certain areas. BT has agreed this work with Anderson's. Additionally the cause of rust streaks from the base of a stanchion is to be investigated and rectified.

Action: BT to liaise with Anderson Ltd

Galloway's Pier:

ELC have reported (through BT) that retentions have been paid to Anderson but work to remove the hard-core material (which was used to support the temporary vehicle access and is now on the seabed) has still to be completed: A G Thomson will be attending between 9th and 11th March 2106. ELC contacts are D Northcott and S Gemmel.

Action: CA to liaise ELC to ensure work is completed satisfactorily

North Wall Wedges:

Some wedges in the outer north wall of the harbour are loose. CA has been advised by ELC (Dave Northcott) that a survey of the wall was produced in 2013. The survey will be reviewed before approaching Historic Scotland. Historic Scotland may be able to provide funds and/or professional supervision of volunteers.

Action: CA to review report

Action: CM to approach Historic Scotland for assistance

ELC Funds:

BT has had no reply from Ray Montgomery (ELC) regarding the availability of the £30k saved from professional costs during the design phase of the sea wall project. The funds are deemed to be available to NBHTA.

Commercial Boat Passenger Levy:

Sula II (Donald Dewar) has made no returns and has made no payments.

Action: GH to pursue Sulla II for payment prior to the boat's return to the Harbour

Boom Crane:

The crane has been load tested. Only visual tests are required for the next two years.

Web Site:

The new website has been created in Wordpress. A demonstration is to be arranged. IA asked that the charitable status and purposes of the Association be given prominence on the web site.

Action: BR to arrange demo

The minutes were approved by IA and seconded by SA.

4. Toward Full Trust Status

The current version has comments from a review by Transport Scotland. These comments have been reviewed by ELC's parliamentary agents (Bircham Dyson Bell (BDB) the authors of the document. NBHTA has now sent our responses to both of these reviews to ELC who have sent them on to BDB. ELC expect a response from BDB this week.

Action: BR check with ELC

5. Finance to Include Rates for 2016/17

Draft accounts are with GH and BR. A finalised version will not be available for the AGM. This is due to ongoing discussion regarding the treatment of the Sea Wall payments.

The bank account is in a healthy state due to an operating surplus for the past year and the debtor payment by ELC.

The Chairman's statement, for inclusion with the accounts, will need to identify a policy on reserves.

GH reminded the meeting that an annual grant is due to be paid by ELC once the HEO is in place.

Action: GH to liaise with DF on Reserves Policy

The meeting discussed the rates to be offered to registered charities, voluntary associations, clubs, etc. A proposal to offer charities and voluntary associations a discount was not passed. A proposal to charge full rates to registered charities was passed with two abstentions.

6. Next Phase of Development

A drawing has been received from Anderson's showing a proposal for the next phase of development. Anderson's estimate a budget of £10k to develop this into full architectural specifications and £3k for new planning permission submissions.

Action: BR and BT to arrange handover

7. HMT

The next meeting of the HMT will be held on Friday 18th March 2016 at 16.00hrs in the RNLI office.

BA has now assumed responsibility for the boom crane.

The agreement between the ELC and the RNLI for the slipway is non-exclusive.

GH has issued a note regarding the role of the Harbour Manager
GH has shown BA items for regular inspection around the Harbour

8. Byelaws and Management Rules

ELC are still reviewing the proposed new Management Rules. They may change some to reflect their nature as Management Rules rather than Bye Laws. They have confirmed the process to get them in place.

Actions: BR to seek update

9. Leases

GH has been preparing revised leases. The main principles of the new leases have been discussed with most of the tenants: costs; term; electricity costs; consequential loss and dates for commercial operations.

Action: GH to finalise leases and present to NBHTA

10. Stand Up Paddleboard

An application to locate a hut in the harbour area for use by a business to hire SUPs was discussed. The Association supported the concept. SA and the Harbour Master have been in discussion regarding the siting of a hut. The meeting agreed to offer a location on the Esplanade behind the sea wall.

Action: SA and JMCM to agree precise position and convey to SUP business

11. Cocktail Van

An application to allow a van to park in the harbour area for use by a business to sell cocktails was discussed. The details of location and safeguarding that all permissions are in place (licencing etc.), were deferred to the HMT. IA expressed concern regarding the concept.

12. Lobster Container

ELC have advised that the terms of the temporary planning consent granted in 2012 were not met. The consent has lapsed. ELC have asked for written confirmation of the date the container was brought to site.

The meeting noted that the Beach Wheelchair hut was now not in position identified in the relevant planning permission.

Action: BR to write to ELC regarding container

13. AOCB

No other business.

14. Date of Next Meeting

The next meeting will be held on Monday 14th March 2016 following the AGM in the Council Chambers.

Signed



Bill Roberts

Secretary

North Berwick Harbour Trust Association

Registered Charity N° SCSC045318

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