

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N^o SC045318

Chair: Jane McMinn

Secretary: Bill Roberts

Treasurer: Sandy Knox

Full Meeting – Minutes: Monday 14th August, 2017

Council Chambers

Present:

Jane McMinn (Chair: JMcM)
Bill Roberts (Minutes: BR)
Charlie Marshall (CM)
In attendance -Terry Denton

Isabel Anderson (IA)
Donald Wright (DW)
Sandy Knox (SK)
Stewart Auld (SA)

1. Welcome

JMcM extended a welcome to the members present.

2. Apologies

Apologies received from David Farmer(DGF) and John McCarter (JMcC)

3. Minutes of Meeting of 10th July, 2017

The information sign at the entry to the Lower Quay has been re-erected. The sign opposite the Anchor Green steps needs to be bracketed to the railing. A notice is to be mounted to the fixed section of the main access gate advising 'No Unauthorised Vehicles'. **Action: DW**

NBRC skiff parking plans have been agreed. **Action: BR**

FLAG are now awaiting our statement from the Bank before proceeding. **Action: BR**

Kevin McLure, of Elements, has been asked to check that the huts are wind and waterproof. The cost of adapting Hut No 4 for Beach Wheelchair is approx. £300 – which we will pass on. The lease has still to be signed. **Action: JMcM**

In the meantime, a request has been made to display Art Work in Hut No **Action: JMcM**

North Wall update – DGF to get QS work underway. **Action: DGF**

The minutes were proposed by IA and seconded by DGF

4. Safety Incident Reports

Nothing to report.

5. Declaration of Interest

There was no change from the previous meeting.

6. Finance

VAT

WW has received a response from HMRC, advising them that because of internal changes, they are now referring the matter to another Department, rather than trying to settle this by a telephone chat.

Action SK

2016 Financial Projections

SK passed out a DRAFT of out income end expenditure to date, with comparisons to last year, and estimated projections.

The 1st column shows Inc & Exp to date – this may include some Capital figures.

The 2nd column shows his estimated projection. During the remainder of the year, we will need to spend more on Harbour maintenance and we require more professional advice regarding SSC/NMC. The 3rd column shows actual figures from last year – as a comparison.

We require to gather specific costs regarding the £10,000 grant received from ELC Community Partnership as we need to report back to them, identifying the projects that have benefited.

The annual accounts should be close to a break even situation.

Sheppard & Wedderburn costs continue to rise regarding our continued questions on SSC/NMC. CDK Galbraith expenses were higher than expected but justifiable.

The meeting discussed the need to control spending and the responsibility of Trustees. Significant reserves had been built up over prior years however maintenance liabilities in forth coming years are likely to challenge these. The meeting recognised the high cost of professional advice in relation to the impact of SSC/NMC.

This position will be kept under review.

7. HEO

The proposed teleconference with ELC's parliamentary agent (BDB) went ahead on 19th July. This was to discuss the redrafting of the HEO to accommodate the Association's decision to become a corporate body. BDB have still to re-draft this, and there would appear not to be a timeframe for this at present. BDB claim that the discussions with Transport Scotland will be simplified as a result.

Action: BR

8. SSC / NMC

The meeting was given an update on activities associated with the SSC proposal for an NMC. A tripartite meeting was held with ELS and SSC but SSC. SSC remain resolute in pursuing the single option that has been proposed.

ELC have commissioned an independent economic assessment of the project. SK distributed a version of the information pack that was prepared for NBHTA's meeting with the economist undertaking the assessment.

ELC & Community Council are now taking more notice.

The planning application will not now be heard in August and will likely be moved to November. This will give us more time to gather more signatures for the petition. At present we have over 2,000 signatures.

There have been (and continue to be) meetings and correspondence with SSC trustees; local councillors, MSPs; ELC officials and funders. HLF have not acknowledged a request to meet.

Requests for information on comments to the planning application have been made under FOI; the request was rejected.

It was noted that according to OSCAR Regulations the duty of Trustees is to the Charity first; the ELC representative on the SSC board may be conflicted.

A stakeholder has suggested that NBHTA write to all 14 trustees of SSC as individuals.

There is concern over covert discussions regarding the NBHTA lease with ELC. Sheppard & Wedderburn have been requested to write to SSC or ELC to ask for the outcome.

The SSC CEO has requested a delay in the planning process as the plans have altered greatly.

Action: BR/JMcM/SK

9. North Wall Update

Meeting next week to determine costing to enable us to apply for funding

Action: DGF

10. Safety Management System

Navigational Risk Assessments – This has to be circulated to members: Comments to be returned to DW or BR

Action: All

NBHTA are the governing body for all activities in the harbour area. Each activity has to have a risk assessment carried out, to cover events such as: Grounding, Fairway Navigation, Collision etc.

The main classes of vessel are:-
Commercial Trip Boats
Commercial Fishing Boats
Private Craft of various types (used for pleasure)

Management Rules must be given to everyone who uses the Harbour Area.

NB Harbour Emergency Response needs to be developed.

Action: DW/BR

11. Funding Applications

FLAG money to come – we still have to submit our Bank Statements.

NB Trust cheque.

This should amply cover the Beach Huts.

12. North Berwick Coastal Area Partnership

AGM to be held on 19th September @ NB High School.

A new chair person is to be appointed.

The group is also seeking Co Chairs.

13. AOCB

JMcM – Fisherrow Harbour – JMcM visited the groups trying to establish a single association similar to NBHTA. NBHTA have offered to continue to visit and offer assistance.

Photos/video of our harbour have been taken to show its inclusive nature and potential.

NBHTA have sponsored a race in the NBRC open regatta.

A moorings policy paper to be reported back sometime in October.

CM – Beach Huts should be named and not just numbered.

IA – We should acknowledge the efforts of David Farmer re online Website.

Risk Assessment – Awareness of the Fast Test for stroke assessment should be available in the harbour area.

DW – The Beach Huts are such a success, people are wondering when they will know about them for next year. Should we be building more – or should we leave that to SSC?

SK – The SSC/NMC project discussions will go on for some time yet and will absorb management time. Should we be thinking about paying someone to look in to changing over to Company Limited by Guarantee? CM agreed. Provided we don't lose our Charitable Status – will this be possible? This is ongoing.

BR – We have been quoted £2,900 for the crane painting, which includes lifting gear. Previous quote was £1,000 + VAT. SA will try to contact other firms for quotes – 2 week time line. Approx £4,000. This will include painting crane, apparatus and bridge.

14. Date of Next Meeting

The next meeting will be held on Monday 11th September, 2017 at 7.30pm in North Berwick Council Chambers.

Signed



Bill Roberts

Secretary

North Berwick Harbour Trust Association

Registered Charity N° SCSC045318

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