

# NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N° SC045318

Chair: Jane McMinn

Secretary: Bill Roberts

Treasurer: Sandy Knox

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## Full Meeting – Minutes: Monday 9<sup>th</sup> July, 2018

### Council Chambers

#### Present:

Jane McMinn (Chair: JMcM)  
Issy Anderson (IA)  
David Farmer (DGF)  
Charlie Marshall (CM)

Brian Anderson (BA)  
Sandy Brodie (SB)  
Sam Lowe (SL)  
Donald Wright (DW)  
Bill Roberts (Minutes: BR)

#### 1. Welcome

JMcM extended a welcome to the members present.

#### 2. Apologies

Apologies were received from Colin Aston (CA); Stewart Auld (SA); Alastair Macintyre (AM), Sandy Knox (SK) and Geraldine Prince (GP).

#### 3. Minutes of Meeting of 11<sup>th</sup> June, 2018

BR advised that SK had advised our insurers of the increase in our trustee numbers and that SK is arranging for our insurers to visit site to ensure our level of cover is appropriate.

JMcM advised that a meeting with Transport Scotland to progress the HEO is arranged for 23<sup>rd</sup> August.

The minutes were approved by IA and seconded by DW.

#### 4. Safety Incident Reports

The meeting discussed the activities of BBEL on Sunday 10<sup>th</sup> June. BBEL were observed launching kayaks from our area of the West Bay, their clients were not wearing life jackets or buoyancy aids. The RNLI launched in response to reports of a child in distress whose BBEL kayak had come ashore on the Platcock Rocks. BR related his observations of the incident. The meeting asked for the incident to be recorded as a near miss.

The meeting also agreed to write to BBEL noting that NBHTA will not have its facilities used to support this type of activity.

**Action: BR**

JMcM advised that **BBEL** had already indicated their intention to withdraw from our store. [Post Meeting Note: BBEL removed most of their equipment from the store during the following week and the store was completely empty at the termination of the lease on 31<sup>st</sup> July. Termination of the lease has been confirmed in writing with BBEL].

The meeting agreed to advertise the availability of the store on social media and via word-of-mouth. All parties who had expressed a previous interest would be advised.

**Action: BR**

#### 5. Declaration of Interest

There was no change to recorded interests from the previous meeting. The declaration forms of new members need to be completed.

**Action: BR**

#### 6. Finance

BR noted that now the accounts were finalised the OSCR return could be completed (deadline 30<sup>th</sup> September 2018)

**Action: BR**

**7. HEO – Update**

The HEO is with Transport Scotland for review and a meeting with them is scheduled for 23<sup>rd</sup> August in North Berwick

**Action: BR/JMcM/SK**

**8. SSC / NMC**

JMcM presented to the SSC trustees on 20<sup>th</sup> June. She explained the activities of NBHTA. The newer (young) SSC trustees had shown interest and asked a few questions. The meeting agreed to organise a NBHTA stakeholder meeting before Fringe by the Sea.

**Action: BR**

**9. North Wall Update**

CM led a discussion on the current options for funding elements of the work. CM will speak to NB Trust regarding getting started on the works now. The meeting also agreed to pursue a smaller bid with HLF as a project enabler.

**Action: CM**

**10. Safety Management System**

No new developments to report; No decisions required

**11. Funding Applications**

Covered in 9 above

**12. North Berwick Coastal Area Partnership**

Nothing to report.

**13. AOCB**

Organisations are being offered the chance to manage areas of coastline under a new pilot scheme operated by Crown Estate Scotland. Community bodies and local authorities have been invited to submit projects that would bring economic, social and environmental improvements. Scottish Ministers would be involved in assessing and approving proposals. The first stage of the project application process is due to open in August with a deadline for first stage submissions of 16<sup>th</sup> August.

More information at <http://www.crownestatescotland.com/the-assets/local-pilot-scheme>

BR gave a verbal report of a boat which has sunk in the harbour. Deliberate interference with the main drain bung is suspected. The owner has been advised to report the matter to the police.

CCTV is being pursued BT SL. Alarm/security firms are being contacted. Options for broadband connectivity are being examined. DW advised contacting the Information Commissioner's Office and/or the Crime Protection Office for guidance. SL will seek guidance from installers.

**Action: SL**

#### 14. Date of Next Meeting

The next meeting will be held on Monday 13<sup>th</sup> August, 2018 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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