

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N° SC045318

Chair: Jane McMinn

Secretary: Bill Roberts

Treasurer: Sandy Knox

Full Meeting – Minutes: Monday 10th December, 2018

Council Chambers

Present:

Jane McMinn (Chair: JMcM)
Issy Anderson (IA)
Sandy Brodie (SB)
Sandy Knox (SK)
Charlie Marshall (CM)

Brian Anderson (BA)
Colin Aston (CA)
David Farmer (DGF)
Sam Lowe (SL)
Donald Wright (DW)
Bill Roberts (BR) Minutes

In attendance

Geraldine Prince (GP).

1. Welcome

JMcM extended a welcome to the members present.

2. Apologies

Apologies were received from Alastair Macintyre (AM) and Stewart Auld (SA).

3. Minutes of Meeting of 12th November, 2018

An email has been received from Mr Montgomery (17th November). A letter has been prepared in response and will be sent to him. **Action: BR**

IA asked if written confirmation of indemnity cover for all members had been received from our insurers. SK replied that while verbal assurances had been given by our insurers, they had failed to provide written confirmation despite several requests. **Action: SK**

The minutes of 12th November 2018 require two changes: the date of next meeting and CA's attendance record.

The minutes were approved by SB and seconded by DGF.

4. Safety Incident Reports

BR advised that there were no safety incidents to report during the period

5. Declaration of Interest

There was no change to recorded interests from the previous meeting.

6. Finance

JMcM has received an estimate of the costs of legal work to change the Association to a company limited by guarantee and transfer the Association's charitable status to that company. The meeting agreed to go ahead with the change.

The meeting agreed a budget of £6k inc. VAT for the legal costs. We will seek to recover these costs from ELC.

We will ask ELC to assign the current lease of the harbour to the new company. There should be no changes to the lease.

SK and BR have to meet to agree a budget for harbour works for 2019.

Action: SK & BR

BR will circulate this year's harbour works budget in preparation for 2019.

Action: BR

7. HEO – Update

The preparation of a list of questions to be put to Transport Scotland has not been completed.

Action: BR

8. SSC

JMcM attended the NBCC meeting of 4th December at which Mr Windmill (DW; Chairman of SSC) made a presentation. DW told the CC that the output of the SSC's strategic review would not be issued until mid-2019. DW has said the SSC are undertaking two phases of internal refurbishment. Jan to March mainly ground floor with a closure for 3 months; and a likely closure from Oct to Dec 2019 for refurbishment of the Discovery Centre downstairs.

Other NBHTA members have heard that there is a third phase of refurbishment to include the Education Centre during summer 2019.

DW also said Susan Davies, ex interim Chief Exec at SNH, Chair of Scottish Wildlife Trust, is starting 14th Jan 2019. NBHTA are scheduled to meet with her in late January.

JMcM has suggested to DW that we should find projects to work together. This will be taken up with the new CEO.

As reported at our last meeting there was a good atmosphere when SK met with DW in October. The dialogue with DW is to be maintained and expanded to include the new CEO.

SK has met with the SSC interim CEO (Nigel Ward (NW)) to discuss access during the works (above). SK advises the works should present no problems for access; there is to be no ground testing of heavy vehicular traffic. The meeting agreed to accept SSC's notification of the works as a request for access. The meeting further agreed to allow access for these works for their duration. SK will advise SSC in writing.

Action: SK

The meeting discussed other options to maintain and improve relations with SSC. JMcM will discuss with Jane Henderson.

Action: JMcM

9. North West Wall Update

Immediately following last month's NBHTA meeting, our consulting engineers (David Narro) suggested an alternative solution to the one discussed. Rather than a concrete berm around the foot of the harbour wall, they propose a series of steel pins fixing the facing stones to the bedrock and finished with a mortar. The scheme has been costed and although more expensive, is deemed to be better from a civil engineering and harbour operations point of view.

Information on the proposal will be circulated but funding applications will proceed on the basis of this new design.

Action: BR

10. Safety Management System

The surveyed height of the harbour sill needs to be added to our website and supplied to navigation chart publishers (Imray; Reids; etc)

Action: BR

11. Funding Applications

Based on advice from Historic Environment Scotland (HES) a decision was made to apply to their Historic Environment Repair Grant fund rather than the previously considered Conservation Area Regeneration Scheme (see <https://www.historicenvironment.scot/grants-and-funding/our-grants/>) for the North-West wall. The questions from the application process are to be circulated with contributors allocated. The submission target is 31st Dec 2018.

The Co-op funding image and message is to be put on our website and other social media. NBCC may make space on their website available.

Action: CM

12. North Berwick Coastal Area Partnership

IA reported that the recent meeting of the NBCAP was well attended but there is nothing to report that would impact the harbour area.. They have a budget of £300k to distribute. The group intend to encourage local businesses to offer free refills of drinking water.

NBCAP have an interest in NBHTA becoming a full member which would confer voting rights but brings obligations. IA will arrange circulation of the relevant details. **Action: IA**

13. Security

IA and BR met with PC Allen Paul the East Lothian Community Safety Officer on 23rd Nov. PC Allen said that CCTV alone will not prevent criminal or antisocial behaviour. Other measures including improved lighting; securing, marking and removing portable items; and alarm systems should be part of the security mix. Owners have the first responsibility to increase security.

PC Allen referred us to the Information Commissioner regarding use of images.

The meeting agreed to proceed with the project ensuring that the requirements of the SIC where met. CM suggested that funding for CCTV could be available.

14. AOCB

The meeting agreed to proceed with alterations to accommodate the Beach Wheelchairs in the North-East store. Beach Wheelchairs will make a contribution to costs. **Action: JMCM & SB**

The meeting agreed to proceed with repairs to the barometers and the finding contributor is to be contacted. **Action: JMCM**

A meeting to discuss space requirements with relevant stakeholders is to be arranged. **Action: BR**

GP mentioned, as an addition to the report on the Coastal Area Partnership meeting [Item 12 above] that the CAP had supported the setting up of a new Town Arts Group. This would explore ways of using the visual arts to enhance the town. One possible project, to develop a 'town walk' or 'town heritage trail', would have the capacity to include the harbour area. There might also be the potential to replace the former ceramic tile panels in the harbour with a new art work

The valuation of the harbour (for insurance purposes) is due this week.

A suggestion was made to have a member of NBHTA attend NBCC meetings. No decision was made.

GP will continue to attend NBHTA meetings as a representative of NBCC unless/until an alternative nomination is made by NBCC.

15. Date of Next Meeting

The next meeting will be held on Monday 11th February 2019 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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