

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity No SC045318

Chair: Jane McMinn

Secretary: Bill Roberts

Treasurer: Sandy Knox

Full Meeting – Minutes from Monday 12th August, 2019 at 7.30pm

North Berwick, Council Chambers

Present:

Jane McMinn (Chair: JMcM)
Brian Anderson (BA)
Sandy Brodie (SB)
Sam Lowe (SL)
Charlie Marshall (CM)

Issy Anderson (IA)
Colin Aston (CA)
Sandy Knox (SK)
Alastair Macintyre (AM)
Donald Wright (DW)
Bill Roberts (BR) Minutes

In Attendance:

Bill Macnair (BM)

1. Welcome

JMcM extended a welcome to the members present.

2. Apologies

Apologies were received from Stewart Auld (SA) and David Farmer (DGF)

3. Minutes of Meeting of 15th July 2019

The minutes were approved by IA and seconded by CM.

4. Safety Incident Reports

There were no reports during the period from the last meeting.

The recent incident with swimmers in the Fairway is still under investigation. A NBHTA incident report from has been received from the boat operator. One-to-one interviews are being arranged with swimmers and skipper.

Action: BR

5. Finance

SK presented a report on the accounts and budget as at end June 2019 (half year). The overall position for the year is positive. Most income has been collected with exceptions identified by SK. Expenditure is below budget but further installation, maintenance and repair works are scheduled. SK will circulate the half year budget.

Action: SK

SK reported that S&W had not completed the Articles of Association for the new company. They have been promised for 2 to 3 weeks from now.

The meeting with the SSC CEO and Chairman has been scheduled for 17th September.

6. Declaration of Interest

There were no changes to the register of members' interests and no declarations of conflict with any agenda item.

7. SSC

ELC have approached SSC with a view to SSC taking over the operation of the toilets. NBHTA were advised by ELC that the approach had been made. SSC seem prepared to accept only if the toilets can be upgraded. ELC have no funds to upgrade toilets but can direct SSC to grant sources open to SSC. NBHTA will raise the topic at the meeting with SSC on 17th September.

We have received a letter of support from SSC for our HES bid.

8. Safety Management System

DW told the meeting that we had never completed a performance report on our SMS. DW is working on one now.

We have provided an update to the North Berwick Community Emergency Resilience Plan Asset Register and asked that NBHTA remains on the plan.

9. Funding

CM and JMcM held a follow-up meeting (29th July) on progress of the HES application and other funding sources for the north west wall (Actions to be circulated with these minutes).

The members offered thanks to IA for undertaking the "letter of support" task. IS advised some returns were outstanding while others were outstanding. Members will give final prompts where they can.

CM met with Tom Reid (TR) of ELC. CM read from TR's response which was specific and supportive including introductions to additional sources of funding (to be circulated with these minutes). The meeting discussed the current insurance arrangements for the Harbour (covered by ELC) and the implications for NBHTA taking ownership. CM will seek further clarification from ELC on the extent of insurance cover. CM will also progress the HES application based on the terms of our lease.

Action: CM

IA asked how Dunbar Harbour Trust had dealt with insurance and a standard security when completing a successful HES funding application.

BR to send SSC letter of support and ELC lease to CM

Action: BR

10. North Berwick Coastal Area Partnership

No meeting held

11. AOCB

BR provided an update on Mr Ingle's use of NBHTA facilities for launching. Mr Ingle has started to drive down the NBHTA Lower Quay and launch his boat from the beach. He has told the Harbour Master and BR that he intends to continue to do so. The meeting agreed to progress the matter per the letter sent to Mr Ingle in May and report the breach of the terms of our letter to the appropriate authorities for consideration of further action in terms of the Civic Government Scotland Act 1982 Sections 117 and 118.

12. Date of Next Meeting

The next meeting will be held on Monday 9th September 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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