



**Notes from
Monday 16th Aug 2021 at 7.30pm by video conference**

1. Welcome	JMcM
2. Apologies – IA; DF	AD
3. Minutes of meeting Monday 12th July 2021 & Matters Arising a. Proposed by HMck, seconded by JMcM	AD
4. Declaration of Interest a. None reported b. Further details of OSCR process have been distributed to new members	AD
5. Port Marine Safety Code (C/F) a. Safety Incident Reports – none reported b. Safety Management System – none reported	SB
6. Finance a. Full annual accounts circulated in advance of meeting, no questions so approved – Proposed by CA, seconded by BA. The accounts now need to be formally signed & submitted	SK
7. Capital Maintenance Programme a. Kayak storage – materials ordred, volunteers required for Friday build b. Review of capital list i. SW wall needs grant. JMcM & CM to apply for £30K from NBT for 1 st phase, this will need to match-funded by NBHTA ii. Further phases likely to be crane wall £257K & slipway at store £200K. iii. Wooden wedging in NE wall becoming a priority and KH to agree works and schedule a work group. iv. Meeting required to close off NW wall claim open issues - KH/BR c. Barometer project HMck – Restricted funds of £5.2K to cover this including private donation and funds from NBT. Project on plan. d. Lifeboat slipway update and discuss – see note from RNLI a. One tender received, 2 more needed -KH b. Agreed to funding of £15k as a 20% portion of estimated total cost to be agreed by RNLI funding. KH to confirm. c. KH to acquire 2 further quotes and co-ordinate with RNLI	KH
8. Funding Application and funding program (C/F) – no update	CM
9. Incorporation Progress a. Application for charitable status – in progress, new bank account to be considered in new year. Waiting of OSCR process for approvals. b. Discussion on harbour users alignment – proposal is for office bearers to issue draft ideas, this to be circulated to trustees then reviewed. c. Plans to be circulated to all members for ideas and contributions	JMcM
10. Fringe by the Sea – update on progress and issues a. Overview of efforts, issues and plans for reinstatement – apology received but focus is to ensure that reinstatement is of suitable quality. Response to FBTS to confirm this. b. Wash up report produced and circulated by HMck	HMck
11. Operations Update/Plans. (Brief update, to be covered at Management meeting) a. HM cover – RH back on light duties	SB

<ul style="list-style-type: none"> b. FBTS activity – all back to normal although a few complaints over the length of time overall and ongoing issues with drilled holes. c. Complaints – HM subject to verbal abuse over use of e-scooter, this raised with police & further evidence provided d. Rat Treatment – Full treatment subject to point 12 being actioned and clearing the SW wall area. 	
<p>12. Harbour Tidy up – Creels, Fisherman’s store area, SW wall area</p> <ul style="list-style-type: none"> a. Agreed to remove the creels and detritus around the harbour area so that access can be gained for clean up works b. SL asked to help explain reasons behind this to those involved 	SB
<p>13. Swimming signs and safety</p> <ul style="list-style-type: none"> a. One main sign up, another to come b. JL to promote safety leaflet through social media c. Promote a safety first approach and educate around the dangers 	IA/CA
<p>14. Volunteering</p> <ul style="list-style-type: none"> a. To register with Volunteer Centre East Lothian, but need detailed descriptions of tasks to enable them to match to individuals. 	HMCK
<p>15. ART at the harbour - generally support but installations need to be approved and we agreed to pursue art on the SW facing wall with the condition that the trustees will get to see the art and it’s for a limited time to offer new spaces annually if we chose to do so.</p>	JMcM/AD
<p>16. Close out of complaint</p> <ul style="list-style-type: none"> a. SK updated all on background and decisions and decision to uphold the removal of the boat was agreed b. Two trustees to meet with owner to explain rationale c. All learning to be added and harbour rules to be reviewed & updated version to be sent to all users with next years mooring offers. d. Approved by meeting so matter closed 	SK
<p>17. AOB</p> <ul style="list-style-type: none"> a. Initial suggestions for JL to publish is an event diary & safety notices b. Dunbar harbour asked for details on rental policy – HMCK to close out c. BM has parts of Old Pier, could perhaps be used in ART project 	
Date of next meeting Monday 13th Sept 2021	