



## Monday 13<sup>th</sup> Sept 2021 notes and matters arising

1. Welcome	JMcM
2. Apologies Brian Anderson; Issy Anderson; David Farmer	AD
3. Minutes of meeting Monday 16 <sup>th</sup> Aug 2021 approved Proposed by JMcM and seconded by ID	AD
4. Declaration of Interest – none	AD
5. Port Marine Safety Code a. Safety Incident Reports One incident of a fall on RIB disembarkation. Incident report filed and minor injury reported. b. Safety Management System – no change	SB
6. Finance- a. Update on any finance matters – briefing email sent in advance of meeting. Verbal update was not possible as SK lost connection. b. Overview of budget changes recently agreed. We agreed to the proposed budget changes and issuing of Debit cards for key operational personnel for small purchases. c. Review of allocated funds and potential gaps – very little left in reserve after planned projects. Getting a funded plan is a key priority and we agreed that KH, JMC and CM would meet and present at the next trust on funding plans for key projects. Potential to seek funding from Crown Estates, particularly for bay moorings or Pier was raised. CA agreed to look further at this.	SK
7. Capital Maintenance Programme – a. Kayak storage Rack built, materials in place for second phase b. Barometer project HMCK confirmed renovated, case to come and on schedule. c. Lifeboat slipway quotes requested but lack of options as many vendors have declined to quote, KH to review with RNLI and see if work can progress d. We agreed to prepare a list of detailed maintenance items at a more granular level that could be done over the winter. KH	KH
8. Funding Application and funding program a. Funding options to be discussed with CM. To ask NBT to cover SW wall funding seed money by end of Oct deadline. b. CM to review with J.McM all projects and create a plan for funding before we commit to any spending.	CM
9. Incorporation Progress a. Application for charitable status no response from OSCR, no response as yet from ELC b. AD to submit articles to Transport Scotland for approval.	JMcM
10. Communications a. Facebook OK but need David Farmer to provide access to website b. Thoughts on priorities – general update on completed projects would be welcomed e.g. barometer, North Wall etc c. We also agreed that any newsworthy items should be forwarded to JL to keep up a presence on social media and tell people what we are doing. d. KH to brief JL on capital projects and see how we might raise awareness of wats ahead.	JL

<p><b>11. Operations Update/Plans.</b></p> <ul style="list-style-type: none"> <li>a. <b>HM</b> covered by staff and volunteers.</li> <li>b. <b>Complaints</b> – nothing new, scooter issue outstanding as no update from Police Scotland</li> <li>c. <b>New areas</b> – Potential purchase of Go-Sup business, lease &amp; commercial terms to be reviewed. In principle we agreed subject to commercial terms and a business plan being submitted,</li> </ul>	<p><b>SB</b></p> <p><b>SK</b></p>
<p><b>12. Harbour Tidy up</b> – discussed, slight progress but will take a while Rat control priced, to be delayed until after clear-up, but need professional contract. RH/SB to follow up</p>	<p><b>SB</b></p>
<p><b>13. Harbour plan update on initial activity and thoughts</b> - Initial meeting documented, draft to be circulated for input from all members and at this stage is just a list of all ideas and options.</p>	<p><b>J.McM /AD</b></p>
<p><b>14. Volunteering</b></p> <ul style="list-style-type: none"> <li>a. Policies to be updated to satisfy application / good management. ELC have many but need to be reviewed – this will take several months.</li> <li>b. Propose workaround to identify very detailed maintenance projects and priorities</li> </ul>	<p><b>ID</b></p> <p><b>AD / SB / JL</b></p>
<p><b>15. ART at the harbour</b> - meeting held, artist to propose. Jerba &amp; FRM may well support financially. Seals sculpture to be located.</p>	<p><b>JMcM/AD</b></p>
<p><b>16. Date of next meeting</b> Monday 11<sup>th</sup> Oct 2021 (at NBRFC) We agreed a face to face meeting but with Video link for all those concerned about meeting in person</p>	<p><b>AD</b></p>
<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>- HM met with DT &amp; old mooring offered from the correct size boat, space to store the existing boat was agreed and waiting for final response for DT – matter closed and left to HMT to close out</li> </ul>	<p><b>SB</b></p>