

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N° SC045318

Chairperson: Jane McMinn

Secretary: Bill Roberts

Treasurer: David Fortune

Full Meeting – Minutes

Monday 11th July 2016

Council Chambers

Present:

Jane McMinn (JMCM; Chair)
Isabel Anderson – Part-time (IA)

Charlie Marshal (CM)
Donald Wright (DW)
Bill Roberts (BR: Minutes)

1. Welcome

JMCM extended a welcome to the members.

2. Apologies

Apologies were received from Brian Anderson (BA), Colin Aston (CA), David Fortune (DF), David Farmer (DGF), and Stewart Auld (SA)

3. Minutes of Meeting of 13th June 2016

JMCM read through the minutes of the previous meeting.

Declaration of Interest:

Members were asked to complete forms

Action: All

Galloway's Pier

CA's report has been circulated

Lobster Container

Advice from S&W is to irritate the lease

Action: BR to write to ELC and advise owners

Structure & Responsibility

IA's approach to a potential Treasurer was unsuccessful. BR is discussing the role with a candidate. If this fails the Association should advertise for new members.

Action: BR to pursue candidate

Safety Management System

The Safety Management System prepared by DW was adopted by the meeting for immediate implementation. The meeting agreed to approach an individual recommended by the past Chairman to act as advisor.

Action: BR to make approach

Funding

The payment for retentions on the sea wall project has been submitted to Viridor and paid. Viridor may support project amendments to bring the total spend up to the full amount of the award.

The opening event is scheduled for Friday 12th August 2016 at 11.30am. Michael Williams has agreed to open the wall.

Action: BR to send invitations to stakeholders and guests

JMCM proposed the minutes as a correct record; seconded by CM

4. Safety Incident Reports

There were no recorded incidents.

5. Declaration of Interest

No declarations were made

6. HEO

The meeting agreed to ask ELC to send the current revision to Transport Scotland for review.

7. Finance

The final accounts for 2015 were approved by a unanimous vote

Action: BR to arrange signature and return to Whitelaw Wells

The half year accounts were presented. These need to be compared against the budget and last year's equivalent position.

Action: BR to arrange budget comparison

Rowing Club and SUP business need to be added to list of leases.

8. Next Phase of Development

Awaiting engineering report on existing changing room structures

9. Byelaws and Management Rules

Awaiting approval by ELC

10. Leases

S&W advise that sub leases represent a significant risk. S&W to be asked for a template lease. All leases to be reviewed.

Action: BR to get template lease from S&W

11. Safety Management System

Update under Matters Arising

12. Funding

Community Partnerships: no update has been received (seeking £20k seed funding for next stage of development)

FLAG: CM met Ros McAllister (RMcA). CM has submitted an expression of interest in support of Beach Hut initiative. RMcA suggested that between 40% and 60% of self-funding would be required. FLAG will expect to see three tenders.

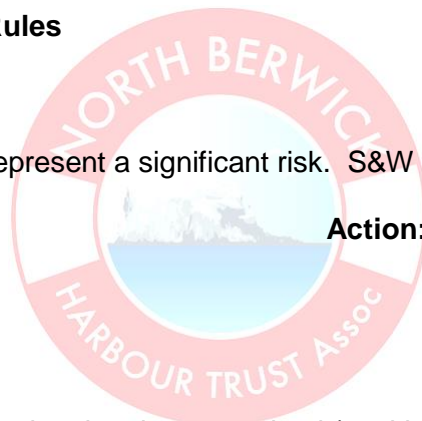
LEADER: the meeting agreed not to pursue this funding.

Coastal Communities Fund: needs an expression of interest by 12th August. £1.4M is available across South Scotland and CM believes this is worth pursuing.

North Berwick Trust: we will be informed once the format is issued. A total of £50k is likely to be available for distribution in the first instance.

North Berwick Golf Club Trust: We will get an application form as soon as it is available. £10k per annum is likely to be available.

Scottish National Heritage: we are seeking funding for the professional fees associated with the North Wall investigation and refurbishment.



13. SSC Update

JMCM met with Tom Brock (TB) to get an update on SSC plans for a National Marine Centre. TB has said that it is not worth meeting with NBHTA to update them at this stage. SSC have secured £200k of Heritage Lottery funding to develop their plans to Stage 3 RIBA. SSC will then apply for £2.5M to undertake to project.

JMcM has asked SSC to mark the outline of their intended development on the Esplanade.

14. Market Operators Licence (MOL)

The meeting noted that if NBHTA have a MOL it would allow small traders to set up on an ad hoc basis. A MOL costs £136.

15. AOCB

The Harbour Master and Harbour Manager received communications from Richard Montgomery regarding commercial boats using the harbour when they did not have a mooring. The boat owners in question have a commercial agreement with NBHTA which is consistent with other boats being used in a similar way. Mr Montgomery has been advised.

Fringe by the Sea: the agreement has been signed. H&S documentation is to follow.

Coastal Communities Museum; the dinghy to advertise their 99 Objects exhibition is being moved to the Harbour area.

16. Date of Next Meeting

The next meeting will be held on Monday 15th August 2016 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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