

# NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N° SC045318

**Chair: Jane McMinn**

**Secretary: Bill Roberts**

**Treasurer: Sandy Knox**

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## Full Meeting – Minutes: Monday 11<sup>th</sup> November, 2017

### Council Chambers

#### Present:

Jane McMinn (Chair: JMCM)  
Bill Roberts (Minutes: BR)  
Charlie Marshall (CM)  
Stewart Auld (SA)  
In attendance -Terry Denton

Isabel Anderson (IA)  
Donald Wright (DW)  
Sandy Knox (SK)  
David Farmer (DGF)  
Brian Anderson (BA)

#### 1. Welcome

JMcM extended a welcome to the members present.

#### 2. Apologies

Colin Aston. JMCA – intimated his resignation. NBHTA to write to JMCC

**Action: BR**

#### 3. Minutes of Meeting of 9<sup>th</sup> October, 2017

Beach Wheelchair Lease – Letters have gone out.

**Action: JMCM**

NBRC – IA stated that John Irvine (JI) had presented the plan of a smaller building at the NBRC AGM. This differed from what was presented at our meeting. He also indicated that the plans were agreed by us, and offered a personal cash donation to start off the funding for the project. There was no agreement, or Long Term Lease, agreed by us, and the NBTA minutes need to show this. What was agreed by the meeting prior to JI departure was a discussion on this matter would come later in the meeting.

Minutes to be adjusted.

**Action: BR**

We have not approved a long term lease, and a letter should be written to JI advising him of this so that they can avoid spending monies on something that could not go forward. **Action: BR**

Succession Planning – membership of NBHTA needs to be increased. OSCR requires opportunities to be advertised to allow applicants to approach us with a view to joining (rather than NBHTA approaching specific individuals).

The minutes were proposed by CM and seconded by BA

#### 4. Safety Incident Reports

No incidents reported in the period.

#### 5. Declaration of Interest

There was no change from the previous meeting.

#### 6. Finance

##### VAT

No update – ongoing.

We are hoping that in the future there may be a reduction in professional services required.

**Action SK**

#### 7. HEO

A written apology needs to be sent to Ian Forrest regarding lack of progress on changes to the HEO.

## **8. SSC / NMC**

JMcM presented the "Save the Harbour" petition to the ELC Provost on 18<sup>th</sup> October. JMCM, SK & BR met with Michelle Ballantyne MSP on 17<sup>th</sup> October. The meeting went ahead despite non-attendance of SSC.

JMcM reported on the ELC Planning Meeting on 7<sup>th</sup> November 2016. The Councillors on the Planning Committee voted 7-4 to reject the application. Alastair Macintyre, Geraldine Prince and JMcM spoke against the application. Two local councillors spoke against the application (Jane Henderson and Jim Goodfellow); the third local councillor (Jeremy Findlay) is on the Planning Committee and voted against the application. Hilary Smith (outgoing chair of the NB Community Council) spoke about the divide within the local community which has been exposed by the application.

Stuart Currie (SNP) also spoke about the opportunity to repair the divide in the community and all the SNP councillors on the Planning Committee voted against the application. Some Labour councillors voted against their own planning officials' recommendation to refuse the application

A meeting to address the divide in the community should be progressed.

**Action: BR**

It would appear that Hew Dalrymple (HW) resigned from the Trustees a month or so ago; in part due to the proposed design of the NMC building. This meant that he was unable to help with organising a meeting with SSC. NBHTA need to consider the implications of HW's resignation.

Following contact from JMcM all three local Councillors declared themselves willing to be involved in a plan to unite the community behind a common vision for the harbour area.

The Heritage Lottery Fund (HLF) in Scotland will make a decision on the SSC funding application in November and refer that decision to HLF UK in December. HLF may choose to continue to ring fence the SSC funding for a further 12 months

The new Chair of the Community Council (Tommy Todd – TT) is trying to contact Tom Brock (CEO SSC) to have a meeting with all local bodies involved.

SK noted that appreciation should be given to all voices who spoke up, to show that NBHTA are not alone in opposing this development. Great thanks are due also to our Committee Members for driving this forward.

A Summary Business Plan prepared by the SSC was posted on the ELC Planning website. The ELC Chief Executive sent a letter to NBHTA stating this version of the plan was posted in error and asked NBHTA to treat all information contained in the plan as confidential.

Further details on the outcome of the Planning Meeting will available from Thursday (16<sup>th</sup>).

SSC are reported to be saying that this is not a strategy of growth at any cost.

The meeting recognised that SSC are our neighbours and we will try to come to an agreement with them. A letter is being delivered to the SSC Trustees saying that we really have to work together; none of us wish to get into a situation like this again; this process has wasted both time and thousands of pounds of public/charity funds.

**Action: BR/JMcM/SK**

## **9. North Wall Update**

We have received costing information from the quantity surveyors at the Morham & Brotchie Partnership based and the report from David Narro Associates.

The David Narro report lists priorities and timescales. It was agreed that all recommendations should be worked on.

Preparatory Survey Work will cost £5,750 + VAT.

Further costs depend on investigations, including test bores at the wall, and also at the changing rooms. Should we be looking to fund this initial work ourselves, or should we be looking to apply for funding? The Common Good Fund may be able to help us for the survey. DGF to send papers to CM.

**Action: DGF/CM**

ELC are unaware that we have proceeded with this – we should now tell them.

**Action: BR**

Before we approach Common Good Fund for money, we should find out if ELC look after this. This should be done ASAP.

#### **10. Safety Management System**

Sufficient progress has been made to enable us to arrange an early audit in 2018.

In terms of the Post Marine Safety Code, everyone has a degree of responsibility for safety.

Risk Assessments need to be carried out by a '**competent person**'. We require clarification on this wording, as the definition we have is not clear. The Harbour Master needs to be competent to sign-off risk assessments.

BA spoke informally to Michael Avril (RNLI), who will respond to any e-mails from us. DW spoke with Sandy Baptie (ELC); Sandy will also provide assistance where he can.

The meeting discussed requirements for passage plans to be submitted to the Harbour Master and concluded these were not required.

An Emergency Plan is being prepared by DW for circulation to members prior to submission to our Designated Person. The meeting expressed its thanks to DW for all his work on the SMS.

**Action: BR/DW**

#### **11. Funding Applications**

NB Trust – Ongoing.

#### **12. North Berwick Coastal Area Partnership**

Next meeting Tuesday 14<sup>th</sup> November.

#### **13. AOC**

SA – Beach Hut Removal - Stewart McNicol. It was suggested that if the equipment was swung around @ 90degrees they will be able to be picked up and be placed safely and correctly.

#### **14. Date of Next Meeting**

The next meeting will be held on Monday 11<sup>th</sup> December, 2017 at 7.30pm in North Berwick Council Chambers.

Signed



**Bill Roberts**

*Secretary*

**North Berwick Harbour Trust Association**

Registered Charity N° SCSC045318

Harbour Master's Office

Victoria Road, North Berwick. EH39 4JL

Tel (home): 01620 894585 Mobile: 07736 774377

E-Mail: [secretary@nbharbour.org.uk](mailto:secretary@nbharbour.org.uk)

Web: [www.nbharbour.org.uk](http://www.nbharbour.org.uk)