

# 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 5<sup>th</sup> March, 2018

## Council Chambers

### Present:

Jane McMinn (Chair: JMcM)  
Bill Roberts (Minutes: BR)  
Donald Wright (DW)  
Stewart Auld (SA)  
Brian Anderson (BA)  
In attendance -Terry Denton

Isabel Anderson (IA)  
Sandy Knox (SK)  
David Farmer (DGF)  
Charlie Marshall (CM)  
Colin Aston (CA)

### 1. Welcome

JMcM extended a welcome to the members present.

### 2. Apologies

None

### 3. Minutes of Meeting of 12<sup>th</sup> February, 2018

IA noted that the Levy figures are still very low. SK will review with Admin

DW advised that we have no increased liability re the Rockateer's extended opening hours.

IA noted that a grant could be applied for re the extra gear required re RLS visit

### 4. Safety Incident Reports

No incidents to report.

BR to write a report re the knock-down of a Medina in the harbour.

**Action: BR**

### 5. Declaration of Interest

There was no change from the previous meeting.

### 6. Finance

SK has chased Everards for our Insurance Quote over 2 weeks ago – expecting a reply this week.

**Action SK**

### 7. HEO – Update

This is ongoing, and SK & BR have to arrange a meeting.

**Action: BR**

### 8. SSC / NMC

Jennifer Russel has been appointed as the Professional Facilitator. She paid a visit to NB and met with people in the SSC before visiting the Harbour.

JMcM & BR explained their duties and projects re the Harbour Trust, and answered all her questions while on a tour of the area.

She (JR) thinks that for future meetings the number of Stakeholders should be reduced, and maybe have 2-3 people from the HTA. The suggestion went something like:- Hew Dalrymple, representatives from SSC & NBHTA. JMcM will be contacted by her in maybe 2-3 weeks.

There was no mention of Residents, Rowing Club or Yacht Club. We think that this should be addressed to include them.

It is imperative that SSC participate and engage in future meetings.

**Action: JMcM**

### 9. North Wall Update

DGF reviewed an extract from a document from last year. He checked that the £5,750 for preparatory works was the final figure – for that alone. This did not include the supervision of the works to be carried out at all stages.

DGF will instruct David Narro Associates to obtain 3 more quotes. We know that David Narro are experienced in Harbour works.

We imagine our own costs to be £1,750 - £2,400 + expenses.

We have £5,750 secured, anything over and above this figure would have to be paid for out of our funds.

Before we can approach the Community Council for funding the next stage, the present work has to be signed off – they need to see the final report, when the work is complete, before they will consider the next application. We have to ensure that all costs, including the supervisory fees, are included. Each figure in our budget (previously distributed) has a timescale applied to them.

- Immediate – 1 year
- Necessary – 5 years
- Desirable – Over 5 years

We may think about approaching Dunbar to ask them who carried out the work for them, and who they approached to fund it.

If ELC are not forthcoming, we may approach Historical Scotland.

A question was asked if the ELC repair to the North Wall was sufficient not to cause any damage either side of said repair. David Narro has reported his findings back and seems to have no complaints.

All documents are available for people to see.

ELC have been advised of our intentions.

**Action: DGF/BR**

## **10. Safety Management System**

The Final Report from our designated person is now ready to be uploaded to our Website. Everyone will be made aware when this has been completed and will have to read it.

All Stakeholders will also be advised and must read this.

We could also put a note on the notice board advising that a copy can be viewed at the Harbour Masters Office.

**Action: BR/DW**

## **11. Funding Applications**

CM spoke to Roz (FLAG) who expressed surprise that we have not received the funds yet. Due to the adverse weather conditions, no-one was around to be contacted. She will get back to us.

LEADER – still awaiting a response.

ELC – Nothing for the time being.

A potential Funder for the future may be the Rank Foundation – Pebbledash Scheme. They look at applications under £1m, and charities who have an income of £5,000 or less.

Local Communities Fund – Write to CCF (Scottish Government) asking when they will be available for us to approach them. (SEPA will probably be running this).

As the Coastal Community Fund is now a closed book to us, and we have nothing that we can approach LEADER for, we should apply to the Rank Foundation re the North Wall.

Should we apply to The Stella Moffat Fund for our extra safety gear required?

**Action:-BR/CA**

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

The next meeting is 20<sup>th</sup> March, 2018. IA will attend, if available.

This could be a number crunching meeting.

The Ramp at the East Beach is going ahead.

## **13. AOCB**

DGF – Trustee Advertising – The Courier have been approached to come down to write an article on the Harbour. They have suggested that we write an article and send it in to them for inclusion in the paper. This will also be put on the Website – once the wording has been approved.

Marine Safety Code – Height re the harbour sill. What can we use to measure from a known point? This has to be confirmed and made readily available.

IA asked if NBHTA were contacted re the bad weather? Were we asked to help the local community in any way? NBHTA is listed us as an asset and registered in the plan. To assist with (for example) support for vulnerable people in the community. This plan was circulated in 2016. BR replied that we were not contacted.

Fringe by The Sea – The ownership of this has been advised as Nial Middleton (Ship ~Inn) and his business partner. We have to receive notification of what events are being planned along with the dates. SA & DW to meet with the new owners to discuss. BR has an application form re Elcho Green – for the temporary parking of dinghies from the weekend before, to the weekend after, at a cost of approx £56 per day. We require to be in control of billing. Contract has to be drawn up itemising all charges. All must be visible so that there can be no assumptions drawn. Meeting to be set up for this.

NB Rowing Club Boathouse – It was thought to swap the RC & Kayaks stores, but this will not be suitable for the RC, there is insufficient room. BR will speak with the RC and advise them to apply for a smaller boathouse and workshop alongside. As it stands, the boathouse and sea wall repairs should not infringe on each other. Unmarked area plus 2 bays with charges still to be applied. If our Development is not infringed on, we could offer a 3 year lease – which has to be agreed, with the clause that Developments must come first. Moving forward, permanent, rather than temporary, structures should only be considered. (Although temporary structures are easily removed). A vote was called for re the outline terms of the lease. Proposal for a 3 year contract with a break clause. In favour – 6. Vote carried. Concern has been raised about the full area occupied by NBRC. An area has to be outlined for the construction of the boathouse, parking space including a turning circle. Conversation has to be had with the RC.

We still have 1 empty Beach Hut, which we are still hoping to fill. It will be advertised on Facebook. We have had enquiries. Leases are ready to go out shortly for the current 5. Each hut must provide their own insurance cover.

Memorial Benches – Perception of these are changing and we must try to consider alternatives. All thoughts should be passed on to IA, as she will contact Stephanie McQueen (in planning) to check our position on this. Is there a viable proposal?

IA presented apologies for the next meeting.

#### 14. Date of Next Meeting

The next meeting will be held on Monday 9<sup>th</sup> April, 2018 at 7.30pm in North Berwick Council Chambers. IA presented apologies

Signed



**Bill Roberts**

*Secretary*

**North Berwick Harbour Trust Association**

**Registered Charity N° SCSC045318**

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