

NORTH BERWICK HARBOUR TRUST ASSOCIATION

Registered Charity N° SC045318

Chair: Jane McMinn

Secretary: Bill Roberts

Treasurer: Sandy Knox

Full Meeting – Minutes: Monday 11th February, 2019

Council Chambers

Present:

Jane McMinn (Chair: JMcM)
Alastair Macintyre (AM)
Sandy Brodie (SB)
Sandy Knox (SK)
Donald Wright (DW)

Issy Anderson (IA)
Colin Aston (CA)
David Farmer (DGF)
Charlie Marshall (CM)

Bill Roberts (BR) Minutes

In attendance

Bill Macnair (BM)

1. Welcome

JMcM extended a welcome to the members present.

2. Apologies

Apologies were received from Brian Anderson (BA), Sam Lowe (SL) and Stewart Auld (SA).

3. Minutes of Meeting of 10th December 2018

There has been no further correspondence from Mr Montgomery regarding access to the Lower Slipway.

JMcM is organising a meeting with Councillor Jane Henderson.

The minutes were approved by SK and seconded by DGF.

4. Safety Incident Reports

BR advised that there were no safety incidents to report during the period

5. Declaration of Interest

There was no change to recorded interests from the previous meeting.

6. Finance

This Item was taken at the end of the meeting after the departure of BM.

SK gave a report on the bank balances and cash flow. SK presented a proposed budget for 2019/20 which was then discussed and noted.

The meeting agreed to pay the invoice for surveyors work to establish reinstatement costs for the harbour area.

The meeting discussed charges for 2019 and agreed to raise fees by 3.5% (rounded). An adjustment to reduce lower-rack dinghy spaces was proposed and agreed.

The HMT was asked to look at space use around the quayside (allocation and use of lobster pot storage).

7. HEO – Update

There has been no progress on the HEO

The meeting agreed that SK should instruct S&W to assist with changing the Association to a company limited by guarantee.

8. SSC

Two meetings have been held with representatives of the SSC.

SK met with David Windmill (DW: Chairman) two weeks ago to continue improvements in the informal relationships with SSC. The SSC trustees had just met to agree the outcome of their strategic review. The SSC will undertake two months of community engagement to include (among others) ELC; NBHTA; Funders. The SSC definition of "community" may be layered and has yet to be fully defined. The SSC's targets are to focus on conservation and education, and they will develop their off-line offering.

The new CEO Susan Davies (SD) will develop a 5 year business plan. The SSC is now moving in a different direction undergoing an evolution rather than revolution.

The SSC Trustees are changing and the representation from ELC will stop.

DW does not agree with NBHTA's view on access rights but access rights for the current SSC refurbishment were sought and granted. The refurbishment will be undertaken in two phases. The upper level will be completed during a closure through February and March. The lower level refurbishment will be undertaken in November and December.

The SSC is taking a new direction. It will not be a campaigning organisation but will focus on in-gathering and dissemination of information.

JMcM, SK and BR met with DW and SD in late January. The informal meeting was arranged to introduce SD as the new CEO. The change of trustees at SSC was a raised by DW and governance and accountability is to be looked at by SD. Plans for the refurbishment of the building will be shared. SD and JMcM agreed to meet for a follow-up 1:1 meeting.

BM asked for copies of the lease plans for the SSC and NBHTA.

Action: BR

9. North West Wall Update

Following discussion between CM and Historic Environment Scotland (HES) the Officers decided to direct efforts toward an April 2019 submission for a Historic Environment Repair Grant (<https://www.historicenvironment.scot/grants-and-funding/our-grants/historic-environment-repair-grant/>)

CM and BR met with HES and sent them copies of the engineering reports, costings, tests and proposed designs for stabilising the wall. We await their response on the acceptability of the proposed solution. If the initial application is successful there will be further examination of the solution, business and project plans. A full funding package can be developed over this time. HES funding is unlikely to materialise until 12 months after the initial submission. Maintenance of the wall will continue on the meantime.

ELC are to be kept informed of intention and progress.

Action: BR

10. Safety Management System

The annual audit of the SMS is scheduled for 22nd Feb with the Harbour Master, DW and BR to attend. Copies of the SMS and incident reports have been sent to the auditor in advance.

11. Funding Applications

The Coop funding project is underway. JMcM encouraged members to get as many people as possible to join and spend. Work on a poster is continuing. We need to establish whether the funds are restricted.

Action: CM

CM said the NB Golf Fund has been suspended for a year. CM will contact NB Trust for an update.

JMcM proposed a joint project with SSC based on establishing a network of heritage websites (to include other NB organisations). Several individuals were identified as possible contributors.

12. North Berwick Coastal Area Partnership

IA reminded the meeting of the possibility of NBHTA becoming a full member of NBCAP. The last NBHTA meeting agreed we should examine their protocol. This has not yet been received by IA.

IA reported

13. Security

There has been no progress on the CCTV installation

14. AOCB

The beach huts were fully occupied last year with some enquiries being turned away. JMcM asked the meeting for permission for two occupants (Lobster Hatchery and Pottery) to share one hut this year. The meeting agreed. This will leave two huts available (as one tenant has given notice). Members were asked to pass this on by word of mouth.

No 4 store will be occupied by Beach Wheelchairs; Lobster Shack and potentially SUP. Dun Eideann Sea Kayaking (www.duneideannseakayaking.com/index.php) will make occasional use of the premises by direct arrangement with Beach Wheelchairs.

A meeting to discuss space requirements around the harbour is to be arranged.

SB will progress refurbishment of the barometers.

Three quotes for repairs to the RNLI slipway have been received. These will be passed to RNLI.

SL proposed a skip to be located at the harbour to receive waste material collect from the beach and/or sea by visitors. The meeting felt that the management of the contents of an open skip was problematic.

15. Date of Next Meeting

The next meeting will be held on Monday 18th March 2019 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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