

# 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 from Monday 10<sup>th</sup> June, 2019 at 7.45pm (following AGM)

North Berwick, Council Chambers

## Present:

Jane McMinn (Chair: JMcM)  
Colin Aston (CA)  
Sandy Brodie (SB)  
Sandy Knox (SK)

Brian Anderson (BA)  
Issy Anderson (IA)  
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 Stewart Auld (SA), Sam Lowe (SL), Alastair Macintyre (AM) and Donald Wright (DW)

### 3. Minutes of Meeting of 13<sup>th</sup> May 2019

The minutes were approved by IA and seconded by BA.

### 4. Safety Incident Reports

There were no other incidents to report.

### 5. Declaration of Interest

There were no changes the register of members' interests and no declarations of conflict with any agenda item.

### 6. Finance

The treasurer's report was circulated in advance and discussed at the meeting.

### 7. HEO – Update

Principles of our proposed Articles of Association have been presented to our solicitor (S&W). S&W will prepare a draft set of articles for review within a couple of weeks. Once the company is formed an application for a new bank account will be made.

S&W advise the Association not to progress to freehold ownership of the harbour without insurance cover. ELC will not be able to insure the subjects as (under the current proposal) ELC will have no insurable interest. If our insurance brokers cannot provide quotations for cover then we will contact other community owned harbours to understand their insurance arrangements. **Action: SK**

CM advised that potential funders are unlikely to provide grants unless insurance cover remains in place.

An alternative ownership model such as a long lease may be required to resolve the insurance issue. A letter of comfort confirming this is a viable option is to be sought from ELC. ELC are also to be asked to provide a standard security to satisfy the requirements of HES funding. These will be needed for current funding bids. **Action: BR**

The search for alternative insurance companies and brokers is to be widened.

**Action: SK**

## 8. SSC

The relationship with the SSC continues to develop with opportunities for collaboration on projects and speaking engagements being explored between our Chair and the SSC CEO.

SK has had a conversation with the SSC Chairman to open non-binding discussions on operational matters and resolving lease issues. The meeting supported this approach. The SSC will decide on their representatives and then meetings will be set up.

The SSC are continuing to focus on conservation activities and fund raising around those projects.

## 9. North West Wall Update

No report

## 10. Safety Management System

DW, DGF and BR seeking a date for internal review of SMS

## 11. Funding

CM has spoken with HES to progress the funding application. The application form is long and complex. An equal opportunities policy has been drafted by CM.

The submission deadline is 31<sup>st</sup> August 2019 and HES sound positive toward the application at the moment. CM intends to have a draft ready for circulation by the end June.

A business plan in the "lottery" format is to be produced. An assessment of risks to the business plan will form a key part  
**Action: JMCM to source template**

Letter of support from community groups and stakeholders will be helpful. IA agreed to assist in requesting these.

## 12. North Berwick Coastal Area Partnership

JMCM attended a CAP meeting on 21<sup>st</sup> May at which NBHTA was adopted as a voting member. The meeting included a members voting and comment process of several community projects / initiatives. It was unclear whether this process constituted consultation.

CAP also held a three day public viewing of parking proposals for the east end of the High Street following ELC's refusal to undertake the works without a proper mandate.

## 13. Security

A planning application for the proposed CCTV system has been submitted to ELC.

## 14. Fringe by the Sea

The meeting agreed a fee for this year's hire of the Esplanade area.

## 15. Mr Ingle

NBHTA had written to Mr Ingle to reject his application for launching facilities at the harbour. Mr Ingle's written responses were discussed. The meeting agreed to advise Mr Ingle that NBHTA continued to support its original decision to deny Mr Ingle access to NBHTA facilities. **Action: BR**

Iain Gray MSP is to be contacted regarding Marine Scotland's role in implementing new regulations for shell fishing.  
**Action: JMCM**

## 16. AOCB

BR asked the meeting for a volunteer to take on the Harbour Manager role. **Action: BR and SB to meet to discuss.**

### 17. Date of Next Meeting

The next meeting will be held on Monday 15<sup>th</sup> July 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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