

Meeting Minutes – 07/06/2024 – Part 1



1. Welcome & Apologies

Chair opened the meeting at 9am

Meeting attendees – PD JP AH PCH NH SW GA RG

Apologies sent – AS NB PP NDX JR

Guest attendees – JL (AB chairman)

2. Declarations of interest

No declarations made.

3. Minutes of the last meeting – Part 1

No matters arising. Minutes agreed to be true and accurate. Marel have not communicated with NPHC or WS&S over the grader.

4. Harland and Wolff update

Harland and Wolff have expressed an interest in berthing overnight at Newlyn. A Navigational Risk Assessment has been carried out; operational concerns including access via South Pier were discussed. Facilitating the vessel will not impact potential Fuelling/ Sandy Cove projects. The commissioners were supportive of the plans, a proposal will be sent to Harland and Wolff.

5. Harbour update/risk report (JP)

The risk report was shared. no major issues to report. Small operational issues are ongoing. Lighting near Argoe was reported to not be working, NPHC will investigate.

The frequency of external audits was discussed. It was concluded an internal audit will be conducted monthly, supported by an external audit on a quarterly basis.

One reportable incident relating to a small vessel (Barracuda) flooding out on the pontoons, the vessel has been removed from the harbour.

The Bathymetric survey has been carried out, NPHC are awaiting the report.

Maintenance to the lighthouse, slipway and rail repairs are underway.

Bollard replacements are imminent, JT Fabrications will be quoting for the work.

Additional larger bollards are being costed.

Johnny Hawken has achieved a commercial chainsaw certificate.

Quotes are being obtained with regards to the website upgrade. Queries were raised over commissioners having personal NPHC email addresses.

Future repairs include – replacement windows and doors in the pilot house, repairs to the pontoon fingers and waterpoints on the MW pier.

6. Operational Group report

No update available.

7. Strategic Group report

Papers have been circulated relating to the 'Transforming Newlyn' presentation given in March. Jim Plunkett-Cole is working closely with NPHC. A letter will be sent to the head of the Economic forum and other relevant parties. An invitation will be extended to Louis Gardener to attend a future meeting at NPHC.

7. AB brief & update

A new deputy chair has been appointed.

The focus of the previous meeting was the Guide of Good Governance. The AB are currently identifying the stakeholders.

The AB requested a copy of the Annual Accounts. The accounts will be published on the website when available.

Copies of several documents were requested, The Harbour Revision Order, Guide to Good Governance and the Schedule of Charges are publicly available. The Bylaws can be provided by NPHC if necessary.

Efficiency of the solar panels on the market was questioned. It was confirmed that NPHC do not have an income from the panels and the lease is 25years in duration. Community Power attend regularly to carry out maintenance.

The AB requested a financial presentation from the accountants. It was reiterated the accounts are publicly available via Companies House. Any specific queries can be answered via the commissioners. JP requested a copy of the terms of reference the AB operate under along with headshots and Bios for the new website.

Part 1 closed

Paul Dickson

Chairman

5/7/24