

REPORT OF FULL MEETING OF WELLS HARBOUR COMMISSIONERS (WHC) HELD AT THE HARBOUR OFFICE ON 26th MARCH 6:30PM

PRESENT: Andy Frary (AF) –Chair, Chris Thomson (CT), Mel Catton (MC), Alan Bushell (AB), Brian Riches (BR), Bob Ellis (BE), Denys Hickey (DH)

EXECUTIVE MEMBERS: Robert Smith (Harbour Master), Louise De Lisle (Harbour Administrator)

ALSO PRESENT: Chris Greeves – Larking Gowen (for start of meeting)

1) APOLOGIES: Avril Lill (AL), Kevin Theobald (KT)

2) ADOPTION OF 2018 ACCOUNTS:

AF welcomed Chris Greeves (CG) from Larking Gowen. CG reported that the 2018 financial accounts had been presented in detail at a meeting on 19th March 2019 where all Commissioners had been invited. CG highlighted page 2 where it is the Commissioners responsibility to prepare financial statements which give a true and fair view of the state of affairs of the organisation. Bank charges were raised by DH; however WHC can no longer get free banking from a “community” account due the level of turnover. Changes have been made to try and reduce bank fees as much as possible by using online banking wherever possible. CG reported that WHC is taxed as a corporation on taxable profits and that the corporation tax for the year was £13,113 due on the 1st October 2019. This was reduced from last year to the investment in assets during the year. The accounts were approved and duly signed by AF and MC. The Corporation Tax return was signed by AF. LDL thanked CG for his report and attendance. CG then left the meeting.

3) MINUTES OF LAST MEETING

- Minutes of the last full meeting of 29th January 2019 were agreed and signed as a true record of that meeting.

4) CHAIRMAN – Andy Frary

- **Chairman’s report**
 - After visiting Scarborough and seeing wildlife signs (“Litter Kills”) around the harbour, AF suggested the Port adopt something along similar lines. AF will send details.
 - AF attended a coastal meeting where silting was raised again with the cause being directed to “mechanical dredging”. The Port is confident that silting has taken place for generations and dredging in Wells Harbour is not the cause.
- **Correspondence:**
 - Nothing to report

5) FINANCIAL UPDATE – Louise De Lisle

- Preliminary results for the first two months of the year had been previously circulated and were presented at the meeting.

6) HARBOUR MASTER’S REPORT - Robert Smith

- AF and RS met with Norman Lamb MP. The meeting extended to 1 ½ hrs and was very constructive. Norman has asked for a letter regarding the issues encountered with the apprenticeship scheme.
- Royal Haskoning will submit a feasibility report on managed realignment and flooding of Slade Marsh following the site visit. Norman Lamb had sent a letter to the commissioners following concerns from a member of the public regarding the scheme, this will be replied to once the report from Royal Haskoning has been received. Previously the member of public had been asked to submit to the Commissioners the “evidence” he holds that the scheme will not work, but this request was declined.

- The Little Tern raft has been completed. All staff helped with the project. It has already received some positive comments on social media so should be good PR for the harbour. The TV programme “Countryfile” has been in touch to cover the Lifeboat Horse and the Tern raft; this should put Wells in a good light.
- The registration of the Tide Gauge land in conjunction with the registration of the Outer Harbour area for the new RNLI station by Holkham is with the solicitors. Holkham had requested a civil engineer report which has been commissioned and sent to them. WHC are now happy with the footprint of the land for the RNLI station and will withdraw the objection as soon as the legal documents have been drawn up. It will require an extension with the land registry, however WHC are not holding up the process.
- RS attended a council meeting to answer and address concerns on the WHC car park and ownership of the quay. RS explained the history on ownership whereby in the past land had been leased to Wells Town Council for them to sublet to others. This stopped and WHC then took decision to run the car park directly. The land is registered as belonging to WHC at the Land Registry. There have been a number of concerns around the ten minute rule to purchase a ticket.
- Dredging of the inside of the Outer Harbour will commence in a couple of weeks.
- RS has placed WHC on a list for an Atlantic 75 (ex RNLI) rib to replace the *William-T*. These ribs are extremely popular and WHC is currently number 4 on a list for one from the fleet, timeframe Sept/October.
- The slipway trolley is being cut up for removal. The company that started the job decided it was too big a task. Harbour Staff will cut up the trolley when time permits. Once the trolley is removed the wooden jetty project can be commenced. The Commissioners agreed for RS to obtain plans and quotes.
- AF reported that the entrepreneurs from the seaweed farm company are approaching ABP regarding traffic controls/danger at sea relating to the pontoons. The location has been moved to a shallower area following discussions with the fishermen. Another meeting will be organised once more detail is obtained. RS reiterated that WHC will support the initiative until such time as it proves unfeasible as it will create a lot of local jobs. RS sees challenges with the initiative when the volume increases (after 2 years under their business plan).
- Scira are looking to make changes to the SCIRA agreement and a meeting is to be scheduled.

7) Working Party/Commissioner Reports

Book Profits - Chris Thomson

- Surpluses from the sale of “Crossing the bar” have reached a point where distribution can be made. CT suggested an evening whereby five charities/organisations will benefit and receive a cheque for local projects. The Commissioners discussed potential benefactors.

Health and Safety – Bob Ellis

- The checks on harbour moorings have commenced. There have been no accidents or incidents reported in the accident book.

Legal – Denys Hickey

- The SCIRA contract needs to be renewed, the process has started.
- There is nothing to report regarding the shrimp fishermen

Port Strategy – Mel Catton

- MC presented the 2019 Port Strategy document. The release of the long waited “Crossing the Bar” has now been removed from the document. The book has been a huge success and MC congratulated RS on the outcome. Commissioners had been asked to contribute to the new Strategy document, however none were received. MC held a meeting with RS and LDL and the document was produced from ideas at that meeting. Many planned activities for 2018 were carried out and completed and MC thanked RS and the harbour team for their contribution in completing many of them in-house. MC stated that sometimes the ability and skills of the harbour staff and what they can achieve are underestimated and that what has been completed in 2018 and how it has improved the operational, safety, leisure and environmental factors with a planned financial strategy is an achievement. MC reiterated that Wells Harbour is a central attraction and hub of the town and it

is the duty of the commissioners to preserve it for future generations and therefore input into the strategy document which is a living document on the future of the port is important. MC requested LDL to distribute the document so that Commissioners can update themselves with 2019 plans. Any queries should be directed to MC.

Channel and buoyage – Brian Riches

- Dredging of Tug Boat Yard has commenced which will utilise the Port’s vessels *Kari Hege* and *Fran k-T*.

Vessels and Plant – Alan Bushell

- The *Frank-T* was utilised to lift the wave rider buoy for Scira and the fairway buoy for Blakeney harbour.
- The *Tender-S* will be shot blasted, primed and repainted in the spring.
- The *William –T* is being repaired under insurance and the engine noise is also being investigated at the same time. The engine could prove costly to carry out and this needs to be considered against the age of the vessel. As RS reported there is an option to obtain an Atlantic 75 (ex RNLI) in the region of £12k. The marine engineering company working on the *William-T* have expressed an interest in purchasing the Port’s rib. The Commissioners agreed to sell the existing rib and go ahead with the purchase of the Atlantic 75.
- The harbour launch has been anti fouled and pressure washed.
- The beach patrol rib has been replaced and a crew has been recruited for the summer season.
- There are no issues with any of the vehicles or the fuel bowsers.
- Thurlow Nunn is looking at options to replace the tractor.
- The Talus is working well with the trailer.
- DH enquired what could be done about the state of the road at the east end. RS explained the ownership issues that surround any repair work to the meeting and that WHC does what it can to remove humps and holes.

Environment– Avril Lill (not present)

- AL submitted a report. There is a Norfolk Coast Partnership meeting and celebration event on 8th April at Cley visitor centre. AL intends to go, personal circumstances permitting, but if anyone else is interested to let her know.
- A poster asking the public to be kind to Gilly’s was put forward. CT stated that in order to get the attention of the public it should be more of a notice aimed at adults rather than a poem aimed at children. It was discussed that the “Litter Kills” sign from Scarborough could be the best option.

8) Any Other Business

- The Harbour Users Advisory Committee meeting is on 11th April at 7pm at the Sailing Club. The Chairman requested that Commissioners should attend to engage with stakeholder groups where possible.
- BE informed the meeting that he had been approached by a member of the public regarding the managed realignment project and stated that he would not comment as a report had not been carried out.

9) Staff Matters

- Confidential staff matters were discussed.

Meeting closed 21:00 pm

Approved

Chairman Andy Frary

Date

Action	Who
Examples of "Litter kills" Signs from Scarborough	AF
Chase Civil Enforcement on changing car park rule from 10-15 mins	LDL
Enquire whether Civil Enforcement will permit appeals where ticket purchased after 10 mins	LDL
Chase Civil Enforcement on "land under statutory control"	LDL
Obtain plans and quotes for wooden jetty at slipway trolley site	RS
Scira Contract	LDL/RS
Organise evening to distribute surpluses from "Crossing the Bar"	CT
Distribute Port Strategy document	LDL