

MINUTES OF FULL MEETING OF WELLS HARBOUR COMMISSIONERS (WHC) HELD AT THE HAROUR OFFICE ON 28th JANUARY 2020 AT 6:30PM

PRESENT: Andy Frary (AF) – Chair, Chris Thomson (CT), Mel Catton (MC), Brian Riches (BR), Avril Lill (AL), Kevin Theobald (KT), Nick Groom (NG), Bob Ellis (BE), Ashley Mullenger (AM)

EXECUTIVE MEMBERS: Robert Smith (RS) Harbour Master, Simon Cooper (SAC) Harbour Administrator

1. NEW COMMISSIONER APPOINTMENTS & OATHS

The Chairman welcomed the new prospective commissioner Ashley Mullenger to the meeting.

Ashley Mullenger read the oath and duly signed

The meeting was officially opened with one new Commissioner.

2. APOLOGIES

Denys Hickey (DH)

3. MINUTES OF LAST MEETING

Minutes of the last full meeting of 19th November 2019 were agreed and signed as a true record of that meeting. The Action tracker was duly updated and matters arising were covered off later in the meeting.

4. CHAIRMAN – Andy Frary

Chairman's Report

- The Chairman had nothing to report

Correspondence

- AF advised that the WHC was in receipt of a letter from Polka Day care explaining they had a fundraising exercise underway to re-vamp the facility and thus wondering if WHC would like to consider making a contribution. The Commissioners all agreed that the charity performs a very worthwhile function for the Wells community and such causes should be supported
RS/SAC to respond advising we would support them with £2,000 which we would pay out upon them achieving their £20,000 target by year end.

5. FINANCIAL UPDATE – Simon Cooper

- Preliminary results for the 12 months to the end of December 2019 were circulated and presented at the meeting.
- The second paper tabled relates to reviewing further options for the ways in which the cash reserves held by the Commission could be more effectively attributed. Looking at Fixed term deposits and an example of purchasing property and providing holiday lets. SAC suggested the Commissioners review this paper that we can then continue discussions on potential solutions. NG raised the point that rather than holiday lets, we should perhaps also consider long term letting where we could support the local community better and even potential housing for employees. The idea was supported even recognising lesser return on the reserves. SAC will continue to keep a watching brief on any opportunities that might arise.
- The third paper presented was to gain approval from WHC to introduce delegated authorities for the office team to support more efficient working practice when paying invoices. The paper was agreed by all the Commissioners.

6. HARBOUR MASTERS REPORT – Robert Smith

- Albatros – an update was provided to the Commissioners
- Tide Gauge – as previously advised RS stated that the land was now registered
- East end Jetty – Surveys had been undertaken on the proposed site (as well as under the tide gauge hut) and RS advised we are now procuring quotes to support the design and costings to build out.
- Seaweed farm – RS had spoken to the seaweed farm operatives who in turn advised that they were having to undertake bird surveys
- Pontoons at the Skredge – RS advised that quotes had been obtained to provide 4 pontoons and pilings. The consensus from the Commissioners was to look to proceed anyhow given that it would be a welcome addition to providing more suitable berths than what is currently there.
- RNLI new boat house – Progress now seems to be making way
- Water taxi – The business owner spoke to RS this week and advised that the vessel being procured would not be ready for this season so it is more likely to commence in 2021.
- NNDC transfer of East End land.
- Flood wall (North side of Harbour Office) – RS reminded the commissioners that we had intentions to complete / landscape the area and was welcome to any ideas about how we might use the space. In the past discussions and ideas thought of included cycle racks & more seating.
- Rising sea level study.
- Shipwrights.
- Tern Barge. The barge has been recommissioned and moved to a more suitable site that provides much greater protection than last years position. The aim is to have it ready and the camera set up in March.

7. COMMISSIONER REPORTS

- SAC advised that following a discussion between RS/AF/SAC it was decided that the AB portfolio of looking after Vessels and plant would be taken on by KT. KT and SAC will find a time next week to show what the role entails.
- SAC then went on to advise that RS/AF also thought AM would be suitable to take on a portfolio headed 'Heritage and Community' working on topics such as the heritage trial.
- AL was pleased to report that the enclosure on the beach had been improved so that the seals are less disturbed than before – this now being especially important given there is now 5 resident seals. Working with Holkham and Natural England, new signage had been agreed and really the next improvement was to look to extend the enclosure into the sea even at low water so as to completely close off access. AL further updated that there was a meeting in the diary for RS/SAC to attend in February with the related parties.
- BR advised there was nothing further to add as the channel still remains difficult. RS agreed and said that we really need a good northerly to blow to help it sort itself out.
- BH confirmed that all H&S reports were up to date and that progress is now being made with the moorings checks starting at the east end, working towards the harbour office and along beach bank.
- MC prompted the Commissioners that the AGM was coming up and that the strategy paper was due its annual revamp and thus requested input from all.
- NG had nothing to report
- CT had nothing to report although highlighted that now as a member of the RNLI team conflicts in interest may potentially arise.

8. WHMT

- SAC reported on the 4 grant requests – 3 for diving and 1 sailing. SAC confirmed that the applicants were all eligible and the Commissioners all agreed to support.
- The Triathlon entries were filling up fast and SAC advised that there were less than 25 spaces now available which will mean the event will likely to be fully booked within the next month.
- SAC then provided an update received from Janice on proposals being worked on. JW was hoping to book 10 kayak/ paddle board sessions each lasting 4-5 hours each. The couple held last year proved to be popular and so JW was expecting that these will be well received again. JW was also keen to upscale the Whittingham Lake opportunity and was aiming to board upto 160 children from 3 age groups. The Commissioners were very pleased to hear this and all believed that if this could be achieved it would be a great result for the Trust. Diving continued to be growing in popularity and a new ‘project’ called Seal was being developed. JW expected to have 10 children wishing to participate and whilst this is more expensive than the other activities, it does require deeper expertise, equipment and thus higher costs.
- CT reminded the WHC that the wording of the constitution was being updated to be a better description of how the Trust worked.

9. Any Other Business

- AL questioned whether the start time to the WHC meetings could be looked at being earlier than 6.30. MC doubted that especially in summer he would be able to attend given work commitments. NG was of the same view advising that it would be likely they would still be undertaking tours. It was therefore agreed that the start time would remain as 6.30pm.

10. Staff Matters

The meeting ended at 8.30pm

Approved.....

Chairman Andy Frary

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Date