

NORTH DEVON COUNCIL

Minutes of a meeting of the ILFRACOMBE HARBOUR BOARD held at the Ilfracombe Centre, Ilfracombe on Tuesday 8th August 2017 at 2.00 p.m.

PRESENT: Councillor Meadlarkin (Chairman)

Councillor Campbell and Fowler

Co-opted Members:

Captain Joint, Mr Kift, and Mr Knill.

Officers:

Chief Executive (MM) , Harbour Master (RL), Senior Regeneration Officer (SN), and Corporate and Community Services Officer (AD).

Also Present:

Mr D Jenkins.

16 APOLOGIES

Apologies for absence were received from Mr M Hocking.

17 MINUTES

RESOLVED, that the minutes of the meeting held on 9th May 2017 (circulated previously) be approved as a correct record and signed by the Chairman.

18 DECLARATIONS OF INTEREST

The following declarations of interest were announced:

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| Councillor Fowler | All items – Personal interest as was a mooring owner and member of the Ilfracombe Yacht Club. |
| Councillor Campbell | All items – Personal interest as had worked for Lundy Island on occasions. |
| Mr Knill | All items – Personal interest as was a boat owner and member of the Ilfracombe Yacht Club. |

19 DESIGNATED PERSON AUDIT

The Chief Executive provided the Board with an update following the quarterly designated person audit held on 31st July 2017, in respect of actions undertaken following the previous audit inspection, risk management and conclusions reached (circulated previously).

The Designated Person confirmed that the Marine Safety Management System was working effectively thus ensuring compliance with the Port Marine Safety Code.

The Chief Executive updated the Board with the following:

- After dialogue with Devon County Council, as owners of the high level path, no solution had been identified to protect the roof of the new Fishermen's store as the County Council considered work to the wall above the Fishermen's store was not needed.
- The angle of the cliff face would mean any protective barrier erected, to protect the Fishermen's store below, would need to be enormous.

RESOLVED that the quarterly designated person audit be noted.

20 PORT MARINE SAFETY CODE

The Harbour Board received an update from the Harbour Master in relation to the Port Marine Safety Code as follows:

- A berthing incident which had involved the Balmoral had left a pile fender and stainless steel ladder damaged. No injuries were reported and only one passenger was on board at the time. The Harbour Master had published a Harbour Notice and the incident had been reported to the Marine Accident Investigation Branch. Contractors had been on site to make the site safe. Divers had assessed the damage and any replacement would have to be in a different location. The insurance underwriters for the Balmoral had been in touch and confirmed full liability. Hardwood had to be sourced and the last shipment came from America at a cost of £4,000. The total replacement cost would be around £20,000 with the damaged ladder sold for scrap and offset against this.
- The 'Edge Protection Policy' was due for renewal and the Harbour Master would share any changes with the Board for comment.

In answer to a question raised regarding powers to control 'Tomb Stoning', the Harbour Master informed the Board that there was a byelaw that gave the power to stop this happening.

21 HARBOUR MASTER UPDATE

The Harbour Board received an update from the Harbour Master as follows:

- The Pilotage Function removal order was still progressing through Government with a decision expected in October 2017. Government lawyers had queried the written description of the Harbour limits requesting this to be in co-ordinates. The Harbour Master had replied to this request advising that;
 1. The written descriptions and place names already given were still accurate.
 2. The limits could not easily be described using co-ordinates as it wasn't all straight lines.
 3. It would be a costly and lengthy process to amend the 1900 Act.
- East Face works were all successfully completed and being used by local boats. Following a complaint about slippery steps, the Harbour Master had ordered signs advising of the slippery surface and advised boat owners to carry the necessary equipment to clear off steps before use.
- The scheduled visit by MV Saga Sapphire was cancelled due to adverse sea conditions.

- A return visit from MV Prinsendam was booked for 2019. The Harbour Master had made a request to the Department for Transport Maritime Security Division to rescind Ilfracombe Harbour's International Ship and Port Facility Security Code status to avoid unnecessary meetings and paperwork. It would take six weeks to reinstate and so would have to be applied for in July 2019.
- A yacht, the Incitatus, had been brought into Ilfracombe Harbour by the Lifeboat. The sails were shredded, the engine was unserviceable and the skipper had been washed overboard. The three delivery crew had abandoned the vessel leaving the skipper to arrange repairs. The keys were handed to the Harbour Master as the skipper had to return to Scotland and it was not known when the vessel would be collected.
- A forklift truck had now been purchased and was being used in the Fishermen's store. Training would be given so the vehicle could be put to use along the quay and it was hoped there would be five operators able to drive the forklift.
- There was currently no charge to use the bike lockers. The Harbour Master asked the Board to consider whether a charge should be put in place.

RESOLVED that any charge would have a minimal return and it was seen as a gesture of goodwill to allow free use of the lockers and so this should remain free of charge.

22 HARBOUR SECURITY

The Board considered a report by the Harbour Master in relation to the CCTV service update, (circulated previously).

The Board received an update from the Harbour Master on harbour security as follows:

- There had been an incident of large amounts of petrol being stored on the harbour. This had now been moved and an enquiry had been made to the Department of Trading Standards for guidance.
- The Harbour Master had met with the Head of Legal with regard to the situation of the CCTV cameras located at the harbour and apprised him of the need for control over this.
- Signs could be displayed to advise CCTV cameras were being used which meant their use was covert.
- Changes to the Regulation of Investigatory Powers Act meant that rules regarding the recording and use of images recorded made it more difficult to comply in particular with regard to collateral intrusion.

RECOMMENDED that the Executive consider the requirements of the Harbour when considering the future provision of the CCTV service.

23 WATER SPORTS CENTRE

The Board considered a report by the Senior Regeneration Officer regarding the Water Sports Centre, (circulated previously).

The Senior Regeneration Officer gave an update to the Board on the water sports centre, as follows:

- A specialist lawyer was now in place.
- A consultation process was started in July to highlight any issues. Three concerns had been raised by Natural England and Historic England. These issues were being addressed by working with designers to finalise details so that the formal consultation would go smoothly.
- The formal consultation should be started within the next few weeks.
- Construction would begin in the spring of 2018 not October 2017.
- An agreement on hours of operation of the machinery had been met.
- Ilfracombe Town Council had submitted its revised plan for the club building which had met with three issues, these were;
 1. The pitch of the roof
 2. The scale of the building and
 3. The loss of trees
- Two of the three issues had been dealt with the remaining issue of the pitch of the roof to be revised. There was a deadline of 30th August 2017 for this to be submitted.
- The construction contract was continuing with Stage 2 with some enabling works planned for Mid February 2018. This would ensure compliance with planning consent.
- To cut down on the potential impact of construction traffic on the Royal National Lifeboat Institution Slipway it had been decided to carry out foreshore construction from within the site instead of transiting vehicles through the Harbour.
- The Water Sports Officer post had been advertised and it was hoped this would be filled.

24 ILFRACOMBE HARBOUR REVIEW OF DEVELOPMENT OPTIONS

The Board considered a report by CB Richard Ellis, Ilfracombe Harbour Review of Development Options, (circulated previously).

The Senior Regeneration Officer gave the Board an update on the Ilfracombe Harbour review of development options, as follows:

- The Ilfracombe Regeneration Board had held two workshops and it had been decided that land owned by North Devon Council around the Harbour would be looked at again for development opportunities.
- There would be a series of single item agenda meetings with the Ilfracombe Regeneration Board running up to Christmas 2017.
- Members of the Ilfracombe Harbour Board would receive invites to attend a meeting to be held in October 2017.

25 HARBOUR FORUM UPDATE

The Board considered and noted the notes of the Harbour Forum meeting held on 5th July 2017, (circulated previously).

The Chairman introduced Mr Dudley Jenkins to the meeting.

Mr Jenkins had no further update to make as the minutes of the last Harbour Forum had been circulated previously.

The Harbour Forum raised a concern over the end finish of the Water Sports building and provided the Senior Regeneration Officer with some sample finishes.

In response to this concern the Senior Regeneration Officer replied that there was an issue of cost around the preferred finish of stone but work was being undertaken on this detail.

Chairman

The meeting ended at 3.40 p.m.

NOTE: These minutes will be confirmed as a correct record at the next meeting of the Board.