

NORTH DEVON COUNCIL

Minutes of a meeting of the ILFRACOMBE HARBOUR BOARD held at the Ilfracombe Centre, Ilfracombe on Tuesday 7th November 2017 at 2.00 p.m.

PRESENT: Councillor Meadlarkin (Chairman)

Councillors Campbell and Fowler

Co-opted Members:

Mr Kift, Mr Knill and Mr Hocking.

Officers:

Chief Executive (MM), Harbour Master (RL), Water Sports Development Officer (IB), and Corporate and Community Services Officer (AD).

Also Present:

Mr L Raybone – Chairman of Ilfracombe Harbour Forum.

26 APOLOGIES

Apologies for absence were received from Captain Joint and Councillor Crabb.

27 MINUTES

RESOLVED, that the minutes of the meeting held on 8th August 2017 (circulated previously) be approved as a correct record and signed by the Chairman.

28 DECLARATIONS OF INTEREST

The following declarations of interest were announced:

Councillor Fowler	All items – Personal interest as a boat owner and member of the Ilfracombe Yacht Club. Also declared a pecuniary interest in item 13, Ilfracombe Harbour – Charges Review, on the agenda due to mooring a boat at the Harbour.
Councillor Campbell	All items – Personal interest as previously worked for Lundy Island on occasions.
Mr Knill	All items – Personal interest as a boat owner and member of the Ilfracombe Yacht Club. Also declared a pecuniary interest in item 13, Ilfracombe Harbour – Charges Review, on the agenda due to mooring a boat at the Harbour.

Mr Hocking

All items – Personal interest as a boat owner. Also declared a pecuniary interest in item 13, Ilfracombe Harbour – Charges Review, on the agenda due to mooring a boat at the Harbour.

29 WATER SPORTS CENTRE UPDATE

The Board were introduced to the new Water Sports Regeneration Officer who gave an update on the progress of the Water Sports Centre as follows:

- A decision on The Harbour Revision Order was still outstanding. A request would be made to the local Member of Parliament to try to progress this.
- To conform to Heritage England's recommendations the seawall had to be faced with stone and consideration must be given to the slipway colour scheme, to blend with the surrounding environment. A site visit from them had been very positive.
- The cost of the wall facing hadn't been included in the original application to Coastal Communities therefore funding for this was still being considered.
- A ground contamination report was due to be completed by Environmental Health and this would complete all the Planning Conditions.
- A meeting had been held with clubs who used facilities at the Harbour, to gain an understanding of their requirements and needs with a view to help facilitate their relocation during the works period.
- The Canoe Club were interested in using the closed toilet block at the Cove.
- Y-Sail had an agreement with North Devon Council to use their current facilities. The cost of relocating to a new venue could be offset with their monthly fee.
- To ensure the Planning Consent remained valid the works on the new Water Sports Centre would need to commence by 8th February 2018.

In response to a question about any changes that might be made to the internal layout of the toilet block, the Water Sports Centre Development Officer advised that no changes would be made and any contract awarded to the Canoe Club would stipulate that the lease was on a temporary basis with the need to vacate if a commercial venture came forward.

30 DESIGNATED PERSON AUDIT

The Chief Executive provided the Harbour Board with an update following the Quarterly Designated Person Audit held on 27th October 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 Harbour Board with the following:

- A wire and post fence had been erected along the stretch of walkway above the new Fishermen's Stores and this had reduced the number of incidents of items thrown onto the roof below. The potential risk of a fall over the low wall was now removed by the addition of the new fencing.

- The foliage growth at the end of the Cove just past the new Fishermen's Stores was in need of attention.
- The new fender had been sourced and delivered since the audit inspection. This was the replacement fender for the one damaged by the Balmoral.
- There was still a trip hazard when disembarking from the land train. The owners had now erected signs to warn passengers of the hazard.
- Manual hoists used by the fishermen had been limit tested however the test had to be re-completed each time the hoist was moved to a different location.
- The silt build up on the concrete steps was causing a slip hazard and the best solution to combat this would be to score lines into the concrete to roughen the surface.
- The bulging at the end of Old Quay head had been rectified but a significant bulge had appeared on the Marine Drive seawall which would require attention.
- A loose wire found at the navigation tower was to be secured. The light still worked.
- The "No Bathing" signage was to be amended as the current advice caused confusion. Red stickers would be applied to the signs to inform that no bathing was allowed.

The Chairman added that further to the attention needed to the foliage beyond the new Fishermen's Stores, coppicing of the trees would be an effective method which also ensured the trees remained alive. The tree growth helped bind the cliff face and kept it in place and that the removal of the trees could leave the cliff face vulnerable to slippage.

RESOLVED that the Quarterly Designated Person Audit report be noted.

31 PORT MARINE SAFETY CODE

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

- Two yachts had suffered damage and required an emergency lift out of the Harbour as a result of two recent storms, Ophelia and Brian. The emergency lift was made to both The Oysterman and Dinsdale. They had damage to their bilge keels but had been safely lifted.
- The Edge Protection Policy 2017 audit review had been completed with three notes added, one being yellow hatched lines painted on the edge of the quay at the Oldenburg Cargo Berth.
- The East Face Landing works had been completed.
- The steps silt up with the tides and cannot be cleared for every vessel. A sign had been put up and guidance given to users about the slippery steps.
- An update to the Guide to Good Practice was due in March 2018.
- The Port Marine Safety Code was scheduled for update in 2019.
- New guidance had been published on how to report a marine incident.

RESOLVED that the Edge Protection Policy 2017 audit review be noted with the inclusion of three notes as follows:

- All Quay Road ladders repaired
- Oldenburg Cargo Berth quay edge yellow hatched
- East Face boat landing berth extended.

32 HARBOUR MASTER UPDATE

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

- The Pilotage Function Removal Order was still waiting for sign off and may be subject to further delays as priorities at the Department for Transport had changed whereby higher priority cases were taking precedent.
- It had been agreed to overwinter a 36' yacht from Watermouth Harbour.
- A letter had been sent to North Devon Council from the owners of the Balmoral advising that they were unable to settle their 2017 accounts. A quote was read out from the White Funnel website which read as follows:
 - "Sadly economic facts can't be avoided. In 2017 Balmoral managed only 55 of her 116 scheduled sailings, fractionally under half. Despite the huge popularity and increased passenger numbers when she did operate, we have a very large deficit and serious doubts about continuing coastal excursions without financial support, - and we need that support urgently. We need to raise £450,000 and have no more than eight weeks in which to secure Balmoral's future for a further season. After that time it could be impossible to book harbours, connections and her annual survey. We need funds to settle outstanding accounts from 2017 season, pay for routine maintenance and to dry-dock and prepare the ship for 2018."
- The Port Good Governance Guide was to be published early 2018 which was a merger of the Municipal Ports Guidance and Trust Ports Guidance documents.
- An application to the European Fisheries Fund for the funding of a lobster tank was being considered.

33 HARBOUR FORUM UPDATE

The Harbour Board considered the minutes of the last Harbour Forum held on 17th October 2017, (circulated previously). In addition to these minutes the Chairman of the Forum gave the following update:

- Would like it noted to the Board that the Harbour Forum was keen to avoid any further delays to the Water Sports Centre works.
- Would the Harbour Board be in a position to help with the issue of the Bus congestion on the seafront.
- The Harbour Forum would like to express their gratitude to North Devon Council for the freeze on parking charges the previous year and would like this to remain the case for the forthcoming financial year 2018/19.
- The Harbour Forum was suffering from poor attendance and was hoping to seek guidance from the Harbour Master to raise concern over the lack of regular attendance.

- The Chairman of the Harbour Forum confirmed his support of the coppicing of trees.

In relation to the request for help with the bus congestion, the Chairman advised that this issue was beyond the remit of the Harbour Board. He suggested the possibility that the Regeneration Board would be better placed to look at the issues of car parking.

34 ILFRACOMBE HARBOUR, BUSINESS AND MARINE SAFETY PLAN 2018/21 INCORPORATING ANNUAL REPORT 2017

The Board considered the Ilfracombe Harbour Business and Marine Safety Plan 2018/21 incorporating Annual report 2017, (circulated previously).

The Board discussed the amendments and noted that the Action points now related to the Objective numbers.

RESOLVED that the revised Ilfracombe Harbour Business and Safety Plan 2018/21 incorporating the Annual report 2017 be approved.

35 ILFRACOMBE HARBOUR BOARD, DEVELOPMENT STRATEGY 2012 - 2026

The Board considered the Ilfracombe Harbour Board, Development Strategy 2012 – 2026 report, (circulated previously).

The Board discussed the content of the report and found that the report included all aspirations envisaged for the future of the Harbour.

The Chief Executive advised the Board that an up-to-date business plan would need to be in place which demonstrated that once any scheme was built it was affordable to maintain and run and sustainability would need to be proven.

RECOMMENDED that the report be put forward to the Regeneration Board Harbour focus group.

36 ILFRACOMBE HARBOUR – CHARGES REVIEW

The Board considered a report by the Harbour Master (circulated previously) regarding the Ilfracombe Harbour Charges review for 2018-2019.

The Harbour Master advised that his rounding up of the charges for Launch (no trailer) and Launch plus trailer were to simplify payment of fees.

Councillor Fowler, Mr Hocking and Mr Knill declared pecuniary interests as boat owners and fee payers and left the meeting during the consideration thereof.

RECOMMENDED that the Ilfracombe Harbour Charges for 2018 – 2019 be increased by 3% with the launch charge (no trailer) being rounded up to £7.20 and the launch charge plus trailer being rounded up to £10.30 subject to public consultation.

Chairman

The meeting ended at 3.55 p.m.

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