

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD USING ZOOM ON 20th MAY 2021 AT 1800.**

Members and Officers in attendance:

Dominic Crawley – Chairman
Mark Beighton – Harbour Master
Rodney Carter – Vice Chairman
Helen Phillips – Office Manager
John Endicott
Martyn Oates
Mark Steggle
Peter Hinchliffe
Steve Maltby
Andrew Matthews
Nicky Tewson

Apologies for Absence

Dermod Drought

61/21 MINUTES

The minutes from the meeting from the 22nd April 2021 were proposed by Andrew Matthews to be a true reflection of what was discussed, seconded by John Endicott and unanimously agreed.

62/21 MATTERS ARISING

A response was sent to William Mumford and circulated to all committee members.
John Endicott has agreed to carry out the monthly bank statement checks with the OM.

63/21 CORRESPONDENCE

1. Correspondence has been received from an individual whose outhaul was taken away from him. This has now been raised to a complaint. It was agreed that the decision should stand and the Chairman will help draft a response.
Action: Chairman to help draft a response.
2. A mooring holder whose residency status is uncertain was discussed. It was felt that further information should be received from him in person.
Action: Sub-committee to be established to investigate some applications.
3. RYDA - a request for a contribution towards the insurance for the Harbour clean up has been received. Andrew Matthews proposed that we contribute £35 this was seconded by Dominic Crawley and unanimously agreed.
Action: OM to pay £35.

4. Regatta Fireworks – a request has been made for the authority to sponsor the firework display for the regatta. John Endicott proposed that we pay £50, this was seconded by Rodney Carter and unanimously agreed.
Action: OM to pay £50.
5. Yealm Community Energy – want to finance an electric water taxi to run when the current one isn't in operation. They are asking the Authority if they can install a charging point for it and somewhere to store the vessel. They will cover any costs incurred. Andrew Matthews proposed that Peter Hinchliffe talk to the HM and propose a plan to put to the Authority.
Action: HM and Peter Hinchliffe to report back.
6. A request has been received to improve access at Bridgend for a disabled individual. It was pointed out that the access point at Bridgend is a public footpath. The parish representatives for Newton and Noss will bring it up at the next parish meeting and report back.
Action: Parish Reps. to report back

64/21 FINANCIAL REPORTS

The OM ran through the figures for the month. The main source of income for March has come from kayaks and paddleboards with income year-to-date from this source amounting to £10.5k. A question was raised over the cashflow report and clarification was sought. This will be sent out to the members after the meeting. Income generally is down on forecast but expenditure is also down mainly as a result of the loss last year resulting in a rebate of corporation tax.

Action: OM to send out information on cashflow.

65/21 HARBOUR MASTER'S REPORT

1. There have been two incidents of note with visiting yachts this month. A boat collided with another as he came in to moor alongside the main pontoon. Separately, a crew member mis-judged the pontoon and ended up falling in the water. Both matters were resolved satisfactorily.
2. The railings at Yealm Steps quay have now been erected.
3. The question of who is liable for repairs on Pope's quay was raised and the Newton and Noss Parish reps were asked if they could find out and report back.
Action N&N Parish reps to report back.
4. Boat nights for this year to date are 310. The nearest comparable year is 2019 when figures were 380, so we are down slightly.
5. Trinity House have completed their annual inspection of navigation marks and were satisfied with what they found.
6. The Kitley Estate are installing five new moorings for ten ribs to moor to.
7. Yealm Development jetty – there is an issue with the boats mooring alongside the new quay and the HM has asked Rodney Carter to join in with the discussions with the Yealm management committee to resolve the issue.
8. The long boat hook has gone missing from the launch a replacement has been ordered.
9. There were no aggressive behaviour incidents.

66/21 POLICY REVIEW

The following new policy and policy and regulation amendments were considered: -

Creation of Indemnity Policy

It was proposed to adopt a new Policy 10 headed “Indemnity” as follows: -

“No Member of the River Yealm Harbour Authority (the “Authority”), by being party to or executing in his capacity of Member any contract or other instrument on behalf of the Authority, or otherwise lawfully executing any of the powers given to the Authority, shall be subject to be sued or prosecuted, either individually or collectively, by any person whomsoever; and the bodies or goods or lands of the several Members shall not be liable to execution of any legal process by reason of any contract or other instrument so entered into, signed, or executed by them, or by reason of any other lawful act done by them in the execution of any of their powers as Members; and the Members respectively, their heirs, executors, and administrators, shall be indemnified out of the rates and other monies coming to the hands of the Authority by virtue of this for all payments made or liability incurred in respect of any acts done by them, and for all losses, costs, and damages which they may incur in the execution of the powers granted to them.”

Sub-letting of moorings

It was proposed to introduce additional wording into the Authority’s Policies and Regulations to put beyond doubt the Authority’s position on sub-letting.

“Amend River Yealm Harbour Authority Policy 5.6.i by adding: *“Sub-letting of moorings, informally or formally, for profit or otherwise, is not permitted.”*”

“Amend River Yealm Harbour Regulation 3.6 by adding: *“Sub-letting of moorings, informally or formally, for profit or otherwise, is not permitted.”*”

Fishing from the pontoons at Yealm Steps

It was proposed to: -

“Amend River Yealm Harbour Authority Regulation 16.2 by adding *“Fishing from the pontoon from 1st April to 30th September is only allowed from sunset to sunrise.”*”

Following discussion and due consideration, Steve Maltby proposed the Authority adopt the new Indemnity Policy and the amendments to the Sub-Letting and Fishing policies and regulations. The proposal was seconded by Rodney Carter and unanimously agreed. A proposal to adopt an amendment to River Yealm Harbour Regulation 17, was not approved, pending further consideration by the HM and Authority members.

Action: OM to update various rules

67/21 PARISH COUNCIL LIAISON

None of the parish council representatives had anything to report.

68/21 CHAIRMAN'S COMMENTS

Held over to next meeting due to time constraints.

69/21 AOB

Nothing

70/21 MOORING WAITING LIST VERIFICATION

Peter Hinchliffe was nominated to run through the mooring allocation process with the HM and the OM. It was suggested a standardised procedure for reporting mooring applicants, partnership requests and mooring allocations be adopted. The OM to be given guidance.

Action: Peter Hinchliffe to come to the Harbour Office to run through the mooring process.

Guidance to be given to OM on reporting procedures.

71/21 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be on **Wednesday 16th June 2021 at 1800.**

Chairman