

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE HARBOUR OFFICE, NEWTON FERRERS ON
MAY 16TH 2019**

Members

- | | | |
|----------------------------|-------------------------------|-----------------|
| * Mr D Southwood– Chairman | @ Mr D Crawley -Vice Chairman | |
| * Mr R Carter | * Mr D Drought | * Mr J Endicott |
| * Mr P Parry-Smith | * Mr M Oates | |
| * Mr M Mears | * Mr A Matthews | * Mr A A Tubb |

* Mr M Beighton – Harbour Master * Mrs H Phillips – Office Manager

**Denotes attendance @ Denotes apology for absence*

52/19 MINUTES

A slight amendment was made to the minutes to include the following,
“The new Chairman began by giving a formal vote of thanks to the outgoing Chairman, Martyn Oates, for his sterling work over the last three years.” It was then proposed by Philip Parry-Smith that the minutes presented a true account of the meeting held on the 18th April 2019, this was seconded by Dermod Drought and unanimously agreed.

53/19 MATTERS ARISING

1. Website quotations – a meeting has been held with Phil Hughes and the HM to discuss a new website design. He has agreed to come back with his proposals in time for the June meeting.

Action: Proposals to be given at the next meeting: Mark Beighton.

2. Rule Book – the latest version of the rule book is the bright yellow one.
3. Land Registry of the old Yealm Hotel. After a meeting with Michael Bapty and Simon Friend to express our concerns over the area on the map to be registered to ‘Yealm’ it came to light that the South Hams Map is incorrect. Simon Friend agreed to instruct his solicitors to get this corrected.

Action: Monitor that the land registry map is corrected.

The Committee then discussed the ownership of the quay at Yealm steps. David Southwood proposed that the Harbour Authority look into adopting the quay and that Andrew Matthews and Mark Beighton write a letter of inquiry to SHDC, this was seconded by Dermod Drought and unanimously agreed.

Action: Andrew Matthews and Mark Beighton to draft letter and report back at next meeting.

54/19 ANNUAL MEETING – OPEN FORUM

1. Robin Forrester questioned what the financial reserves were for and how we had calculated them. This was explained at the meeting.
2. Roger Hallett asked if something could be done about the condition of the Yealm steps. The HM has subsequently had a meeting with Peter Guy of Devon County Council. His initial suggestion was to close the steps and have them repaired which could take two days. The Authority agreed to carry out the remedial repair work but not until October when the steps can be shut overnight and repair work to the pontoon could be carried out at the same time.

55/19 CORRESPONDENCE

1. SHDC have contacted us to say that they will no longer be appointing a Council representative, currently Tom Holway, but to use the parish council representation to resolve issues. David Southwood agreed to send a letter to Tom thanking him for his contributions to the authority.

Action: D Southwood to write to Tom Holway

2. Philip Parry-Smith sent an email firstly about the fact that there were two boats carrying out maintenance work either side of Pope's Quay over the bank holiday weekend and was this right. It was agreed that the quay is there for everyone's use. It was suggested that we do try to avoid two boats up there at the same time if possible. The second point was concerning the increasing problem of Jet skis. The HM is shortly going to attend the SWRPA meeting so will be in a position to find out what other Harbours are doing about this increasing problem.

Action: Mark Beighton to report back on other Harbour's stances on Jet skis.

56/19 FINANCIAL REPORTS

Details of April's profit and loss, Balance sheet and cashflow were presented to the meeting. The income from Bridgend Quay dinghy park is substantially down on last year which is surprising when last year it was full.

The overall income versus expenditure is slightly ahead on projections at the moment.

This was helped by an accounting loss last year meaning we have a credit for our corporation tax.

57/19 CARD READER PAYMENTS.

Various card readers have been considered and they have been short listed to two, Sum Up and Izettle. It was also suggested that we should have an office mobile phone. The authority agreed to authorise the purchase of whichever card reader best suited our needs and also a mobile phone.

Action: purchase a mobile phone and card reader: Mark Beighton in discussion with John Endicott.

57/19 HARBOUR MASTER'S REPORT

- A fishing boat ended up on the rocks at Mouth stone point. The HM would like to thank Richard Endicott the Assistant HM who was on duty at the time and help sort this. The boat and crew managed to get off the rocks without too much harm on the next high tide.
- Various emergency services had to be called out for a lady who had slipped on the rocks when returning to her boat. First Aid was administered and they managed to stem the bleeding. She was taken to Derriford Hospital and her husband took their boat to its home port.
- The HM has recruited another Assistant HM Chris Cleaves to help when needed bringing the total Assistants to four.
CCTV – the HM has been looking into the various quotations that had been obtained to update our systems. They have now expired, and he suggested looking into getting quotations to install one from near Ferry Cottage which will scan out towards the entrance to the river and over towards the Harbour Office.
Action: Mark Beighton to obtain quotations for update to CCTV system.
- Signage has now been ordered for the bin area, the main pontoon and Noss Creek the wording of which has been agreed at previous meetings.

Following on from a visit from Trinity House the HM has contacted the National Trust to ask them to clear foliage obscuring the leading marks at the entrance to the river. They have agreed to do this as soon as possible.

Action: Mark Beighton to report back when foliage is cleared.

- The HM sought advice on whom he should give the shower access code to. The Authority said it was at his discretion.

58/19 PARISH COUNCIL LIAISON

Wembury – the planning request at Coast Guard cottages is to be followed up with a site visit and interested parties have been asked to attend. Rodney Carter agreed to represent the Harbour Authority.

Action: Rodney Carter to report back to the Authority on the meeting

Brixton – Martyn Oates requested that a copy of the minutes be sent to all the Parish Clerks of the Riparian parishes. He also inquired where they are currently displayed. It was pointed out that they are on the notice board outside the door and will be put on the website as soon as it is sorted.

Newton & Noss – Nothing

Yealmpton – Nothing

59/19 MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS

This month there have been 3 A moorings and 1 C mooring allocated. There have been three partnership requests put before the committee and they were all agreed, two with certain provisos.

60/19 CHAIRMAN'S COMMENTS

David Southwood let the committee know that the monthly meetings between himself and the HM and Office manager have been taking place and that the monthly bank reconciliations have been signed off either by himself or the Vice Chairman each month.

61/19 AOB

It was asked if the large pleasure crafts that sometimes visit the river are charged. It was pointed out that they very rarely do and the last time they were in it was part of a privately organised function.

It was asked if the mooring blocks have ever been removed from the river. The HM pointed out that the new local mooring firm have charged at least two people to carry this out for them.

62/19 DATE OF NEXT MEETING

The next monthly meeting of the Harbour Authority is in the Harbour Office Newton Ferrers on **Thursday 20th June 2019 at 1800.**

Chairman

