

**MINUTES OF THE ANNUAL PUBLIC MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY HELD IN THE REVELSTOKE ROOMS, NOSS MAYO ON APRIL 18TH,
2019**

Members

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|-------------------------|------------------|--------------------|
| * Mr M Oates – Chairman | * Mr M Mears | * Mr P Parry-Smith |
| * Mr A Matthews | * Mr D Southwood | * Mr R Carter |
| @ Mr A A Tubb | @ Mr T Holway | * Mr D Crawley |
| * Mr J Endicott | * Mr D Drought | |
- * Mr J M Beighton – Harbour Master * Mrs H Phillips – Office Manager
* Mr R Dearn – interim Harbour Master
** Denotes attendance @ Denotes apology for absence*

01/19 MINUTES OF ANNUAL MEETING 19th APRIL 2018

It was proposed by Dermot Drought to accept the minutes presented as a true account of last year's annual meeting, this was seconded by Philip Parry-Smith and unanimously agreed.

02/19 CHAIRMAN'S REPORT

Twenty Eighteen saw a warm dry summer with an increased number of visitors taking full advantage of favourable weather.

The Harbour Authority continues to manage primarily recreational demands by maintaining a fair balance between the interests of those who wish to use the harbour, this has now been the general policy for over forty years and while it may be obvious, it should not be forgotten.

Prompted by exceptionally high demand for access at the Yealm Steps during summer Twenty Eighteen the Authority decided, after lengthy debate, to introduce new measures to manage this area, I hope these will prove successful, however this will largely depend on a high level of cooperation and understanding. I hope that going forward all can work together to share what is such a valuable resource, we are all very fortunate to have access to the Yealm whether it be in the form of simple small craft or larger vessels that are permanently moored.

The Harbour Authority reviewed its policies in January and made a few relatively minor adjustments, requiring running moorings to be marked by the licence holders and clarifying the Clear area's policy. The Authority has also started to receive a report on a monthly basis regarding mooring allocations with the objective of improving transparency and oversight safeguards.

Waste continues to be an issue, 2018 saw unprecedented high levels of waste reaching the Harbour Authorities collection area, with this in mind the Authority is now asking all local mooring licence holders to take their waste home, where hopefully much of it can be recycled. The Authority has also started to address the issue of mooring tackle left on the foreshore, I hope that this can continue and that in the future all licence holders will fully take on responsibility for disposal of their old mooring tackle without the foreshore becoming littered with disused

mooring blocks. In future perhaps a levy may need to be introduced to cover mooring tackle left for removal by the Harbour Authority.

The waste issue is in general a case of getting everyone to take responsibility for the waste that they personally generate, on a positive note the last two years have seen much lower levels of refuse from the harbour clean up, whether this is due to reduced dumping or just weather conditions prior to the clean up only time will tell. The annual harbour clean-up has now been going for around twenty years and I would like to thank the RYDA for organising this valuable exercise.

I would also like to extend sincere thanks to all Harbour Authority staff and fellow committee members over recent months which have been challenging, in particular to Bob Dearn, Helen Phillips and Rodney Carter, along with all those that covered in many ways while a new Harbour Master was recruited. I would very much like to welcome Mark Beighton, the new Harbour Master who is already demonstrating that he can get things done.

The 2018 accounts show that the Authority continues to maintain a strong financial position with significant reserves for both planned future capital expenditure and a contingency fund.

There are still many areas that need improvement some of those currently in the pipeline are the replacement of the current website and developing a practical way for receiving visitor card payments.

Finally, I hope that twenty nineteen is a good year for all on the water.

03/19 AUDIT OF ACCOUNTS 2018

Peter Franklin presented the audited accounts for 2018 to the meeting. There had been a rise in income mainly due to increased visitor numbers but also attributed to more A and B moorings being allocated.

Expenses had gone up slightly partly due to increased repair and maintenance charges for the year. Procedures have now been changed to stop the harbour authority paying for work and then recharging it to mooring holders as this has meant a loss of VAT, we are unable to reclaim it because we are on the flat rate scheme.

The final figures for the year showed a small loss of £14,530 after asset replacements were taken into account.

It was proposed by Dermot Drought that we accept the Accounts as presented, seconded by Dominic Crawley and unanimously agreed.

04/19 OPEN FORUM

Robin Forrester asked why we had allocated reserves showing in our accounts. The response was that a spread sheet had been prepared detailing our main assets, their expected life span and therefore the cost of replacing them assuming a prudent rate of inflation. A calculation has then been done to allocate on a monthly basis an amount to be transferred into reserves to fund their replacement. These figures are reviewed annually.

Roger Hallett asked if it would be possible to repair the few damaged steps at the bottom of Yealm Steps. The response was that at a recent meeting with Peter Guy from Devon County Council who own the steps, it was agreed that the RYHA would fund the repair on this occasion so it should be carried out shortly.

Robin Forrester mentioned that some short painters on boats tied to the pontoon at Yealm steps made access to other boats very difficult and he asked if there could be a minimum length imposed. The response was that at a recent Harbour Authority meeting it was agreed that a minimum painter length of 2 m is to be imposed for the pontoon.

05/19 ELECTION OF CHAIRMAN

Dermod Drought proposed that David Southwood become Chairman of the Authority, this was seconded by Philip Parry-Smith and unanimously agreed.

06/19 ELECTION OF VICE – CHAIRMAN

Martyn Oates proposed that Dominic Crawley become vice chairman of the Authority, this was seconded by Rodney Carter and unanimously agreed.

07/19 APPOINTMENT OF BANK

Concerns were voiced over the checks that the Authority carry out as a result of changing to Online Bacs payments with one signatory. It was proposed by Andrew Matthews that Dominic Crawley looked into this and put in place the necessary checks and also look at our Standing Orders to ensure that they match our needs. He also proposed that we continue to use Santander Bank, Barclays Bank and Nationwide Building Society, seconded by David Southwood and unanimously agreed.

Action: Dominic Crawley to look into safety checks for banks, and corresponding Standing Orders with Helen Phillips

08/19 APPOINTMENT OF AUDITOR

David Southwood proposed that we continue to use Messrs Franklins Ltd as our accountants and auditors this was seconded by Dominic Crawley and unanimously agreed.

09/19 DATE OF NEXT MEETING

The next annual meeting will be held on 16th April 2020 in the WI hall Newton Ferrers at 6.00pm.

Chairman