

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR
AUTHORITY, BY ZOOM 17th MARCH 2022 AT 1800.**

Members and Officers in attendance:

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

Apologies for Absence

None

The Chairman welcomed Peter Franklin, the Authority's accountant to the meeting to present a draft of the 2021 accounts. A very busy year for visitors and the new launch fee for kayaks and SUPs has resulted in an increase in our income to a level that means we no longer qualify for the flat rate VAT going forward. The only significant expenditure increase was to wages mainly attributable to the new post of a deputy harbour master needed to ensure better cover of the river during busy times.

A question was raised about whether our increased turnover meant we were compliant with trust port legislation for accounting procedures. Peter pointed out that we already exceed expected reporting requirements on this.

It was also noted that the transition to the new accounting package at the beginning of the year has run smoothly.

A question was raised whether the authority may need to revisit its asset replacement provisioning, owing to inflation driving up the replacement cost of pontoon assets. This issue will be looked into carefully later in the year, when preparing the next annual budget. The Chairman thanked Peter for his continuing support for the authority. Peter will attend the annual meeting in April to present the audited financial statements.

28/22 MINUTES

The minutes from the meeting from the 17th February 2022 were proposed by Dermod Drought to be a true reflection of what was discussed, seconded by Mark Steggles, and agreed by all other members who had attended the meeting.

29/22 MATTERS ARISING

1. Andrew Matthews had arranged two local school field trips but has had to postpone and will rearrange.

2. Yealm Community Electric Transport: an electrician has now installed the electrical supply cabling under the pontoons from the hammer head back to the office. The charging unit is on order so not yet installed. The HM to liaise with YCET on his return on installer certificates and so on.
3. The chairman has completed the renewals for our insurance and the premium of £12,336 has now been paid. On the subject of insurance an insurance claim has been submitted for storm damage to the building. Mark Wilson has been very quick to respond and provide assistance and will be carrying out the necessary repair work.
4. Laminated copies of notices for the annual meeting are available for parish reps. at the harbour office.
5. All committee members have been asked to respond to the office and let them know if their 'declarations of interests' on the website are up to date.

30/22 CORRESPONDENCE

1. The Department for Trade has made contact regarding the need for Trust Ports to report their borrowing status. The RYHA's borrowing is classed as de minimis, and we have confirmed this to them, so no further action is needed.
2. Conrad Humphries the MD of Sport Environment and the Blue Environment contacted us about the possibility of running a number of events to encourage boat owners to use electric outboards. Chris Brook from SHDC has also contacted us to say they are prepared to match fund any initiatives taken. They have asked for a joint meeting with the Harbour Authority to discuss this. The information will be passed onto the HM on his return.
3. Nationwide Building Society have contacted us with a new rate for a 90-day notice account. Andrew Matthews proposed that we take up the new rate, this was seconded by Rodney Carter and unanimously agreed.
4. A planning application for work on 71 Yealm Rd has been submitted. This is for reinstatement of a quay, a slipway and a boathouse. Nicky Tewson asked that we request that the development is made to be environmentally friendly with holes for sea creatures. Again, it was suggested that the HM look closely at the plans to ensure that there is no change to the encroachment on the river.

31/22 FINANCIAL REPORT

There was little to report on the finances for this month. The annual harbour dues and mooring fees continue to be paid and we are currently slightly ahead of projections on our cashflow.

32/22 HARBOUR MASTER'S REPORT

In the absence of the HM the OM gave a brief summary of activity for the month. The river has been managed by three different assistant HMs for the period. The deputy HM oversaw the electrical installation on the pontoon and has also carried out various pre-season checks and maintenance around the river. There was an incident of a dog biting someone at Yealm steps. A full incident report was completed at the time.

33/22 PONTOON QUOTATIONS

Two members of the committee have looked into alternative suppliers to replace or repair the damaged pontoons. The suppliers have said that in these uncertain times it is not possible to give a quotation because material prices are varying so much at the moment. It was agreed that a sub-committee made up of Rodney Carter, Stephen Maltby, Dominic Crawley and Mark Beighton meet and make a decision on the way forward. Andrew Matthews proposed that we delegate authority to the sub-committee to make a decision on what pontoons are needed to be replaced or renewed this was seconded by Peter Hinchliffe and unanimously agreed.

34/22 PARISH COUNCIL LIAISON

Brixton and Yealmpton had nothing to report. Wembury have a new parish clerk and details will be forwarded to the office to update our records. Newton and Noss Parish reported that initial repairs to Pope's Quay have been carried out but that there are further areas needing attention.

35/22 CHAIRMAN'S COMMENTS

With evidence of significant price increases on certain categories of expenditure, the authority needs to track closely any material adverse impact on financial performance later in the year. Any implications for the 2023 budget will be considered as part of the budget review process conducted in the autumn.

36/22 MOORING ALLOCATIONS, PARTNERSHIP REQUESTS AND WAITING LIST APPLICATIONS

Nothing to report this month.

37/22 AOB

A committee member expressed caution on the initiative on electric outboards not wanting the harbour authority to be inadvertently sponsoring a marketing exercise. He also felt that provided we continue our realistic and prudent accounting practice when preparing the budgets we shouldn't need to significantly increase charges next year.

A substantial bare wire has become uncovered on the beach by the slipway near Pope's Quay. It was suggested that the relevant authority be contacted for them to sort. Photographs will be forwarded to the office for the HM to deal with on his return.

38/22 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be the annual meeting on Thursday 21st April at 6pm at the Village Hall Noss Mayo.

D.A. Crawley

Chairman