

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR  
AUTHORITY HELD IN THE HARBOUR OFFICE, NEWTON FERRERS, 20<sup>th</sup>  
OCTOBER AT 1800.**

**Members and Officers in attendance:**

Rodney Carter – Vice Chairman  
John Endicott - zoom  
Nicky Tewson  
Mark Steggles  
Martyn Oates  
Andrew Matthews  
Dermod Drought - zoom  
Stephen Maltby – zoom

Mark Beighton – Harbour Master  
Helen Phillips – Office Manager  
Debbie Rhead – Office Manager

**Apologies for Absence**

Dominic Crawley – Chairman  
Peter Hinchliffe

Rodney Carter stood in as Chairman in Dominic Crawley’s absence.

**96/22 MINUTES**

The minutes of the meeting held on the 15<sup>th</sup> September 2022 were proposed by Andrew Matthews to be a true record of what was discussed, seconded by Martyn Oates, and agreed by all other members who had attended the meeting.

**97/22 MATTERS ARISING**

1. An application has been sent to Santander to add Debbie Rhead to our two accounts, but we haven’t heard back yet.
2. A note has been put in the Defibrillator to ask that if a member of the public takes it away, they should let the harbour office know as soon as is convenient.
3. Notices are on the pontoon and around the village informing users about the imminent removal of two sections of the pontoon at Yealm steps.
4. Bank procedures – the suggested new procedure for ensuring adequate checks is made on bank payments was shown to the Chairman. He was happy that this is how we should proceed.
5. Any necessary repairs to Kilpatrick steps will be dealt with in the annual health and safety review in January.
6. The issue of individuals applying to go on the waiting list needs to be reviewed and Andrew Matthews will discuss with the HM and report back at the January meeting.

## **98/22 CORRESPONDENCE**

Nothing

## **99/22 FINANCIAL REPORT**

The profit and loss, balance sheet and cash flow figures were presented to the meeting along with a copy of the bank statement for the month. The total funds in all our accounts are currently £286,050.

A member of the committee asked what our current accrued VAT liability is for the year. We pay a standing order to HM Revenue based on last year's liability, but he was keen to know if this had altered as a result of coming off the flat rate scheme. The OM was unsure how to get that information from Sage and agreed to ask the accountants and report back next month.

## **100/22 APPRAISALS FEEDBACK**

The appraisals were carried out by Nicky Tewson and John Endicott and passed to the Chairman for approval.

## **101/22 HARBOUR MASTER'S REPORT**

Incidents this month include two collisions, one theft and an incident with a group of divers. As a result of the latter the DHM is addressing any necessary revisions to the commercial dive permit.

The new pontoon is approaching being completed and a crane has been arranged for the 10<sup>th</sup> November. The original plan of the lift out of the boats and the pontoon on the same day wouldn't work due to tidal and light restrictions.

Boat nights for visitors this year amounts to 5556 with a number more expected, a new record.

A license has been requested for the new boatman using the electric ferry but the application for the vessel is still outstanding.

A Royal Marine exercise has been organised on Cellars Beach for the 27<sup>th</sup> October with a number more planned for the spring.

## **102/22 DEPUTY HARBOUR MASTER POST**

Andrew Matthews proposed that we employ a new deputy HM provided the budget committee feel there is enough funds to do so. This was seconded by Rodney Carter and unanimously agreed.

### **103/22 BUDGET SUB-COMMITTEE**

A budget sub-committee was set up to include Dominic Crawley, Martyn Oates and Rodney Carter.

### **104/22 PARISH COUNCIL LIAISON**

Wembury, Brixton and Yealmpton had nothing to report. Newton and Noss parish asked the authority if they have a view on the prolific building of boathouses and quays around the river to which the answer was, they didn't.

### **105/22 CHAIRMAN'S COMMENTS**

Nothing.

### **106/22 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS**

There is an ongoing partnership request. Some more information has been obtained but we still have not received all that was requested. Three mooring applications have been made; further information is being requested from one of them. Three 'A' moorings have been allocated, two 'B' moorings, two 'C' moorings and three 'D' moorings.

### **107/22 AOB**

Nicky Tewson as mooring representative has asked if it would be possible to have a minimum of 3m for painters on Yealm steps pontoon. Various reasons were given as to why this was not felt to be a good idea. Rodney Carter proposed that the 2m length was sufficient, seconded by Martyn Oates and unanimously agreed. She also asked if Pope's quay could become a designated bathing area. The authority felt that this is outside our remit, and we do not have a view on this. The authority does have concerns about the general safety of swimmers in the river. John Endicott asked if a visitor is able to use harbour assets for extended periods throughout the summer and winter periods. The HM explained that provided visitor rates are paid then that is allowed.

### **108/22 DATE OF NEXT MEETING**

The next meeting of the Harbour Authority will be on Thursday 17<sup>th</sup> November 2022 at 6pm at the Harbour Office.

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**Chairman**