

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR  
AUTHORITY HELD IN THE HARBOUR OFFICE AT 18.00 ON 15<sup>TH</sup> JUNE 2023**

**Members and Officers in attendance:**

Dominic Crawley - Chairman  
Rodney Carter – Vice- Chairman  
Andrew Matthews  
Nicky Tewson  
Stephen Maltby  
Mark Steggles  
Dermod Drought  
John Endicott

Jez Spring – Harbour Master  
Toby Dowling – Deputy Harbour Master  
Debbie Rhead – Office Manager

**Apologies for Absence**

Peter Hinchliffe and Martyn Oates

**Declarations of Interest**

There were no declarations of interest.

**60/23 MINUTES**

The minutes of the meeting held on the 18<sup>th</sup> May 2023 were proposed by Mark Steggles to be a true record of what was discussed, seconded by Stephen Maltby and agreed by all other members who had attended that meeting.

**61/23 MATTERS ARISING**

There were no matters arising.

**62/23 CORRESPONDENCE**

- a) We have received a thank you from the RNLI for our donation of £45. Bill Wilkes had some ropes that he no longer required, we purchased them and Bill asked for donations to go towards the RNLI.
- b) We also received a thank you from RYDA for our donation of £35 towards the costs of the Harbour Clean Up.
- c) We received an email from Darryl White on behalf of SHDC advising us that Cllr Tom Edie had been appointed as a representative on the RYHA for the 2023/2024 Municipal Year. The chairman will meet with Tom to brief him ahead of him joining the monthly meetings.
- d) A request has come in from the River Yealm Regatta Committee for a donation towards this year's fireworks. It was agreed to make a donation of £50.

## **63/23 FINANCIAL REPORT**

### **Income**

The total amount invoiced in May was £13,257 net. £1,057 was for harbour dues. ££337 for moorings, £2,265 was for launch only kayaks and paddleboards, £54 for Bridgend summer dinghy parking, £8,550 for visitor fees, £435 for showers and £441 for maintenance berthing at Bridgend and foreshore contractors. There were a few other incidentals.

### **Expenditure**

The overheads figure for May was £3,625. This includes payment a payment of £2,445 for the new mooring blocks for the new pontoon, a dive inspection costing £375, Sum Up bank charges of £191 and a new supply of toilet rolls/cleaning products.

### **Comparison P & L**

This report shows a comparison for 2022 and 2023 up until the end of May.

### **Balance Sheet**

Nothing of note, apart from some small outstanding debtors relating to new moorings that have since been paid and a couple for the adverts in the Harbour Guide.

### **Cashflow**

The opening May balance £233,526 and closing May balance £223,447.

## **64/23 HARBOUR MASTER'S REPORT**

The HM reported to the Authority on visitor numbers and kayak and paddleboard discs year-to-date compared to 2022. The numbers of kayak and paddle board discs issued this year is down by 18% on last year but the number of boat nights was up by 21% YTD.

There were 3 incidents on the river during May, all of which were resolved.

The repairs at Kilpatrick Steps have now been carried out by Mark Steggles.

We are still waiting to hear from SHDC regarding the repair work required on the Quay at Yealm Steps.

The new Retention Policy (which will be an Annex to the Data Privacy Policy) was put the Authority. It was proposed by Mark Steggles, seconded by Dermot Drought and agreed by the whole Authority that this should now be adopted.

The HM reported that the new Electric Ferry is now fully operational. They have asked if they can put advertising signs up in the 2 pontoon frames this was agreed and will also be offered to Bill Gregor.

Trinity House have carried out their inspection of Navigational Marks and has found them all to be in good and efficient order.

The HM attended a meeting with Akzo Nobel concerning the 'clean up' plans for the contamination in the river. This was an initial planning meeting with an outline of their plans to rectify the situation. The initial proposal is set to take between 4 – 8 weeks and will start in either Oct 23 or Jan 24. More detail will be given once it is available. A further meeting is expected in September for members of the public to attend.

A request has been made regarding a work experience placement at RYHA. The Authority were all in favour of being able to offer a placement, subject to confirmation from our Insurers that we would be covered.

### **65/23 PARISH COUNCIL LIAISON**

Wembury - Dermot Drought confirmed that he had been voted in as Chair of the Wembury Parish Council and that he had been also been re-appointed to represent the RYHA for another year. Dermot also indicated this this would probably be his last year on the Council and on the RYHA.

Newton and Noss – Nothing to report.

Brixton – Nothing to report.

Yealmpton – Nothing to report.

### **66/23 CHAIRMAN'S COMMENTS**

None.

### **67/23 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS**

The new mooring applications were noted, with no concerns expressed. Since the last meeting 1 'B' mooring and 2 outhauls have been issued. There were no new requests for shared ownership.

### **68/23 AOB**

John Endicott gave a short report on the analysis he and Nicky Tewson had carried out relating to the possible installation of solar panels on the roof of the harbour office. It was agreed that his report be circulated to the members of the Authority for their perusal and any questions concerning this be addressed to Nicky Tewson and John Endicott directly.

A concern over a new mooring located opposite the YYC was raised – the HM confirmed that arrangements were in place for it to be relocated.

A query was raised over whether the licence for use of the pontoon and its facilities had been raised for the YCET for 2023. This has now been issued. Stephen Maltby drew the Authority's attention to the age and condition of the engine in the Harbour Launch – 'Magic'. As it is unlikely that the authority will wish to incur the significant expenditure of a new launch in the near future, he suggested that the authority should consider the purchase of a replacement engine. It was noted that the wait time on ordering a new engine could be up to 6 months and. The Committee has requested that Stephen makes further enquiries on costs and turn-around times and then report to the next meeting so that options can be considered.

**69/23 DATE OF NEXT MEETING**

The next meeting of the Harbour Authority will be on Thursday 20<sup>th</sup> July 2023 at 6pm at the Harbour Office.

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**Chairman**