

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR AUTHORITY
HELD IN THE HARBOUR OFFICE AT 18.00 ON 20th JUNE 2024**

Members and Officers in attendance:

Dominic Crawley – Chair

Ian Kennedy

Nicky Tewson

Stephen Maltby – Vice Chair

Mark Steggles

John Endicott

Jez Spring – Harbour Master

Debbie Rhead- Office Manager

Apologies for Absence

Peter Hinchliffe, Martyn Oates, Tom Edie, John Stansell and Kevin Thomas

Declarations of Interest

None

51/24 MINUTES

The minutes of the meeting held on 16th May 2024 were proposed by Stephen Maltby to be a true record of what was discussed, seconded by Mark Steggles, and agreed by all other members who had attended that meeting.

52/24 MATTERS ARISING

None

53/24 CORRESPONDENCE

None

54/24 FINANCIAL REPORT

Income and Expenses for May

Income invoiced was £14,000, (£9,300 was for visiting vessels and £1,800 for KPC Licences). Direct expenses were around £9,200 and overheads were just under £1,400.

Comparison P & L YTD 2024 -v- 2023

As at the end of May, Income is showing a £9,500 increase on the same period in 2023; £6,213 of this being from increased harbour dues, winter berthing, visitor fees and the sale of KPC Licences.

Balance Sheet

The debtors amount at the end of May is just over £2,650.

Cashflow for the month of May

The opening balance was £303,246 and the closing balance £278,975.

55/24 HARBOUR MASTER'S REPORT

Incidents: There were 3 recorded incidents since the last Authority meeting all of which have been documented and recorded.

Infrastructure: The footpath between the foot of the Doctor's Steps and Kiln Quay will remain closed for up to 6 months. SHDC anticipate that gabions will need to be installed to shore up the riverbank and make the path safe.

River Yealm Moorings (RYM) carried out diving activity on Yealm Steps pontoon to replace some of the securing chains. Further work is required, and Stephen Maltby explained that following a consultation with the HM, RYM's and himself, they proposed a plan of work to be carried over the coming months that should improve pontoon stability and reduce future maintenance costs.

Harbour Activity: The Launch engine has now done 280+ hours.

Recent purchases include 5 new buoys for The Brook and retaining chains for the gangway.

Six of the Harbour team (HM, DHM and 4 x AHM's) completed an 'Emergency First Aid at Work' training course on 30 May 2024 and two new Authority members have completed Port Marine Safety Code Training on 7 June 2024. One other new member has also booked on the next Training Course available on 23rd September 2024.

Visitor Numbers: 551 KPC Season tickets and 26 Day KPC tickets issued to date. May Visiting Boat nights were 667. Current Visitor Numbers for the season are 1600+.

Derelict Yacht at Bridgend: This is scheduled to be removed from Bridgend on 25 June 2024, using 'Marine and Boat Recycling' company, based in Tavistock. The Harbour Authority will also have a number of derelict GRP tenders and waste items removed at the same time.

56/24 PARISH COUNCIL LIAISON

Wembury – Nothing to report.

Newton and Noss – Mark Steggles informed the Authority that all of the railings in and around the river have been inspected.

Brixton – Nothing to report.

Yealmpton – Nothing to report.

57/24 CHAIRMAN'S COMMENTS

The Chairman informed the Authority that the Annual Budget Process will start in September and should any members wish to get involved it would be welcomed. He also explained that the Staff Appraisal system will be refined for 2024.

58/24 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS

There was one new applicant requesting to join the moorings waiting list in May. There were 2 moorings allocated in May: 1 x A Mooring and 1 x C Mooring. There were no Partnership Arrangements requests this month.

59/24 AOB

Stephen Maltby suggested that in order to police the legitimacy of residency of applicants when a mooring is allocated, that the RYHA could request a copy of their insurance certificate. It was agreed that the wording on the Renewal form should be amended to reflect this.

He also informed the Authority that River Yealm Moorings have now become VAT registered and have set up a new system for time-tabling their mooring inspections. The Harbour Office are aware of this and are working with River Yealm Moorings to ensure the new system works for both parties.

Nicky Tewson showed the Authority a sample of a bag from '*Till The Coast is Clear*' which is being piloted in the area. This new scheme will be discussed at the next Parish Meeting and further feedback will then be given.

60/24 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be on Tuesday 16th July 2024 at 6pm at The Harbour Office.

Chairman