

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR AUTHORITY
HELD IN THE HARBOUR OFFICE AT 18.00 on 20th JANUARY 2026**

Members and Officers in attendance:

Dominic Crawley - Chairman	Ian Kennedy
Nicky Tewson - by zoom (failed)	Mark Steggles
Peter Hinchliffe	Tom Edie
Stephen Maltby – Vice Chairman – by zoom/WhatsApp	Kevin Thomas

Debbie Rhead- Office Manager

Apologies for Absence

Jez Spring, John Endicott, John Stansell and Martyn Oates sent their apologies.

Declarations of Interest

None.

001/26 MINUTES

The draft minutes of the meeting held on 18th November 2025 were presented to the meeting for consideration. A slight amendment to the wording regarding the Newton and Noss Parish Council Liaison was agreed. The minutes were then proposed by Ian Kennedy to be a true record of what was discussed, seconded by Mark Steggles and agreed by all other members present who had attended the 18th November 2025 meeting. The draft minutes of the meeting held on 9th December 2025 were presented to the meeting for consideration. A slight amendment to item 117/25 Dinghy Congestion was agreed. The minutes were then proposed by Peter Hinchliffe to be a true record of what was discussed, seconded by Kevin Thomas and agreed by all other members present who had attended the 9th December 2025 meeting.

002/26 MATTERS ARISING

The Chairman advised the Authority that previous correspondence with the Environmental Agency referenced in item 107/25 in previous minutes had now been closed. The EA were satisfied with our response, and no further action was needed.

003/26 CORRESPONDENCE

A letter has been received from Rob Cross, which was circulated to all Committee Members. This matter was discussed and a response will be drafted to Rob to advise him of the outcome.

004/26 FINANCIAL REPORT

Income and Expenses for November and December

In November and December our income was just over £28,500. Expenses totalled just over £14,500 and our overheads were just under £29,000 (this included £14,870 of Rent for Q1 of 2026).

Comparison P & L YTD 2024 -v- 2025

At the end of the year our income shows an increase of just over £38,000 compared to 2024. Our Direct Expenses were up by just over £6,000, but our overheads were down by just over £3,000 on the previous year.

Balance Sheet

Current liabilities show debtors totalling £96.

Cashflow

The opening balance for November was £305,806 with a closing year-end balance of £296,378 in December.

Mike Cosby will be attending the next monthly meeting to explain the changes to the financial reporting for 2026 following the implementation of the new accounting package, Xero.

005/26 HARBOUR MASTER'S REPORT

Incidents: One incident formally recorded since the last Authority Meeting:

a. A 24' FV/Dayboat broke free of it's C Mooring adjacent to the Upper Visitor Pontoon and ran aground just upstream of the rubbish pontoon. The mooring had not been correctly inspected, and a chain link had failed.

Akzo Nobel/International Paint Limited Remediation Project: The dredging operations completed on 7 January 2026 and a total of 10 full barge loads of dredged materials were shipped to Victoria Wharf, Cattedown for road transport to the landfill site. The hopper barges and the Jack-up barge have now left the river. Local boats will now be able to move back to their own moorings. Correspondence will be sent to both Geosyntec and TMS in appreciation of the constructive way in which it carried out the remediation project and thanks for their very proactive and positive engagement with the RYHA.

Port Marine and Facilities Safety Code (PMFSC) Meeting: This took place on 25 November 2025 with Keith Hart (Designated Person (DP), RYHA Chairman and HM in attendance. DP has issued his report following the meeting and is content that the Harbour Authority are complying fully with the PMFSC 2025. The Chairman encouraged other members of the Authority to sit in on this meeting next year as it was very interesting and informative.

Trinity House Audit: This was carried out on 5 December 2025 and all Aids to Navigation and supporting documentation were found to be in good order,

006/26 FEEDBACK AND IMPLEMENTATION PLAN REGARDING YEALM STEPS PONTON

The Office Manager will collate the responses and, once complete, distribute them to the Authority members. A system has been developed to identify vessels owned by second-home owners, and if such vessels are found to be using the Yealm Steps pontoons, they will be asked to move.

Discussions with local boat owners are ongoing to help explain the challenges we face, with the aim of working together to achieve a positive outcome in which everyone is happier and safer. Harbour staff are also encouraging mooring holders and other boat owners to use the electric ferry where possible, and it is hoped that the electric ferry's extended and improved service planned for 2026 will be beneficial for all.

007/26 PARISH COUNCIL LIAISON

Wembury – Following the recent pollution emission in Wembury Bay – caused by a power cut -- Wembury Parish Council has been asking Southwest Water to send one of its managers to attend a Parish Council meeting. Instead, it has offered a visit to the Sewage Treatment Plant for councillors (and hopefully the pumping station from which the pollution was released). John Stansell has put his name forward and will report back to RYHA if anything likely to be of interest comes out of it.

Newton and Noss –The Chairman asked Peter Hinchliffe if the parish had further discussed the possibility of their representatives renewing their terms this year as opposed to 2027 in order to prevent this falling at the same time as the Mooring Holder Representative Elections. The idea for this is to ensure continuity and to retain a certain amount of experience on the Committee moving forward.

Brixton – Nothing to report.

Yealmpton – Nothing to report.

008/26 CHAIRMAN'S COMMENTS

The Chairman advised the Authority that he would be absent from the February and March 2026 meetings but would remain contactable. He also confirmed that he would speak with Brixton Parish Council regarding the forthcoming vacancy arising when Martyn Oates steps down as their representative.

The Chairman has been in contact with the RYA, as the Authority is still awaiting formal confirmation that the RYA is content for him to continue as their representative on the RYHA. (A letter of confirmation is, apparently 'in the post'.) He will also explore with the RYA and the YYC, finding a suitable replacement candidate who would be acceptable to both the RYA and the YYC when he steps down from the committee in 2027.

The Authority have requested an update at the February meeting on progress to relocate a number of moorings that currently encroach into the 'clear' area. The Office Manager advised that this information would be obtained and an update provided at the February meeting.

The RYHA's insurance policies are due for renewal on 1 March, and a sub-group of the HM, the Chairman, Ian Kennedy and the Vice Chairman will progress negotiations and report back to the February meeting.

The Chairman and the Harbour Master will finalise the Deputy Harbour Master contract for 2026, including its length and terms. Alex Robson will be offered the position for the forthcoming season.

009/26 DECLARATION OF INTEREST TO BE UPDATGED AND SIGNED FOR 2026

Our records of Declarations of Interest were reviewed and updated by all committee members and staff members, and the updated records will be uploaded onto the RYHA website.

110/26 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS

In November and December there were six new applicants requesting to join the mooring waiting list.

15 moorings were allocated.

There were no partnership requests.

111/26 AOB

None.

112/26 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be on Tuesday 17th February 2026 at 6pm at The Harbour Office.

Minutes approved at a meeting of the Harbour Authority held on [17th February



2026] _____ Chairman