

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR AUTHORITY
HELD IN THE HARBOUR OFFICE AT 18.00 ON 18th NOVEMBER 2025**

Members and Officers in attendance:

Dominic Crawley - Chairman

Nicky Tewson

John Stansell – by zoom

Stephen Maltby – Vice Chairman – by zoom

Ian Kennedy

Mark Steggles

John Endicott

Kevin Thomas

Jez Spring - Harbour Master

Debbie Rhead- Office Manager

Apologies for Absence

Peter Hinchliffe, Tom Edie and Martyn Oates sent their apologies.

By for commencement of formal proceedings, Graham Antcliffe joined the meeting in response to his partner Ms Kirsten Monson receiving a non-use letter. Graham explained the reasons for the non-use of their boat and then left the meeting. This information was considered later in the meeting at the point when non-use of boats/moorings was discussed.

Declarations of Interest

None.

105/25 MINUTES

The draft minutes of the meeting held on 21st October 2025 were presented to the meeting for consideration. The minutes were then proposed by Ian Kennedy to be a true record of what was discussed, seconded by Kevin Thomas and agreed by all other members present who had attended the October 2025 meeting.

106/25 MATTERS ARISING

There were no matters arising.

107/25 CORRESPONDENCE

A formal response will be sent to the Environmental Agency in due course regarding their recent request for information relating to Pressure washing of vessels on the river. The Authority are currently reviewing their Environmental Policy.

108/25 FINANCIAL REPORT

Income and Expenses for October

In October we sent out invoices to the value of just over £13,100 net of VAT
Expenses totalled just under £8,800 and our overheads were just over £2,600.

Comparison P & L YTD 2024 -v- 2025

For the 10 months to the end of October income was up by just over £18,100 on the same period last year. This includes the invoices for Winter Storage on Bridgend Quay that were invoiced in November the previous year.

Direct expenses were up by £3,600 but overheads were down by nearly £15,000 on the previous year mainly due to the Repairs and Maintenance being scheduled for later this year.

Balance Sheet

Current assets show debtors totalling just over £3,000.

Cashflow

The opening balance for October was £318,913 with a closing month-end balance of £305,806.

109/25 HARBOUR MASTER'S REPORT

Incidents: Two incidents formally recorded since the last Authority Meeting:

- a. A cold-water swimmer cut her foot on a pacific oyster whilst swimming from Yealm Steps and required hospital treatment.
- b. A 20' local dayboat sank on her mooring and was refloated by Harbour Staff before being moved to Bridgend and taken off the water.

Correspondence with a mooring holder : There has been further correspondence and dialogue with a mooring holder concerning collision damage to their vessel. Authority members were appraised of the detail and agreed that the Authority was not responsible and would not pay for the damage. The HM will respond to the mooring holder accordingly. Kevin Thomas recused himself from the discussion and the resulting decision.

Non-Use of Boats and /or Moorings: Eight letters have now been issued to mooring holders regarding their non-use, with a deadline of 18 November 2025 for any return correspondence. Five responses have been received to date. Each has been considered by the Authority, and the Harbour Master will be writing individually to the respondents with the decisions reached.

Congestion Letter Responses: A summary of responses received to date was circulated to Authority members.

110/25 ANNUAL NEWSLETTER

The HM reported that this is in the process of being completed and he will circulate it to the Chairman and Vice Chairman for their approval before it is distributed to all mooring holders and placed on the web site.

111/25 UPDATE ON AKZO NOBEL/INTERNATIONAL PAINT LTD (IPL) REMEDIATION PROGRAMME

The HM reported that the TMS Jack-Up Barge with excavator onboard arrived on the evening of 6 Nov 25, and was then positioned at the dredging site on 10 Nov 25. Scheduled clearing of foreshore rocks and seaweed was delayed as the inclement weather and sea states prevented TMS bringing the first of their hopper barges around from Plymouth until 13 Nov 25. Clearing and dredging activities then began on 17 Nov 25.

112/25 PARISH COUNCIL LIAISON

Wembury – Nothing to report.

Newton and Noss – Over time, there have been three landslips affecting footpaths around the villages. Whilst Devon County Council is responsible for maintaining the footpaths, the ground under the footpaths is the responsibility of the landowner. Ros Davies (DCC) has undertaken to liaise with the landowners concerned and other parties to establish a way forward.

Brixton – Nothing to report.

Yealmpton – Nothing to report.

113/25 CHAIRMAN'S COMMENTS

The Chairman addressed the ongoing congestion issues at the Yealm Steps Pontoon, The Brook and elsewhere in the river. Following the recent communication sent to all river users, a summary of the responses was compiled and circulated to members of the Authority. Aided by the responses received, the Authority discussed at length the options. Although no final firm decisions were made, the Authority is coalescing around a number of mitigations that will be introduced over the coming months. A further communication will be sent to river users before the end of December.

114/25 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS

In October there were five new applicants requesting to join the mooring waiting list.

No moorings were allocated.

There were no partnership requests.

115/25 AOB

The Office Manager updated the Authority on the progress made with Xero, the new accounts package to be adopted in January, as well as the development of the new Excel database. She also noted the considerable time and expertise that Mike Cosby has contributed to this work. It was agreed by all that a donation to a charity of Mike's choice should be made in recognition and appreciation of his support.

116/25 DATE OF NEXT MEETING

The next meeting of the Harbour Authority will be on Tuesday 20th January 2026 at 6pm at The Harbour Office.

Minutes approved at a meeting of the Harbour Authority held on [20th January 2026]

A handwritten signature in black ink, reading "P.A. Crawley". The signature is written in a cursive style with a long horizontal flourish underneath the name.

Chairman