

**MINUTES OF THE MEETING OF THE RIVER YEALM HARBOUR AUTHORITY
HELD IN THE HARBOUR OFFICE AT 18.00 on 17th MARCH 2026**

Members and Officers in attendance:

Ian Kennedy – Acting Chair

Martyn Oates

Stephen Maltby – Vice Chairman – via Zoom

Mark Steggles

Kevin Thomas

Nicky Tewson

John Endicott

Jez Spring – Harbour Master

Debbie Rhead- Office Manager

Apologies for Absence

Dominic Crawley, Peter Hinchliffe, Tom Edie and John Stansell.

Peter Franklin presented the draft annual financial statements for 2025 to the Authority prior to the meeting. Mike Cosby also attended this presentation.

Declarations of Interest

None.

024/26 MINUTES

The draft minutes of the meeting held on 17th February 2026 were presented to the meeting for consideration and amendment. The minutes were then proposed by John Endicott to be a true record, seconded by Mark Steggles and agreed by all other members present who had attended the meeting.

025/26 MATTERS ARISING

None.

026/26 CORRESPONDENCE

None.

027/26 FINANCIAL REPORT

Income and Expenses for February

In February our income was just under £4,300.

Expenses totalled just over £6,900 and our overheads were just over £7,500 giving a net deficit for the month of just over £10,100.

Budget Variance

At the end of February there was a budget variance of just under £6,800 up on the budget target. This was mainly attributed to the delay in the Repairs and Maintenance programme (-£6,100), caused by the remediation works on the International Paints Ltd site and poor weather, delaying invoicing for planned work. This is now currently being finalised. There was a slight decrease in the amount of Harbour Dues collected however this was due to more being collected in January.

Balance Sheet

Current liabilities show debtors totalling £4,200, mainly outstanding annual mooring dues.

Cashflow

The closing balance at the end of January was £418,000.

The Office Manager advised the Authority of all planned expenditure for 2026. Also, that steps to set up a new Barclays Bank Account to allow dual authorisation are now underway.

028/26 HARBOUR MASTER'S REPORT

Incidents

No incidents formally recorded since last Authority meeting.

Marine Insurance Policies

These have now been renewed and the invoice paid.

Kitley Estate Moorings – Clear Area

The vessel occupying the third (and final) encroaching mooring in the Clear Area has now been allocated an RYHA mooring license. We therefore expect that the Kitley mooring will be repositioned upstream and out of the clear area shortly.

Harbour Launch

The maintenance and repair package by Plymouth Pilots started on 23 Feb 26 and the launch is expected to be returned to us sometime next week. Some emergent work has been authorised by the HM (a hull repair and the fitting of missing steel bands to the 2 keel strakes).

Student Work Placement

A student from Ivybridge Community College has requested to spend a Work Placement week (13 – 17 July 26) with us. The HM has completed the initial paperwork with the ICC and confirmed that our Employer Liability Insurance covers us for work placements. He also confirmed that the ICC do not need our Staff to be DBS checked.

Upstream Wood / Rubbish Pontoon

The poor material state of the pontoon that we use to store rubbish and wood retrieved from the river is now a safety concern and should be replaced this year. HM will look at disposal and replacement options and report back.

Main Visitor Pontoon

The connecting bolts have now been check-tightened and RYMS will complete their annual inspection of the pontoon and securing chains tomorrow (originally delayed due to the Akzo Nobel project).

Bridgend Boat Lift-In

This will take place next week (Wednesday 25th March) with the crane scheduled to arrive early (0800).

Harbour Staff Training

The Pre-Season meeting will take place in the Harbour Office on Friday 27th March and First-Aid Training in the Yacht Club on Friday 24th April.

HM Office Defibrillator

This was unserviceable for a few days and has now been replaced with a brand-new item by SW Ambulance Services.

029/26 PARISH COUNCIL LIAISON

Wembury – Nothing to report.

Newton and Noss – The Parish Council have recently held an Environmental Meeting and the measures the RYHA are taking was discussed, in particular scrubbing off/antifouling at Bridgend. Kevin Thomas advised the Authority that the NNPC environmental representatives intend to liaise with the HM to discuss their ideas, which includes the best detergents used to scrub off slipways. The NNPC have also signed up for the Yellow Fish Campaign and the Authority agreed that the Bridgend Quay drain should be marked accordingly.

Brixton –Nothing to report.

Yealmpton – Nothing to report.

030/26 CHAIRMAN'S COMMENTS –

Ian Kennedy reported that the new Book of Reference (BR) will shortly be circulated as a final draft. This has been proof-read by past and present Authority members and Harbour Masters and, once adopted at the next meeting, will then replace the current Policies and Standing Orders.

031/26 MOORING APPLICATIONS AND PROPOSED MOORING ALLOCATIONS AND PARTNERSHIP REQUESTS

In February there was one new applicant requesting to join the mooring waiting list. 10 moorings were allocated.

There was one partnership request made.

032/26 AOB

Mark Steggles advised the HM that he will meet with Alex Robson to sort the wood on the Clitters pontoon. Kevin Thomas advised that the Electric Ferry is currently going through the process for the 3-yearly checks for its coding. They are planning to start operating on 28th March 26 for this season and will initially run from 10am – 4pm with their team of boatmen. This year as well as a Frequent Voyages discount card there will be a Season Ticket available for £100.

033/26 DATE OF NEXT MEETING

The AGM will be on Tuesday 21st April 2026 at 6pm at The Village Hall, Noss Mayo. This will be followed by The Harbour Authority's Monthly Meeting at the same venue.

Minutes approved at a meeting of the Harbour Authority held on 21st March 2026



Chairman