

Meeting Title	Torquay & Paignton Harbour Liaison Forum
Venue	Torquay Harbour Office
Date	21 st November 2018 at 10:00 am

Present	Capt. A Parnell (AP)	Mr C Baker (CB)	Mr J Bond (JB)
	Mayor Gordon Oliver (GO)	Mr M Ellis (ME)	Mr T Ekers (TE)
	Cllr Nick Bye (NBy)	Mr D Buckpitt (DB)	Mr C Easterbrook (CE)
	Cllr D Thomas (DT)	Mr M Ritchie (MR)	Mr A Rayner (AR)
	Mr D Makeham (DM)	Mr M Smith (MS)	Miss Amy Blackburn (AB)
	Mr N Burns (NBurns)		

1. Apologies
2. Welcome
3. Minutes and matters arising from the last meeting – 21st November 2018
 - Update on Harbour Light Restaurant development
 - Cill opening times
4. Budget update
5. Capital Works
6. Maritime Events 2019
7. Quarterly Accident & Incident Data
8. Tor Bay Harbour Business plan 2019/20
9. Review of Operational moorings policy 2019/20
10. Tor Bay Harbour asset management plan 2019/20
11. Harbour Committee - Upcoming Agenda
12. Any other business

1.	Apologies for Absence Apologies were received from Cllr N Amil, Clare Rugg	Action
2.	Welcome AP welcomed everyone to the meeting	Action
3.	Minutes and matters arising from the last meeting – 21st November 2018 Update on South Quay – AP advised that progress has stalled but aspiration to redevelop the quay endures.	Action

	Harbour Light update - AP reported that an anchor tenant has won the tender bid and will be submitting planning permission this week. Expect internal works to start first (to minimise disruption during the peak season) with external works starting later in the year. TE advised that he was disappointed no decision had been made regarding the repair works required for Molly Malone's, AP replied that talks are currently in hand between the Authority and the tenant.	
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4.	Budget update	Action
	<p>AP was pleased to report that he budget was healthier than expected and that we are forecasting an annual trading surplus of £20,000 - £30,000.</p> <p>He reported that fish toll income is slightly down on this time last year; however this is still our second best ever year and there are 2 months still to go.</p> <p>DB voiced concerns over the money contributed to the Central Fund by the Harbour: we need to ensure we have sufficient funds to be able to carry out necessary works.</p> <p>NBye advised that he is confident that our reserves are healthy and we are not leaving ourselves short.</p>	

5.	Capital works	Action
	<p>Torquay Fuel station – AP announced ongoing consultations with the preferred bidders. Expect fuel sales to commence from May-June, with a second and more ambitious development phase to follow within 1-2 years.</p> <p>Haldon Pier – NBurns advised of the 20-tonne weight restriction due to the surface sinking because of voids within the pier. This is proving challenging for fuel tankers and landing fishing vessels. The environmental agency have identified this as a risk and have included it in the next 6-year plan, which will commence in 2021.</p> <p>NBurns reported that works to the Beacon Quay slipway are complete.</p>	

6.	Maritime Events 2019	Action
	<p>AP advised that there is a full schedule of events lined up already for the year, including five cruise ships.</p> <p>August is a busy month with both the J70 UK Nationals and world championships, as well as the COWES powerboat racing and the Torbay Royal Regatta plus many others. The full list is available on our website under Events section and attendees were given a copy each.</p>	All to note

7.	Quarterly Accident & Incident data 2019	Action
	<p>AP gave an overview of the 9 reported Accidents and incidents over the last quarter; these included 2 unexploded world war 2 bombs that were made safe by the EODU, and the X pontoon finger failure, which has since been repaired. All incidents should be reported using an online form, which is available on our website.</p>	All to note

8.	Tor Bay Harbour Business plan 2019/20	Action
	<p>AP explained that the Business Plan sets out the next year's plans and objectives, including the Harbour Authority's strengths and weaknesses. This year's plans are to improve the customer experience and sets about how we are going to accomplish our 5-year plan.</p> <p>The document will be presented to the March Committee meeting for endorsement.</p>	AP

9.	Review of Operational moorings policy 2019/20	Action
	AP presented 2 proposed changes to the mooring policy: a change the number of people added to the Inner harbour waitlist from 20 persons to 30 to strengthen the case for adding new pontoon berths at Brixham Harbour; and better definition of a commercial vessel. The new change will mean that for vessels to be classed as a commercial vessel they must be working for a minimum of 10 days a year.	AP
10.	Tor Bay Harbour Asset Management plan 2019/20	Action
	AP informed the forum that the Harbour Authority manages a large number of assets and that everything that can be leased out is with the exception of the Paignton Harbour Light restaurant which is undergoing renovations and the 'Nautique' unit, also at Paignton.	
11.	Harbour Committee – Upcoming Agenda	Action
	AP ran through the proposed agenda for the meeting.	
12.	Any Other Business	Action
	MS informed the forum that the Marina is looking into having Christmas stalls for this year but is waiting on firm proposals. CE advised that the information for Torbay is out of date on the Armagnac; NB replied that he has given relevant information to them but they have not added it to the book. NB will chase up.	NB

Future meetings

Torquay Harbour Office

Thursday 21st February 2019 at 10.00 am

Dates of Harbour Committee Meetings

17 th December 2018	5.30 pm (Torquay)
18 th March 2019	5.30 pm (Torquay)