

Meeting Title	Torquay & Paignton Liaison Forum
Venue	Torquay Harbour Office
Date	Thursday 24 th November 22

Present	Rob Parsons (RP) Nick Burns (NB) Jessica Marles (JM) Nicole Amil (NA) Jason Bond (JB)	John Dudley (JD) Morgan Bingle (MB) Peter Bingle (PB) Vanessa Ripley (VR) Charles Eastwood (CE)	Anne Brooks (AB) Bob Benfold (BP) Tim Allen (TA) Melanie Evans (ME) Warwick Saunders(WS)

Agenda Items	<ol style="list-style-type: none"> 1. Welcome & Apologies 2. Minutes from the last meeting 3. Actions from Minutes 4. Harbour Financial Update & Charges 5. Operational Update 6. Health and Safety 7. Staffing 8. Events 9. AOB
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1.	Welcome & Apologies	Action
	<p>RP welcomes all to the meeting and thanked forum members for their patience in relation to the cancellation of previous meetings during the high season.</p> <p>JM announced apologies tendered by: Christine Carter, Andrew Barrant, Tim Morris, James O'Dwyer and Judith Mills.</p>	
2.	Minutes from the last meeting	Action
	No comments on accuracy of minutes	
3.	Actions from minutes	Action
	<p>RP updated the forum on the status of TBHA's levelling up bid, which remained as nothing to report to date.</p> <p>ME asked about Paignton toilet redevelopment, RP advised that nothing has yet been formalised. AB said the toilets are an asset to Paignton Harbour.</p> <p>Harbour Master to raise with Director of Place</p>	RP

4.	Harbour Financial Update & Charges	Action
	<p>RP introduced the proposed increases in Harbour Charges that were to be delivered to the Harbour Committee on the 14th of December. RP raised the cost of living crisis and how that was to impact upon us all.</p> <p>RP opened to the floor for discussion or concerns they may have so these can be raised at the Harbour Committee.</p> <p>BP asked RP to clarify what the rate will be rather than reference to the Cost of Living.</p> <p>RP clarified that the rate is set from TBC finance team and any increase regarding inflation will be CPI as published in November 2022</p> <p>VR stated her concerns that putting the prices up by 10% will push club members over the edge and people will not be able to afford spaces or membership. VR continued that clubs are struggling for membership with the present climate and have already reduced the price of membership to encourage people to join. The question of concessions was raised to support struggling clubs.</p> <p>RP to go to Harbour Committee with potential of offering concessions to clubs. All in support of this.</p> <p>RP informed the forum that this is a low risk that financial pressures could cause customers to abandon vessels due to increases in mooring fees but this will be monitored. RP raised the issue that some customers again may feel unable to pay for sufficient insurance but again this has been highlighted as a risk</p> <p>General discussion over the potential of charging more for things that cause issues and therefore cost especially areas that encourage anti-social behaviour</p> <p>NB highlighted the present charging structure in relation to the points raised , RP supported the point and assured the forum this would be highlighted at the harbour committee.</p> <p>WS expressed his concerns on the fees going up and the lack of corporate understanding of the Harbour and why were the fees being raised when sums passed to centre were significant. WS informed all that if manning were available the income would not be lost.</p> <p>VR agreed and said often on weekends and evenings there are a lot of people launching from Paignton as they know that no one will be there to collect fees.</p> <p>RP accepted the concerns and said that the point is not one just of financial but one of safety and this will be passed to the duty holder.</p>	<p>RP</p>

5.	Operational Update	Action
	<p>NB provided an update on the operational matters at Torquay Harbour, highlighting the below points.</p> <ul style="list-style-type: none"> • The Town Dock replacement project is exceeding the completion date, it was forecasted to be completed in February however we are hoping for it to be completed and the end of next week November 30th. Next year the HA will be starting the wave screen, when this is finished the project will be fully completed. • Tor Bay have six cruise ships provisionally booked in for next year, normally this will be confirmed nearer to the time. • Occupancy for all facilities is at 100%, Harbour admin staff are turning berths around when we get cancellations to ensure full occupancy. 	

	<ul style="list-style-type: none"> The barrier in Torquay is currently out of use due to a recent impact. In order to replace this we are looking at £4,200 however we are trying to salvage parts from a donor barrier retained by the HA. Two new CCTV cameras have been installed in Torquay, thus adding to the council system and a better overlap for the purposes of security. Tor Bay Vessel 'Our Fortune' Is under going some work and having the sufficient surveys to ensure compliance with the required coding. <p>RP provided an operational update for Paignton Harbour highlighting the below points.</p> <ul style="list-style-type: none"> The barrier in Paignton started off working well, however a contractor has damaged the access loop and we are in the process of negotiating repairs and recover of costs. The winter lift out in Paignton had been completed and RP paid particular praise to Mr A Lane who had coordinated the move. ME mentioned the lights around South Quay are not working causing the area to be very dark, Action SP to check lighting and report back to RP The visitor pontoon in Paignton will be removed next week, PB said that it is helpful to have the pontoon in place until completion of the annual lift out. Action RP confirmed that subject to weather the pontoon can remain in situ until completion of the lifts. 	SP
6.	Health & Safety	Action
	<p>RP gave a general overview of HSE and explained that the priority of the HA was to ensure that the culture across the board was to improve. RP informed the forum that it is intended for a newsletter to be sent from the HA every quarter, Starting in the New Year, to highlight any changes, Near misses so as improve the general culture but more importantly the reporting culture.</p> <p>RP informed the forum of the present PMSC Audit and the proposed changes that will need to be ratified by the committee.</p>	
7.	Staffing	Action
	<p>PB mentioned that there is no direct number for Paignton Harbour for operational matters, this would be helpful to have as the generic number goes to admin staff in any three harbour</p>	
8.	Events	Action
	<p>BP advised on a number of events for next summer and that he is using the new events system to input them, it is working fine however can find himself repeating information.</p> <p>VR run down on events for Paignton Sailing club, various events for next year booked in.</p>	

9.	AOB	Action
	<p>BP said about the barrier message in Torquay being confusing, NB informed this is now going through to Brixham Harbour security out of hours so should no longer have this issue. This will be the same for the Paignton barrier when it is operational.</p> <p>BP asked for dates of cruise ships so he is aware if there is one whilst there is an event on, NB to send a list.</p> <p>WS gave an update on the anti-social behaviour situation at Berry Head and Hopes Nose. A separate meeting was held recently to discuss this and they are looking at a possibility of a year ban on angling at the main sites whilst a system is designed for licensing. There is no money or resources and the people doing it know this. There is progress happening with this situation.</p> <p>NA advised Harbour Committee is Wednesday 14th December 5.30pm in Meadfoot room Town Hall.</p> <p>RP thanked all for attending the meeting, we will be keeping the meetings in person but will attempt a hybrid option for others who can't attend in person.</p> <p>Date of Next meeting TBC</p>	<p>NB</p> <p>NB</p>