

Meeting Title	Brixham Harbour Liaison Forum
Venue	Brixham Harbour Office
Date	8 th June 2017 at 10.30am

Present	Capt. K Mowat (KM)	Mr M Stewart (MS)	Mrs A Blackburn (AB)
	Mr D Bartlett (DB)	Mr D Faithful (DF)	
	Cllr V Ellery (VE)	Mr D Saunders (DS)	

Agenda Items	<ol style="list-style-type: none"> 1. Apologies 2. Welcome 3. Minutes of the last meeting – 9th March 2017 4. Matters Arising from the last meeting- <ol style="list-style-type: none"> a) Marine Conservation Zones b) Passenger pontoon fendering c) New work boat – update d) Direct Debit charge e) Security staff ongoing cover 5. Capital Works <ol style="list-style-type: none"> a) Oxen Cove compound b) New kayak racks 6. Maritime Events 2017 7. Development of Oxen Cove 8. Strand Quay Extension 9. Quarterly Accident & Incident Data 10. Tor Bay Harbour Pilotage Directions 11. Budget Outturn 2016/17 12. Harbour Committee - Upcoming Agenda
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1.	Apologies for Absence	Action
	Apologies were received from Cllr Nicole Amil and Cllr Nick Bye.	

2.	Welcome	Action
	KM welcomed everyone to the meeting.	

3.	Minutes from the last meeting	Action
	Everyone agreed that the minutes were an accurate record of the last meeting.	
4.	Matters Arising from the Last meeting	Action
	<p>a) Marine Conservation Zones (MCZs) – KM reported that he had nothing further to report since the last Forum, other than an exchange of emails with Natural England within which the harbour authority reiterated its position as a concerned stakeholder. KM agreed to prepare a draft letter drafted that can be sent from Cllr Bye to the Secretary of State for the Environment after the General Election.</p> <p>b) Passenger pontoon fendering - DB updated the Forum that the new fenders have been ordered and paid for and are due to be installed by a local contractor within the next month. These fenders are being installed to safeguard the pontoon from damage and passenger boats should continue to deploy their own fenders as required.</p> <p>c) New work boat – update – DB informed that Forum that the harbour authority is very pleased with the new work boat, however, there have been a few snagging issues which are currently being dealt with and funded by the boat builder.</p> <p>d) Direct Debit charge - KM informed the Forum that the issue surrounding the charge for this facility has not yet been resolved but he fully intends to find a solution before the next charging period.</p> <p>e) Security staff ongoing cover – KM advised the Forum that after looking into the annual budgets for the full-time Dockmasters and the external Security Guard contract, it was decided that the harbour authority would explore the possibility of offering a longer term to the current security contractor, if in return they were willing to train up the staff to use the fork-lift trucks and the VHF radio. This matter is ongoing and KM expects to make a decision soon.</p>	<p>KM/NB</p> <p>KM</p> <p>KM/DB</p>
5.	Capital works	Action
	<p>a) Oxen Cove compound – DB advised the Forum that the works to the compound have been successfully completed, giving a much larger area for boat storage, he also reported that the facility is now full occupied.</p> <p>b) New kayak racks – DB informed the Forum that the new kayak racks are up and running and proving to be very popular and there could be a possibility of having more added in the future.</p>	
6.	Maritime Events	Action
	KM started by thanking everyone for their support and help in making the Tor Bay Air Show a huge success and a safe event. Leisure boat owners and passenger vessels behaved very well and he reported that numbers of spectator craft were significantly up from last year. KM informed the Forum that during the Heritage Regatta there was an incident where two vessels collided, which resulted in a severe leg injury to a person on board one of the vessels. He advised that this accident is under investigation.	All to note

	KM advised everyone that the harbour authority would be introducing a new process of scheduling maritime events three years in advance. The schedule will be in a provisional format and available to view online later this year.	
7.	Development of Oxen Cove	Action
	KM advised that he was intending to take a report to the Harbour Committee, on the 26 th June 2017, to address the issue of the potential development of Oxen Cove for employment use. This change of use for the area is supported by the Torbay Local plan, the Port Masterplan and the emerging Neighbourhood Plan. It is hoped that this report will allow the Harbour Committee to make the first step towards agreeing the proposal for a new shellfish processing plant and landing jetty, which could provide valuable new jobs in Brixham. There are also plans for a commercial boat maintenance and repair facility. VE commented that the whole town of Brixham is fully behind the scheme.	KM
8.	Strand Quay extension	Action
	KM informed the Forum that there are plans to create a new pier/jetty, made of timber and steel, adjacent to the Strand Quay. A full report will be presented to the Harbour Committee later in the month.	KM
9.	Quarterly Accident & Incident Data	Action
	KM reported that there has been 16 reported accidents/incidents and near misses since 1st December 2016. This figure is an improved position as it is down from 23 that were reported over the same period in the previous year. KM ran through the type and nature of the various incidents. This accident and incident data will also be presented and discussed at the next meeting of the Harbour Committee. KM advised that there is now an online form for reporting accident/incidents or near misses.	All to note
10.	Tor Bay Harbour Pilotage Directions	Action
	KM advised that the Pilotage Directions for Tor Bay Harbour will be reviewed by a Working Party later this summer and the directions will be considered for amendment if required. MS raised his concerns regarding the amount of fishing pots that are lying between the mussel farm and the first starboard hand buoy. He said that they cause a hazard to navigation. DB addressed his concerns and informed the Forum that the pots are cuttle traps and are only in the area for a short time over the cuttle season. Unfortunately the recent easterly winds had meant that the fishermen had dragged their pots into this area. DB assured the Forum that the pots have recently been removed and should not be a problem again this year. KM advised that there needs to be further educational work carried out with the fishing industry to highlight this concern and potential danger to navigation. He also suggested that VE bring this matter to the attention of the IFCA.	KM/DB VE
11.	Budget Outturn 2016/17	Action
	KM reported that the harbour authority's budget outturn figure for 2016/17 had produced a surplus of £54,000, which will go into the harbour reserve fund. The higher income was due to better than expected income from fish tolls, property leases and harbour dues. The figures will be published by way of a report to the Harbour Committee on 26 th June.	All to note

12.	Harbour Committee – Upcoming Agenda	Action
	KM briefly ran through the items on the Agenda for the meeting of the Harbour Committee on the 26 th June 2017.	All

Next Meeting	Brixham Harbour Office	
Venue	14 th September 2017	10.30 am
Future meetings	17 th November 2017	10.30 am
	8 th March 2018	2.00 pm
Dates of Harbour Committee Meetings	26 th June 2017	5.30 pm (Torquay)
	5 th December 2017	5.30 pm (Torquay)
	19 th March 2018	5.30 pm (Torquay)