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| Meeting Title | Brixham Harbour Liaison Forum |
| Venue | Brixham Harbour Office |
| Date | 6 th December 2018 at 10.30am |

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| Present | Mr Adam Parnell (AP) | Mr Ben Wheatley (BW) | Mr Nick O'Brien (NOB) |
| | Mr Dave Bartett (DB) | Mr Mike Shaw (MS) | Miss Lorraine Stewart |
| | Mayor Gordon Oliver (GO) | Mr Adam Mudge (AM) | (LS) |
| | Cllr Nick Bye (NB) | Mr David Faithful (DF) | |

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| Agenda Items | <ol style="list-style-type: none"> 1. Apologies 2. Welcome 3. Minutes of the last meeting – 6th September 2018 4. Matters Arising from the last meeting- <ol style="list-style-type: none"> a) Parking at Brixham Harbour b) Oxen cove Development 5. Maritime Events 6. Proposal for charging Events – April 2019 7. Proposal for changes to the direct debit term – new Annual invoices 8. Quarterly Accident & Incident Data 9. Harbour Committee - Upcoming Agenda |
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| 1. | Apologies for Absence | Action |
| | Cllr Vic Ellery, Cllr Nicole Amil, Dave Saunders, Mike Stewart and Jerry Carter. | |

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| 2. | Welcome | Action |
| | Harbour Master welcomed everyone to the Brixham Liaison Forum. | |

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| 3. | Minutes from the last meeting | Action |
| | Everyone agreed that the minutes were an accurate record of the last meeting. | |

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| 4. | Matters Arising from the Last meeting | Action |
| | <ul style="list-style-type: none"> • Parking at Brixham harbour – Car park permits now being issued. MS commented that two of the problem vehicles are again parking onsite - DB was aware and once their permits are issued, future issues will result in PCN. • Oxen Cove development - Still awaiting the MMO licence. Consultation period now closed and no objections were submitted. Hopeful for a Jan 19 start date. • Brixham Breakwater development - GO has discussed climate change with EA and by 2050 expects 1m sea level risel. | |

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| 5. | Maritime Events | Action |
| | <p>Fishstock 2018 highly successful. No festival planned 2019 but hope to restart in 2020. DB commented that there may be a smaller event held in 2019: not sure of details or where will be held.</p> <p>Number of marine events increasing each year. AP requested that events not yet notified to the Harbour authority need to be advised to deconflict. The maritime events schedule is published on our website.</p> | |
| 6. | Proposal for charging events from April 2019 | Action |
| | Work is still ongoing. | |
| 7. | Proposed change to direct debit term | Action |
| | <p>As discussed at last meeting, will be presented to the December Harbour committee.</p> <p>Harbour/Fees and charges – Outcome of recent budget setting meetings is a proposal for Harbour's contribution to Council's General Fund to remain static for 2019. Fees and charges from 1st April 2019 are proposed to be increased by 2%.</p> <p>Port Master Plan will be presented to the March Harbour Committee.</p> | |
| 8. | Quarterly Accident & Incident Data | Action |
| | <p>5 accidents over last quarter. Most recent was a fire on a vessel in Brixham Marina. NO'B noted that the Lifeboat as requested by Fire Service but they were not contacted. Internal investigation as to why is ongoing.</p> <p>The Safety Management system has been rewritten and will be taken to the Harbour Committee for approval. Edge protection policy has also been reviewed.</p> | |
| 9. | Harbour Committee – upcoming Agenda | Action |
| | AP outlined the upcoming agenda for the Harbour Committee for 17th December. | |
| 10. | Any other business | |
| | <p>NO'B commented that there is issues at the fuel station with vessels lying against which is resulting in the lifeboat not being able to take fuel as not a safe working environment. DB commented some cases is due to the congestion of vessels in the Harbour but will be looking into this issue and one idea could be extension to the ferry pontoon.</p> <p>DF asked for an update for Oxen Cove - AP advised that this was left for those parties interested to make a proposal to Harbour Authority and there is no further update on this.</p> | AP/DB |

Next Meeting

Venue

Future meetings

Dates of Harbour Committee Meetings

Brixham Harbour Office

7th March 2019 10.30 am

6th June 2019 10.30 am

18th March 2019 5.30 pm (Torquay)