

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	Tuesday 6 <sup>th</sup> June 2019 at 10.30am

<b>Present</b>	Mr Adam Parnell (AP) Cllr Vic Ellery (VE) Cllr Nicole Amil Cllr Nick Bye (NB)	Mr Mike Shaw (MS) Mr Dave Saunders (DS) Mrs Amy Blackburn(AB)	
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<b>Agenda Items</b>	<ol style="list-style-type: none"> <li>1. Apologies</li> <li>2. Welcome</li> <li>3. Minutes of the last meeting – 6<sup>th</sup> December 2018 and matters arising from the previous meeting:             <ol style="list-style-type: none"> <li>a) Parking at Brixham Harbour</li> <li>b) Oxen cove Development</li> </ol> </li> <li>4. Capital Works</li> <li>5. North side fendering</li> <li>6. Quayside fishing gear clear up</li> <li>7. Harbour staffing update</li> <li>8. Maritime Events 2019</li> <li>9. Health &amp; Safety/Port Marine safety code</li> <li>10. Budget Review</li> <li>11. Harbour Committee - Upcoming Agenda</li> </ol>
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<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from Mike Stewart, Cllr James O'Dwyer, Cllr Christine Carter & Robbie Richardson.	
<b>2.</b>	<b>Welcome</b>	<b>Action</b>
	AP welcomed everyone to the Brixham Liaison Forum.	
<b>3.</b>	<b>Minutes from the last meeting</b>	<b>Action</b>
	Everyone agreed that the minutes were an accurate record of the last meeting.	

	<b>Matters Arising from the Last meeting</b>	<b>Action</b>
	<p>A) Parking at Brixham harbour - the new system is working well, and the H&amp;S issues have abated. There has been extra pressure put upon the Oxen cove car park, but he advised that we will always accommodate if there is a an immediate lack of available spaces. Everybody agreed they have noticed a significant improvement since the new practice has been introduced.</p> <p>B) Oxen Cove development - there has been an issue with the ongoing works, additional drilling was required for the piles. However the project is still running to schedule and the completion date is set for the 2<sup>nd</sup> October.</p>	<b>NA</b>
<b>4.</b>	<b>Capital works</b>	<b>Action</b>
	<p>Victoria Breakwater - Works are almost complete and despite significant emergent work being identified the project is on time and under budget.</p> <p>Oxen Cove Development – The plan to install a static davit crane has altered as a mobile crane will have greater utility throughout Brixham harbour.</p> <p>Torquay Fuel Station – Unfortunately the decommissioning of the old tanks was delayed, and it will now not open before the main season gets under way.</p>	<b>NA</b>
<b>5.</b>	<b>North side fendering</b>	<b>Action</b>
	<p>Northside Fendering – The fenders have shipped and precursor will begin shortly. Close liaison with BTA should ensure minimal operational disruption to the industry.</p>	<b>AP</b>
<b>6.</b>	<b>Quayside fishing gear clean up</b>	<b>Action</b>
	<p>Unidentified gear has been removed from the harbour and if not claimed will be disposed of. Everyone noted how much clearer and safer the quay looks now.</p> <p>Efforts have been stepped up to increase what we recycle with staff investigating several different ways that we can recycle nets and other fishing equipment.</p>	<b>AP</b>
<b>7.</b>	<b>Harbour staffing updates</b>	<b>Action</b>
	<p>The meeting was updated on recent staffing events and the plan to recruit more personnel into the gapped roles.</p> <p>AP is investigating how to introduce a 24 hour security presence on the gate at Brixham to free up the Dock Masters to have a greater quayside presence</p>	<b>AP</b>
<b>8.</b>	<b>Maritime Events 2019</b>	<b>Action</b>
	<p>AP ran through the main events still to come this year, which include The Trawler race on the 19<sup>th</sup> June.</p> <p>All events can be found on the Torbay Harbour website.</p>	<b>ALL TO NOTE</b>
<b>9.</b>	<b>Health &amp; Safety/Port Marine safety code</b>	
	<p>AP advised that the Authority have received a Compliance notice from the Health &amp; Safety Executive who are showing an interest in the commercial side of the Brixham</p>	<b>ALL TO NOTE</b>

	port and would like to ensure all tenants from the commercial side are aware and following guidelines.	
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<b>10.</b>	<b>Budget Review</b>	
	Last year was another financially successful year and as a result some additional maintenance will shortly be taking place around the quayside to improve safety.  It is too soon in the new financial year to provide an update to the forecast budget	<b>AP</b>

<b>11.</b>	<b>Harbour Committee – Upcoming Agenda</b>	
	The meeting was briefed on the upcoming agenda and this can be found on the Council website	<b>ALL TO NOTE</b>

<b>Next Meeting</b>	<b>Brixham Harbour Office</b>	
<b>Venue</b>	5 <sup>th</sup> September	10.30 am Brixham
<b>Future meetings</b>	5 <sup>th</sup> December	10.30 am Brixham
<b>Dates of Harbour Committee Meetings</b>	1 <sup>st</sup> July 2019	5.30 pm (Torquay)
	2 <sup>th</sup> September	5.30 pm (Torquay)
	16 <sup>th</sup> December	5.30 pm (Torquay)