

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	Thursday 5 <sup>th</sup> September 2019 at 10.30am

<b>Present</b>	Mr Adam Parnell (AP)	Mr Mike Shaw (MS)	Mr Mike Shaw (MS)
	Cllr Vic Ellery (VE)	Mr Dave Saunders (DS)	Mr Neil Watson (NW)
	Cllr Nicole Amil (NA)	Mr Fred Farmer (FF)	Mr Nick Davis (ND)
	Cllr Judith Mills (JM)	Mr Edward Keeling (EK)	Mr Steve Poulton (SP)
	Mr Mike Stewart (MS)	Mr Terry Philips (TP)	Miss Jessica Marles (JM)

<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. Budget Update</li> <li>5. Captail Works</li> <li>6. Maritime Events 2019/2020</li> <li>7. Harbour staffing update</li> <li>8. ‘No Fishing into Harbour’ signs for the Breakwater</li> <li>9. No tomb stoning into Harbour</li> <li>10. Pontoon for Breakwater</li> <li>11. Health &amp; Safety/ Port Marine safety code</li> <li>12. Quarterly Accident &amp; Incident Data</li> <li>13. Harbour Committee - Upcoming Agenda</li> </ol>
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<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	No apologies	

<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>
	A) Parking Brixham Harbour- AP advised the parking in Oxen cove will improve, he is going to ask the TMS contractors to start parking their cars in the cornered off area to free more space.	
	B) Oxen Cove development – Due to be finished by the end of September.	<b>NA</b>
<b>4.</b>	<b>Budget Update</b>	<b>Action</b>
	AP advised of the £55,000 deficate due to the fishtoll income currently being below forecast. Expecting this to weigh itself out over the winter with landings and there is nothing to be currently worried about.	
	The Moritorium was mentioned by AP advising we are unable to spend on certain things currently, but we are continuing to spend on Health and Safety related items.	<b>NA</b>
<b>5.</b>	<b>Capital works</b>	<b>Action</b>
	Victoria Breakwater - Works are complete and despite significant emergent work being identified the project is on time and under budget. AP the contractors that worked on this job were very efficient and the job was done well. The gate that was implemented is going to stay there incase of future bad weather.	<b>NA</b>
	Oxen Cove Development – The jetty will be complete by the end of this month. The plan to install a static davit crane has altered as a mobile crane will have greater utility throughout Brixham harbour.	
	Northside Fendering- The fendering on north side is almost complete.	
<b>6.</b>	<b>Maritime Events 2019/2020</b>	<b>Action</b>
	All events this year so far have gone well. We have accommodated 7 cruise liners 2 of which were not booked in. AP advised we are in the process of training more pilots to assist with cruise ships.	
	Dartmouth & Plymouth harbours are looking at using Tor Bay as foul weather anchorage.	<b>AP</b>
	AP mentioned the loss of income from facilitating some maritime events e.g J70 World Series. We have lost about £2,000- £3,000 this weekend due to turning away visitors coming into port. AP advised in future we may need to look at charging for larger maritime events.	

<b>7.</b>	<b>Harbour staffing updates</b>	<b>Action</b>
	<p>AP advised of the restructure within the harbour. We will be recruiting a Assistant Harbour Master for Brixham within the next few weeks.</p> <p>MS asked about the current cover in Brixham regarding staff. AP advised we now do have 24hr security onsite, Harbour Assistant cover from 7am- 5pm and Dockmaster cover from 6am- 10pm.</p>	<b>AP</b>
<b>8</b>	<b>'No Fishing into Harbour' signs for the Breakwater</b>	<b>ALL TO NOTE</b>
	AP advised these signs are on order.	
<b>9.</b>	<b>No tomb stoning into Harbour</b>	<b>ALL TO NOTE</b>
	DS advised of kids tomb stoning into the harbour by the breakwater. They are also doing this at low tide and it is becoming a H&S issue.	
<b>10.</b>	<b>Pontoon for Breakwater</b>	<b>NA</b>
	DS asked if we can get a pontoon where the Breakwater slipway is for people getting on and off their boats. He also suggested this would help prevent people tomb stoning over there as they would not be able to jump over the pontoon into the Harbour. AP agreed this would be a good idea and he will look into it. We currently have a spare pontoon in Torquay that is being used at the moment but when it is not in use it is going to come over to Brixham, potentially can be used for the Breakwater slipway.	
<b>11.</b>	<b>Health &amp; Safety/ Port Marine safety code</b>	<b>ALL TO NOTE</b>
	<p>A health and safety check was carried out 2 weeks ago in Brixham, the report came back and it overall went well. There are some good ideas and considerations to take in, one being a risk assessment for the basin and all vessels entering and exiting the harbour calling on channel 14 to advise of movement, this has been implemented.</p> <p>There has been a few incidents this year/ deaths within the harbour. One being someone drowning within Torquay Harbour, HSE are looking at trailing wires on pontoons.</p> <p>Lighting will be in place around the new jetty and marker buoys for the entrance to the jetty.</p>	
<b>12.</b>	<b>Quarterly Accident &amp; Incident Data</b>	<b>ALL TO NOTE</b>
	<p>We have had 12 incidents reported this year, many being jet ski near misses.</p> <p>Within the last 8 weeks we have had 8 UXO incidents. AP suggested this is due to the new 'Fishing for litter' where all boats are bringing in and landing rubbish to be collected. VE asked what the Harbour Authroity has in place to stop this from happening due to the backlash he is getting from it. AP advised we are aware of who landed the last one and all of the crew on board this vessel have been made aware</p>	

	of this. A frequently used UXO posted has been created and notice to mariners has been sent out	
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<b>13.</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>Brixham Harbour Office</b>	
<b>Next Meeting</b>	5 <sup>th</sup> December	10.30 am Brixham
<b>Venue</b>	5 <sup>th</sup> February	10.30 am Brixham
<b>Future meetings</b>	24th September	5.30 pm (Torquay)
<b>Dates of Harbour Committee Meetings</b>	16th December	5.30 pm (Torquay)
	23rd March 2020	5.30pm (Torquay)