

<b>Meeting Title</b>	<b>Torquay &amp; Paignton Harbour Liaison Forum</b>
<b>Venue</b>	Torquay Harbour Office
<b>Date</b>	21 <sup>st</sup> November 2019

<b>Present</b>	Capt. A Parnell (AP) Cllr N Amil (NA) Cllr J Mills (JM) Cllr J O'Dwyer (JO'D) Cllr A Barrand (AB) Cllr N Bye (NB) Mr S Pinder (SP)	Mr M Ellis (ME) Mr D Buckpitt (DB) Mr M Stewart (MS) Mr J Bond (JB) Mr John Clee (JC) Mr Marshall Ritchie (MR) Mr J Osborne (JO)	Mr A Lane (AL) Mr T Ekers (TE) Mr C Easterbrook (CE) Miss Lorraine Stewart (LS)
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1. Apologies
2. Welcome
3. Minutes and matters arising from the last meeting – 4<sup>th</sup> September 2019
  - Update on Harbour light restaurant development
  - Hydrographic Survey at Torquay Harbour
  - South Pier, Torquay
  - Public Toilets cleaning
4. New organisational structure for Tor Bay Harbour Authority
5. Budget update
6. Maritime Events 2019/20
7. Quarterly Accident & Incident Data
8. Harbour Committee - Upcoming Agenda
9. Any other business

<b>1.</b>	<b>Apologies for Absence</b> Apologies were received from Tim Morris & Nick Burns	<b>Action</b>
<b>2.</b>	<b>Welcome</b> AP welcomed everyone to the meeting	<b>Action</b>
<b>3.</b>	<b>Minutes and matters arising from the last meeting – 25<sup>th</sup> February 2019</b> Update on Harbour light restaurant – AP advised that the development is going well and is on track to complete works early December and hoping to open in February 2020.  Hydrographic survey – AP advised that this has recently been completed for Torbay.  South Pier – The fendering works have been authorised and order has been for South Pier.	<b>Action</b>

	Public Toilets Cleaning – AP advised that the public toilets are maintained by Healthmatic but there are issues over the cleaning of the shower facilities as these are not part of the contract so currently looking to find a solution to this issue. TE commented that there are issues with cleanliness of the Paignton public toilets by Healthmatic. AP advised complaints should be directed to Healthmatic directly but he will pass on comments to Torbay Council contract manager.	
<b>4.</b>	<b>New organisational structure for Tor Bay Harbour Authority</b>	<b>Action</b>
	AP provided an update of the new organisational structure for Tor Bay Harbour Authority. SP is now Marine, Leisure and Resort Services Manager who is responsible for Paignton & Torquay Harbours and Resort Services. AP will be based mainly at Brixham Harbour with an assistant Harbour Master working there instead of a Deputy Harbour Master.	
<b>5.</b>	<b>Budget update</b>	<b>Action</b>
	<p>AP advised the proposal for the Harbour charges for 2020/201 is increase of 2%. Due to the upcoming General Election, the Torbay Council budget has not yet been issued for public consultation. Due to this consultation proposed Harbour charges have not yet been confirmed.</p> <p>Dave Buckpitt announced to the forum that this would be his last meeting, as he is no longer continuing as an external advisor. DB &amp; MS both advised that as advisors they do not feel any more further increases should be added to the charges and no more money should be contributed from Harbour reserves towards the Torbay Council budget.</p> <p>A long discussion was held over proposed budget. JO'D commented that it is very important to ensure that the reserve remains to keep the Harbours operating safely.</p> <p>AP advised that the fish tolls are on budget for this year and the next few months are imperative in the landings coming in to assist in achieving the income target set for fish tolls.</p> <p>TE raised issue of Paignton winter storage charges being raised last year by 25%, there was no consultation period carried out, and customers were not aware of this until invoices were received. AP commented that it was noted that the charges were very low so was increased to bring in line with other Harbours as at a lot of Harbours, customers are required to bring their boats out for Winter.</p>	
<b>6.</b>	<b>Maritime Events 2019/2020</b>	<b>Action</b>
	<p>AP advised that there was 8 cruise ships visits this season.</p> <p>AP advised that for 2020/2021 there would be charges introduced for Events happening on Harbour estate. SP read through the proposed charges for Events.</p> <p>SP advised that the first draft of events for 2020 will be uploaded next week on the website and asked if the list can be checked to ensure that all large events are on there. SP will send a copy to all.</p>	<b>SP</b>
<b>7.</b>	<b>Quarterly Accident &amp; Incident data 2019</b>	<b>Action</b>
	<p>AP ran through the lists of the incidents recorded from September to date. AP advised that since the unfortunate incident in July that resulted in a death, there has been a HSE visit and investigation took place and are expecting a notice of improvement to be issued to Tor Bay Harbour Authority. Since the HSE inspection there have been a lot of measures and improvements introduced at all 3 Harbours. AP advised the forum that there will be spending taking place using the Harbour reserve for Health &amp; Safety related issues.</p> <p>MS asked that the issue of listening on channel 14 on VHF for large vessels entering and exiting the Harbours be publicised to Marina customers as well.</p>	<b>AP</b>

<b>8.</b>	<b>Harbour Committee – Upcoming Agenda</b>	<b>Action</b>
	AP ran through the proposed agenda for the meeting including update on Port Marine Safety Code, budget including purchase of a new electric forklift and new CCTV for Brixham.	<b>All to note</b>
<b>9.</b>	<b>Any Other Business</b>	<b>Action</b>
	<p>AB asked for an update on a recent post on Twitter about recycling – AP advised that at Brixham Harbour they are trying to recycle all metal items that are recovered on quayside and from the sea. AP asked if anyone has any ideas for waste and recycling to contact him. JO'D advised that he has a contact at Exeter Council for assistance with recycling different types of materials.</p> <p>JO'D commented on climate change, that changes are happening at a fast rate, and whilst there is a reserve available, this should be used to invest in electric vehicles and ways to evolve with climate change.</p> <p>JO raised the issue of Anti-social behaviour on Harbour side including drinking and drug taking around the Harbour especially around the Inner Harbour, which their customers find intimidating. AP advised that the CCTV around the Harbour has increased. AP advised he will pass on the concerns raised to the Community Safety team and if there are logs kept by the Marina then to send through to him to be passed on.</p> <p>CE asked if the development at Paignton Harbour South Quay is still happening and what was happened about the empty property there? SP advised that TDA are marketing the empty property on a longer lease period. AP advised that there are no current plans to redevelop South Quay however, he confirmed it is still stated in the Port Master Plan.</p> <p>DB thanked the forum for their assistance throughout his time as a Harbour Advisor and NA passed on her thanks as Harbour Chair.</p> <p>SP provided an update from the last Sea Safety meeting that was held and a sub group regarding sea swimmers has been created.</p>	<b>AP/JO</b>

**Future meetings**

**Torquay Harbour Office**

**Dates of Harbour Committee Meetings**

16<sup>th</sup> December 2019

5.30pm (Torquay)