

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	Thursday 12 <sup>th</sup> March 2020 10.30am

<b>Present</b>	Mr Adam Parnell (AP)	Mr Fred Farmer (FF)	Mr Steve Poulton (SP)
	Cllr Vic Ellery (VE)	Mr Terry Philips (TP)	Miss Jessica Marles (JM)
	Cllr Nicole Amil (NA)	Rod Coveny (RC)	
	Cllr Judith Mills (JM)	Huw Thomas (HT)	

<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 – 5<sup>th</sup> September             <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. Maritime Events 2020</li> <li>6. New organisational structure for Tor Bay Harbour Authority</li> <li>7. Health &amp; Safety/ Port Marine safety code</li> <li>8. Quarterly Accident &amp; Incident Date</li> <li>9. Harbour Committee- Upcoming Agenda             <ul style="list-style-type: none"> <li>- Tor Bay Harbour business plan</li> <li>- Review of operational mooring policy</li> <li>- Quarterly budget monitoring report</li> <li>- Harbour Committee work programme</li> <li>- Harbour asset management plan</li> <li>- Port Marine Safety Code update</li> </ul> </li> </ol>
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<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Mike Stewart, David Faithful	

<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>
	<p>Everyone agreed that the minutes were an accurate record of the last meeting.</p> <p>A) Parking is still an ongoing issue, and there is an increasing demand and pressure on Oxen Cove.</p> <p>B) Advised of the update on Oxen Cove.</p>	
<b>4.</b>	<b>Budget Update</b>	<b>Action</b>
	<p>Fish tolls are doing well and are picking up and we have had a good year with income.</p> <p>AP advised of the budget this year.</p> <p>The Moritorium was mentioned advising we are unable to spend on certain things currently, but we are continuing to spend on Health and Safety related items.</p>	
<b>5.</b>	<b>Maritime Events 2020</b>	<b>Action</b>
	<p>We currently have many events booked in this year. So far we will be accommodating 5 cruises and the first one will be in April.</p> <p>Hoping all events will still go ahead with spread of COVID-19</p>	
<b>6.</b>	<b>New organisational structure for Tor Bay Harbour Authority</b>	<b>Action</b>
	<p>A new Assistant Harbour Master has now been appointed in Brixham Harbour. This is not a Deputy position as AP is based in Brixham most of the time.</p> <p>Simon Pinder has now been appointed the position of Marine Leisure and Beach Services Manager so he will now be looking after the Beaches side of things also.</p>	
<b>7.</b>	<b>Health and Safety/ Port marine safety code</b>	<b>Action</b>
	<p>There has only been one incident within the last quarter, this was a diesel spill of 5L by the marina. This was picked up by the security staff and the marina early hours of the morning and by daylight it had dispersed.</p>	
<b>8</b>	<b>Quarterly Accident &amp; Incident Data</b>	
	<p>As above- 1 event this quarter</p>	
<b>9.</b>	<b>Harbour Committee- Upcoming Agenda</b>	
	<p><b>Tor Bay Harbour Business Plan-</b></p>	

	<p>Focusing on aquaculture regionally and nationally- IFCA are going to be looking at a work plan from the 1<sup>st</sup> April to look at the bay and its current state- Clean waters, sheltered etc and where sites could be placed.</p> <p><b>Operational moorings policy-</b> AP advised there are a few minor tweaks to the moorings policy, ensuring that vessels are insured and in a good sea worthy state has been highlighted. Admin have completed a insurance check on all vessels within Tor Bay and on a few customers have failed to show this information. It has been requested by the debtors department that anyone owing monies within other departments of the council are not allowed to have facilities with us.</p> <p><b>Quarterly Budget monitoring report-</b> AP advised of the budget and that this will be discussed at the Harbour Committee Fishing for litter scheme is causing a burden currently and costing a lot of money as we are collecting a lot of litter and over flowing skips and fishing for litter are not keeping up with how much is being collected therefore a lot of it is going through the skip and we are having to pay for it.</p> <p><b>Harbour Asset management plan-</b> The only thing highlighted in this currently is the obsolete fuel jetty which will be brought up.</p> <p><b>Port Marine Safety Code update-</b> The incident with the diesel spill.</p>	
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<b>11</b>	<b>AOB</b>		
		<p>VE – Advised there have been a lot of enquiries regarding the building on Breakwater slipway- confirmed this has now been sorted.</p> <p>Discussion regarding the new house boat within MDL Marina Brixham- AP confirmed he had done some looking into this and it is allowed as it is rented out through 'Beds on board' and no one is living on board it full time. The marina have their own moorings policy and they allow up to 4-5 of these in the marina at one time.</p> <p>Crane has been condemned on the middle pier and worked out too expensive to fix. New crane on the jetty could be used on middle pier, with the new budget in April the HA's will be trained on this.</p> <p>COVID-19 All discussed the current situation with COVID-19. A plan is in place if staff where to go of sick with the new virus – closing Paignton first, office staff next along with Torquay Quayside and Brixham.</p>	<b>NA</b>

**Next Meeting**

**Venue**

**Future meetings**

**Dates of Harbour**

**Committee Meetings**

**Brixham Harbour Office**

4th June 2020

10.30 am Brixham

23rd March 2020

5.30pm (Torquay)

29<sup>th</sup> June 2020

5.30pm (Torquay)