

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	5 <sup>th</sup> September 2012 at 10.30

<b>Present</b>	Capt P Labistour (PL)	Mr Simon Beer (SB)	Mr R Smith (RS)
	Mr D Bartlett (DB)	Mr D Saunders (DS)	Mr John Wilson (JW)
	Mrs A Blackburn (AB)	Mr P Bartlett (PB)	Mr Dave Jones (DJ)
	Capt B Curtis (BC)	Clr Michael Hytche(MH)	

<b>Agenda Items</b>	<ol style="list-style-type: none"> <li>1. Apologies for absence</li> <li>2. Minutes of the last meeting</li> <li>3. Matters arising from the last minutes             <ol style="list-style-type: none"> <li>a) Sustainable Transport Fund Bid - update</li> <li>b) Crab Quay Restaurant</li> <li>c) Oxen Cove slipway</li> </ol> </li> <li>4. Waste Management</li> <li>5. Port Facility Security Plan</li> <li>6. Electricity Recharge Project</li> <li>7. Regeneration Project</li> <li>8. Maritime Events</li> <li>9. Winter Storage - dates</li> <li>10. Harbour Committee Agenda</li> <li>11 Port Master Plan - Stakeholder Event</li> <li>12 Harbour Committee - External Advisor future vacancy</li> <li>13 Harbour work boat</li> </ol>
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<b>1.</b>	<b>Apologies for absence</b>	<b>Action</b>
	Apologies were received from Kevin Mowat, Mike Morey, and Stuart Elliman.	

<b>2.</b>	<b>Minutes of the last meeting</b>	<b>Action</b>
	It was agreed that the minutes of the meeting of the 30 <sup>th</sup> May 2012 were a true and accurate record of that meeting.	

<b>3.</b>	<b>Matters Arising</b>	<b>Action</b>
<b>(a)</b>	<b>Sustainable Transport Fund Bid-update</b> PL informed the Forum that the project is moving along as planned and that the Council are continuing to work towards a three year contract for a frequent ferry service to run between Torquay and Brixham and that the new service will be going out to tender very soon.	

3.	Matters Arising	Action
(b)	<p><b>Crab Quay Restaurant</b> PL reported that the restaurant was now up and running and all seemed to be well.</p>	
	<p>(c) <b>Oven Cove Slipway</b> PL informed to the Forum that there are still outstanding works to be completed on the slipway, and that the Yacht Club have come up with some suggestions that will be discussed at a meeting, with the Harbour Authority, to be held on the 17<sup>th</sup> September. The outcome will be reported back to the Forum at a later date.</p>	PL
4.	<p><b>Waste Management</b> PL reported that there had been problems with waste management relating to some of the harbour tenants, including the new restaurant. The issues concerned not taking their waste away in good time, which then caused problems with maggots and nasty odours coming from the waste bins. It has therefore been decided that the solution to this will be for the Harbour Authority to take over their waste management arrangements, as set out in their leases, and re-charge the service accordingly.</p>	PL
5.	<p><b>Port Facility Security Plan</b> PL informed the Forum that the Port Facility Security Plan would be audited by the Department for Transport next week and it was also due for a full review in 2013.</p>	PL
6.	<p><b>Electricity Recharge Project</b> PL reported that the new computers had now been installed in the Harbour Office to allow the Harbour Authority to re-charge the vessels around the MFV basin for the power that they use. The works are due to be completed in the next 4 to 6 weeks and a letter is to be sent out shortly to inform the industry of these changes.</p>	PL
7.	<p><b>Regeneration Project</b> PL stated that the project to build a new quay, fish market and offices, etc, had been formally closed off at a meeting held last week. A couple of small latent defects remain but the cost of correcting these would be taken out of the contract retention sum.</p>	PL
8.	<p><b>Maritime Events</b> PL indicated that the tall ship 'Stavros S Niarchos' was due to come into Brixham this Friday and would be staying until Monday 10<sup>th</sup> September. The Michelmores Cup would be taking place on the 15<sup>th</sup> September and Fishstock was to be held on the 8<sup>th</sup> September.</p>	

<b>9.</b>	<b>Winter Storage</b>	
	PL reported that the winter storage lift out for this year would be on the 18 <sup>th</sup> and 19 <sup>th</sup> of October. Storage of boats would be in the usual areas on the Oxen Cove site and the Breakwater site. The lift back in was due to be on the 29 <sup>th</sup> March 2013.	
<b>10.</b>	<b>Harbour Committee Agenda</b>	
	PL informed the Forum that the Harbour Committee would be held on the 17 <sup>th</sup> September in Torquay and he ran through the Agenda items, which would include the approval of the Tor Bay Harbour Marine Environmental Policy Statement and a review of the Harbour Authority Business Risk Register. The Forum also discussed the proposal for an Artificial Reef in Tor Bay, which would also feature on the Committee's agenda.	<b>ALL</b>
<b>11.</b>	<b>Port Master Plan - Stakeholder Event</b>	
	PL reminded the Forum that the Harbour Committee had agreed to create a Port Master Plan. The cost of the plan would be circa £50 000 and the Harbour Authority has put in a bid for 50% funding. A stakeholder open day will be on the 11 <sup>th</sup> October 2012 and Forum members will be informed with more details at a later date.	<b>PL</b>
<b>12.</b>	<b>Harbour Committee - External Advisor future vacancy</b>	
	PL informed the Forum that there would soon be a vacancy for an External Advisor to the Harbour Committee. The position would be for 4 years, with the possibility of being re-appointed for a further 4 years. If anyone was interested they should contact Kay Heywood, Governance Support Officer, on 01803 207026.	<b>ALL</b>
<b>13.</b>	<b>Harbour work boat</b>	
	PL informed the Forum that the Harbour Authority would be looking at purchasing a new work boat to replace the 'Orca' and the 'Lord Haldon'. Both of these existing craft were becoming very expensive to maintain and they no longer serve the purpose for which they were acquired.	<b>PL</b>

<b>Next Meeting</b>	28 <sup>th</sup> November 2012	10.30am
<b>Venue</b>	Brixham Harbour Office	
<b>Future meetings</b>	6 <sup>th</sup> March 2013	10.30am
<b>Dates of Harbour Committee Meetings</b>	17 <sup>th</sup> September 2012	5.30pm (Torquay)
	17 <sup>th</sup> December 2012	5.30pm (Torquay)
	18 <sup>th</sup> March 2013	5.30pm (Brixham)