

# West Somerset Council Harbour Board, (WSCHB)

## Monday 10:00am 25 September 2017 – Meeting Minutes

<b>Attendees</b>	Cllr Martin Dewdney, (MD); Keith Richards, (KR); Chris Hall, (WSC), (CH); Craig Butler, (CB); Cllr Peter Murphy, (PM); Cllr Rosemary Woods, (RW); Natalie Green, (NG); Cllr Terry Venner, (TV); Cllr Mandy Chilcott, (MC); Martin Stevens, ((WHAC), MS); Capt. Jessica Tyson, (CF Spencer), (CJT)
<b>Apologies</b>	Capt. Keith Badsey, (CF Spencer), (CKB); Cllr Jean Parbrook, (JP); Cllr Chris Morgan, (CM);

Item	Discussion Points	Action by
1.	Introductions around the table; Capt. Jessica Tyson, (Deputy HM and Pilot for Bridgwater) is standing in for Capt. Keith Badsey.	All
2.	<b>Minutes from previous meeting;</b> Noted and agreed	
3.	<b>Matters Arising:</b> (Previous Meeting, keep items number from that meeting)	
3.1	<b>None</b>	All
4.	<p><b>Assistant Harbour Master Update;</b></p> <p><b>CB:</b> Talked about the dredge in Minehead – sand, mud and shingle had been removed and the dredge had been more extensive than previous dredges with much more material removed. Daily checks have found a number of life rings were being removed by youths etc. as pranks.</p> <p><b>KR:</b> It should be noted a young lad was taken to the police station by his mother after she had found out he was involved in this. The Police have visited the local schools to advise and educate the youth, as a consequence this type of prank has ceased.</p> <p><b>CB:</b> The Vessel Balmoral has had to cancel 2 of the planned visits and the vessel the Waverley had an incident in Scotland, but has been repaired but has missed the window in the Bristol Channel which is a shame.</p> <p>A number of the Public have complained about the fisherman in the Harbours concerning their position and casting into the Harbours. I have been speaking to the fisherman; the message being, don't cast your lines across the harbour or vessels as this is extremely dangerous.</p> <p><b>MS:</b> There has been one incident when a fisherman cast his rod across a vessel and the weight and hook landed onto the deck. This is a dangerous and could put the Council in a serious position as they are responsible for Health and Safety within the Harbour.</p> <p><b>CJT:</b> The Council perhaps need to consider giving out warnings to those which are putting other users into danger; perhaps even giving out warnings, on a third warning that member of the public should be excluded from coming onto or using Council property. This should be enforced by the police if required.</p> <p><b>MC:</b> I don't think the police have any powers to prevent the public from fishing.</p> <p><b>MS:</b> The Council could consider putting up steel lines where the fisherman are casting which prevents them from doing so. This is in use at some of the other Harbours in the West Country. Also as the footpath onto the Harbours is a permissive footpath, signage stating it is permissive with the rules would help.</p> <p><b>CH:</b> I am concerned signage will not work. We should empower Craig to give a 3 stage warning which would be more effective.</p> <p><b>CJT:</b> You will find a Police presence would make a difference.</p> <p><b>CH:</b> If the Harbour Board consider this is a safety concern we need to record this in the minutes as an <b>action</b> to do something and the reasonable steps the Board recommends to do something to stop the safety concern.</p>	CB

## West Somerset Council Harbour Board, (WSCHB)

Monday 10:00am 25 September 2017 – Meeting Minutes

	<p><b>ALL: IT WAS AGREED TO LOOK INTO THIS CONCERN; CH is going to draft a letter to hand-out to the rouge fisherman; handing out of the letter needs to be recorded.</b></p> <p><b>RW:</b> Just wondering, is there a sign and or lines on the ground to say no fishing?</p> <p><b>MD:</b> Yes, there is signage up and there is a line clearly marking the no fishing area.</p> <p><b>CB:</b> There have not been as many visiting boats this season in Minehead Harbour. The amount of the Public using the slipway is also down on previous years. This could be down to the weather and the economic trends. However, kayak use has increased. At Watchet we have gained a 36 metre barge.</p> <p><b>MS:</b> some of the Public have complained about the barge and the loading and unloading of material from and to the barge.</p> <p><b>KR:</b> All points of Health and Safety have been adhered to; I have visited the Barge a number of times and watched there loading and unloading. I haven't observed any issues.</p> <p><b>MS:</b> Jet wash of the slipway –</p> <p><b>CJT:</b> there are some powders on the market which are environmentally friendly and easy to use that can clear the slipway.</p> <p><b>MS:</b> Can any group use this?</p> <p><b>MD:</b> Yes, but we need a method statement and copy of the risk assessment...</p>	
5.	<p><b>Off-Site Harbour Master Update;</b></p> <p><b>CJT:</b> Oil spill plan; feed-back for the Port manual which will need to be adopted. <b>NG</b> will have to meet with <b>CKB</b> to audit harbour and what we have in place is achieving what is required by legislation.</p> <p><b>CJT:</b> The Port Marine Safety Code is available on line to assess.</p> <p><b>CJT:</b> The Council have to make sure the agreed Risk Assessments for Watchet are now in place.</p> <p><b>CH:</b> Trying to get a stakeholder group for Minehead up and running, except they don't get on. <b>KR</b> to make an invitation to users so the board can make a decision on the adoption of port marine safety code and the Risk Assessments for Minehead Harbour.</p> <p><b>CJT:</b> Oil spill kit/plan, waiting on the EA to advise further.</p> <p><b>CH:</b> Timetable, the Council need feedback from the EA, RA agreed, will come back to the board with times. We need to have this ready for the 11 December meeting</p> <p><b>CJT:</b> No problem, CF Spencer will get this in place.</p>	CJT & CH
6.	<p><b>Update on Harbour Risk Assessments, (including oil spill plan)</b></p> <p>As above</p>	xx
7.	<p><b>WHAC recommendations;</b></p> <p><b>MS:</b> Ifica have disused fixed fishing stakes; they have no control over the stakes. This sits with the local authority, WSC. Ifica only deal with the nets, steel poles need to be removed by the Council and there are no historic rights.</p> <p><b>CH:</b> How do the Council control this?</p> <p><b>CJT:</b> You need to remove and they need to ask you if they can place them...</p> <p><b>MC:</b> How is this controlled?</p> <p><b>CH:</b> Is this a fees and charges issue?</p> <p><b>CJT:</b> You must let people know what you are going to do</p> <p><b>CB:</b> Only a few of the poles are causing an issue.</p> <p><b>CH:</b> In that context it's not a fees and charges issue...</p> <p><b>CJT:</b> A notice to mariners stating you are you are going to remove, to give chance for the users to remove. You are removing as a safety concern; the Council will need to tell them where they can do it.</p>	All

## West Somerset Council Harbour Board, (WSCHB)

Monday 10:00am 25 September 2017 – Meeting Minutes

	<p><b>PM:</b> I think if this council is seen as removing due to clear Health and Safety concerns the Public will be clear and understand. If you are going via charging route, people are not going to see this as a good thing.</p> <p><b>MS:</b> That's all from the WHAC other than the continued mud concerns...</p>	
8.	<p><b>Update on MUD review of data;</b> No ready for this meeting</p>	MS
9.	<p><b>Confidential item – Papers to be handed out at meeting, (Papers to be collected at end of meeting); Papers handed out to all present...</b> <b>CH:</b> Gives a brief of the paper and the contents. <b>PM:</b> Do the sea scouts have to pay for the use of the slipway parking? <b>CH:</b> As things stand, they would have to be pay a nominal fee. <b>MD:</b> That was not the intention, if they don't block we shouldn't charge <b>CH:</b> TRO for the trailer park it reasonable question to ask if we want them to use or not <b>CH:</b> Does the HB have a view on using the trailer park? <b>CJT:</b> Give them an annual permit for 2 trailers for free. <b>MC:</b> Do we have a cost to run the harbours <b>CH:</b> Yes, we can publish this <b>PM:</b> What are the leisure mooring fees for? <b>CH:</b> Fishing on Council land <b>MD:</b> the Council propose to make a fee for fishing and or using the Council's asset. <b>CJT:</b> Is there a need for signage to advise on fishing? <b>PM:</b> If finding persons fishing etc. without paying the fee can we ask them to leave? Is there a safe fishing practice to reinforcing this is a permissive area? <b>PM:</b> Minehead advertising fee; is there not one for Watchet? <b>MD:</b> Yes – but no flyposting. <b>PM:</b> We need to consult the Town Council. <b>MC:</b> We need uniformity. <i>KR collects up all papers...</i></p>	All
10.	<b>Any Other Business;</b>	
10.1	<p><b>MS:</b> Lift incident at the Watchet Marina which I am sure most of you are aware of. <b>MD:</b> The Council are reviewing all Health &amp; Safety processes and procedures within the Marina operation. <b>MS:</b> Lights are going off in the East Quay area at 23:00pm is there a reason for this? <b>MD:</b> No reason for this to happen. Craig will check this. <b>CB:</b> Craig had not been informed, but will check this out and report back to <b>KR</b>. <b>MS:</b> When was the last time the Council carried out an audit of the Marina? <b>MC:</b> The Council can't comment, anybody wishing to know should contact the Council directly. <b>RW:</b> Membership of WHAC, needs to be advised. Sally needs to be advised of her membership.</p>	All
11.	<p><b>Time and Date of next WSCHB Meeting;</b> 10:00AM, 18 December 2017</p>	
11.1	<p><b>Calendar dates purposed for future WSCHB Meetings;</b> Monday 11 March 2018 Monday 11 June 2018 Monday 10 September 2018</p>	

End of meeting...

## West Somerset Council Harbour Board, (WSCHB)

Monday 10:00am 25 September 2017 – Meeting Minutes

---

### Harbour Board:

#### **Voting Members**

- **Chairman** – Portfolio Holder for the Environment, *Cllr Martin Dewdney*
- **3 Elected Members** – (Cross Party) *Cllr Jean Parbrook*, (Minehead) *Cllr Rosemary Woods*, (Watchet), and *Cllr Terry Venner*, (Minehead)

#### **Non-Voting Members**

- **Assistant Harbour Master & Off Site Harbour Master** – *Craig Butler* and *Capt. Keith Badsey*, (CF Spencer)
- **Designated Person** – (Independent) *Natalie Green*
- **Duty Holder** – (2 members of the Cabinet) *Cllr Chris Morgan* and *Cllr Mandy Chilcott*
- **Officer Representation** – *Chris Hall* and *Keith Richards*, (minutes)
- **Minehead Town Council Representative** – *Cllr Jean Parbrook MCT*
- **Watchet Town Council Representative** – *Cllr Peter Murphy WTC*
- **Watchet Harbour Advisory Committee Representative, (WHAC)** – *Martin Stevens*

DRAFT