

West Somerset Council Harbour Board, (WSCHB)

12 March 2018, 10:00am – Meeting Minutes

Attendees	Cllr Martin Dewdney, (MD); Cllr Anthony Trollope-Bellow, (ATB); Keith Richards, (KR); Capt. Keith Badsey, (CF Spencer), (KB); Craig Butler, (CB); Cllr Rosemary Woods, (RW); Cllr Jean Parbrook, (JP); Cllr Mandy Chilcott, (MC); Martin Stevens, ((WHAC), MS); Sally de Renzy Martin, (SdRM);
Apologies	Cllr Terry Venner, (TV); Cllr Chris Morgan, (CM); Chris Hall, (WSC), (CH); Natalie Green, (NG); Cllr Peter Murphy, (PM);

Item	Discussion Points	Action by
1.	Introductions around the table, Cllr Sally de Renzy Martin is standing in for Cllr Peter Murphy as the Watchet Town Council Representative for this meeting.	ALL
2.	Minutes from previous meeting; Noted and agreed	
3.	Matters Arising: (Previous Meeting, keep items number from that meeting)	
3.1	<p>Oil Spill plan, (CKB); CKB: This is ready to go to the MCA, (Maritime and Coastguard Agency) for approval. The Board should note that if it is deemed by the MCA that it reaches the threshold for a 'Tier 2' contractor to be in place then the Board will need to know if the Council are ready to agree to the costs so this can go ahead. MD: Can you pass onto Chris Hall, ask him if the budget is in place? CKB: I will send Chris an email. Do the Board know for sure that no big vessels are visiting this year? CB: There is the possibility that the Balmoral can be coming into port this year as they have received some funding. CKB: Are the Waverly coming in? MD: Craig can you check to see if they are going to be coming in this year? CB: I will. Action points:</p> <ol style="list-style-type: none"> CB to make enquiries with both the Waverly and Balmoral, to see if they intend on visiting either Harbour this summer. CKB to ask CH if there the Council have made a contingency for a Tier 2 contractor. 	CKB CB CH
3.2	<p>Operations Manual Update, (CKB); CKB: This has been with the Council for some time and I am waiting for feed-back from the Council to say if this has now been agreed. MD: KR can you make contact with CH and ask where the Council are with the manual. Action point:</p> <ol style="list-style-type: none"> KR to ask CH for an update on the Operations Manual. 	KR CH
4.	<p>General Harbour Operations Update; CB: I have continued to do my checks:-</p> <ul style="list-style-type: none"> There is a navigation light out due to an unfortunate accident when a fisherman cast his line out and caught the light with the lead. The Council have issued a notice to mariners, and continue to try and find a replacement light. Flood boards in Watchet have had to be put in place a few times due to the high tides experienced of late. The 2 flood boards which were washed out to sea have now been replaced and fix perfectly. 	CB KR

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	<ul style="list-style-type: none"> The Council need to change drainage screws to stainless steel or they will rust out. Life ring at Minehead which was bent over in the recent storms has been put back in place. (ask for post to be replaced) <p>MS: Battery back-up box, is there an update? KR: This has been raised to the Council's Maintenance Team. all in hand Action MS: Is there going to be any signage put up at the Trailer Park? KR: The signage is in hand and the Council are looking into putting in place soon. MD: Any questions for CB? None.</p> <p>Action Point:</p> <ol style="list-style-type: none"> KR to confirm with the Maintenance Team id the navigation lights have a power supply back-up unit. 	
5.	<p>Technical Harbour Operations Update, CKB: Not much more to add other than what has already been said. I am looking for a statement of compliance from the Council. MD: Can you send this to CH for him to approve? CKB: I will send after this meeting finishes. MD: Any questions for CKB? None</p> <p>Action Point:</p> <ol style="list-style-type: none"> CKB to forward statement of compliance to CH for approval. 	CKB CH
6.	<p>Feedback on concerns/requests previously raised, (CH) MD: Chris is unable to attend today meeting.</p>	CH
7.	<p>Updates from the Advisory Committees; A. Watchet Harbour Advisory Committee, (Martin Stevens) MS: There are some general concerns with the condition of splash point retaining wall with a clear line now visible. KR: I have visited the area and raised this to the Maintenance Team. MS: The ladders which were damaged by the Hinckley Barge, when are they going to be fixed? CB: I thought they had been fixed. MD: KR, can you find out what is going on with the ladders? Action point added. MS: A number of the wooden upright fenders are missing, both vertical and horizontal at the west pier Watchet. This was in the recent storms. MD: MS can you send an email to KR with a break-down of the issues? Action point added. MS: At the recent WHAC meeting CH agreed to hold a formal meeting at Watchet Harbour to go through the concerns with the structures. Steve Yandel has offered the use of his boat as this would make it easier to show the condition of the outer Harbour wall. Action point added. MS: Fishing stakes have increased MD: CB can you visit and take a look at the nets? Action point added. MS: From the 1st March, netters can only have 25 metres run, so this is all due to change CKB: Who has the powers to remove the stakes, is it the Council or IFCA? CB: This is the responsibility of the Council to enforce on the fishing stakes. MD: Should we be advising the users on how they should best be laying the nets and stakes? CB: yes MS: I will show CB around</p>	MS KR CB CH CKB

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<p>MS: Issue of fishing of the east pier at Watchet, lines caught in blades. Also, driving vehicles onto the quay; we need lockable bollards to stop them from going over into the quay.</p> <p>SdRM: Does that stop the public?</p> <p>MD: Signage is going up soon and enforcement is now starting at the trailer park.</p> <p>MS: Submitted at WHAC by the S & M Group, CH asked for rams that the Council can approve and statements on how they will do the work.</p> <p>CKB: Do you need a dredging licence?</p> <p>MS: Can be classed as dredging.</p> <p>CKB: You will find the loop-hole has now been closed so a licence will be required.</p> <p>MS: I think we will need to see if this would work first.</p> <p>SdRM: It was stated it is difficult to keep the silt/mud in suspension without a capital dredge.</p> <p>MS: WHAC have had their first meeting of the Mud Group. The Marina have just started to use a small water injection pump to suspend the mud.</p> <p>CKB: If you have still water it will stay in suspension in standing water for weeks.</p> <p>MS: Marina Dredger is not working at capacity.</p> <p>MS: Rule for Harbour Users passed onto MD for reading, MS to furnish a copy to KR. A copy will also need to be passed onto IC for Minehead.</p> <p>MD: Thank you very useful.</p> <p>MS: Proposal for building on the quay which causes issues with the structure – would it increase liability?</p> <p>MD: Not seen the planning application as I understand this has not been submitted yet. We will have to wait to look at this before we could possibly comment.</p> <p>Action Points:</p> <ol style="list-style-type: none"> 1. KR to get an update on the condition of the wall next to Splash Point. 2. MS to email KR with a list of concerns from Watchet Harbour. 3. KR to get an update from the Council's Maintenance Team on if and when the damaged ladders at Watchet Harbour will be, or have been fixed. 4. CH to agree dates for Harbour visit. 5. CB to visit the area close to the Watchet Harbour to investigate the fishing stakes. 6. CKB to check the notice to mariners has been issued regarding the fishing stakes at Watchet Harbour. 7. MS to send KR link/copy of Harbour rules. <p>B. Minehead Users, (Iain Cobb)</p> <p>IC: Mud in Minehead Harbour is retreating however, the single ridge is returning.</p> <p>IC: Light which has been covered early so I don't need to raise.</p> <p>IC: Lights has not been replaced along the path as agreed, can we have a date when this will be started on?</p> <p>MD: KR can you chase Roy up on this? Action point added.</p> <p>IC: There is a mooring issue with one skipper CB to look into this? Action point added.</p> <p>IC: Who do the Harbour users contact when CB is away?</p> <p>MD: Everyone should know this, you can contact the Council via Customer Services or go straight through to KR.</p> <p>IC: Contact details are not up on the notice Board or on the Office.</p> <p>MD: CB can you put a note up? IC can you advise the users of this? Action point added.</p> <p>IC: Timbers loose on the steps.</p> <p>MD: KR can you chase this up? Action point added.</p>	
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	<p>IC: Shingle bank has come back, will it be removed this year? MD: Yes this has been agreed, don't have any dates yet. IC: There has been damage to tarmac. MD: All in hand, has been reported and will be look into. IC: Lots of rubbish in Harbour and general cleanliness has been reported by some of the skippers. CB: I tidy up every day, the skippers should be clearing up after themselves. IC: I have been asked if they can put a 50 ton crane on the Harbour to put a boat in? MC: They need a licence for that. MS: That would be too heavy a weight for the Harbour and will result in a burst in the wall. MD: No permission can be granted with first the user asking the Council and producing a statement on how they are proposing to carry-out this.</p> <p>Action Points:</p> <ol style="list-style-type: none"> 1. KR to get a start date for the work on the lights. 2. CB to investigate mooring issue. 3. CB & IC to advise Minehead Harbour Users of WSC contact details. 4. KR to report loose timber close to the steps in Minehead through to the Maintenance Team. 	
8.	Any other Business; lights, when is it going to start	
9.	Time and Date of next WSCHB Meeting; 18 June 2018, 10:00am	
9.1	Calendar dates purposed for future WSCHB Meetings; 10 September 2018 10 December 2018 11 March 2019	

End of meeting...

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*