

**SUMMARY OF MINUTES OF THE SAUNDERSFOOT HARBOUR COMMISSIONERS MEETING
HELD ON WEDNESDAY 27th APRIL 2022**

PRESENT:

Commissioner P Evans - Chair
Commissioner D McDermott
Commissioner A Evans
Commissioner W Goldsworthy

IN ATTENDANCE:

M Davies – CEO
A Thomas - Accountant
L Bremner – Finance & Administration Officer
C Mills – Facilities & Communications Manager
J Cray – Interim Harbour Master

APOLOGIES:

Commissioner A Sangster – Vice Chair
Commissioner P Parker
Commissioner J Codd

265. CHAIRMAN'S REPORT

The Chair welcomed all attendees to the meeting

266. DECLARATION OF INTEREST

The Chair asked the commissioners for any declarations of interest.
No declarations of interest were expressed.

267. CONFIRMATION OF MINUTES

All present agreed that the minutes represent a true and accurate record of the meeting of 30th March 2022.
Chair asked Commissioner D McDermott to sign the minutes as the Chair was attending via video conference and Commissioner McDermott was attending in person

268. MATTERS ARISING

The Chair asked the commissioners for any matters arising. No matters arising were expressed.

269. HARBOUR OPERATIONS

John Cray reported to the Commissioners.

1. Fishing boats

All fishing boats are presently working well with no reported issues.

2. Sand Repositioning

TRJ are returning early in May with a 360 excavator to do some more work on the harbour entrance, the sand build-up is as a result of the strong easterly wind we have had for most of April pushing the sand levels up within the harbour.

3. Harbour Staff

The harbour staff have been busy painting railings and booking sheds and clearing plant boarders in preparation for the arrival of the annual floral displays. Harbour staff are aiming to start re-lining the car park spaces from next week.

4. Boat Lifting

The harbour staff have been busy with the boat lifting operations during April, the aim is to have all remaining winter storage vessels launched by the end of May so the car park can be cleared and swept ready to be reopened for car parking.

5. Dry Boat Racking

The Dry boat racking is due to start on Sunday May 1st for the 2022 summer season.

6. **Pothole Repairs**

G D Harries are on site this week carrying out repair work to the tarmac, filling potholes and cracks around the harbour.

7. **Stone Mason**

The stone mason has been on site regularly and is working well, with the harbour team assisting wherever they can.

8. **Flag Officer**

John Cray has received further correspondences from the flag officer with regards to the crane funding application, it is hoped that there will be significant progress with this application in the coming weeks.

270. **COMMERCIAL OPERATIONS**

Carys Mills addressed the Commissioners.

Ocean Square

- The lease for Unit 11 has now been completed, and the fit out of Unit 16, selling Helly Hansen and Musto clothing, has now been completed.

Marine Centre of Excellence

- We are in discussions with further interested parties in the restaurant.

Ocean Cabins

- Ocean Cabins were fully booked over the Easter holidays. We are now starting to see bookings for the summer holidays.

Heritage Centres

- Perch & Ponder visited site last week with their construction team for their final site meeting before commencing fit out of the interpretation centres in the next two weeks.
- Contact has been made with Saundersfoot Primary School for the children to submit their suggestions for names for the schooner.
- Work is ongoing with the gift shop and café.

250. **EVENTS**

Carys continued to address the Commissioners.

- From next week we will begin to see our regular charity fundraising stalls on the harbour.
- We are working with Saundersfoot Chamber for Tourism and Community Council to host a picnic on the National Events Deck to celebrate the Jubilee on 4 June.
- We are still working with World Rowing to prepare for the Coastal Rowing Championships in October, as well as with the Johanna Lucretia tall ship visit in June.

271. **PHASE 2**

The CEO addressed the meeting.

Ocean Square: -

Damage to a couple of Tulip canopies, therefore additional anemometers are to be installed which have Wi-Fi alarms sent directly to the harbour team's mobile phones and capability of storing wind data for analysis to ensure that the units are withstanding 60KMH winds 37.2 mph.

Schooner

Expected handover before the 9th of May.

272. **FINANCE & GOVERNANCE**

Ann Thomas addressed the meeting.

273. **HR**

The CEO addressed the meeting.

274. **HARBOUR REVISION ORDER**

Chair mentioned that the position is unchanged since the last meeting. Once Port Talbot has been concluded then the WG legal team will move on to ours.

275. **ADVISORY & STAKEHOLDERS**

CEO reported that a Meeting is to be held 3rd May.

276. **ANY OTHER BUSINESS**

- CEO met with PCC Access Officer Jessica Hatchet online to discuss the new developments and potential improvements
- Removing 3 dead trees from behind Saundersfoot Yacht Club over the coming weeks which will require a crane to assist in the removal.
- Crabbing hole has new graphics and is open to the public

277. **DIARY CONFIRMATION**

Wednesday 25th May 2022.

278. **ACTIONS PENDING**