

FHC BOARD MEETING - PART 1 MINUTES

Friday 1st October 2021

10.00 am at Chain Locker CHQ



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Carrie Gilmore, Chair	CG
Miles Carden, CEO	CEO
Lesley Allen	LA
Barry Buist, Falmouth Haven General Manager	BB
Mark Chanter	MC
Adrian Davis	AD
Ben Grigg	BG
Duncan Paul, Harbour Master	HM
Gary Tranter, Deputy Chair	GT
Vicki Spooner	VS
Andrew Williams	AW

Governance

1. Apologies

John Elliott JE

2. Declarations (Includes Declarations of Interest and Statutory Declarations)

- There were no declarations of interest.

3. Approval of Minutes from Previous Meeting on 10th September 2021

- The minutes from the previous meeting were tabled and approved.

4. Matters Arising

- CEO went through and updated the Matters Arising. The Board agreed that all Matters Arising were captured.

Reports

5. Reports by Exception in accordance with Standing Orders

a) CEO's Report

- CEO advised board that verbal reports will be given every other month.
- Website will go live in about three weeks.
- Commissioners will look at the site and give focussed feedback.
- Commissioners gave initial feedback including:
 - No mention of moorings or pilots on home page.
 - No mention Falmouth in the Atlantic gateway tagline.
 - No mention of after hours contact or radio channel on home page.
- The site will be available across all devices.

b) HM and Falmouth Pilot Services

- Previously distributed for information.
- GT and Richard Jeffrey from the Remuneration Committee will be involved in the interviews for the Assistant Harbour Master recently advertised internally.
- Maintenance team preparing for winter work.

c) Falmouth Haven

- September visitor nights up 10% on 2019.
- Prices and terms and conditions for winter moorings and Winter Village in process.
- Two seasonal candidates taking on annualised contract which will help with migration to Harbour Assist.
- Marina extension is being well used.

6. Environmental Report

- Sustainability newsletter well received and resulted in a couple of interested harbour users contacting us. this.
- Hull cleaning – Finsulate external coating examples received. It looks and feels like felt. It wraps around hull and does not allow fouling to cling to the hull. May look at using this on the Killigrew. There is also a low drag version.
- We have received funding for an Advanced Mooring System (AMS) so we will add a boat to it and monitor how the boat moves around the mooring.
- Sea bin is working well. Kirsty Edwards, Plastic Fee Falmouth, is coming to see the sea bin and may be able to recruit some volunteers to help empty it. The bin has been sponsored by Paddlelogger. There will be a grand opening with an accompanying press release and interpretation board on the quay. Louise Midgley is working with us on this.
- Sea water heating and cooling – students from Exeter University are doing some feasibility work with us.
- Cornwall Habitat Bank - we are a marine pilot for this and there will be a kick off meeting next week.
- Circular economy – there is a training course at Exeter University but there is a cost involved. VS is drafting an action plan and looking at budget for this.
- We may need to formalise our seagrass position with the Marine Management Organisation (MMO).

7. Finance

a) Income and Expenditure Account

- Previously distributed for information.
- VHF radio repair doubled due to new VHS equipment installed for Harbour Monitoring System.
- We are aware of low return on fuel and this is being reviewed.
- The maintenance direct costs are over budget. The Seabin cost is included in this figure but we will receive funding for this.

b) Cashflow Progress against Budget 2021

- Previously distributed for information.
- Will continue to provide monthly.

Project Updates

8.
 - Good meeting with Marina Projects to work on staged approach masterplan. They will report back in a couple of weeks.

Decisions

9. Enforcement Decisions

- None.

10. Other Decisions

- None.

Other Matters

11. New Legislation Guidance / Consultations

- None.

12. Risks

a) Review of Red Risks

- Resilience Risk 11 will be reviewed at the next Audit & Risk (A&R) meeting on 19th October.
- The A&R committee will look at creating a risk to cover disruptions to supply including a wider risk around shortage and cost of supplies.
- Risks around swimmers and paddle boarders is an operational risk and is being monitored. Sally is working on a campaign which will address this.
- The Operational Marine Navigational risk assessments in Hazman should be reviewed by A&R and this will be the topic for the first meeting of 2022.

Correspondence and Urgent Business

13. Correspondence (All previously distributed for information)

a) Thank You Letter from PoFSA

- Previously distributed for information.

14. Urgent Business tabled by Commissioners

- None.

15. Other Non-Urgent Business

a) Maritime UK - LGA Coastal Powerhouse Manifesto

- Previously distributed for information

b) BPA Coastal Shipping Seminar Slides

- Previously distributed for information

c) BPA Trust Port Board Survey

- Previously distributed for information
- Board recommended that the Consultative Committee look at this report with a view to doing their own survey.

Part One ended at 11.35 am.

Dates of Next Meetings:

Friday 5th November 2021

Friday 3rd December 2021