

**MINUTES OF THE MEETING OF  
THE SALCOMBE HARBOUR BOARD  
HELD AT CLIFF HOUSE, SALCOMBE, ON MONDAY, 14 NOVEMBER 2022**

<b>Members in attendance</b>			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr J Brazil (Chairman)	*	Mr P Brown
*	Cllr D Brown	∅	Ms A Jones
*	Cllr R J Foss	*	Mr A Owens
*	Cllr M Long	*	Mr C Plant
		*	Mr I Shipperley
		*	Mr I Stewart

**Other Members in attendance and participating:**

Cllrs H Bastone and J Pearce

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Director of Place & Enterprise; Salcombe Harbour Master; Deputy Harbour Masters; Deputy Section 151 Officer and Democratic Services Manager

**SH.19/22 APOLOGIES FOR ABSENCE**

It was noted that an apology for absence for this Board Meeting had been received from Ms Jones.

**SH.20/22 MINUTES**

The minutes of the Salcombe Harbour Board meetings held on 13 June 2022 and 26 September 2022 were both confirmed as a true and correct record.

**SH.21/22 URGENT BUSINESS**

There were no items of urgent business raised at this meeting.

**SH.22/22 DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting, and the following was made:

Messrs Owens and Stewart both declared a disclosable pecuniary interest in all related agenda items by virtue of paying harbour duties. As a result of the Deputy Monitoring Officer having granted each Board Member a dispensation, they were able to take part in the debate and vote on any related matters (Minute SH.05/22 refers).

**SH.23/22 PUBLIC QUESTION TIME**

In accordance with the Public Question Time Procedure Rules, there were no Questions raised at this Board Meeting.

SH.24/22

**FEEDBACK FROM HARBOUR COMMUNITY FORUMS**

The Board received verbal update reports from those Members who attended the Harbour Community Forums. The updates were given as follows:

**Salcombe Kingsbridge Estuary Conservation Forum (SKECF)**

The Board was informed that the Forum had met on 18 October 2022. Items that were discussed included:

- A presentation had been received from two University of Plymouth students on their Estuary research projects;
- An update on the publication of the Area of Outstanding Natural Beauty guide;
- A recent Natural England survey had established that oyster and limpet species were significant within the Estuary. The Forum was informed that a specific oyster removal project was planned to be carried out during the winter months;
- The ongoing Washabrook stream silt project;
- An update on the East Portlemouth seagrass issue;
- The role of the Harbour Authority with regard to the disposal of dead birds. Whilst DEFRA had produced mixed messages regarding their disposal, the Harbour Master confirmed that the Harbour Authority continued to follow the published guidance and was currently looking to find an approved disposal contractor;
- Water quality monitoring. With the agreement of the Board, the Forum representative committed to setting up a Briefing for the Board on the key issues affecting water quality in the Estuary during the spring of 2023.

**South Devon & Channel Shellfishermen**

The representative advised that the price of crab meat had increased and the Shellfishermen were generally content.

The Shellfishermen had expressed their support for a meeting being held with the Harbour Master and the re-build of the Fish Quay continued to be an ongoing saga.

**Kingsbridge and Salcombe Marine Business Forum**

As advised earlier, the Board representative had submitted her apologies to this meeting and there was therefore no update given.

**Kingsbridge Estuary Boat Club (KEBC)**

Having been reported to the Board at its last meeting (Minute SH.16/22 refers), the representative informed that the Boat Club remained adamant that the Kingsbridge Slipway could be better utilised. In particular, the introduction of a dinghy rack and a kayak storage area would be most welcomed additions. The Board recognised that a meeting was being held with the Chairman and Vice-Chairman of the Boat Club on 22 November and it was felt that this would be an appropriate opportunity to discuss these points further.

The Boat Club had also expressed some concerns over access issues associated with the Kingsbridge Skatepark proposals. In light of these, officers committed to following these up outside of this Board meeting.

Finally, the Boat Club had made the point that the Security Key Code for the pontoons had been the same for a good period of time and should be changed.

### **East Portlemouth Parish Council**

The representative confirmed that there were no issues arising from the Parish Council.

SH.25/22

## **GOVERNANCE ARRANGEMENTS – MEMORANDUM OF UNDERSTANDING WITH THE EXECUTIVE**

The Board considered a report that reminded it that a review of the Council's governance arrangements had resulted in the Executive assuming the role of duty holder for the purposes of the Port Marine Safety Code with the Board thereby becoming an advisory board to the Executive.

The report sought approval for the Board Chairman to sign a Memorandum of Understanding with the Executive setting out the respective roles of the Board and the Executive.

In discussion, the following points were raised:

- (a) It was confirmed that Executive Members had now been in receipt of Duty Holder Training and that any recommendations from the Board would be presented to the Executive for onward consideration;
- (b) The Board requested that the Harbour Board Guidance Notes (Annex 3 of the published agenda report refers) be updated to reflect that the Board comprised 4 appointed South Hams District Council Member representatives and 6 Co-Opted Member representatives. Furthermore, it was agreed that the Notes should include the point that the Vice-Chairman of the Board had to be a Co-Opted Member;
- (c) With regard to whether the Council or the Harbour Authority was responsible for certain 'wet side' and 'dry side' assets, the Harbour Master committed to seeking further legal advice following this Board meeting.

It was then:

### **RECOMMENDED**

That the Board agrees to its Chairman signing the Memorandum of Understanding with the Executive in relation to the exercise of the Executive's Harbour functions and its role as Duty Holder for the purposes of the Port Marine Safety Code and **RECOMMENDS** that the Executive authorise the Leader of Council to also sign it on behalf of the Executive.

SH.26/22 **REVENUE BUDGET MONITORING 2022/23**

A report was presented that updated Members on income and expenditure variations against the approved budget and provided a forecast on the year-end position.

In discussion, the following points were raised:

- (a) A Member felt it would be helpful to have a better understanding of the competing demands that were placed upon the Harbour Reserves;
- (b) The Harbour Master informed that the piles were tested every year but acknowledged that the outcome of this exercise was not always reported to the Board;
- (c) Some Members were of the view that the Harbour Authority required a detailed Asset Management Plan;
- (d) With regard to the interest payable to the Council, officers confirmed that the interest rates were fixed at the time that the loan was taken out and the Council did not make any income from these arrangements;
- (e) The Board recognised that some of the variances were attributed to the unprecedented circumstances related to the COVID pandemic over the last two years.

It was then:

**RESOLVED**

That the forecast income and expenditure variations for the 2022/23 Financial Year and the projected surplus of £92,200 be noted.

(Meeting commenced at 2:30 pm and concluded at 4:05 pm)

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Chairman