

MINUTES OF THE ANNUAL GENERAL MEETING held at 2.00pm in Committee Room 1, Havant Civic Offices, on Friday 19 June 2009

Present

Representing Portsmouth City Council

Councillors Lee Mason (Chairman)
Caroline Scott
Sarah Dineage

Representing Havant Borough Council

Councillors Victor Pierce-Jones (Vice-Chairman)
Frank Pearce
Jackie Branson
June Hanan

Representing the Advisory Committee

Mr Bob Russell OBE
Mrs Helen Baldry

In attendance

Captain Nigel Jardine, Harbour Manager
Mr Stephen Kerr, Clerk to the Board
Mr Chris Braby, Treasurer to the Board
Mr Lyall Cairns, Engineer to the Board
Mrs Katherine Rowberry, Environment Officer

1. **Apologies**

Apologies for absence were received from Councillors Wilson-Smith, Ken Smith and Hugh Mason.

2. **Members Declarations of Interest**

There were no declarations of interest from members.

3. **Appointment of Joint Working Party**

RESOLVED that the Chairman and Vice-Chairman of the Board, Chairman and Vice-Chairman of the Advisory Committee and Councillors Smith, Branson, Stubbs and Hugh Mason be appointed to the Joint Working Party.

4. **Appointment of Finance Sub Committee**

RESOLVED that the Chairman of the Board, Chairman of the Advisory Committee and Councillors Wilson-Smith, Pearce and Fleming be appointed to the Finance Sub Committee.

5. **Appointment of Planning Sub Committee**

RESOLVED that the Chairman and Vice-Chairman of the Board and the Chairman of the Advisory Committee be appointed to the Planning Sub Committee.

6. **Appointment of Staffing Sub Committee**

RESOLVED that the Chairman and Vice-Chairman of the Board and the Chairman of the Advisory Committee be appointed to the Staffing Sub Committee.

7. **Appeals Panel**

RESOLVED that the Clerk draw upon ¹ members of the Board excluding those appointed to the Staffing Sub Committee on a rota basis, should an Appeals Panel be required.

8. **Minutes of the Board Meeting held on 24 April 2009**

The minutes, as submitted, were considered

(TAKE IN MINUTES)

Min.82 – Mr Russell enquired if there had been any further progress regarding the Harbourside Caravan Park. The Harbour Manager read out an e.mail from the Asset Management Service at Portsmouth City Council confirming that the site has been leased to a new operator for use as a caravan park for 68 caravans. Mr Russell was concerned that no new building should take place on the site. The Harbour Manager stated that the Board will continue to monitor the situation.

RESOLVED that the Chairman sign the minutes as a true record of the meeting.

9. **Matters Arising**

Min.92 – The revised date of the Annual Harbour Tour was noted.

10. **Minutes of the Advisory Committee meeting held on 11 June 2009**

The minutes of the Advisory Committee, as submitted, were considered

(TAKE IN MINUTES)

Mr Russell gave a brief summary of the Advisory Committee minutes.

RESOLVED that the minutes be **NOTED**

11. **Harbour Manager's Report**

The Harbour Manager's report, as submitted, was considered

(TAKE IN REPORT)

The Harbour Manager gave a brief summary of his report and updated members on events, which had occurred since his report had been written.

RESOLVED that the report be **NOTED**

12. **Clerk's Report**

The Clerk's Report, as submitted, was considered

(TAKE IN REPORT)

The Clerk advised members that he would be drawing up a new agreement between the Board and Eastney Cruising Association for the use of the new careening pad, once the Section 106 Agreement had been signed by all parties.

The Engineer stated that there were a number of issues relating to maintenance etc., which would need to be included in the agreement to ensure that the Board did not become liable for maintenance etc in the future. The Clerk mention that there may be resistance to this as public facilities provided by third parties did not usually leave obligations with the donor that were unlimited in extent or time. In this case however the club, who expected to be the main beneficiary in practice, had proposed the careening pad be established.

RESOLVED that the report be **NOTED**

13. **Planning Sub Committee Decisions**

The report of the Planning Sub Committee, as submitted, was considered
(TAKE IN REPORT)

The Engineer summarised his report. With regard to Item 4 the Clerk suggested that the Sub Committee use a slightly different wording to that given in the final paragraph to preclude the use of the word “precedent”. The Engineer noted the Clerk’s suggestion.

RESOLVED that the report be **NOTED**

14. **Environment Officer’s Report**

The Environment Officer’s report, as submitted, was considered
(TAKE IN REPORT)

The Environment Officer answered a number of questions relating to her report and reassured Members that the wellbeing of all of the seals in the harbour was being closely monitored throughout the tagging project.

RESOLVED that the report be **NOTED**

15. **Pilotage Report**

The Harbour Manager’s report, as submitted, was considered
(TAKE IN REPORT)

The Harbour Manager stated that the decline in the aggregate trade was continuing and would have an impact on the Board finances for many months to come.

RESOLVED that the report be **NOTED**

16. **Approval of 2008/09 unaudited accounts and Annual Return**

The Treasurer’s report, as submitted, was considered
(TAKE IN REPORT)

The Treasurer gave a brief summary of the accounts. The recommendation was proposed by Councillor Hanan and seconded by Councillor Pierce-Jones.

RESOLVED that

- 1) The Board note the Treasurer’s report on Income and Expenditure for 2008/09

- 2) The Board adopt the Statutory Accounts and the Annual Return for 2008/09 and authorise the Chairman to sign both on behalf of the Board.

17. **Financial Outcome for 2008/09**

The Treasurer's report, as submitted, was considered

(TAKE IN REPORT)

The Treasurer thanked the harbour office staff for their efforts in ensuring that that the internal audit was completed successfully.

RESOLVED that the report be **NOTED**

18. **Schedule of Charges – Introduction of monthly mooring rate**

The Harbour Manager's report, as submitted, was considered

(TAKE IN REPORT)

The recommendation was proposed by the Chairman and seconded by Councillor Hanan.

RESOLVED that monthly mooring charges as detailed in the report be included in the approved Schedule of Charges for the year 2009/10.

19. **Proposal for Boat Park at Broadmarsh**

The Harbour Manager's report, as submitted, was considered

(TAKE IN REPORT)

The Harbour Manager circulated a number of photographs simulating how the proposal may appear in the area proposed. There was considerable discussion regarding the merits of the scheme and the need for careful consideration to be given to the impact the scheme would have on various operations in the harbour.

RESOLVED that the report be noted.

20. **Dates and Venue for Meetings - 2010**

The agenda item, as submitted, was considered

(TAKE IN AGENDA ITEM 20)

The dates and venues for Board meetings in 2010 were **NOTED**.

There being no further business the meeting closed at 3.15pm

Chairman