

DUNBAR HARBOUR TRUST

Minutes of a meeting of Directors Thursday November 14th 2024 McArthur's Store

Present: Paul Ingram (PI), Eric Robertson (ER), J.R. Eunson (JE), Fiona Kibby, Harbour Master (FK) (minutes), Alison Wilson (AW), Andy Pringle (AP), Tania King (TK) online via Teams.

Apologies: , Christy Pryse- Hawkins (CPH), James Bisset (JB), Kenny Maule (KM).

Supplementary documents:

- **Dunbar Harbour Trust October Financial Report**
- **Notes to October Management Accounts**
- **Risk Assessments for Review**
- **Minutes of DHMC meeting**

1.0 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held in September 2024 were not available to review.

2.0 MATTERS ARISING

2.1 CCTV – proposal. FK has been in touch with Adhoc properties but has PI advised that we will review in next financial year. PI looking at camera's and connections to see why it dropped out recently.

3.0 PORT MARINE SAFETY CODE AND THE HEALTH & SAFETY REPORT

3.1 Incident log review

5/11/2024	Kids with fireworks	antisocial	medium
6/11/2024	Person in water	accident	High

2 incidents recorded early Nov. The person in the water was a police incident. Feedback to go to police via harbour master.

3.2 Risk assessment review

V3-27 for review 14/11/24

Vessel Transit to and from Harbour approaches to alongside.

RA1

A Technical failure – vessel – Collision with quayside

B Technical failure – vessel- Grounding

C Technical failure – vessel – Collision with another vessel

No proposed changes.

4.0 Port Marine Safety Code Report

No Update at this meeting.

Carried forward the following actions

- 4.1 Duty Holder – Update the spreadsheet with names of Directors who have no completed duty holder training.. ALL
- 4.2 Duties and Powers - DP recommends a Bathymetric survey be commissioned to demonstrate Conservancy duty. FK discussed at September meeting that the survey is still necessary in the absence of another route to comply. To review with Aspect surveys team. FK
- 4.3 MSMS - Consider a re-write. The SMS document is slightly dated after many revisions. It can be re-formatted to include some images and generally tidied up. Still ongoing. FK
- 4.4 Aids to Navigation: Rock marker pole on half ebb rock has been replaced.

5.0 FINANCE REPORT

Discussion

ELC grant application. PI discussed the changes to the grant and criteria. He had a meeting with Steve McInvey. Er and PI to continue to review. PI/ ER

SSE Community benefit fund, discussed with Douglas Alexander.
Viridor – Hoping to be included next year in grant awards.

BeGreen - advised to follow up again in new year.

5.1 There was a deficit in October of £28,796. In October 2023 there was a deficit of £5,563.

5.2 The major features of October 2024 were –

Expenditure of £30,726 on the new Broadhaven breakwater, and the results of this work look excellent, securing this part of the harbour before the coming winter storms. Without this one-off expenditure the Trust would have shown a surplus in the month.

5.3 The landings for October were significantly up on the same month in 2023 – (the true figure for October 2023 should read £2,834, the difference being a correction in an accounting error earlier in 2023). Year-to date (April to October) we are now only 10% down on our landing income (£2,500).

5.4 The Seahouses arrangement continues.

5.5 There was a welcome £ 887 of Visitor Moorings in October from survey vessel.

5.6 The specific funds at 31st October were:

- a. Castle survey project £ 111
- b. Battery improvement fund £ 1,004
- c. Visitor experience/ environment £ 2,498
- d. Thelma Band Fund £ 7,110
- e. McArthur's Store fund £27,669

6.0 **HARBOUR MANAGEMENT COMMITTEE REPORT (DHMC)** – see DHMC meeting minutes for September

7.0 HARBOUR MASTER REPORT

See DHMC minutes – with the update on the iron pole being completed.

8.0 **Meeting with VCEL** – Mitchell Stevenson, community engagement

team. He offers support with the following.

1. Recruiting a new chair for the DHT
2. Support with finding funding sources
3. Training on funding.

Awaiting further info from him via email.

9.0 Stakeholder meeting on 5th Dec.

Stakeholder List - needs updating (for invite list to 5th December meeting). Please send names to ER who will prepare the invitation.

JRE will prepare a short presentation, needs highlights from all.

FK suggested an informal discussion with fishermen before the stakeholder meeting – suggested 4th December.

10.0 AOB

10.1 North wall artwork – FK and RH looking for opportunities with community groups, schools and local artist.

10.2 Appointing Body for new Directors and Chair to be reformed.

PI

10.3 Potential new Director joining in February.

CHAIR & DATE OF NEXT MEETING

Next meeting 9th January 2025 at McArthur's Store 6.30pm