

**MINUTES OF MEETING HELD ON 03 Jun 2020
COMMENCING AT 1000hrs via Video Conference**

Present:	J Addison	Chairman
	J Thomas	Harbour Master
	I Finch	
	N Taylor	
	F Brown	
	A Scott	
	A Thomas	
	P Hatswell	
	D Nicholson	

4119 Apologies

None

4120 Minutes of Meetings held on 4 Mar 2020

It was agreed these were a true record.

Proposed: A Thomas Seconded: P Hatswell

4121 Matters arising from those minutes

N/A

4122 HM Report

Shipping

3 Ships; Scrap, Aggregate, Cement/Scrap. The number of ships appears to have returned to the consistency pre Covid.

Marketing

2257 likes Harbour FB (71 since May), **1908** Likes Foot Ferry FB (1 since May).

The Harbour Video: You Tube **1373** views up 105 since May.

Video channel is set up and will be filled with content when our situation improves.

Vessels

Taxi has new control panel and Alternator.

Covid use processes proscribed.

Phase 1 Taxi canopy complete, next will be canopy fittings and grab hold slits.

PMSC

RAMS updated to include Covid-19.

Fire Extinguishers and smoke alarms in Showers/Toilets, now fitted.

6 monthly lifting inspection (LOLER) complete.

CBC

Police have restructured the Marine police team. There will be a dedicated officer allocated to Brightlingsea who will form part of the team dealing with speeding and PWCs.

Staff

Our new apprentice has started.

Training

New starter induction training.

Office

Quickbooks migration complete

Purelake

Showers open, few customers yet, Covid-19 distancing literature posted and Laundry plumbed in.

Cleaning schedule has commenced.

Environment

Working with Richard Hayward/Essex University on Oyster Spatting Project. The first spatting structures are to be laid in early July.

Maintenance

Water-ski area sign replacement and Withy removal to make the area safer.

Tide board replacements, will be carried out over the next month.

Town Jetty tanks have been removed and are being refurbished.

Mooring Chains have now been inspected or replaced.

4115 Mooring Holders

As anticipated many Mooring holders were grateful for the offer of some financial assistance with Mooring and storage costs associated with Covid-19.

4116 Maintenance Dredging

Original Objectives set by Commissioners:

Commercial

- The Harbour main channel entrance up to the town pontoon, maintaining a depth of 1m below Chart Datum (CD).
- The Town pontoon to Oliver's Wharf and Fuel Barge, maintaining a depth of 0.75m below CD.
- Area of the Fuel Barge, maintaining a depth of 0.75m below CD.

Leisure Harbour

- The pontoons and moorings in the South channel dredged to a depth of 0.75m below CD.

Leisure Marina

- The Marina Depth maintained frequently ensuring that sediment is always in suspension.

The following three-phase process will be used to plan the maintenance:

1. Intelligence
 - Bathymetry
 - Observations
 - Staff
 - Users (Clubs, mooring holders etc)
2. Analysis
 - Comparisons v Objectives
 - Value for money
 - Geo Environmental change
 - Report to Stakeholder groups
3. Delivery
 - Internal (our own resources)
 - External – Local (CMD)
 - External – Project (Tendered work for specific tasks)

AS asked if the Admiralty and Imray were informed. The **HM** confirmed they were, however the chart data published may be two years old even though it states 2020. The written data is usually more immediate. **NT** asked whether the Polder sections would be used. The **HM** confirmed this was planned, but it will require drier mud from a barge.

4117 Harbour Projects

AS updated the board on the solar pontoon and returned tenders, there was some still to be returned. He was optimistic that following lockdown there would be a great deal more interest in responding. **AT** suggested placing a pontoon in its proposed location by way of demonstrating its potential. This was considered to be a good idea but stakeholders would need to be consulted first.

The **Chairman** reminded the Commissioners had agreed that the Point Clear ferry landing stage would not proceed unless there was a strong element of grant funding. This was not likely in the near future given the impact of Covid-19, however work on gathering detail and prices would continue.

4118 Matters raised by Members

PH sought assurance that the Harbour's QuickBooks accounting system was regularly backed up. The **HM** confirmed this was the case. She was also concerned at some visitor's behaviour regarding social distancing on the Promenade and in the Town. The **HM** stated staff would advise in our area but extending beyond this was not our responsibility. He would discuss possible approaches with BTC in the first instance.

DN was impressed by the Wharf's spraying of the scrap.

The **Chairman** pointed out that CYC were planning a family pursuit race this Saturday and was interested to know when BSC might begin competitive sailing. **FB** explained that competitive sailing was not possible at the moment given the inability to man a safety boat with current social

distancing measures. She did however suggest that Pyefleet week may happen this year albeit with a reduced level of activity.

Next
Meeting
Meeting
closed

Wednesday, 1st July 2020 at 1000hrs.

1120hrs

A handwritten signature, possibly reading 'J. Smith', is written in black ink. To the right of the signature, the date '1/7/20' is written in a similar style.