

**MINUTES OF MEETING HELD ON 2 Dec 2020  
COMMENCING AT 1000hrs**

**Present:** J Addison  
J Thomas  
D Nicholson  
P Hatswell  
F Brown  
A Scott  
N Taylor

Chairman  
Harbour Master

**5053 Apologies**

I Finch  
A Thomas

**5054 Minutes of Meetings held on 4 Nov 2020**

It was agreed these were a true record.

Proposed: A Scott Seconded: N Taylor

**5055 Matters arising from those minutes**

N/A

**5056 Financial Report**

The financial report FY 20/21 up to 26<sup>th</sup> Nov was discussed. It was agreed that a projection of figures to year end would be produced and circulated.

**5057 Harbour Master Report**

**Shipping**

2 Ships: 1 Cement, 1 Scrap, 2 forecast for December.

**Commercial**

2 windfarm vessels currently working from the Harbour.

**Marketing**

2516 likes Harbour FB (16 since Nov), 2519 Likes Foot Ferry FB (11 since Nov).

The Harbour Video: You Tube 2429 views up 93 since November.

**Vessels**

The Pilot boat had an engine problem, since then it has improved. It was inspected by French Marine who were not able to diagnose the problem definitively.

**PMSC**

Interviewed for grant funding £5K (from Essex High Sheriffs fund). If successful, this will be used to partially fund the River Patrol.

Lifejackets in for annual service, 3 x failures to date...

Oil spill kit inspection carried out.

**Staff**

Kickstart update, BPA is engaging with DfT to clarify the position.

**Training**

Navigational training by I Finch for staff took place earlier this month, with very positive response.

**Marina**

Work continues on pontoons levelling by balancing them with ballast.

**Maintenance**

Fuel berth refurbishment complete.

New additional filter system fitted.

Solar panels fitted to the office building and working.

**Covid 19**

Tier 2 Measures in place.

**Operations**

Boats all moved into correct moorings for winter

Planning in for Ferry landing stage, with grant funding being sought from various agencies.

Staff Christmas party is not possible under current restrictions so staff will each receive a small hamper.

**5058 Pilot Boat Update**

The search continues for the new vessel, with the final recommendation for replacement put to the Commissioners at their April 2021 meeting to ensure the new vessel is operational for the 2022 season.

**5059 Matters raised by Members**

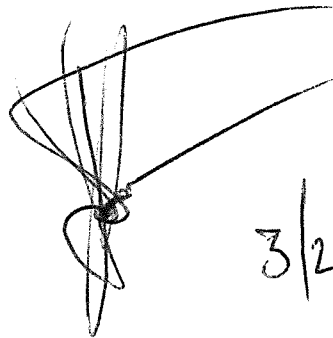
The Chairman proposed that the next meeting takes place in February.

Commissioners agreed with the proviso that they would keep their diaries free at 10.00 on 6 January until further notice. This would enable a meeting at relatively short notice should an item of significance arise.

P Hatswell stated that on Saturday there would be much happening regarding festive activities in Brightlingsea. F Brown said she would post a link to these for Commissioners.

Next Meeting  
Meeting closed

**Wednesday, 3<sup>rd</sup> Feb 2021.**  
**1200 hrs**



3/2/21