

**MINUTES OF MEETING HELD ON 4 Mar 2021
COMMENCING AT 1000hrs**

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

Chairman
Harbour Master

5070 Apologies

IF may absent himself for a period during the meeting.

5071 Minutes of Meetings held on 3 Feb 2021

It was agreed these were a true record subsequent to the discussion in 5072 below.

Proposed: NTaylor Seconded: A Scott

5072 Matters arising from those minutes

Concerns were raised regarding the recording and publishing of the minutes. The **Chairman** gave a brief summary of how the minuting of Commissioner meetings has evolved since it was decided that they should be published. It was his view that, where possible, they should be no more than two sides of A4, not a verbatim record, and that they should include details of decisions taken. The **Chairman** proposed that we continue with the current arrangements, taking on board the comments that have been made with more clarity on decisions made.

Ferry Landing Stage

The planning application to Tendring District Council (TDC) has now been separated from the Heritage Pier application. The landing stage remains a Harbour-led project, whilst the pier is led by the Town Council.

5073 Harbour Master Report

Shipping

3 x Ships; 1 x Scrap, 2 x Cement, since last meeting another cement forecast for next week.

Commercial

Windfarm boats: Master P has continued stay and CW Alliance has arrived for a short time.

Marketing

2591 likes Harbour FB (34 since Feb), **2527** Likes Foot Ferry FB (4 since Feb).

The Harbour Video: You Tube **2698** views up 95 since Feb.

Instagram **814**.

Visitors' Guide has been published and will be distributed when freedoms allow.

New digital notice boards are to be installed in the office window and the shower block.

Vessels

Full Engine service on:

Colne Guardian

Colne Explorer

Colne Ranger

Dredger

Port Marine Safety Code (PMSC)

P4 (Oil Spill) Course Completed by Deputy Harbour Master (DHM).

OPRC (Oil Spill) Mobilisation completed, a requirement of the Maritime and

Coastguard Agency (MCA).

Safety Management System (SMS): update has been created highlighting the changes that have happened during the past year. It will be circulated to members for consideration and sign off. .

Staff

Kickstart employee is now engaged in work, for at least six months.

New Apprentice appointment: ten applications at present, with closing date of March 31st.

Training

Firefighting.

Conflict training.

Equality and Diversity.

Familiarisation one to one on ferry, for incremental staff.

IF stated he would be engaging with the DHM to continue the navigational instruction that he had provided before the current lockdown.

Purelake

Door Keypad has been replaced on showers and toilets.

Standpipes in marina all replaced in compliance with water regulations.

Maintenance

Fuel berth pump repair now complete.

Dredging between pontoons continues, we will move to Town Jetty then entrance channel.

St Osyth Moorings relaying now complete.

Pressure washed Cindery, fitting small solar lights, new planks and nameplates.

Pressure washed ½ St Osyth pontoon.

Colchester Borough Council (CBC)

Hythe Jetty remediation complete.

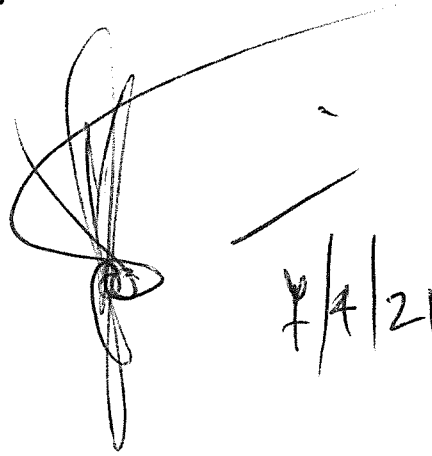
Visited Fieldgate Jetty near Hythe to look at remediations, with representatives of the council.

- 5074 Budget FY21/22** The HM presented the Budget and answered questions that had been sent to him in advance. The Commissioners then agreed the FY21/22 Budget
- 5075 Harbour Normalisation Process** The HM displayed the current pictorial guidance generated by the Harbour as published on the Website and social media and explained it to members. He was clear that if government advice changed then so would this guidance. It was his view that if public meetings were to take place once more that would be in late May. **FB** stated the Brightlingsea Sailing Club (BSC) would start active sailing on 30th March. The Chairman concluded the next commissioners' meeting would take place on Wednesday 7th April at 1000hrs via webex, with a view to return to normal evening meetings in May.
- 5076 Commissioner Working Groups** The Chairman expressed his desire to reinstate commissioner working groups, to cover, for example, the ferry landing stage development, the posts for St Osyth pontoon, Waterside Proposals and the River/River patrols in concert with CBC and TDC. This would be in addition to the solar pontoon group. Composition of such groups would be discussed at the next meeting.
- 5077 Matters raised by Members** **FB** stated that the Regatta will be taking place on 10-11 July the scale of the event would be decided at the AGM on 13th March. **NT** asked for an update on the dredging - the **HM** responded that the Fuel berth and the channel opposite the wharf had been completed and the pontoons were currently being worked on. The focus would then be on the area forward of the hammerhead and the entrance channel. Maintenance dredging of the marina, using BHC's dredger, continues. **IF** stated he was keen to get to the harbour office to continue the survey of the effect of the use of Hard posts started before

the recent Coronavirus lockdown.

Next Meeting
Meeting closed

**10.00 Wednesday, 7 April 2021 via Webex.
1210hrs**



A handwritten signature consisting of several overlapping loops and a long horizontal stroke extending to the right. Below the signature, the date "7/4/21" is written in a simple, hand-drawn style.