

BRIGHTLINGSEA HARBOUR COMMISSION

COMMISSIONERS' MEETING

MINUTES OF MEETING HELD ON 02 Aug 2023

AT THE WRECK HOUSE COMMENCING AT 1830hrs

Present:

Andrew Scott – Chairman

James Thomas – HM/CE

Fiona Brown - FB

Patric Foley Brickley - PB

Colin Watkins – CW

Daniel Stoker - DS

ITEM	NOTES	ACTION
5296	Apologies Duncan Nicholson - DN	
5297	Minutes of Meetings held on 5 Jul 2023 Proposed, FB , Seconded PB	
5298	Matters Arising from those minutes Outstanding Actions log was reviewed.	
5299	<p>Harbour master Report</p> <p>Shipping 3 x Ships; all 3 carrying cement.</p> <p>Marketing Facebook;</p> <ul style="list-style-type: none"> • Brightlingsea Harbour 4,116 followers (34 since Jul), • Foot Ferry 4731 Followers (55 since Jul). <p>Harbour App 1059+ downloads. TikTok 52 Harbour Entry 1737 views up 193 since Jul. Foot Ferry Video 5151 up 565 in Jul. Harbour Instagram 1227. Foot Ferry Instagram 1005. Twitter 652 followers. Duck Race during Brightlingsea Regatta raised £534 for Brightlingsea First Responders.</p> <p>PMSC Hythe Boats. Colchester City Council (CCC) are planning the recovery of all the wrecks. BHC will provide assistance to CCC. September is likely to be the recovery date. Windsurfers in the creek there has been an increase in the number of windsurfers foiling and non-foiling. Harbour byelaws apply to all users, not just motor craft and jet skis. On River patrol the HM took the opportunity to direct the windsurfers / kite surfers out into the Colne once launched. They should not be tacking across the creek, exceeding the speed limit, ignoring Rule 6 or surfing in the swimming area. River Patrol is ongoing, several have been conducted so far. Speed buoys have now been deployed. Two staff members completed oil spill P2 course on 22 August.</p> <p>Maintenance Electric Boat has carried out first successful operational charter.</p>	

	<p>Regatta BHC float entry 'JAWS' won 1st prize.</p> <p>Operations Entry fobs for shower and toilet access are working well. Those residential mooring holders who have yet to take advantage of the scheme are encouraged to get a fob from the office. There is a £10 deposit for fob paid on collection, returned when fob returned. Black Buoy Charters start 15th Aug Property Rental Ken Ward is in the process of moving into the yard. Digital Information Board in shower /toilet area is now operating.</p> <p>CCC September removal of wrecks. In holiday season, so contact with CCC staff taking longer than usual.</p> <p>Visitors</p>	
5300	<p>PWC TDC and Letters Update The HM gave an update on the letter that had been written by TDC to Bourne leisure, reminding them of their responsibilities regarding Vessels launched over their land. BHC has also sent letters, highlighting the need for organisations to be proactive in managing launch sites connected with anti-social behaviour on and off the water. Those letters have been sent to the CEO of Bourne Leisure, TDC, CCC, Chief Constable, Police and Crime Commissioner, St Osyth Parish Council and Point Clear Tower Estates (Ramp owners). The content of the letters were displayed to Commissioners.</p>	
5301	<p>Staffing One of our apprentices, applied for a role with Frank Halls and was successful. He will leave the Harbour on 21st August 2023. The HM reminded Commissioners that it was BHC policy to assist apprentices find jobs within the marine industry following two years at the Harbour, ensuring they had sufficient, knowledge, experience and qualifications to advance their career.</p>	
5302	<p>Communications The HM published documents that should be used when those asking for charitable donations. Those requesting grants or general discounts should populate when asking for the same from the harbour, it was the HM's intention to formalise the process so that Commissioners may be included and that stakeholders can see there is an impartial method for allocation of charitable sums, grants or discounts. The other Commissioners agreed with the concept, but recommended that the form requesting discounts was unnecessarily complicated and should be excluded. Commissioners agreed that most cases could be decided by the Harbour Master, with the need to refer to Commissioners in unusual circumstances. <u>Action : Remove discount form.</u></p> <p>FB gave an update on communication with stakeholders, the use of comments on Facebook. She also suggested how we might publish news-based articles in a number of ways, rather than sending an email. 1. To become better at keeping our regular users updated with the work that we are undertaking on the harbour to their benefit. (We're already very good at promoting our visitor services and activities so that element should continue as is). 2. To look to share our news with a wider audience than we currently reach. 3. To allow for an increase in two-way communication with our stakeholders when appropriate. 4. To protect our team from some of the very unpleasant abuse that a minority of keyboard warriors throw their way at times.</p> <p>Themes to be published Hard Cleaning – to include thanks to Gary for doing it</p>	HM

	<p>Electric Boat once it comes online Dredging and surveying update (also web) – see also special version for BSC above Swimming buoys update – once they have been sorted out Recent and any further jet ski prosecutions as they come through Changing room fobs Working with partners like the university on the Posts water quality antifouling research Oyster growth with Blue Marine Foundation Where possible we would look to share the stories these organisations post to their own websites. DS volunteered to assist the harbour in generating a committed group of identified harbour stakeholders.</p>	<p>HM and Staff</p> <p>DS</p>
5303	<p>Matters Raised by Members FB apologies for next meeting, Chairman stated he would be out of country from 12th Aug for 2 weeks.</p>	
Next Meeting	<p>Time 1830hrs, Wed 6th Sep 2023 Venue Wreck House</p>	<p>Next meeting biscuits; DS</p>
Time Ended	20.35	

Approved

[Handwritten signature]

6/Sept/2023