

**BRIGHTLINGSEA HARBOUR COMMISSIONERS****COMMISSIONERS' MEETING****MINUTES OF MEETING HELD ON 05 Nov 2025****AT THE WRECK HOUSE COMMENCING AT 1830hrs**

Present:

Andrew Scott – Chairman

James Thomas – HM/CE

Tony Curzon Price - TP

Karl Lumbers – KL

Daniel Stoker – DS

ITEM	NOTES	ACTION
5496	<b>Apologies</b> Patric Foley-Brickley - PB Ali Johns – AJ Colin Watkins – CW Rob Dorey – RD	
5497	<b>Minutes of Meetings held on 1 Oct 2025 were approved.</b> Proposed, DS Seconded, TP	
5498	<b>Matters Arising from those minutes</b> HM listed outstanding actions. One Duty Holder/ Commissioner has yet to sign the SMS.	<b>Commissioner to sign SMS</b>
5499	<b>Accounts Approval FY 2024-25</b> The Commissioners approved the Accounts, for publication in November. Proposed KL, seconded TP	
5500	<b>HM Report</b> <b>Shipping</b> 1 x Scrap and 1 x Cement ship in last month  <b>Marketing</b> Brightlingsea Harbour <b>4,897</b> followers (6 since Oct), Foot Ferry <b>7,265</b> Followers (85 since Oct). Harbour App <b>2000</b> + cannot exceed the amount. TikTok <b>316</b> up 15 in Oct. Harbour Entry <b>3836</b> views up 38 since Oct. Foot Ferry Video <b>10213</b> up 47 since Oct. Harbour Instagram <b>1470</b> up 2 since Oct. Foot Ferry Instagram <b>1083</b> up 1 since Oct. LinkedIn <b>152</b> up 1 since Oct.  Commissioners thought website stats would be useful to analyse. <b>DS</b> suggested he could do some work on this. <b>KL</b> suggested that we should post pictures of events in the harbour (Gig, Dinghy, Yacht, Barge, Smack, Motor cruiser, Youngster sail training etc) /articles on the harbour from third parties/and perhaps a selection of pictures of commercial vessels visiting the harbour during the year to show how thriving/diverse a harbour Brightlingsea is. Use of drone shots should be encouraged.  <b>KL</b> asked if there had been any progress on the file for Commissioners, <b>DS</b> stated it had been tested as a one drive folder with password entry. A folder would be set up and passwords promulgated.	<b>DS</b>  <b>DS</b>  <b>DS</b>

**TP** suggested we don't have a Wikipedia page and it seems to me that it would be a good thing marketing wise to have it. **DS** to investigate  
**HM** stated that although happy to try all these Commissioner suggested initiatives, they need to have a positive impact on revenues. Staff must focus on their core roles and should only be distracted to make improvements rather than changes.

**Port Marine Safety Code (PMSC)**

Accidents and Incidents – HW outlined an incident when a rower crossed the bow of a large commercial ship that was under pilotage.

Designated Person Visit - Report to follow.

Pilotage Update – More potential pilots are undertaking familiarisation trips. trippers.

Letter to Stakeholders regarding PMSC Compliance has been actioned.  
MCA are warning of next compliance exercise Jan- Mar 31<sup>st</sup> 2026

PMSC online which is hosted on Microsoft Teams

PMSC Duty Holder Awareness Monday	8 December 2025 10:30 - 12:30
PMSC Duty Holder Awareness Friday	30 January 2026
PMSC Duty Holder Awareness Monday	30 March 2026
PMSC Duty Holder Awareness Friday	11 September 2026
PMSC Duty Holder Awareness Monday	7 December 2026

**Maintenance October**

- Field gate dock usual weekly clear out.
- Colne leader major repairs, both shafts removed checked, new cutlass bearings, new rope cutters installed, and new propellers installed (deep sea seals checked and mounts tightened (apprentice assisted)
- Drying room floor releveled and screeded, and walls painted
- Wet gear storage for maintenance finished off
- The ferry trailer was rusted through, old bits cut out and rewelded new beams in and repaired and painted
- Trained all current apprentices and maintenance staff basic welding
- Two fisheries buoy marks refurbished and afloat and the last one under refurbishment now
- Spare town jetty section brought over to hard, and work started on this.
- Number 26 buoy changed for spare due to ring damage on sinker line. Has been refurbished and ready for deployment
- Number 9 buoy finished, and a frame placed back on top with new brackets.
- Colne Cooke out of water for winter and stored in yard
- 8hp Yamaha diagnostic and service session with both apprentices and maintenance staff
- Community reach out of water in yard and has had plastic welding started and is under progress
- Colne ranger is out of the water and stored in workshop yard undergoing refurbishment.
- Colne leader heater bracket fitted
- Colne leader washing system failure rectified
- More mooring inspection and necessary maintenance complete
- Conference room door lock changed
- West Basin Marina Gate repaired.

**Staff**

**HM**

	<p>A new Head of Maintenance been appointed. Start date has yet to be confirmed.</p> <p>The Deputy Harbour Master has passed the Harbour Master. Commissioners asked the HM to pass on their congratulations to the DHM.</p> <p>One of the Apprentices is being presented with an Award at the East Anglian Maritime awards late this month.</p> <p><b>Operations</b></p> <p>Dredging Pre-Qualification Questionnaires (PQQs) have been received and reviewed. Only those tenders deemed 'Certified, Qualified and Competent' will be considered.</p> <p>Visitors Guide being generated to be published in December.</p> <p>Boats leaving Pontoons. 10 still left and all are expected to have gone by 9<sup>th</sup> November.</p> <p>Marina almost full for winter, with just one space left.</p> <p><b>Colchester City Council (CCC)</b></p> <p>Abandoned boats at Hythe. CCC asked HM to assist with collection and disposal of five abandoned vessels.</p> <p>Hythe Clean Up</p>	
5501	<p><b>Tariffs 2026</b></p> <p>CPI in September was 4.1%. Commissioners agreed that 2026 fees should be increased by 4.1%, with some variations.</p> <p>Moorings Increase - CPI increase generally across board</p> <p>Bumpkin Bay North – Kept prices the same as 2025</p> <p>Bumpkin Bay Mid/south – up by CPI.</p> <p>General F&amp;A approx 50%</p> <p>Full tide Moorings up CPI.</p> <p>Half Tides – New Pricing Structure agreed by Commissioners, reflecting market comparisons</p> <ul style="list-style-type: none"> <li>• Cindery Full</li> <li>• St Osyth Half tides 5/18</li> <li>• Previous flat Rate £216.11 annually changing to rate per metre</li> </ul> <p><b>Taxi</b></p> <p>Tokens £14.00/Bag to £15.00/Bag = £1.50/trip</p> <p>Cash stayed the same = £2.00/trip</p> <p>To Moorings beyond limits (Trips to and from non BHC moorings takes cox away for 30/40minutes). It is being subsidised by BHC mooring holders.</p> <p>No more tokens, cash only £3.50 each way. It is likely to affect no more than 5 persons</p>	
5502	<p><b>BTC Update</b></p> <p>Chairman provided an update. Commissioners were comfortable with the approach outlined and agreed that further discussions with BTC would be sensible.</p>	
5503	<p><b>CCC Update</b></p> <p>HM gave an update on issues regarding CCC.</p>	HM
5504	<p><b>Matters Raised by Members</b></p> <p><b>TP</b> had a conversation with a counsellor at Essex University about extending this the Spit modelling project into a citizen science project. He will also follow up the issue with ICL.</p> <p><b>KL</b> asked about a repeatable drone survey to be carried out and overlaid each year on the Spit and Oyster beds. He asked if this could be</p>	TP

	<p>done at a set tide height each year i.e. low tide to show movement of the channel amongst other things. <b>HM</b> stated whilst that is possible the drone survey would be gathering data so would have numbers and contour lines, the drone to which <b>KL</b> refers would be a camera drone which takes overhead pictures. It could be done.</p> <p>The <b>Chairman</b> stated he would schedule into each agenda a brief update on Commissioners activities.</p>	<b>Chairman</b>
<b>Next Meeting</b>	<p><b>Time</b> 1830hrs, 3<sup>rd</sup> Dec 2025</p> <p><b>Venue</b> Wreck House</p>	Next meeting biscuits; <b>TP</b>
<b>Time Ended</b>	2040hrs	

Approved

Andrew Scott

3<sup>rd</sup> Dec 2025