



Minutes of the meeting of Commissioners held on Monday 13th March 2023 at 2.00pm in the Lymington Town Sailing Club

Present: Alison Towler (AT) (Chair), Jane Challener (JC), Philip Naylor (PN), Paul Harrison (PH), Darren Longley (DL), Robert Willows (RWil), Chris Lisher (CL), Mike Bowles (MB)

Officers present: Ryan Willegers (RW) (Harbour Master & Chief Executive), Sarah Maynard (Administration Officer).

In Attendance: None

1. APOLOGIES FOR ABSENCE

1.1 John Morrow (JM), Rupert Wagstaff (RWag)

2. DECLARATION OF INTERESTS

2.1 There were no new declarations of interest

3. MINUTES OF LAST MEETING (16th JANUARY 2023)

3.1 The minutes were agreed and signed by AT.

4. MATTERS ARISING FROM MINUTES OF 16th JANUARY 2023

4.1 There were no matters arising from the public section of the meeting.

5. COMMISSIONERS

5.1 AT reported that the closing date for applications for the Commissioner vacancy that will occur when JC steps down on the 31st May 2023 ended on the 6th March. LHC were very fortunate to have a number of strong candidates apply and following a short listing process, interviews will be conducted on the 27th April 2023.

6. LYMINGTON HARBOUR ADVISORY GROUP (LHAG)

6.1 RW reported that no matters had been brought forward by LHAG.

7. OFFICERS REPORT

7.1 Operations Manager - Commissioners noted the operations report.

7.2 Treasurer - Commissioners noted the Treasurer's report on casual income performance

7.3 Marketing & Communications report – Commissioners noted the Marketing & Communications Office's report providing details on 2023 marketing initiatives to date, together with details of website use and movement in social media and newsletter subscribers. PN observed the fall in website use in 2022 when compared to 2021. RW felt this was principally reflection of visiting boat activity, with 2021 being an exceptional (record) year as Covid lockdown restrictions came to an end while staycations boomed as foreign travel restrictions remained in place. There followed a discussion about how to incentivise traffic

to the website as it was an important means of informing the local community about what LHC does. Arising from that discussion there was an agreement to do more through social media, including producing short video clips to generate interest and point towards the website. Ideas included a general marketing video for the harbour/town, the small launch conversion to electric power and a new electric davit for the fishermen, albeit noting that some videos may require editing support. **Action: Marketing & Communications Officer**

8. SAFETY & PORT MARINE SAFETY CODE (PMSC)

- 8.1 Commissioners noted the minute of the Safety Committee meeting held on the 02nd February 2023. RW highlighted that despite 2022 being a very busy year for boat movements on the river due to the extended period of hot summer weather, the total number of incidents in 2022 was the lowest since the current system of recording began in 2007.

RWil referenced the incident of a person falling into the water while trying to board his boat at Town Quay and noted that the primary contributory factor was identified as poor mooring arrangements due in part to the boat being too long for the berth it was allocated to due to the owner under declaring its length. RWil asked if this was a regular issue. RW confirmed that it was not. Although from time-to-time incorrect declarations are made and picked up by staff, on this occasion the owner could still have berthed in a safe manner if more care and competence was shown. LHC officers were not aware of the incident until the boat had left the river and the helm submitted photos which showed the berth location, oversize boat and the poor berthing.

- 8.2 Alison Towler and Ryan Willegers attended a PMSC Duty Holder refresher course on Monday 27th February 2023.

9. IMPROVEMENTS TO THE COMMERCIAL QUAY

- 9.1 RW referred to his report setting out details of LHC's successful application to the Marine Management Organisation (Fisheries and Seafood Scheme) for grant funding to install an electric davit on the commercial quay to make loading and unloading of the commercial fishing boats more efficient and safer, has been successful. LHC have been awarded a grant of £50,195 towards the total cost of the works which is expected to be £70,000 (includes a £3,000 contingency for unforeseen events). Contracts have been awarded and works are due to commence w/c 2nd October to avoid doing the trenching works to install a new electrical supply over the busy tourist season.

PN asked if the new winch will be added to LHC's list of lifting equipment for LOLER inspection. RW confirmed it would.

JC asked if fishermen would require training and if it was intended to open up use to other harbour users. RW confirmed that a condition of use is that the fishermen must be trained and follow agreed safe operating procedures. This included ensuring the quay area was clear of members of the public before lifting operations commenced and locking the gates during lifting operations. Because of the training and procedural requirements to ensure safety, it was not intended to open up for wider use.

The new facility would be subject of publicity, including through the Lymington Times.

10. AOB

- 10.1 There was no other business.

11. DATE OF NEXT MEETING

- 11.1 Tuesday 9th May 2023 at Royal Lymington Yacht Club at 14.00.