

Minutes of the meeting of Commissioners held on Monday 24th January 2022 at 2.00pm in the Lymington Town Sailing Club

Present: Alison Towler (AT) (Acting Chair), Jane Challener (JC), Philip Naylor (PN), Paul Harrison (PH), John Morrow (JM), Mike Bowles (MB), Darren Longley (DL), Robert Willows (RWil)

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

In Attendance: N/A

1. APOLOGIES FOR ABSENCE

Tim Harford (TH), Chris Lisher (CL), Rupert Wagstaff (RWag)

2. DECLARATION OF INTERESTS

2.1 There were no new declarations of interests.

3. MINUTES OF LAST MEETING (22nd November 2022)

3.1 The minutes were agreed and signed by AT.

4. MATTERS ARISING FROM MINUTES OF 22nd November 2022

4.1 Agenda Item 6.2 (Redrow Site) – RW reported that RWag had apologised but due to work commitments, he had not found the time to establish the details of Redrow's appeal of NFDC's decision to refuse their application to not progress some of the community benefits promised as part of the planning conditions for the original development. AT had viewed the NFDC website but was unable to find a listing of an appeal date or how to comment. As agreed, if an appeal process allows, LHC will support LHAG in objecting to the application. **Action: RW/RWag**

4.2 Agenda Item 7.3 (Marketing & Communications Officer Report) – The decision to try and incentivise visitors to complete the 2022 customer satisfaction survey through a prize draw for two free nights visitor berthing has been implemented. This initiative has also been introduced for the 2022 resident survey, albeit for two nights berthing at another Solent harbour.

4.3 Agenda Item 8.2 (Safety Review Meeting) – RW reported that work is underway to produce more bespoke guidance (including a map/s) for SUPS/Kayaks to minimise the potential for participants in these activities to get in the way of other boating traffic, and minimise their impact on wildlife. This will take ideas from guidance produced by other local harbours and will be ready prior to the new season. This will complement the safety guidance produced by the RNLI/MCA which LHC already highlight through the website, distribution of leaflets and social media. A completion date of the end of February is targeted. **Action: RW/Marketing and Communications Officer**

5. COMMISSIONERS

5.1 Commissioner Recruitment – AT reported that following a recruitment process, the interview panel consisting of AT, JM, RWag (LHAG Chair) and Councillor Andrew Gossage (Independent) recommended the appointment of Darren Longley (Finance) and Robert Willows (Environment). The Commissioners

subsequently approved the appointments by email but there was a need to confirm for the purposes of Board meeting minutes.

It was proposed that Darren Longley (DL) is appointed as Commissioner for a three year term commencing 1st January 2022. It was also proposed that Robert Willows (RWil) is appointed as a co-opted Commissioner for a 12 month term commencing 1st January 2022.

Action: Proposer: AT / Seconder: JM / All in Favour.

DL will join and chair the Finance Committee. RWil will join the Environment Committee.

6. LYMINGTON HARBOUR ADVISORY GROUP

6.1 No new items have been brought forward by LHAG for consideration by Commissioners.

7. OFFICERS REPORT

7.1 Operations Manager Report – Commissioners noted the operations report. No questions arose.

7.2 Treasurers Report – Commissioners noted the Treasurer’s report on casual income performance. No questions arose.

7.3 Marketing & Communications Officer Report – Commissioners noted the Q4 report for the calendar year is circulated with the meeting papers. No questions arose.

8. SAFETY & PORT MARINE SAFETY CODE (PMSC)

8.1 Safety Review Meeting – RW reported that the next safety review meeting is scheduled to take place on the 28th January 2022.

8.2 Emergency Plan Exercise – RW reported that on the 17th December, officers conducted a desk top exercise of the emergency plan. The scenario was a fire on a boat rafted on the Town Quay visitor pontoon. The scenario also assumed that the Harbour Master was on leave so the Operations Manager had to take the response lead. As usual there were a couple of learnings that came out of the exercise and these are in the process of being implemented.

PH had heard that there had been several instances (not on LHC moorings) where dehumidifiers that had been left operating in ‘drain’ mode had overheated causing a fire or posing a fire risk. He was not sure whether there was any merit in these claims, but highlighted that it was probably worthy of review in case some further guidance to mooring holders is necessary. **Action: RW**

8.3 Prosecution – RW attended West Solent Magistrates Court on the 14th January for a hearing into LHC’s prosecution of Mr Sam Lloyd for serious breaches (speeding & excessive wash) of the Lymington Harbour General Directions 2014 on the evening of the 3rd July 2021. Mr Lloyd pleaded guilty to both offences and was fined £200 for each offence. LHC was also awarded £200 towards its costs. RW indicated that, details of the prosecution were publicised in the Advertiser and Times which should serve as a deterrent to others. RW will also enquire whether All at Sea will also be interested in covering. **Action: RW**

9. AOB

9.1 There was no other business in the public session.

10. DATE OF NEXT MEETING

10.1 Monday 14th March 2022 @ 14:00 hours.