

***Minutes of the meeting of the Commissioners held on Monday 18th March 2019 at 2.00pm
in the Lymington Town Sailing Club, Bath Road, Lymington.***

Present: Richard Jenner (Chairman) (RJ), Bill Peach (BP), Alison Towler (AT), Jane Challener (JC), Paul Martin (PM), Andrew Richards (AR), Tim Harford (TH), Chris Lisher (CL)

Officers present: Ryan Willegers (RW) (Harbour Master & Chief Executive), Sarah Maynard (SM) (Administrator)

In Attendance: Andrew Wilkes (AW) (LHAG)

1. APOLOGIES FOR ABSENCE

1.1 Bob Mitchell (BM)

2. DECLARATIONS OF INTERESTS

2.1 No interests were declared.

3. MINUTES OF THE LAST MEETING

3.1 The minutes of the meeting of the 21st January 2019 were approved.

4. MATTERS ARISING

4.1 Agenda Item 4.1 (Matters Arising – Life Jacket Lockers) – RW reported that LHC were just awaiting the RNLI to deliver the signage for the locker facility which will then be installed.

5. LYMINGTON HARBOUR ADVISORY GROUP (LHAG)

5.1 LHAG Meeting – AW reported that LHAG had met on the 5th February and that the minutes of the meeting had been circulated and published on the LHC website.

AW indicated that one of LHAG's members, John Clarke had indicated that there was still a lack of knowledge in the wider community of LHAG's role and how to contact LHAG members. AW indicated that this would need to be something to work on going forward. Ideas discussed included LHAG members attending the public meeting, placement of content on LHAG's role in harbour newsletters and periodic adverts/editorial in the local newspaper. The representative from the Lymington Times indicated that the paper would be happy to consider an editorial. **Action: AW/RW**

AW indicated that although the NFDC representative on LHAG had provided a progress update at their 5th February meeting, the slow progress of the seawall repairs south of the Royal Lymington Yacht Club remained a cause of frustration.

5.2 Appointment of Chairperson – AW reported that from June he was planning to go on an extended cruise which would take him away for approximately 1 year. It was proposed to invite LHAG members to consider if they wanted to elect a new Chairperson either on an interim or permanent basis. AW reported that Rupert Wagstaff (LYH) had indicated that he was prepared to deputise on an interim basis. **Action: LHAG**

6. OFFICERS REPORTS

- 6.1 Harbour Masters Report - Questions were invited on the items within the report that were not listed for consideration as an agenda item. There were no questions arising.
- 6.2 Operations Manager Report – RW referred to the report and commented on the visitor and temporary mooring statistics from the report. There were no questions arising.
- 6.3 Treasurers Report - Questions were invited on the items within the report that were not listed for consideration as an agenda item.

TH asked about the overspend on dredging. RW indicated that this was a timing issue with invoices being received and paid earlier this year. The year end total is expected to be in line with budget.

7. SAFETY & PORT MARINE SAFETY CODE (PMSC)

- 7.1 LHC Safety Meeting - RW reported that the scheduled four monthly safety review meeting was held on the 30th January 2018 and invited questions or comments on the minutes of the meeting. There were no questions arising.
- 7.2 River Users Safety Meeting - RW reported that the River Users Safety meeting was held on the 1st March 2019. Representatives from Lymington Harbour Commissioners, Lymington Town Sailing Club, Royal Lymington Yacht Club, Lymington Amateur Rowing Club, Wightlink and the Harbour Advisory Group attended. Harbour users feedback was that 2018 had been another positive year for safety on the river.

CL advised that Wightlink had given a frank briefing on the difficulties they had experienced with engine failures and the ongoing investigation and risk mitigation measures.

- 7.3 2019 PMSC Audit – Peter Nicholson (Independent Designated Person) will undertake a formal audit of LHC's Safety Management System on the 11th April in order to verify and report to the Board on LHC's compliance with the Port Marine Safety Code. On the review date Mr Nicholson will also discuss with CL as the Commissioner responsible for the safety portfolio.

AR noted the minute related to the Folkboat 707 incidents and indicated that it may be possible to identify the 'culprit' through published race results.

8. AOB

- 8.1 RJ provided Commissioners with an update on his attendance at a Trust Port Board Members workshop hosted by the British Ports Association. The meeting covered various areas related to running an effective board including consideration of conflict of interest. RJ came away reassured about the effectiveness of LHC's board but recognised that was just his point of view and he encouraged other Commissioners to voice their views to him if they felt there were areas for improvement. RJ felt that new Commissioners would benefit from attending future workshops.

9. DATE OF NEXT MEETING

- 9.1 The next meeting will be held on Monday 13th May 2019 at 14.00 hours.

End