

**COMMISSIONERS' MEETING**  
**HELD ON 11 APRIL 2018**

A meeting of the Newport Harbour Commissioners was held at the offices of ABP, Alexandra Docks, Newport, on Wednesday, 11th Day of April 2018, at 10:00am

**PRESENT**

Mr J.C Neale (in the Chair)

Messrs S.P Davison, G Jug, A.R Speight, R Steed, Captain R.M McDonald and Councillor J.A Guy

**APOLOGY**

Messrs M.C James and E.J Watts MBE DL have apologised for non-attendance.

**IN ATTENDANCE**

Captain R Lewis was in attendance.

**MINUTES**

3452. It was resolved on a motion by Mr S.P Davison, seconded by Councillor J.A Guy, that the minutes of the last meeting of the Commissioners, which took place on 11 April 2018, (a copy of which had been sent to every Commissioner), be taken as read, received and adopted.

**DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS**

3453. Mr R Steed declared an interest in Agenda Item 3454(d) relating to Liberty Steel Newport Limited

**HARBOUR MASTER'S REPORT as prepared by ABP**

3454. The Harbour Master's Report, as prepared by ABP, is attached.

The following further matters were noted:

**a) East Usk Lighthouse**

It was noted that no formal responses had been received to the recent consultation paper remitted to stakeholders. The pilots had noted their requirement for a light of some sort to mark the channel at the site of the current lighthouse. The consultation paper had now been sent to the tug provider for comment.

**b) Channel Buoys**

The Harbour Master had obtained a quotation for a new buoy (see attached). It was decided that there was no requirement to replace any current buoy in 2018.

**c) Navigational Light at Dallimores**

The broken navigational light at Dallimores had still to be repaired. Accordingly, the Harbour Master agreed to apprise Trinity House of the current situation.

**d) Unsafe practices at berth**

A report had been received noting several unsafe practices being undertaken (working outside barriers with no lifejacket). It was agreed that in future such matters should be reported to the berth management as soon as possible so that appropriate action can be taken quickly.

**e) Pilot Work Force Agreement (“PWFA”)**

The PWFA has been reviewed following its first 6 months of operation. The Regional Model, where pilots based in South West Wales can now work in Newport) was confirmed. All new pilots, wherever based, will in future be trained to work in Newport, at least to a base level.

**f) The Oil Spill Contingency Plan and Business Continuity Plan**

The Oil Spill Contingency Plan is currently being updated and will be available for Commissioners to review in due course. The document will then be sent to interested parties as a consultation document. The Business Continuity Plan is also being updated and the Commissioners will then also be able to review the Plan.

**g) Dangerously Rated Heaving Lines**

ABP are supporting a campaign to reduce the use of dangerously rated heaving lines. It was agreed that the Harbour master would inform the river stakeholders of this matter.

**MATTERS ARISING FROM BOARD MINUTES**

**Minute 3445 - Mission to Seafarers/Sailor’s Society**

The Sailor’s Society has been supported for many years although the amount is relatively small and the Society has little activity within the Commissioner’s jurisdiction. After discussion, it was agreed to write to the Sailor’s Society asking whether, given the quantum involved and the administrative burden on both organisations to collect the donation, would it be better to use the monies elsewhere for the continued benefit of seafarers.

**Minute 3449 – 18/19 Cash Flow Statement**

The updated 18/19 Cash Flow Statement was considered in detail and, after discussion, it was proposed by Mr S.P Davison, seconded by Mr A.R Speight and agreed unanimously to adopt the document.

**Minute 3450 – Training trip**

Nolan Orford have confirmed that they have two vessels available for a training trip in July and September, at a cost of £550 plus VAT per vessel. It was agreed to revert to them to agree an appropriate date for the training to take place (taking into account tides etc).

**JOINT COMMITTEE ON CHANNEL DREDGING**

3455. The Harbour Master reported that a meeting of the Joint Committee on Channel Dredging had taken place immediately before this meeting. There had been one dredging campaign in the last three months and the Channel now shows a marked improvement. There was no further dredging planned for the time being. It was also noted that the calculation of the annual contribution to dredging costs payable by the Commissioners had been clarified.

**MONTHLY ACCOUNTS**

3456. The accounts for the current month were examined. It was agreed unanimously that the attached accounts amounting to £61,914.37 be paid.

**INCOME AND EXPENDITURE**

3457. The statement of the Commissioner’s revenue was examined. They disclosed monthly bills of £18,033.44 compared to the budget of £18,000.00. Expenditure for the month totalled £4,730.88 compared to the budgeted figure of £17,104.

**INVESTMENTS**

3458. It was confirmed that the amounts at present invested were as follows:

Monmouthshire Building Society	£76,047.08
Nat West	£28,884.19
Santander	£25,000.00

**CASH FLOW OUTTURN – ACTUAL TO FORECAST – Q4**

3459. The cash flow outturn for the 3 month period ended 31 March 2018 was examined. All questions raised thereon were answered satisfactorily.

**CORRESPONDENCE**

**3460. SARA**

The annual report from SARA was noted.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_