

COMMISSIONERS' MEETING
HELD ON 10 MAY 2017

A meeting of the Newport Harbour Commissioners was held at the Mission to Seafarers, Alexandra Docks, Newport, on Wednesday, 10th Day of May 2017, at 09:30am.

PRESENT

Mr J.C Neale (in the Chair)

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

APOLOGIES

There were no apologies for non-attendance.

IN ATTENDANCE

Captain M Chidlow (Harbour Master) was in attendance.

MINUTES

3354. It was resolved on a motion by Mr S.P Davison, seconded by Mr A.R Speight, that the minutes of the last meeting of the Commissioners, which took place on 12 April 2017, (a copy of which had been sent to every Commissioner), be taken as read, received and adopted.

DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

3355. Mr W.L Mitchell declared an interest in Agenda item 3356(d) by virtue of his membership of the Board of Monmouthshire, Brecon & Abergavenny Canals Trust. Mr J.C Neale declared an interest in Agenda item 3282 in relation to the proposed new M4.

HARBOUR MASTER'S REPORT as prepared by ABP

3356. The Harbour Master's Report, as prepared by ABP, is attached.

The following further matters were noted:

a) New Leading Lights

The lower lights recently installed at Liberty Steel require fine tuning. The necessary work is being undertaken this week.

b) Bird Port

A meeting with Bird Port was still awaited to discuss pilotage and safety issues. The Risk Assessment / SOP and associated flowcharts had been sent to Bird Port and were now operational.

c) MCA

The meeting discussed the ongoing relationship with MCA: there was a general concern at the apparent scaling back of input from MCA on arranging meetings/ dealing with dock issues etc which seem to have arisen due to a reduction of key staff.

At this point Mr G Jug joined the meeting.

d) Liberty Steel

Mr W.L Mitchell declared an interest and took no part in the discussion (see above).

The Harbour Master noted that a request to reduce the allowance for an incoming vessel had been rejected for lack of recent hydrographic information. The last relevant hydrographic study had taken place 18 months ago and there was concern that this information needed to be updated. The Chairman agreed to arrange to meet Mr H Swidenbank (Liberty) to discuss this matter following which any further action required would be considered.

e) CCTV Cameras

It was noted that the CCTV cameras near the lock had been improved and could now clearly view the River Usk up to Liberty Steel's berth. This will improve navigational control in the area.

MATTERS ARISING FROM BOARD MINUTES

Minute 3164 NHC/ ABP Service Level Agreement

Work continued on the drafting of the Service Level Agreement: a copy for Commissioners to review will be available in due course.

Minute 3282 Proposed new M4 Motorway

Mr J. C Neale declared an interest (see above)

It was agreed to continue to maintain a watching brief.

Minute 3361 Harbour Revision Order 2003

The Commissioners considered the HRO 2003 as drawn, and it was agreed unanimously that the document remained valid and did not require revision.

MONTHLY ACCOUNTS

3357. The accounts for the current month were examined. It was agreed unanimously that the attached accounts amounting to £7,608.32 be paid. The Secretary noted that the annual premium for insurances was also due and, after discussion, it was agreed to accept the premiums recommended by Everards.

INCOME AND EXPENDITURE

3358. The statement of the Commissioner's revenue was examined. They disclosed monthly bills of £22,658.53 compared to the budget of £18,000.00. Expenditure for the month totalled £6,475.99 compared to the budgeted figure £6,475 and £69,776.36 for the year to date compared to a budget of £69,775.

3359. The Secretary tabled a paper considering the level of Chairman's remuneration. This had remained at a level of £500/month since 2003. Commissioners noted the increase in relevant legislation, the additional involvement with stakeholders and the volume of shipping in the docks. It was agreed unanimously to increase the monthly salary of the Chairman to £750 / month from 1 June 2017. It was further agreed that the Chairman's salary would be reviewed annually.

At this point Mr W.L Mitchell left the meeting.

INVESTMENTS

3360. It was confirmed that the amounts at present invested were as follows:

Monmouthshire Building Society	£76,047.08
Nat West	£3,878.83
Santander	£25,000.00

CASH FLOW FORECAST 17/18

3361. The cash flow forecast for the year ended 31 March 2018 was considered and approved.

Chairman: _____

Date: _____