

**Dunbar Harbour Trust  
Management Committee Meeting 02.03.2010**

**Present: Bob Clunas, Duncan Forbes, Kevin Keillor, Stuart Turnbull, Noel Wight, John Blyth & Rodney Thomas.**

Items	Action By	Comments
DHMC Chairman	All	It was noted that as of the next meeting Stuart Turnbull would take over the Chairmanship. Rodney explained the reasons for the change and confirmed that he would remain as a member of the committee.
Minor Structural Repairs	Rodney Thomas	Still no response from contractor  <b>Ongoing</b>
Safety Inspections	All	A date is still to be agreed for the inspection. Stuart will speak to Robin Hamilton about this. <b>Ongoing.</b>
Ladders & Blacksmith Work	Bob Clunas Rodney Thomas	Cromwell harbour ladders tops have been completed. Awaiting opportunity to complete outstanding work in Victoria harbour.  <b>Ongoing</b>
Hardstanding	Rodney Thomas	Awaiting completion of work, Rodney to pursue contractor.  <b>Ongoing.</b>
Harbourmaster's Office	Rodney Thomas	Awaiting outcome of funding application, Stuart confirmed that the Board has agreed to fund any shortfall. New quotation received from local contractor.  <b>Ongoing</b>
Fishermen's Monument	Rodney Thomas	No further action on this at present  <b>Ongoing.</b>
Area by Propeller	John Blyth	No advance on this matter at present  <b>Ongoing</b>
Cromwell Harbour	Bob Clunas Rodney Thomas	Online search to be carried out when time permits  <b>Ongoing</b>
Car Park & Roads	Bob Clunas Rodney Thomas	No response from ELC as yet  <b>Ongoing</b>

Powered Davit	Rodney Thomas	Awaiting delivery of the davit. There are some concerns about likely delays caused by contractors in erecting the davit, situation to be monitored  <b>Ongoing</b>
Fork Lift Truck	John Blyth Duncan Forbes	We now have an outline proposal in place and it has been agreed to table this at the next harbour users' meeting to confirm the need for it.  <b>Ongoing.</b>
Water and Power supplies in Cromwell Harbour	Rodney Thomas	No further action on this at present.  <b>Ongoing.</b>
Gulls	John Blyth	Agreement has been reached with ELC who will continue to empty four litter bins which will now be replaced with the bird proof ones. Bob to make arrangements to have the new bins bolted down.  <b>Ongoing</b>
Moorings & Waiting List	All	It was agreed to hold a separate meeting on Tuesday 9 <sup>th</sup> March 2010 to discuss the mooring applications for the coming season.  <b>Ongoing.</b>
The Lallie	Rodney Thomas	The owner has confirmed that repair work is to commence shortly, situation to be monitored.  <b>Ongoing:</b>
Charter Boats	Rodney Thomas	To be discussed at the meeting on 9 <sup>th</sup> March.  <b>Ongoing</b>
Harbour Signage	All	Robin Hamilton has a draft proposal which will be circulated to committee members for comments.  <b>Ongoing</b>
RNLI Boathouse Extension	Duncan Forbes	It has been indicated that the intention is to house the container alongside and parallel to the slipway and on this basis there are no objections from the committee.  <b>Completed</b>
Trust Office	John Blyth	Stuart informed the meeting that it was not the intention of the Board to have anyone working from the Trust office.  <b>Completed</b>
Vermin	Kevin Keillor	A new contract has been entered into with Hogg Estate Services who have already visited site and carried out treatment work.  <b>Completed</b>

McArthur's Store	Bob Clunas	<p>Bob confirmed that he had now received complaints from local residents regarding the amount of rubbish left lying around the store.</p> <p>Noel informed the meeting that conditions within the store were deteriorating.</p> <p>There have again been reports of smoke detectors being covered up and people smoking in the building.</p> <p>No cleaning is apparently being carried out, the toilet is filthy and there is a lot of stone dust everywhere.</p> <p>The committee wished to voice their concern at the situation</p> <p><b>Refer to Board</b></p>
Workshop Electrical Cupboard	Rodney Thomas	<p>The new cupboard has been completed.</p> <p>Duncan asked if costs should be shared between all the store owners and it was agreed that an approach would be made to them.</p> <p><b>Ongoing</b></p>
Custom House Sq. P.S.	Noel Wight	<p>Reported to Scottish Water and apparently fixed but as this is the second time this has happened recently Rodney will take the matter up with SW's Regional Community Manager.</p> <p><b>Ongoing</b></p>
Dog Fouling	Noel Wight	<p>The initiative started by PC Hughes has run into an administrative problem which will hopefully soon be sorted out. In the meantime everyone to remain vigilant and report any instances to the dog warden.</p> <p><b>Ongoing</b></p>

**AOCB:**

Mooring Chains	Bob Clunas	<p>Bob reported that one of the secondary chains in Victoria harbour was in very poor condition, a temporary repair has been carried out but a decision needs to be made whether to carry out a full inspection.</p> <p>Repairs needed in Cromwell Harbour will be undertaken by Bob &amp; Duncan.</p> <p><b>Refer to Board</b></p>
Slipway	Kevin Keillor	<p>Kevin reported that the RNLI were concerned at the state of the slipway with algae and loose stones and stated that the crew were prepared to carry out cleaning work themselves at a cost to the Trust.</p> <p><b>Refer to Board</b></p>
Cromwell Harbour	Kevin Keillor	<p>Kevin reported that water was coming through the harbour wall in the area where it had been previously grouted. To be passed to Robin Hamilton.</p>

Harbour Bridge	Bob Clunas Kevin Keillor	<p>There are ongoing problems being caused by the fact that the bridge has still not been handed over to the Trust.</p> <p>Bob has been called out after midnight and very early in the morning to open the bridge which is why it is being left up during the winter.</p> <p>Stuart accepted that there was a problem but asked that Bob lower the bridge when he was on duty, however there is then a problem of making sure no-one is on Lamer Island when the time comes to raise it again, notices may be required advertising bridge opening times.</p> <p>The solution is to press ELC to complete the handover.</p> <p><b>Refer to Board</b></p>
Hardstanding Water Supply	Duncan Forbes	<p>Duncan asked if a water supply could be installed adjacent to the hardstanding. Rodney confirmed that a water pipe has been laid with the electricity cable and a suitable stand pipe needed to be sourced.</p> <p><b>Ongoing</b></p>
Budget	Duncan Forbes	<p>Duncan asked if the committee could receive a regular update on the harbour maintenance budget, Rodney agreed to speak to Becky on this.</p> <p><b>Ongoing</b></p>
Fuel System	Kevin Keillor Noel Wight	<p>Kevin asked whether our fuel supplier was the cheapest. John Blyth confirmed that prices were monitored and the current supplier offered the best price.</p> <p>Noel asked if there was any reason why the owners of smaller boats could not have a fuel account.</p> <p>John replied that there was no impediment and owners had only to ask Becky for an agreement form and comply with its terms.</p>
Seabird Centre Camera	Duncan Forbes	<p>Complaints have been received that the camera can be trained onto adjacent properties and Stuart confirmed that it can pan on to the RNLI boathouse.</p> <p>Rodney to contact Seabird Centre about this.</p> <p>Duncan also asked whether the running costs should be paid by the Centre.</p> <p>Rodney to investigate.</p> <p><b>Ongoing</b></p>
Unauthorised Boat	Bob Clunas	<p>A boat owner with a mooring in the harbour has apparently moved a second craft onto the same mooring.</p> <p>Letter to be sent to the owner and an invoice rendered at the visitor's mooring charge in accordance with the Mooring Policy.</p> <p><b>Ongoing</b></p>

**Items Pending:**

Boat Landing Accounts	Bob Clunas	Bob to monitor accounts in future <b>Ongoing.</b>
Harbour Dredging	Brian Cleator	Paper drawn up by Brian Cleator is attracting interest by outside parties. <b>Ongoing</b>
Dog Fouling	All	awaiting results from joint initiative with ELC & police <b>Ongoing</b>
Provision of Landing Berth	Brian Cleator	Practical difficulties to be addressed once fuelling berth has been established. <b>Pending</b>
Disabled Access	Brian Cleator	Ian to discuss with Brian Cleator. <b>Ongoing</b>
CCTV	Rodney Thomas	Proposal to extend the system with fixed cameras sited within the completed McArthur's Store building. <b>Pending</b>
Tide Gauge	Bob Clunas	This is now with Director John Band. <b>Ongoing</b>
Harbour Speed Limit Signs	Duncan Forbes	Bob & Duncan to arrange putting up the signs when weather improves. <b>Ongoing</b>

**Date of Next Meeting Tuesday 6<sup>th</sup> April 2010.**