

**Dunbar Harbour Trust
Management Committee Meeting 06.04.2010**

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

Items	Action By	Comments
DHMC Chairman	All	Stuart took the chair for the first time and reminded the committee of the reasons for the change in Chairman. Rodney to be Vice Chairman and Minute Secretary. Stuart welcomed Neil Brunton to the committee.
Minor Structural Repairs	Rodney Thomas	Despite assurances from the contractor the repairs to the steps have still not been completed, Rodney to pursue. Ongoing
Safety Inspections	All	Saturday 10 th April has been agreed as the date for the first round of safety inspections. Several committee members confirmed that they would attend Ongoing.
Ladders & Blacksmith Work	Bob Clunas Rodney Thomas	Contractor is awaiting opportunity to complete outstanding work in Victoria harbour. Ongoing
Hardstanding	Rodney Thomas	Contractor has attended site but tide times were inconvenient and he has not since returned. Rodney to again press contractor to complete the work, especially in view of further recent damage. Ongoing.
Harbourmaster's Office	Rodney Thomas	Still awaiting decision on funding by ELC. In the recent storms sea water has found its way round the window seals and has apparently caused damage to the PC. Rodney to investigate asap. Ongoing
Fishermen's Monument	Rodney Thomas	Agreed to remove this item from the minutes. Completed
Area by Propeller	John Blyth	Drawings have been received from the landscape architect and presented to the committee. Some committee members view this project as inessential but it was argued that if funding was available why not make use of it. It was also pointed out that the Trust's articles of association requires it to develop the harbour for the local community and not for any specific group. Ongoing

Cromwell Harbour	Bob Clunas Rodney Thomas	Online search to be carried out when time permits Ongoing
Car Park & Roads	Bob Clunas Rodney Thomas	In view of the lack of response from ELC Rodney has sent a written complaint to Transportation Dept. Ongoing
Powered Davit	Rodney Thomas	The base has been installed and the concrete is being allowed to cure. It was suggested we wait until the boats go back in the water on 23 rd April and make use of the mobile crane to lift the davit into position. Rodney to co-ordinate. Ongoing
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. Ongoing.
Water and Power supplies in Cromwell Harbour	Rodney Thomas	When electrician is installing cables for the davit the opportunity will be taken to look into the feasibility of this. Ongoing.
Gulls	John Blyth	The bird-proof bins have been installed and appear to be working well, ELC have keys and are emptying them regularly. Completed
Moorings & Waiting List	All	Rodney to provide a plan of the harbour for Bob & Duncan to mark up. Ongoing.
The Lallie	Rodney Thomas	The boat's owner is apparently in hospital and it looks unlikely that work is going to start in the near future. It was agreed to review the situation on 23 rd April when the boats are due to go back in the water Ongoing:
Charter Boats	Rodney Thomas	Despite one complaint, now resolved, we have managed to accommodate all applicants. Completed
Harbour Signage	All	Director Robin Hamilton made a final presentation of what is intended and asked for any more comments or recommendations to be made to him at the earliest opportunity. Ongoing

McArthur's Store	Bob Clunas	<p>There has been an effort made to tidy up around the outside of the store.</p> <p>The Board has confirmed that a cleaner will be employed for the common areas and toilet</p> <p>Written notices have been sent out regarding smoking within the building.</p> <p>Completed</p>
Workshop Electrical Cupboard	Rodney Thomas	<p>In view of the low cost of repairs it was agreed that it was not worth the effort of approaching the other store owners for a financial contribution.</p> <p>Completed</p>
Custom House Sq. P.S.	Noel Wight	<p>Scottish Water's Regional Community Manager has been asked to report any underlying cause should problems occur again</p> <p>Completed</p>
Dog Fouling	Noel Wight	<p>The situation is not improving although recent heavy seas have swept the harbour clear for the moment.</p> <p>It was noted from the DHT minutes that a meeting is to be arranged with the community police officer and the committee request that this matter be raised then.</p> <p>Refer to Board</p>
Mooring Chains	Bob Clunas	<p>This matter had been referred to the Board but the minuted response was felt to be ambiguous.</p> <p>The point of the referral was that inspection of the chains was likely to be a costly affair and whether such cost was justified in the light of future plans for the harbour development.</p> <p>Refer to Board</p>
Slipway	Kevin Keillor	<p>The Board have confirmed that they will meet any costs incurred in the cleaning of the slipway by members of the RNLI.</p> <p>Completed</p>
Cromwell Harbour	Kevin Keillor	<p>The point at which the wall is leaking was shown to Robin Hamilton who is actively pursuing funding for repairs.</p> <p>Completed</p>
Harbour Bridge	Bob Clunas Kevin Keillor	<p>The bridge is now being lowered during the day and carries a notice announcing the time when it will be raised.</p> <p>ELC's CEO has not responded to a request for a meeting to finalise the handover of the bridge.</p> <p>Refer to Board</p>
Hardstanding Water Supply	Duncan Forbes	<p>No further action on this at present</p> <p>Ongoing</p>

Budget	Duncan Forbes	Rodney distributed copies of the harbour maintenance budget profit & loss accounts for perusal and asked members of the committee to treat them as confidential. Ongoing
Fuel System	Kevin Keillor Noel Wight	It was re-affirmed that there was no impediment to anyone having a fuel account provided regulations were complied with. Completed
Seabird Centre Camera	Duncan Forbes	Rodney apologised but had not had time to look into the complaint that the camera can still be trained onto nearby properties Ongoing
Unauthorised Boat	Bob Clunas	Bob confirmed that the boat in question has been removed from the harbour Completed

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Harbour Bye-Laws	Stuart Turnbull	Stuart informed the committee that he felt it important that it be recognised that Bob, as harbourmaster, was in charge of the running of the harbour and that he be adequately supported in that role by both the DHMC and the Trust. It is therefore intended to send all known harbour users a copy of the bye-laws with special reference made to action which will be taken in cases of abuse, violence or anti social behaviour. The DHMC fully supports this proposal.
Broadhaven Breakwater	Kevin Keillor	Kevin reported the severe problems experienced by boat owners in Cromwell harbour in the recent storms which were made worse by the collapse of the breakwater. Rodney confirmed that he had already been speaking to a local contractor for a quotation to import extra material to build it up again. Kevin further stated that additional fendering was required in Cromwell harbour
Tasty Toasty	Bob Clunas	Bob said that the caravan was not in its normal position and was causing an obstruction. the reason it had been moved was that its normal pitch was obstructed by fishing gear. This is to be looked into during the safety inspection on 10 th April.
North Wall Railings	Kevin Keillor	Preliminary inspection of the remaining railings show them to be in poor condition and it would appear that they need to be replaced in their entirety. Stuart will obtain a “Danger No Access” sign for the access steps. Kevin asked if a letter of thanks could be sent to the RNLI crew who recovered the railings from the harbour.
Tide Gauge	Duncan Forbes Stuart Turnbull	An approach had been made on behalf of SEPA to install a High Tide gauge in the HM’s office as part of a survey of rising sea levels. It was noted that there would be no low water reading available and the gauge would not replace the one intended (see Items Pending below). DHMC could see no objection to the request.

Items Pending:

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

Date of Next Meeting Tuesday 4th May 2010.