

**Dunbar Harbour Trust
Management Committee Meeting 04.05.2010**

Present: Bob Clunas, Duncan Forbes, Kevin Keillor, John Blyth, Neil Brunton & Rodney Thomas.

Apologies: Stuart Turnbull, Noel Wight

Items	Action By	Comments
Minor Structural Repairs	Rodney Thomas	Messages left for contractor to get in touch, if no response soon then contract will be passed to someone else. Ongoing
Safety Inspections	All	The first audit was carried out on April 10th 2010 and the findings are being collated by Robin Hamilton. The DHMC agreed a date for the next round on 29 th May 2010 at 10.00hrs. but would like to see the results of the first inspection beforehand. Ongoing.
Ladders & Blacksmith Work	Bob Clunas Rodney Thomas	Contractor is awaiting opportunity to complete outstanding work in Victoria harbour. Ongoing
Hardstanding	Rodney Thomas	Work has commenced on the repairs to the pier wall. Ongoing.
Harbourmaster's Office	Rodney Thomas	Funding has again been refused by ELC and the Board will be asked to fund the work which has become urgent after damage during the recent storms Refer to Board
Area by Propeller	John Blyth	Rodney to seek funding under the Dunbar in Bloom banner to carry out landscaping work once the Board has agreed the proposals. Refer to Board
Cromwell Harbour	Bob Clunas Rodney Thomas	Online search to be carried out when time permits Ongoing
Car Park & Roads	Bob Clunas Rodney Thomas	Despite a written complaint ELC have still failed to respond for assistance in preventing HGVs from turning in the car park. Complaint to be escalated. Ongoing
Powered Davit	Rodney Thomas	The davit is installed and working successfully. Keys to the control panel will be provided to anyone with a legitimate reason for wanting one Completed

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	Rodney Thomas Duncan Forbes	Due to delays in installing the davit the electrician did not have time to look at the proposal for Cromwell Harbour, Rodney to re-arrange appointment. With regard to the hardstanding the type of standpipe used by British Waterways is suitable but too expensive. It was agreed to investigate having something made along the same lines. Ongoing.
Moorings & Waiting List	All	Invoices are being sent out by Trust Director Becky Donald. Delays this year were attributed to ratifying the Mooring & Launching Policy and the substantial amount of work in re-evaluating the moorings and reducing the waiting list. Ongoing.
The Lallie	Rodney Thomas	The owner has now removed the boat from the harbour Completed
Harbour Signage	All	Awaiting installation of new signs Completed
Dog Fouling	Noel Wight	There seems to be some confusion between the DHT & DHMC regarding this matter, Rodney to raise this directly with the Board. Refer to Board
Mooring Chains	Bob Clunas	Despite two referrals to the Board this question has still not been answered. Rodney to raise this directly with the Board. Refer to Board
Harbour Bridge	Bob Clunas Kevin Keillor	It was noted that Stuart had been in touch with ELC's CEO and completion of the bridge is expected shortly. On behalf of the Sailing Club John raised the matter of the bridge being raised throughout the May holiday weekend. Bob replied that this was due to a poor weather forecast and boat movements which John undertook to report back to the members. John also agreed to look into complaints of verbal abuse towards the Assistant HM by some members of the club. Ongoing
Harbour Maintenance Budget	Duncan Forbes	Rodney apologised for there being no up to date budget information available for the meeting and the previous month's figures were discussed Duncan asked if the previous year's underspend was carried forward, Rodney replied that it is not. Contd:

Harbour Maintenance Budget		<p>It was noted that the electricity bill for the fuel store is surprisingly high, however this meter also supplies the Seabird Centre camera and the visitors berth supply cubicle.</p> <p>An item listed as Alternative Gardens was queried as to what it was for and how it was authorised, Rodney replied that it was a fee for a landscaping plan for the area around the propeller and that he had authorised the payment when he was a Director.</p> <p>Ongoing</p>
Seabird Centre Camera	Duncan Forbes	<p>Seabird Centre staff had been notified that the camera can still be panned onto adjacent properties but without response DHMC thinks this should be the subject of an official complaint by the Board.</p> <p>Refer to Board</p>
Harbour Bye-Laws	Stuart Turnbull	<p>Awaiting further advice from Stuart.</p> <p>Ongoing</p>
Broadhaven Breakwater	Kevin Keillor	<p>Whilst looking into the possibility of importing extra material it was agreed to build up what was left of the original breakwater.</p> <p>Ongoing</p>
Tasty Toasty	Bob Clunas	<p>The matter of the positioning of the caravan has not been resolved but will need to be looked at in view of the impending work to the lifeboat house.</p> <p>Ongoing</p>
North Wall Railings	Kevin Keillor	<p>The replacement of the railings is going ahead under the management of Trust Director Robin Hamilton.</p> <p>Completed</p>
Tide Gauge	Duncan Forbes Stuart Turnbull	<p>Await further information from SEPA</p> <p>Completed</p>

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McArthur's Store	Kevin Keillor	<p>Kevin complained that the promised cleaning had still not been carried out</p> <p>Refer to Board</p>
General Maintenance	Duncan Forbes	<p>Duncan asked if it was possible to employ people on Community Service for general work around the harbour and it was agreed to be something worth looking into.</p> <p>Ongoing</p>

Board Minutes	John Blyth	John requested that members of the DHMC be sent copies of the minutes of the Board meetings as these were often not on the website and we were being left in the dark over matters which we were referring. Refer to Board
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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 1st June 2010.