

Dunbar Harbour Trust

Minutes of the Ordinary Meeting at Hallhill Healthy Living Centre, Dunbar Thursday 9th April 2009

Present; C McWhannell, J Blyth, J S Band, J Dixon, D Ainsley, R Thomas, R Hamilton,
B Cleator, B Donald
T Band (Minute Secretary).

Apologies; I Fleming, A Davidson, P Johnstone

1. Welcome and Apologies

Chairman welcomed all and apologies were noted. The Chairman introduced and welcomed the new Director Robin Hamilton to the Board.

2 Corrections / Acceptance of minutes

Minutes approved as read.

3. Matters Arising

Crown Estates – CMcW has sent a letter and a copy of our accounts as requested - ongoing

4. HMC Update

Becket Rankin inspection of harbour fabric – the reports has been received and circulated. A breakdown of their costs is to be requested RT will liaise with them for clarification. RH will look at other companies who may be more local for comparison quotes.

There had been an issue with computer problems dealing with the issuing of invoices for fuel and one user had complained to our Finance Director's office in an unacceptable manner. CMcW to write to the user regarding the unacceptability of such behaviour.

RT to put a procedure in place to alert users to any problems when they are occurring.

The issue of third party insurance was raised and while all applicants for a mooring in the harbour have to produce a valid insurance certificate with their application it was felt necessary for the Trust Public Liability cover to confirm that it was adequate. CMcW to investigate.

CCTV to cover Cromwell Harbour/McArthur's store to be looked at in the future.

Fuel Charges – with the change in VAT for leisure users now in effect it was agreed that BD would design a form for the Harbour Master to use for visiting craft but we have agreed to declare a 60/40 split between fuel for propulsion and fuel for heating etc.

5. Finance Update

P and L sent out. CMcW requested update on this year's accounts which we hope to have available for the end of June to allow our AGM to be earlier this year.

BD to be included in progress meeting for McArthur's Store. Rent for McArthur's Store to be paid by standing order initially until the Direct Debit system can be implemented.

6. Projects Update

Harbour Fabric – see HMC report

Ladders – Contractor engaged to complete work on short ladders and the rubber ladder to be installed using the crane after DSC boats have craned in on 24th April

McArthur's Store – the handover date is still planned to be at the end of April Management group met on Monday 16th March and agreed the License agreement which was put before the fisherman at a meeting on Friday 20th. The only issue which arose was that there is still no assessment of the building for rates and the assessor to be chased up. THI want DHT to hold an Open Day and suggested Monday 4th May as suitable due to the Bank Holiday. The board felt this was too close to the handover date. A later date will be agreed. The official opening date is also still under discussion.

Battery – Landscaper's report is ready but yet to be sent out

Amenities Building – DHT has been informed that this site is a scheduled ancient monument – RT has been in discussion with Historic Scotland and we will need a preliminary survey which will mean an 8/9 week delay in this project.

Interpretative Panels – grant application is to be re-submitted - ongoing

Development of Harbour – The bathymetric survey has been done and the terms of reference sent out for a feasibility study which will deliver various design options. We have received an offer of funding from Leader which has to be match funded. DHT are currently negotiating with various funders to achieve match funding. Colin McWhannell proposed that DHT become one of the match funders. This was seconded by JSB and agreed by all.

BC has submitted all reports in PDF format to Andre Coner for inclusion on the DHT web site which will have a separate section for "Reports". Andre will also be asked to set up an email address for 'info@DHT'.

The RNLI have requested more accessibility as to harbour issues and it was suggested they have a representative on the Harbour Management Committee or perhaps come along to 'observe' board meetings – BC to take this forward.

7. AOB

The Secretary informed the Board that the two Directors, Mr Colin McWhannell and Mr Alistair Davidson who were required to stand down under the rotation of Directors regulation have agreed to continue as members of the Board for a further three years. The Board thanked them for their contributions over the last three years and were delighted to welcome them onto the Board once more.

New Contact List will be sent out.

RT requested when people are sending email to only one or two Directors they refrain from using the 'Board@' email address as all are copied in on matter of no interest to them directly.

A new Newsletter will be put together as soon as possible – contributions welcome

9. Date of Next Meeting

Thursday 14th May 09 in McArthur's Store, Dunbar at 1800hrs

NB. Change of time and venue