

Dunbar Harbour Trust

Minutes of the Ordinary Meeting at McArthur's Store, Dunbar Thursday 12th November 2009

Present; C McWhannell, J S Band, P Johnstone, R Hamilton, B Donald, A Davidson, S Turnbull, T Band (Minute Secretary).

Apologies; B Cleator, D Ainsley, I Fleming

1. Welcome and Apologies

Chairman welcomed all and apologies were noted. Chairman introduced and welcomed Stuart Turnbull who has joined the Board.

2 Corrections / Acceptance of minutes

Minutes approved as read

3. Matters Arising

Parkeon Meter – there was some discussion around sticking to the solar powered meter or investigating the use of a lifting barrier for the slipway – it was agreed to stick with the meter

Review of Signage - RH introduced harbour safety signs it was established that he would meet with John Band and Rodney Thomas and agree the signage needs for the harbour area and report back at the next meeting

The new signage will include a Plan of the Harbour areas, Safety Rules and Information on the parking/launching meter.

Priority Planning Meeting – invitation have gone out for the meeting on November 26th

We are awaiting replies

Admin Person –a formal agreement is to be put in place

4. HMC Update

As there is no Director currently on the DHMC CMcW agreed to ask Rodney Thomas to attend Board meeting to present the Minutes of their meetings and answer any questions which arose.

PJ suggested that Noel Wight would be interested in joining the DHMC – Rodney Thomas will be asked to approach Noel.

PJ also said the Noel may be happy to join the Board of DHT. Peter agreed to speak to Noel and ask him to apply if he wishes to join DHT.

Health and safety inspection is still to be undertaken RH working with DHMC on this issue.

HMC will hold an extra meeting to discuss mooring/launching fees on the 17th November CMcW plans to attend this meeting. AD suggested we should have a harbour management plan in place and agreed to provide an example of such a plan.

5. Finance Update

P and L sent out. BD confirmed she can supply financial information by project. BD to write to a fisherman regarding landing fees which should come from J R Buchan Port Seton.

6. McArthur's Store

Final certificate of occupancy will be issued following a meeting today with ELC which showed no problems with the building.

Store No 5 smoke detector was covered up and a letter has been sent and an inspection following the incident showed the matter had been resolved.

L and B Fire Service Report – JSB to look at fire safety, alarm test schedule and evacuation of building rota to be put in place.

JSB and ST to investigate Redcare system.

7. Projects Update

Harbour Fabric – BC and RH and a contractor propose to assess the fabric of the harbour based on the 2007 Becket Rankine report and will produce a 5 year programme with costings for a phased project. A series of phased applications to EFF would follow

Maintenance Bay - awaiting decision on EFF funding.

Ladders – ongoing – extensions are being fabricated by J Johnstone

Lamer Island – IF and Chris Rankin of Rankin Fraser putting together an application for funding from The Scottish Arts Council. JSB suggested that Entrust money may be available from Hamilton Waste Management

Amenities Building – ongoing

Development of Harbour – Draft contracts sent off today to Beckett Rankine and to the RNLI – RH suggested the contracts are overviewed by our solicitor but it was agreed we would wait for the final contract before involving a solicitor.

8. Communication

JSB will request the Andre Coner re-send the instruction for setting up the DHT mail boxes to all Directors.

9. AOB

Forth Estuary Forum meeting at the Quay Complex, Musselburgh on 3rd December – interested parties to respond to RH.

CMcW to speak to RNLI about boatshed plans.

BC to liaise with RT re siting of data loggers

T Band agreed to email HMC re invitation to Christmas Meal.

JSB raised the issue of the Bridge being permanently up and CMcW agreed to speak to the HMC about arranging for it to be down in daylight hours in the winter.

10. Date of Next Meeting

Next Board Meeting - Thursday 10th December at The Rocks Hotel, Dunbar at 1830hrs followed by Christmas meal.