

# Dunbar Harbour Trust

## **Minutes of the Ordinary Meeting at McArthur's Store, Dunbar Thursday 11<sup>th</sup> February 2010**

**Present;** C McWhannell, J S Band, R Hamilton, S Turnbull,  
T Band (Minute Secretary).

**Apologies;** B Cleator, D Ainsley, P Johnstone, I Fleming, B Donald, A Davidson

### **1. Welcome and Apologies**

Chairman welcomed all and apologies were noted.

### **2 Corrections / Acceptance of minutes**

Minutes approved as read

### **3. Matters Arising**

**Access to North Pier** – An email had been received and as a result ST had a meeting with the Harbour Master. They have agreed that the bridge should be lowered w/e from Wednesday 10<sup>th</sup> March when either the HM or AHM is on duty and remain lowered until 1600hrs. S Turnbull has also contacted Alan Blackie Chief Executive of East Lothian Council to request a meeting to discuss the handing over of the Bridge to DHT. A sign will be put in place to advise members of the public at what time the bridge will be raised.

**Admin Person** - BD has circulated a proposal – to be reviewed at the next meeting

**Meeting with Community Policeman** – CMcW to arrange a meeting with PC Kevin Hughes

**Review of Signage** - RH has held a meeting with Peter Blood of Osprey and is seeking Advertising Consent from ELC. RH met with IF and faxed Paul McLennan on the subject of funding. RH will attend the next HMC meeting to discuss plans for signage  
IF speaking to a local supplier re power for the slipway meter

### **4. HMC Update**

ST has adopted Chair of HMC with Rodney Thomas as Deputy Chair and Minute Secretary

It was agreed that a rota needs to be put in place for Safety Inspections.

HM Office refurbishment – we are still hopeful of receiving full funding from ELC

Mooring Applications – Mooring have been allocated and reminder letters sent out.

Seafari Rib – not yet supplied a business plan but hope to run trips to the Isle of May – will be monitored. They are to be moved to a new mooring.

Mooring Plan –will be updated and there is potential for 4/5 additional moorings in the Cromwell Harbour – Noel Wight to source chain.

Vermin Control – ELC had cancelled the contract for service but is has now been re-instated – infestation not as bad as had been feared.

Cromwell Harbour Wall – further repairs required but exact location is required.

Victoria Harbour – Inner chain defective and has had running repairs – it will be checked fully.

Slipway is silting up and covered in weed – Gary and Kenny from RNLI will undertake to keep the slipway clear if DHT supply the materials. – It was agreed

Harbour Byelaws and Rules – to be monitored and policed by the HM with all problems diarised and warning issued where necessary.

### **5. Finance Update**

P and L sent out as.

Draft letter sent to CMcW regarding the proposed increase of 1p per litre with the explanation of why this increase is necessary.

## **6. McArthur's Store**

With further reports of smoking in the premises more notices have been sent out regarding these breaches of condition and about more care and cleanliness in the Store and surrounding area. JSB to approach cleaners to arrange for the common passages to be swept and toilets cleaned on a regular basis.

It was suggested a McArthur's Store User Group be formed and PJ will be approached about forming a group.

Heating – all contracts originally set up by Hunter Clark – the Gas Contract has been changed from end of March to a more advantageous rate.

## **7. Projects Update**

**Harbour Fabric** – RH still awaiting costs from LB Marine – Beckett Rankine have agreed to check the proposals FOC when they arrive

**Maintenance Bay** – still awaiting decision on EFF funding.

**Ladders** – progressing with top of ladders complete but more work to be done

**Lamer Island** – We were short listed for funding but still await a decision

**Amenities Building** – A letter has been sent to Historic Scotland

**Development of Harbour** – A meeting was held on the 18<sup>th</sup> of February and 2 draft proposals were discussed. It was agreed that both proposals should be taken forward.

RH has made contact with the harbour authorities at Wells Next the Sea who are currently benefiting from maintenance boats for offshore powers operating from their harbour

## **8. Director Recruitment**

We have had one enquiry – it was agreed to advertise the vacancies on the Community Website and on the Harbour Notice Board. BC and JSB have agreed to remain as Directors of DHT.

## **9. Communication**

Information on Dunbar Harbour and the work of the Trust could be given out at the RNLI fete if DHT have a stall with a competition similar to last year. CMcW to speak to Venetta Evans.

CMcW to put together another newsletter. A Harbour Users meeting will be arranged.

## **10. AOB**

Fuel Fobs - ST to familiarise himself with the current procedure

DHT email addresses - JSB to speak to Andre regarding their use.

Lobster Hatchery – PJ suggested Dunbar may be interested in this project – CMcW to speak to Tom Brock to ascertain what is involved.

Health and Safety Policy – not yet signed as RH wanted to change some aspects and take it to HMC for their comments before finalising then the Chairman will sign the document.

Risk Assessment – to be produce annually – the monthly Safety Inspections will highlight what needs to be addressed which will then be discussed by the HMC

CCTV JSB held a meeting with Raymond McGill from ELC re linking the harbour cameras into the CCTV planned for the town - ongoing

## **11. Date of Next Meeting**

**Next Board Meeting - Thursday 8<sup>th</sup> April at McArthur's Store , Dunbar at 1830hrs**