

FHC BOARD MEETING

PART 1 MINUTES

Friday 28th June 2024 11:30

Lecture Theatre, NMMC



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Mark Chanter, Chair	MC
John Elliott, Deputy Chair	JE
Miles Carden, CEO	CEO
Natasha Collings-Costello	NCC
Adrian Davis (via Teams)	AD
Miles Featherstone, Harbour Master Designate	MF
Gerald Pitts	GP
Andrew Williams	AW

Governance

- 1. Chair Opening Remarks**
 - None.
- 2. Apologies**

Carrie Gilmore	CG
Holly Manvell	HYM
- 3. Declarations (Includes Declarations of Interest and Statutory Declarations)**
 - No new declarations.
- 4. Approval of Minutes from Previous Part 1 Meeting on 24th May 2024**
 - The minutes from the previous meeting were tabled and approved.
- 5. Matters Arising**
 - CEO went through and updated the Matters Arising. The Board agreed that all Matters Arising were captured.

Reports

- 6. Finance Reports**
 - a) Pilotage Revenue and Moves vs Budget**
 - Previously distributed for information.
 - CEO and MF had a positive meeting with TFG Marine recently which has improved relationships with them. TFG offered to meet again in London for a follow up meeting to look at marketing and other options.
 - Good relationships with shipping agents GAC and Graypen.
 - Service level and time are key for bunkering rather than costs. We have an excellent reputation for delivering pilotage service on time. 1 hour pull down essential.
 - Slops reception might be an option to offer to ships that come for bunkers.
- 7. Reports by Exception in accordance with Standing Orders**
 - a) CEO Update**
 - None for Part 1.

b) Commercial Update

- Leisure team have been busy with events such as Richard Mille Cup and Classics.
- JC is working hard to fill vacant moorings.

c) HM Update

- On 14th June, during the Classics event, a squall came through resulting in 7 incidents including capsizes, de-masting, people in the water and a sinking. Killigrew, 2 lifeboats and a coastguard helicopter were involved. MF is investigating this and has a joint meeting with the organisers, RNLI and coastguard.

d) PMSC/Duty Holder Matters

- The new PMSC guidance is delayed due to the General Election.
- The Designated Person's (DP) PMSC audit will be delayed until the new guidance is published. However, we are seeking advice as do not want to postpone indefinitely.

e) Safety Incidents and Improvements

- See item 7c above.
- June incidents have risen especially over the last few days.
- One incident involved a Sea Safari passenger who fell off a pontoon at the Haven. MF is investigating and insurers will be informed if necessary. The passenger sustained a minor injury.

f) Risks

- There is an ongoing issue with damage to the railings on the quays mainly caused by vehicles.

For Approval

8. HM Journal May 2024

- Previously distributed for information.
- All approved and journal signed by chair.

For Information

9. Letter from Mayor re D-Day

- Previously distributed for information.

10. Thank You Email

- Previously distributed for information.
- The Board asked for their thanks to be passed on to DC.

Part One ended at 12:05

FHC BOARD MEETING PART 1 - Friday 28th June 2024

Dates of 2024 Meetings

TBC August/September
Friday 20th September 2024
Friday 25th October 2024
Friday 29th November 2024
Friday 13th December 2024

Finance Meeting
Lite & Strategy Day

Budget
Lite & Joint Meeting with HUG

Dates of Events

Fri 14th to Sun 16th June
Thu 20th to Mon 24th June
Wed 3rd to Fri 5th July
Thu 11th to Sun 14th July
Mon 5th to Wed 7th August
Thu 8th to Sat 10th August
Fri 9th to Sun 18th August

Falmouth Classics and International Sea Shanty Festival
Sigma Championships
Seaward Squadron Rally
Moth National Championships
Sunbeam Centenary Celebration
Sunbeam Championships
Falmouth Week