

FHC BOARD MEETING

PART 1 MINUTES

Friday 29th November 2024 09:00
Wine Vault, St Michael's Resort, Falmouth



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Mark Chanter, Chair	MC
Miles Carden, CEO	CEO
Natasha Collings-Costello, Commissioner	NCC
Adrian Davis, Commissioner	AD
John Elliott, Deputy Chair	JE
Carrie Gilmore, Commissioner	CG
Elizabeth Gooch, Finance Manager	EG
Gerald Pitts, Commissioner	GP
Tristan Rowe, Head of Commercial Operations	TRW
Andrew Williams, Commissioner	AW

Governance

1. Chair's Opening Remarks

- MC welcomed everyone.
- MC will need to leave at 12:30 when JE will deputise as chair for the rest of the meeting.
- Anyone who has hasn't yet seen Atlantic let KS know so we can arrange a suitable date and time.
- Budget is positive and this strategy day will be to discuss medium and long term future options for Falmouth Harbour.
- An additional meeting will be arranged in March to further discuss strategy followed by a meal with the new Commissioners.

2. CEO's Aims for Today

- CEO commented that it has taken four years of hard work from the Team and Board to get to this point with the budget. We are now in a good position to start looking forward.

3. Apologies

- Ifor Pedley, Harbour Master IP

4. Declarations (Includes Declarations of Interest and Statutory Declarations)

- NCC is MD of Cornwall Environmental Consultants (CEC) which has done some paid work for Falmouth Harbour (standing declaration).
- AD is vice chair on the Board of Royal Cornwall Hospitals Trust (RCHT).
- AW has been appointed Deputy Lieutenant of Cornwall by Lord Lieutenant Bolitho.
- CG will join the Boards of Cornwall Mobility and Age UK.

5. Approval of Minutes of the Meeting held on 25th October 2024

- With some amendments the minutes from the previous meeting were tabled and approved.

6. Matters Arising

- Previously distributed for information.
- CEO went through and updated the Matters Arising. The Board agreed that all Matters Arising were captured.

Approval of Budget (Part 2 discussion)

7. Budget Introduction for 2025 - CEO Introduction

a) Income & Expenditure Budget

- Previously distributed for information.
- The budget was discussed and queries answered by CEO and EG.

b) 2025 v 2024 Budget Moves

- Previously distributed for information.

c) Pension Legacy Update

- Previously distributed for information.

8. Finance Reports

a) Commercial Shipping

- Previously distributed for information.

b) Board Financial Highlight Report (Part 2 Document)

- Previously distributed for information.

c) Finance Reports

- Previously distributed for information.

9. CEO Report

- No updates in Part 1.

10. HM and Falmouth Pilot Services

- HM report previously distributed for information.

11. Statutory Harbour Authority (SHA)/Competent Harbour Authority (CHA)/Duty Holder & Port Marine Safety Code (PMSC) Compliance

a) SHA

- No update.

b) Pilotage CHA Matters

- No update.

12. Commissioner Reports and Sub Committee Reports

a) Falmouth Pilot Services (FPS)

- Deferred to December 2024.

b) Harbour Users Group (HUG)

- Deferred to December 2024.

Key Decisions and Resolutions

13. • None

Stakeholder Engagement

14. Customer Feedback

- None.

15. Media Report

- Previously distributed for information.

16. Record of Commissioners Stakeholder Activity

- JE represented FH at the Remembrance Day Service on 10th November.

17. Future Events requiring Commissioners Attendance

- None.

Standing Items

18. Policies

- None

19. New Legislation Guidance / Consultations

- None.

20. Risks

a) Review of Red Risks

- Previously distributed for information.
- Deferred to December 2024.

b) Review and Discussion on New Risks

- None.

Correspondence

21. Falmouth Lifeboat Asset Update

- Previously distributed for information.

Any Other Business

22. Any Other Non-Urgent Business

- CG formally thanked Tom and the Team for the tour of the Atlantic. The team were excited and enthusiastic.

23. Any Other Urgent Business

- None.

Part One ended at 11:04.

Dates of 2024 Meetings

Friday 13th December 2024

Lite & Joint Meeting with HUG

Dates of 2025 Meetings

Friday 31st January 2025

Friday 28th February 2025 (Lite)

Friday 28th March 2025 (AGM)

Friday 25th April 2025 (Lite)

Friday 23rd May 2025

Friday 27th June 2025 (Finance)

Friday 26th September 2025 (Strategy Day)

Friday 24th October 2025

Friday 28th November 2025 (Budget)

Friday 19th December 2025 (Joint Meeting with HUG)