

**FHC BOARD MEETING
PART 1 MINUTES (Lite)
Friday 13th December 2024 09:45
Meeting Room Pod, Boat Park**



**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 |
| Ifor Pedley, Harbour Master | IP |
| Gerald Pitts, Commissioner | GP |
| Tristan Rowe, Head of Commercial Operations | TRW |
| Andrew Williams, Commissioner | AW |

Observers:

| | |
|--|-----|
| Kay Penney, Commissioner from January 2025 | KP |
| Andy Wright, Commissioner from January 2025 | AWT |
| Dave Nichol, Deputy Chair of Harbour Users Group | DN |
| Dave Owens, Chair of Harbour Users Group | DO |

Governance

1. Chair's Opening Remarks

- All introduced themselves.

2. Welcome to New 2025 Commissioners

- MC formally welcomed the new Commissioners, Kay Penney and Andy Wright, who are attending this meeting as observers and will officially start their terms in January 2025.

3. Apologies

- None

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 29th November 2024

- 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.

Reports

7. Finance Reports

a) Commercial Shipping (to end of November)

- Previously distributed for information.
- 2024 was a relatively good year for commercial shipping but this is hard to predict and is something the Board need to review regularly.
- Although volumes are down, ships are bigger and new charging structure has resulted in increased income.

b) Finance Reports (Note October Only)

- Previously distributed for information.
- November reports not yet available

8. CEO Report

- Storm Darragh was a significant weather event. Thanks to good preparation from the Leisure and Harbour Master teams there were no marine incidents. Flushing mooring field has been emptied as this is a vulnerable area of the moorings.
- Roof of All Spars blew off and did damage some customer vessels which is being managed through insurance. All Spars are responsible for their building.
- On behalf of the Commissioners, MC formally recorded thanks to the Executive Team for the excellent handling of this significant weather event.
- Pilot Boat - TR is working hard with crews on snags. Holyhead are visiting on Tuesday to look at these minor issues.
- Atlantic is a very capable boat and is performing incredibly well.
- We have a quite a few overcarried pilots which brings in significant revenue.
- We won the CSA's Most Sustainable Organisation award - many thanks to VS for all her hard work. This is a great endorsement given the high calibre of the other nominees for this award. A press release has been issued.

9. BPA Policy Update

- CEO updated the Board on latest BPA policy.
- One positive is the promise of extra resources for the MMO to expedite existing HROs in the system.

10. HM and Falmouth Pilot Services

- HM report previously distributed for information.
- IP gave an update on the injury of an overcarried pilot. There is a new risk assessment in place. IP explained how the risk assessment is distributed.
- Milford Haven have asked to visit us to see how we run the pilotage operations. The visit will be reciprocated.

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

- None.

12. Commissioner Reports and Sub Committee Reports

a) Falmouth Pilot Services (FPS)

- JE gave an update on the meeting held on 12th November 2024.
- Great progress on training manual.
- Pilotage codes are being reviewed.
- The FPS Q1 focus will be the process and timetable for reissuing and signing of contract with the Pilots LLP.

b) Harbour Users Group (HUG)

- DO gave an update on the meeting held on 12th November 2024.
- The meeting was attended by 28 people allowing us to disseminate a lot of information to a wide range of parties.
- There is a small task and finish group chaired by DN to look at Gyllyngvase beach safety for 2025. We will use more task and finish groups for projects like this.

c) Board and HUG Workplan

- Previously distributed for information.

Key Decisions and Resolutions

13.
 - None

Stakeholder Engagement

14. Customer Feedback

- Positive feedback from Narlin as we took their stores out to them as they were unable to collect.

15. Media Report

- Previously distributed for information.

16. Record of Commissioners Stakeholder Activity

- MC attended awards CSA Sustainability Awards on 6th December 2024.
- NCC attended the Cornish Lithium Christmas event.

17. Future Events requiring Commissioners Attendance

- CEO to produce list of events for Commissioners to attend.
- This was one of the recommendations from CC audit of governance.

Standing Items

18. Policies

- a) [Expanding and strengthening the UK Emissions Trading Scheme - GOV.UK](#)
- Link previously distributed for information.

19. New Legislation Guidance / Consultations

- None.

20. Risks

a) Review of Red and Black Risks

- Previously distributed for information.
- On behalf of outgoing chair, AD, did a deep dive on whole of risk register at the last meeting.
- Adjourned to January 2025.

b) Review and Discussion on New Risks

- None.

Correspondence

21. APBPNPF Consultation Email re New Chair

- Previously distributed for information.

Any Other Business

22. Any Other Non-Urgent Business

- AD offered to support BB with fire safety training and risk assessments.
- MC formally thanked retiring commissioners for all their work and support over the years (AD 6 years and CG 12 years).

23. Any Other Urgent Business

- None.

Part One ended at 10:45.

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)