

**FHC BOARD MEETING  
PART 1 MINUTES (Lite)  
Friday 31<sup>st</sup> January 2025 08:30  
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
John Elliott, Deputy Chair	JE
Elizabeth Gooch, Finance Manager	EG
Ifor Pedley, Harbour Master	IP
Kay Penney, Commissioner	KP
Gerald Pitts, Commissioner	GP
Tristan Rowe, Head of Commercial Operations	TRW
Andrew Williams, Commissioner	AW
Andy Wright, Commissioner	AWT

**Governance**

**1. Chair's Opening Remarks**

- MC wished all a happy New Year.
- KP and AWT read out the schedule 1 declaration (part of contract) and signed the register and contracts.

**2. Apologies**

- None

**3. 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).
- AW has been appointed Deputy Lieutenant of Cornwall by Lord Lieutenant Bolitho.

**4. Approval of Minutes of the Meeting held on 13<sup>th</sup> December 2024**

- With a small amendment the minutes from the previous meeting were tabled and approved.

**5. Matters Arising**

- Previously distributed for information.
- 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 Shipping (to end of December 2024)**

- Previously distributed for information.

**b) Finance Report**

- EG will be reporting on the 2024 final figures at the February Board meeting.

## 7. Reports by Exception in accordance with Standing Orders

### a) CEO Update

- New pilot boat - small continuing snags otherwise it is performing incredibly well.
- HVO project - some delays but final claim has been submitted to Shared Prosperity. Small technical issue with pump.
- Atlantic will start to use HVO Feb/Mar. Arrow will follow,
- Electric rib is due in the next few weeks and will be called Karga (Cornish for 'charge').
- Marine Plan catch up yesterday to refine next steps. Will do final round of 1 to 1 meetings with Falmouth Town, FDEC and HUG and then need proper programme of consultation.
- Have been advised to look at funding for the whole scheme with delivery in phases.
- Marine Plan to come back to Board in March/April.

### b) Commercial Update

- TRW good start to the year/
- Dedicated Moorings Officer now in place.
- Marina will be 100% annual occupancy by April.
- Looking at water taxi options.
- Working closely with Falmouth Marine School.

### c) HM Update to include PMSC/Duty Holder Matters and Incidents

- Harbour Master's report previously distributed for information.
- Vema Honesty noise - this has been dealt with but new complaint received yesterday. IP has asked the master to move further out if weather permits. This is the ship's responsibility so if there is an issue people will need to contact the ship.
- There is a new Statement against Enquiry about the Vema Honesty.
- Peeling of anti-fouling around the water line on Atlantic. She will be lifted out for this repair and there will be an additional year's guarantee for this work.
- Milford came for exchange visit and they were very positive about the service we offer.

## For Approval

## 8. Insurance Documents

### a) Insurance Disclosure Declaration

- Previously distributed for information.
- MC ran through the questions.
- All Commissioners confirmed that they had nothing to declare.

### b) Directors & Officers Liability Statement of Fact

- Previously distributed for information.

## 9. Agreement to share Commissioners' Contact Details (to enable direct contact with each other)

- The Commissioners agreed they were happy to share each other's mobile numbers.

## For Information

### 10. Cyber Essentials Certificate

- Previously distributed for information.
- This positively affects our insurance premiums.
- Essential to stay on top of KnowBe4 training.
- Thank you to BB for his work on securing this.

### 11. Board and Sub Committee Members Jan 2025

- Previously distributed for information.
- MC will look at members and chairs of committees to ensure continuity.

### 12. Remuneration Committee – 2025 Objectives

- Previously distributed for information.
- Significant handover pack to AW as new chair which is ambitious and represents quite a bit of work.
- Michael Larson, the new independent member of the Committee will attend his first meeting in March.
- Appraisal process system - KP volunteered to do a learning walk to look at the appraisal process and content.
- An audit of where we are in the process will be presented at the March meeting.
- GP and NCC volunteered to do a learning walk with TRW.

### 13. Media Report

- Previously distributed for information.

## Any Other Business

### 14. Any Other Non-Urgent Business

- None

### 15. Any Other Urgent Business

- None.

## Dates of 2025 Meetings

Friday 28<sup>th</sup> February 2025 (Lite)

Friday 28<sup>th</sup> March 2025 (AGM)

Friday 25<sup>th</sup> April 2025 (Lite)

Friday 23<sup>rd</sup> May 2025

Friday 27<sup>th</sup> June 2025 (Finance)

Friday 26<sup>th</sup> September 2025 (Strategy Day)

Friday 24<sup>th</sup> October 2025

Friday 28<sup>th</sup> November 2025 (Budget)

Friday 19<sup>th</sup> December 2025 (Joint Meeting with HUG)