

**FHC BOARD MEETING
PART 1 MINUTES
Friday 28th March 2025 09:30
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
Kay Penney, Commissioner	KP
Gerald Pitts, Commissioner	GP
Tristan Rowe, Head of Commercial Operations	TRW
Andrew Williams, Commissioner	AW
Andy Wright, Commissioner	AWT
Vicki Spooner, EQSM (attended for Item 12)	VS

Guests:

Dave Owens, Chair of Harbour Users Group	DO
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Governance

1. Chair's Opening Remarks

- Chair welcomed everyone.
- Rachel Squibb, recently appointed Assistant Finance Manager, was introduced to all.

2. Apologies

John Elliott, Deputy Chair	JE
Ifor Pedley, Harbour Master	IP

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).

4. Approval of Minutes of the Meeting held on 28th February 2025

- 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. **SPF Marine Plan**

- Destination Development Feasibility Study Update Presentation previously distributed for information.
- Jeremy Dunn from Ward Williams joined via Teams to present the final report.
- The 5 packages could be implemented in any order but the project is designed to be implemented as a whole.
- An Environmental Impact Assessment would be needed.
- There is uncertainty about the length of time the consulting process would take.
- CEO and MC thanked Jermei and the team for their extensive work on this project.
- CEO is collaborating with Falmouth Town and A&P on a shared vision for Falmouth over the next 30 years which would incorporate FH and A&P plans.
- The project will be discussed further at the strategy meeting in April/May.

7. **Finance Reports**

a) **Commercial Shipping**

- Previously distributed for information.
- MC recommended further discussion following final figures for Q1.

b) **Finance Reports**

- Previously distributed for information.

8. **CEO Report**

- HRO - good progress on final 2 representations. Some minor plan alterations.

9. **Falmouth Harbour Commercial Report**

- A lot of work has gone into getting ready for the new season.
- Advert has gone into Falmouth Packet. Also in RNLI supplement.
- Developing an image library.

10. **HM and Falmouth Pilot Services Update to include PMSC/Duty Holder Matters and Incidents**

- HM report previously distributed.
- Ben Borne is starting as Assistant Harbour Master on 9th April.

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

- No update.

12. **Environmental Duties Reports - VS Joined for this agenda item**

a) **Sustainability Report for 2024**

- Previously distributed for information.
- All 2024 actions have been reviewed with progress detailed.

b) **Sustainability Plan for 2025 and Sustainability Update for 2025**

- Previously distributed for information.
- VS has added some scoping details to the plan for 2025.

c) Active Seagrass Restoration Project

- Previously distributed for information.
- VS confirmed that this is a research project and carbon credits will not be considered within the project.
- Buoyant Productions project using FabTest. Public consultation will start shortly. Crown Estate have raised issues which VS hopes can be resolved.

13. Commissioner Reports and Sub Committee Reports

a) Falmouth Pilot Services (FPS)

- Adjourned

b) Remuneration Sub-Committee

- AW updated the Board following the RemCom meeting on 18th March.

c) Audit and Risk (A&R)

- The next A&R meeting is on Friday 16th May.

d) Harbour Users Group (HUG)

- The next HUG meeting is on Tuesday 8th April.
- DO gave an update on the HUG meetings and membership. It has been helpful to hold the meetings at different locations.
- The HUG have been supportive of and contributed to the Beach Safety Zone work.
- DO discussed the upcoming work for the HUG including a review of safety incidents.

Key Decisions and Resolutions

14. Beach Safety (Restricted Vessel) Zone

- Harbour Direction previously distributed for information.
- The Board thanked IP for his hard work on the Beach Safety Zone Harbour Direction. Thanks also to Dave Nicoll, RNLI, for his invaluable input.
- DO gave an overview of the consultation event held at Gylly Beach Café on 13th March.
- No unresolved objections but quite a few questions on unknown consequences of the direction. No objections from vessel owners.
- A good result is getting to know the local residents and other associations in the area.
- CEO recommended a review of the direction at the end of the season.
- The Board approved adoption of the Harbour Direction.

Stakeholder Engagement

15. Media Report

- Previously distributed for information.

16. Record of Commissioners Stakeholder Activity

- JE attended Beach Safety Zone consultation event at Gylly Beach Café.
- MC attended St Nazaire Service of Remembrance on 16th March.

17. Future Events requiring Commissioners Attendance

- None.

18. Learning Walks

- KP will do a Learning Walk focussing on the Appraisal Policy and procedure with CEO, KS and TRW.

Standing Items

19. Policies

- None

20. New Legislation Guidance / Consultations

a) Planning and Infrastructure Bill: Harbour Order Fees

- BPA Circular 75 previously distributed for information.

Correspondence

21. None

Any Other Business

22. Any Other Urgent Business

- None.

Board Workplan Review

23. Board Workplan

- Previously distributed for information.

Dates of 2025 Meetings

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