

FALMOUTH HARBOUR BOARD MEETING MINUTES

Wednesday 25th February 2026 09:30

Meeting Room, Boat Park



FALMOUTH
HARBOUR

UK's Atlantic gateway.

Attendees:

Nigel Tipple, Non-Executive Director and Chair	NT
Miles Carden, CEO	CEO
Michael Glanville, Non-Executive Director	MG
Angela Harvey, Finance Manager	AH
James Langley, Non-Executive Director	JL
Ifor Pedley, Harbour Master	IP
Kay Penney, Non-Executive Director	KP
Vicki Spooner, EQSM	VS
Andrew Williams, Non-Executive Director (via Teams), Deputy Chair	AW
Emma-Jane Wood, Head of HR and Operations	EJW
Andy Wright, Non-Executive Director	AWT

Guests:

David Owens, Chair of Harbour Users Group	DO
Tom Redgrave, Marine Manager	TR
Vicki Spooner, EQSM	VS

Welcome, Apologies and Declarations of Interest

1. Chair's Welcome and Announcements

- Chair welcomed everyone.

2. Apologies

Natasha Collings-Costello, Non-Executive Director	NCC.
Tristan Rowe, Head of Commercial Operations	TRW

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

- Declaration of Interests Jan 2026 previously distributed for information.
- NCC is MD of Cornwall Environmental Consultants (CEC) which has done some paid work for Falmouth Harbour (standing declaration).
- DO is Chair of Trustees of Flushing Sailing Club and will step out for item 14.
- DO has signed a confidentiality agreement.

4. Directors & Officers Liability Statement of Fact

- Previously distributed for information.
- CEO confirmed we have separate cyber security insurance.
- AH explained that we are in the process of renewing our insurance with our broker, Hayes Parsons, and our premiums and fees have remained the same as last year.
- Main insurance is through Travellers.

Minutes to Approve and Note

5. Approval of Minutes of the Board Meeting held on 16th January 2026

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

6. CONFIDENTIAL Remuneration and People Meeting

- Minutes of the meeting held on Tuesday 10th February 2026 previously distributed for noting.

7. Matters Arising

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

Safety Updates (Lead CEO/IP)

8. Safety Moment

- MAIB Report [Pilot ladder Fall - Humber](#) - Link previously distributed for information.
- Falmouth Harbour (FH) have put the following mitigations in place:
 - The specification of Atlantic was amended to incorporate a secondary man over board system. (Thanks to TR and IP).
 - Boarding and Landing process has been reviewed.
 - Pilots PPE has been addressed.
 - Pilots medicals are tracked on our system.
 - For overcarried pilots we have a pack that lists all the equipment we expect or provide and how we communicate.

9. Incident Reporting

- HM reports previously distributed.
- Team member that suffered a RIDDOR reportable incident is back at work. Our insurers are informed of reportable incidents.

Reports and Committee Recommendations "as read"

10. CONFIDENTIAL Finance Reports

a) CONFIDENTIAL Year-End Draft Accounts 2025

- Previously distributed for information.
- AH gave an overview on cashflow, mitigations and opportunities using existing assets.
- Our accountants, Philips Frith, have completed their review.

11. HUG Update Report (Lead DO/AWT)

- HUG is accelerating into their work programme.
- Last meeting held on 12th February discussed the following:
 - Safety Awareness Day as a result of safety incidents locally and nationally.
 - VS did an excellent presentation on the sustainability plan.
 - Environment Agency have been asked to talk to the HUG about water quality and toxicity in the harbour.
 - The work programme focuses on 5 areas: Community Engagement, Communications, Operations, Specialist Issues, Community Accessibility.
 - Public accessibility is a growing issue raised by stakeholders.

- AWT has been attending for the last 6 months and commented on how successful the HUG meetings are and the commitment of the attendees.
- 25-30 usually attend.
- DO gave an open invitation for all Board members to attend any HUG meetings.

Items for Decision – Confidential Papers Identified

12. CONFIDENTIAL Capital Program Proposal

- Previously distributed for information.
- After discussion, the Board gave approval to proceed with the items in green.

13. CONFIDENTIAL Proposal - Introduction of 3 Year Mooring Debentures (Prepaid Licence Model)

- Previously distributed for information.
- After discussion, the Board agreed in principle with the proposal.

14. CONFIDENTIAL Flushing Sailing Club Pontoon Agreement to Licence & Harbour/Fundus Licence

- Previously distributed for information.
- DO stepped out for this discussion.
- The Board approved the proposed approach as outlined in the paper.

15. PMSC Bridging Agreement

- Previously distributed for information.
- IP has written to all facilities about compliance. One response has been received so far.
- IP commented that not all facilities will engage in the development of such agreements as there is no legal requirement to do so, therefore relies on good will and best practice adoption.

Items for Information/ Noting

16. Commercial Shipping and Bunkering

- Previously distributed for information.
- CEO and TR gave an overview of the paper.
- The Board agreed with the principle of the paper and for CEO to move forward within his delegated authority, noting longer term Corporate Plan development.

17. CEO's Report - Organisation Dashboards

- Previously distributed for information.
- Storm Goretti update - emergency repairs have been completed.
- Insurers commented on how well we manage our assets and facilities.

a) Commercial Services (Lead TRW)

- No update.

b) Commercial Shipping (Lead CEO/IP)

- Annual Report Shipping Statistics 2025, Cruise Calls 2026 and January Pilotage Revenue all previously distributed for information.
- It was noted that February has been much busier, noting the variability of the shipping movements outside our control.

c) Communications (Lead CEO)

- Media Report and Statements Against Enquiry previously distributed for information.

18. HM Report (Lead IP)

a) Pilotage and Conservancy

- HM report previously distributed for information.
- He highlighted changes in the maintenance team but noted that despite this, all moorings have been serviced and we are ahead of schedule.
- Recent Trinity House survey on Aids to Navigation went well.

b) HRO & Harbour Framework

- CEO suggested we might want to make an application to the MMO to request that our HRO be prioritised. CEO will revisit this at a later meeting.

c) PMSC Progress

- As discussed previously in item 15.
- One area for improvement highlighted in our recent audit was to implement routine version control, this has been completed.

19. Cornwall Marine Growth Plan 2026 (Lead CEO)

- [Cornwall Marine sector growth plan 2026-2031](#) - Link previously distributed for information.

Deep Dive - Presentation/ Discussion

20. Presentation of Sustainability Plan (Lead VS)

- Sustainability Plan 2026 and Sustainability Impact report previously distributed for information.
- VS ran through her presentation.
- DO commented that the Board has a voice and can be bolder when challenging Cornwall Council and the Environment Agency around pollution.
- AW suggested using our MP to raise these issues.
- CEO commented that our powers to control this are limited but water quality is fundamental to our operational success and a priority for our organisation.
- VS is attending healthy rivers and sea summit at Cornwall Council on Friday.
- VS suggested we may wish to speak with Adler and Allen a privately backed Environmental Consultancy who invest in a variety of water quality projects so it might be worth engaging with them and exploring collaboration.
- The Board thanked VS for her excellent presentation and all the work that she does.

Dates of 2026 Meetings

Tuesday 24th March 2026 - AGM

Friday 19th June 2026 (moved from Wednesday 20th May 2026)

Wednesday 15th July 2026

Wednesday 23rd September 2026 - Strategy Day

Wednesday 18th November 2026