

**Minutes of Meeting of Cruden Bay Harbour Management Committee
At the Village Hall, Cruden Bay at 1930 hrs on Monday 16 March 2009**

Present:

Hugh McIntyre – Chairman
Peter Campbell – Secretary
Bob Lewis - Harbourmaster
Gordon MacKay
Peter Abenheimer
Sam Coull
Steve Platt
Bob Lewis Jnr

1. Introduction:

The Chairman opened the meeting and thanked everyone for attending. A short time was spent explaining the reasons for the delay in holding a meeting in 2009. This was due to the lack of resilience in terms of numbers of committee members and a variety of issues and commitments by key members. It was agreed by all that there was a necessity to increase the number of active members who would be in a position to regularly attend meetings and share some of the burden. The Chairman thanked the regular attendees and asked that efforts be made to identify other individuals who could fill key roles such as the treasurer.

Gordon MacKay suggested a flyer for distribution around the village and it was suggested this could include an invite for participation in all the community related activities with the option for people to indicate their preferred option. He also suggested that gaining the help of the local post office could be explored to allow individuals to hand in completed slips.

Peter Abenheimer also suggested an approach be made to the local Coastguard to ask if they would be prepared to have a representative on the committee. This would serve a number of purposes, including receiving safety advice.

ACTION Gordon MacKay and Peter Campbell to arrange for a suitable flyer to be distributed throughout the village.

ACTION Secretary to write to the coastguard to ask for representation on the committee

2. Apologies:

Apologies were received on behalf of Garry MacLean and Ewan Buchan. The Chairman indicated that John Simpson will be unable to continue as a member of the committee due to other commitments. Obviously this would

necessitate a new signatory for the accounts which would require to be progressed as a matter of urgency.

3. Minutes of Previous Meeting:

The minutes of the previous meeting were not available and will be scrutinised at the next meeting.

4. Rolling Actions:

Due to the unavailability of some members of the committee over the past number of months, some actions which fell to them have not been progressed. This has resulted in a review of outstanding actions with a re-distribution of important ones to take place over the coming weeks. Only the allocated actions falling from this meeting will be recorded on the rolling action sheet until the full review takes place.

5. Harbourmaster Report:

The Harbourmaster brought up a number of outstanding issues. The door to the toilet had been repaired and the committee noted their thanks to the Harbourmaster and Bob Lewis Jnr for ensuring this work was carried out. In relation to the toilets, the Harbourmaster indicated he would be willing to maintain their cleanliness throughout the season, provided he got some occasional help. The secretary indicated he would be willing to help with this work. Sam Coull also suggested we make use of the village orderly during the summer months.

The committee noted that this will be monitored to ensure the full burden does not fall on the Harbourmaster who was thanked for his hard work to date.

The Harbourmaster also indicated that urgent repairs were required on the ropes and chains to ensure they were functional for the new season. The Chairman asked that he obtain a list and cost of the potential repairs and report back at the earliest to allow progression. He suggested that Saturday 28 and Sunday 29 March were the key dates with suitable low tides to allow repairs to go ahead. This would require the help of a number of people and this will be firmed up nearer the time when the full requirements are noted.

He also indicated a bench and the stand for a lifebelt had been damaged in a recent gale and would require to be re-located.

A request had also come in from the local salmon fisherman for the erection of an aluminium box on the inside of the harbour wall to store batteries for a seal scarer. The committee agreed that this could go ahead.

Peter Abenheimer also suggested that savings could be made by obtaining chains from some of the local oil related firms which may not pass their certification process, but which were entirely suitable for the needs of the harbour. It was agreed members with the relevant contacts would enquire re this possibility.

The Harbourmaster also indicated that members would be expecting power to be available at the harbour in the very near future to allow them to commence work on their boats. Peter Abenheimer indicated that any power supply will have to have some safety feature attached which would safeguard users. It was agreed that this should be in place. The Chairman indicated he was working on this and will tidy up the loose ends to ensure this is progressed.

In terms of the notice board, for which the committee had received funding, the Harbourmaster indicated he would progress this as soon as possible.

ACTION Chairman to correspond with Scottish Power to ensure a power supply is available for the start of the new season

ACTION Harbourmaster to obtain list and costs relative to the ropes and chains required to progress the harbour repairs

ACTION Harbourmaster to progress work on the construction of a notice board as previously agreed

ACTION Members with relevant contacts to ascertain if suitable chains for use in the harbour can be obtained

6. Financial Status - Update:

As alluded to, the position of Treasurer remains vacant and the signatories for the account continue to be an issue. The Chairman indicated he had paid a number of the outstanding and urgent invoices and had receipts for which he will require to be paid. This was noted and as soon as the accounts have the appropriate documentation in place, the Chairman will be repaid.

The Chairman indicated there was £8700 in the general working account and the Standard Life account remained the same as before. He further indicated a number of transactions will need completion before the accounts can be audited for the previous year.

7. General Rules Update:

Peter Abenheimer reported that he had made significant progress with the general rules and was hopeful they would be complete to put before the committee at the next meeting. He was thanked for his efforts to date by the Chairman.

8. Repairs – Update:

The Chairman indicated there had been some slippage in preparing the business case and a previous deadline hadn't been met. Sam Coull indicated a willingness to look at the various parts of the business case prepared to date and compile an appropriate document. He also asked for three copies of

the DVD which had recently been compiled in support of the applications to various funding bodies. The Chairman indicated he would pass the necessary documentation to Sam and Gordon MacKay will supply him with the DVD's.

Sam Coull suggested that the funding requests would roughly follow the path of SITA, EFF Access 4 funding, Leader, BP and finally lottery funding. A number of hurdles were yet to be overcome, but he would progress these potential options as soon as he received the documentation. The committee agreed that Sam should progress these options and thanked him for volunteering to do this.

It was agreed that signage was required for the east pier to warn of potential dangers. The Chairman indicated he would provide signs which Peter Abenheimer would laminate.

ACTION Sam Coull to be provided with the available paperwork for preparation of a suitable business case along with three copies of the DVD

ACTION Chairman and Peter Abenheimer to prepare warning signs for use on the east pier

9. A.O.C.B

The Chairman indicated that the AGM would be held on Wednesday 22 April in the village hall. The DVD to be used in support of funding requirements will be shown to those attending. In relation to the DVD, he asked the committee to support the funding cost of £500 for the preparation of the DVD which will be used to help gain funding for the harbour repairs. It was agreed that this funding should be made available. The Chairman asked the Secretary to prepare notices to publicise the AGM and place a suitable advert in the Buchan Observer.

ACTION Secretary to provide notices highlighting the forthcoming AGM and to place a notice in the Buchan Observer

10. Date of Next Meeting

The next meeting will be held at 7.30pm on Monday 20 April 2009 in the Village Hall, Cruden Bay.

