

**Minutes of Meeting of Cruden Bay Harbour Management
Committee
At the Village Hall, Cruden Bay at 1930 hrs on Monday 30 June
2008**

Present:

Gordon Mackay – Acting Chairman
Peter Campbell – Secretary
Ewan Buchan – Treasurer
Bob Lewis (jnr)
Sam Coull
Frank Barbi
Garry Mclean
Sean Sullivan
Steve Platt
John Cay
Peter Abenheimer

Introduction:

The Acting Chairman opened the meeting and thanked everyone for attending.

Apologies:

Apologies were given on behalf of the Chairman Hugh McIntyre

Minutes of Previous Meeting

The minutes of the previous meeting were unanimously accepted with no issues identified.

Matters Arising (Rolling Actions)

Updates were given in relation to the rolling actions:

1. The re-drafting of the rules relative to the berthing allocation were in hand and the Chairman would present the amended rules at the next meeting - **PENDING**
2. Sam Coull presented a plan for the definition of boundaries for the Cruden Bay Ward as stated in the proposed berthing allocation rules. His proposal was unanimously accepted by

the committee and this action is now complete –

COMPLETE

3. Peter Abenheimer presented the amended draft constitution to the committee. It was duly accepted and signed off by the principal committee members. – **COMPLETE**
4. The berthing plan graphics are in the process of being drawn up and it is envisaged they will be completed with a target date of the next meeting on 28 July 2008 –**PENDING**

Revised Berthing Plan Update:

In the absence of the Chairman, it was felt the more general discussion on this matter would be best left until his return. That said, there were no plans to change any of the berthing arrangements already in place for the 2008 season and, as far as could be ascertained, the current users were aware of their berthing locations in the harbour and were content with them.

Updated Constitution:

Peter Abenheimer presented the updated constitution to the committee, which took account of the points raised at previous meetings. The document was unanimously accepted by the committee and signed off by the principle committee members.

Harbourmaster:

The role of the Harbourmaster was discussed and the position whereby the post holder had not been voted in by the committee. It was felt that legitimacy could be added to the role by documenting this process to ensure it was transparent. Garry Maclean asked for clarification on the role of Harbourmaster prior to proceeding with the voting.

The Acting Chairman clarified the role of the post holder, defining the remit as follows:

- Administer the general / operational rules of the harbour
- Administer the berthing plan
- Collate and distribute maintenance tasks to willing parties through the committee where necessary
- Report to the Harbour Management Committee each month and provide an update on the general operation of the harbour and the use of the governing rules

- Collection of slip fees and their subsequent deposit with the treasurer.

Having had clarification on the role, the Acting Chairman invited any other nominations for the role which the incumbent, Bob Lewis had indicated he was happy to continue in. There being no other nominations, the committee unanimously agreed that Bob Lewis should be voted in as the Harbourmaster.

It was further clarified the Harbourmaster would be acting with the due authority of the committee and was not in a position to adopt any additional rules, or act out with the agreed constitution, without prior consultation with the committee.

General Rules

A discussion thereafter took place on the general rules of the harbour with broad agreement that it was in the interests of everyone that the rules were in place and accessible to the users and other interested parties. A number of suggestions were made as to how we could ensure they were transparent to everyone and this would be further discussed at the next meeting.

Sheds

It was felt the sheds issue had the potential to cause problems going forward and clarification was required on a number of issues. Garry produced a plan identifying the location of the current sheds to assist with this process. John Cay made a number of observations regarding the current use of the sheds, including some of the associated aesthetic issues. In view of his knowledge, the Acting Chairman invited him to form a small working group to look at the issues involved, make recommendations on the best way forward and report back in due course. Steve Platt agreed to assist John with this consultation process and seek the views of the 'users' and other interested parties to find the best way forward.

Action - John Cay / Steve Platt to carry out consultation with the 'users' and interested parties to ascertain the most appropriate way forward with the use and allocation of sheds

Financial Update

Sam Coull updated the committee members with the current financial situation, confirming a previous report by the Chairman that there was £33,344 in a Standard Life account and £6676 in a Clydesdale Bank account. He suggested that as this situation had now been clarified, it was the appropriate time to engage with partners to pursue the issue of further funding for the repairs and development of the harbour. He suggested that it would be appropriate to invite Malcolm Taberner from the Local Authority, with responsibility for harbours, to become involved with a view to receiving some council funding. Because of Sam Coull's unique position, it was felt that he was in the best position to ensure this moved forward in the most beneficial way.

The Acting Chairman suggested that a dossier with all the available information on funding, including previous correspondence, be compiled and that the Chairman liaise with Sam Coull regarding the engagement with Mr Taberner.

Peter Abenheimer further suggested that further contact be made with Scottish Water to ensure their pledge of £50,000 towards the repair of the harbour wall was still in place. It was agreed that the Chairman should pursue this with John Ritchie, the local Asset Planner for Scottish Water, who had been involved in the original assessments. His contact number is 01224 675113.

Action – Prepare a dossier of documents relative to funding applications and Chairman and Sam Coull to engage with Malcolm Taberner.

Action – Chairman to arrange for engagement with John Ritchie from Scottish Water.

A.O.C.B.

The Acting Chairman invited any other competent business to be discussed.

Ewan Buchan indicated that he had concerns re the use of the harbour by jet skiers and that this use should be regulated in some way. A general discussion followed and it was felt that simple rules could be issued by way of a laminated notice asking power boat users to adhere to simple safety precautions. This could later be incorporated into some kind of document that could be given to

'users'. Further discussion was necessary but a short term fix would be the notice. It was also agreed this would include a request that individuals digging bait, fill their holes behind them. Peter Campbell agreed to produce a laminated notice for use on the harbour notice board.

Action – Secretary to produce a laminated notice giving some simple guidance / rules for the users of power boats.

A short discussion followed about the harbour toilets and it was agreed the Secretary would write to the local authority and ask that the Village Orderly assisted in the cleaning of the toilets.

Action - Secretary to write to the council to ask that the Village Orderly assist with the upkeep of the toilets.

Further discussion took place regarding issues with the harbour boat and some minor acts of vandalism. It was agreed that a letter should be forwarded to Grampian Police asking that they have patrols of the harbour whenever possible.

Action – Secretary to write to the Chief Inspector at Peterhead asking for Police patrols of the harbour during the hours of darkness.

John Cay raised an issue with the use of mooring ropes and chains in the deeper end of the harbour. He was concerned that the larger boats, due in the harbour shortly, may secure their boats by attaching to the current mooring ropes, which run generally from east to west. He suggested this action would result in the mooring ropes and the boats attached thereto, being dragged towards the north east corner of the harbour, which could ultimately lead to damage to boats. He was of the opinion these particular boats would be better secured by stringing a chain at right angles to and under the existing mooring ropes, thus giving them an independent means of being secured. As it was not known what the actual intention of these boat owners was, the Acting Chairman suggested that the Chairman would speak with these owners on this issue.

Action – Chairman to contact the owners of the 4 larger boats to ascertain their intentions in relation to the berthing of their boats.

Close of Meeting

The Acting Chairman thanked everyone for their contribution and closed the meeting

Time and Date of Next Meeting

The next meeting will be held at 1930hrs on 28 July 2008 in the Village Hall, Cruden Bay