

**BRIGHTLINGSEA HARBOUR COMMISSION**  
**COMMISSIONERS' MEETING**  
**MINUTES OF MEETING HELD ON 03 May 2023**  
**AT THE WRECK HOUSE COMMENCING AT 1830hrs**

Present:

Andrew Scott – Chairman

James Thomas – HM/CE

Daniel Stoker - DS

Fiona Brown - FB

Patric Foley Brickley - PB


Duncan Nicholson - DN

Colin Watkins - CW

ITEM	NOTES	ACTION
5271	<b>Apologies</b> Pamela Hatswell	
5272	<b>Minutes of Meetings held on 5 April 2023</b> Proposed, DS , Seconded FB	
5273	<b>Matters Arising from those minutes</b> Decision: Commissioners agreed to adopt a revised approach to the minutes of meetings, with the aim of making them easier to understand for those not in attendance and to clarify decisions and actions.	<b>HM</b>
5274	<b>Election of Vice Chairman of Commissioners</b> PB left the meeting <b>PB</b> was elected unanimously by members to be Vice Chairman. PB returned to the meeting.	
5275	<b>Harbour Master Report:</b> <b>Shipping</b> 2 x Ships currently expected; 2 x Cement, (1 tomorrow, 1 next week). HM expects further ships to export scrap soon. He also believes that the number of ships bringing cement imports will increase.  <b>Marketing</b> Facebook. Brightlingsea Harbour 3995 followers (70 since Apr), Ferry 4485 Followers ( 139 since Apr). Harbour App now has 916 downloads. TikTok 46 Harbour Entry video now has 1446 views, up 93 since Apr. Foot Ferry Video views now 4871, up 170 in Apr. Harbour Instagram 1202. Foot Ferry Instagram 956. Twitter 642 followers. <b>DS</b> suggested that analysis of the website traffic is done so as to optimise and improve the user experience. <b>HM</b> would seek assistance from a developer but cautioned that the outcome may be different rather than better.	

	<p><u>HM to engage with developer</u></p> <p><b>Ports Good Governance and Port Marine Safety Code</b> Public Stakeholders (SH) Meeting held on 2nd May 2023 at Colne Yacht Club. In attendance 52 Stakeholders 4 Commissioners AS, FB, DN, HM</p> <p>Three PWC Prosecutions completed by Colchester Borough Council. Harbour Master is awaiting more detail before publishing in the media to raise profile of enforcement actions.</p> <p>Bathymetry survey of harbour depths is complete, and the presentation made to the SH meeting will be loaded to website and shared with commissioners..</p> <p><u>HM to load bathymetry to website</u></p> <p><u>Decision: Commissioners agreed to survey the wreck on the Folly, to see if this provides any clues to previous water depth at that point.</u></p> <p>Two boats have sunk on their moorings. HM briefed other Commissioners on causes and outcomes.</p> <p><u>HM to write to mooring holders reminding them to ensure those launching boats on their behalf should check skin fittings once in the water.</u></p> <p>Incident windfarm vessel; awaiting report from Orsted.</p> <p><b>Maintenance</b> Work on the new Electric Boat is ongoing and almost complete.</p> <p>Tide gauge reports data every 1 minute, sometimes it reports -99.99 which is the error in reading warning. There was concern over the accuracy of the gauge and whether it should be withdrawn from the website.</p> <p><u>Decision: Readings will be taken over the coming period and a decision made based on the outcome. On the website it will be explained -99.99 is an error reading.</u></p> <p><b>Blessing of the waters</b> Following discussions regarding the event, health and safety paperwork has been sought and will be provided in the near future. <u>HM to collect paperwork and suggest to event coordinator Roger Tabor that some oystermen are invited to the event.</u></p> <p><b>Colchester Borough Council</b> HM advised that CBC have not made any decisions on river patrol funding for this year.</p>	<p>HM</p> <p>HM</p> <p>HM / DN</p> <p>HM</p> <p>HM/DN</p> <p>HM/ RT</p>
--	--	---

	<p><u>HM to send recent regulation and CoP regarding PWC (personal water craft) enforcement in Southend to board members.</u></p> <p><b>Staffing</b> New incremental staff member has joined, formerly skippered Wivenhoe /Rowhedge ferry. Current Incremental staff back in as per seasonal rota.</p> <p><b>Pilot Boat</b> Builder's Seaward visit by end of May still likely.</p> <p><b>Harbour Visitors</b> 252 April 2021 is the highest figure recorded in records to date. 187 April 2022 233 April 2023 Average April pre 2020 170, Average April post 2021 223</p>	HM
5276	<p><b>Stakeholders Meeting on 2 May 2023 Update</b> Discussed the pre-meeting feedback from BHIG (Brightlingsea Harbour Interest Group). Commissioners discussed the material and will add follow up items to future meeting agendas.</p> <p>HM will add the BHC answers to questions raised by BHC to the published notes for the stakeholder meeting.</p>	HM HM
5277	<p><b>Commissioners May meeting Agenda</b> The commissioners May meeting Strategy Day Agenda was discussed which included timings. HM reminded commissioners that if they required any data regarding presentations they should get in touch soonest so he can find it.</p>	HM
5278	<p><b>Matters Raised by Members</b> HM reminded those most recently appointed Commissioners that they should aim to visit the Harbour office so that they can read, understand and sign the MSMS document.</p>	PF DS CW
Next Meeting	<p>Time 1830hrs, Wed 7<sup>th</sup> Jun 2023 Venue Wreck House</p>	
Time Ended	2140hrs	PB

approved.  
Andrew   
8 June 2023