

MOUSEHOLE HARBOUR AUTHORITY

ANNUAL REVIEW 2014-2015

1. INTRODUCTION

This has again been a busy year for the harbour with changes of personnel, major investment, new commitments and ongoing litigation.

Sadly, we lost harbour master Edwin Madron and Commissioner David Cotton within one week in October.

The harbour authority experienced their first year of owning and operation two public conveniences..

Severe damage was incurred during the winter storms early in the year but we were fortunate in obtaining government funding to cover the majority of the costs incurred in rectifying the damage.

2. PERSONNEL

2.1. Harbour Master

Edwin Madron was re-elected as Harbour Master at the AGM in March. Sadly Edwin passed away on 14th October 2014 after bravely battling cancer for many months. In December, Mike Collier MBE was appointed as harbour master in place of Edwin

2.2. Treasurer

Charles Law was re-elected as Treasurer at the AGM in March

2.3. Secretary

Charles Law was re-elected as Secretary at the AGM in March

2.4. Chairman

Dudley Penrose was re-elected as Chairman at the AGM in March

2.5. Vice-Chairman

Andy Crawford was re-elected as Vice Chairman at the AGM in March

2.6. Commissioners

Commissioner David Cotton sadly passed away suddenly on October 17th, 2014. In November, Jesse Walter was appointed commissioner as a direct replacement.

COMMISSIONERS AS OF JANUARY 2015

Dudley Penrose (Chairman)

Andy Crawford (vice-Chairman)

Ben Marshall

Stuart Purnell

Royden Paynter

Paul Gillchrest

Geoff Pappin

Howard Whitt

Ian McGill

Chris Cass
Jesse Walter
TOTAL = 11 commissioners

2.7. Honorariums

The commissioners remain unpaid. The posts of Harbour Master, Treasurer and Secretary's honorariums of £3,000 per annum were reviewed at the AGM and were increased as follows: Harbour Master = £4,400.00 per annum, increased to £5,000 per annum. Secretary & Treasurer = £3,850.00 per annum respectively, increased to £4,000 per annum. These are paid quarterly in arrears.

3. COMMISSIONERS' MEETINGS

3.1. General

Meetings were held on the following occasions:

11 February, 2014
11 March, 2014
29 April, 2014
03 June, 2014
29 July, 2014
09 September, 2014
23 October, 2014
18 November, 2014

In addition, an extraordinary meeting was called on 2nd December, 2014 with the sole purpose of appointing a new harbour master

This is above the guidelines which recommend approximately 6 meetings a year. The meetings held adequately kept pace with harbour business.

3.2. Annual General Meeting

The Annual General Meeting was held on 11th March, 2014. It was not possible to hold the AGM any earlier due to delays in receipt of the approved accounts from the accountants

4. MOORINGS

4.1. Capacity

The Harbour Master considers that the harbour remains full with 74 moorings allocated and a waiting list of local boat owners seeking a mooring.

4.2. Qualifying conditions

It remains a precondition for allocation of a mooring that the person be resident in Mousehole. Moorings are not transferrable.

4.3. Fees

After considerable discussion at the AGM, a small increase in the level of harbour dues was agreed. In addition, the levels will be reviewed again at the next AGM with the intention of a further small increase.

The agreed schedule of charges now stands at:

Canoes	£ 5.00
Punts	£10.00
Motor boats	£30.00

VISITING YACHTS (monohulls)	£10.00 per night
VISITING YACHTS (catamarans)	£12.00 per night
OVERLAND BOATS (trailed)	£15.00 per week

These fees remain very low and do not cover the costs of a harbour master, let alone the costs of the harbour per se. They are probably the lowest in the county, if not the country. However, it is in keeping with our strategy of assisting the community as much as possible and we are fortunate for a small harbour that we have significant income from our car parks which we can use to maintain the harbour. This allows us to keep the mooring fees at this very low level.

It was also agreed at the AGM that the car parking fees should not be increased in the immediate future.

4.4. Maintenance

During the winter storms of January & February, the harbour suffered considerable damage, although we got away lightly compared with Mevagissey for example . The table below summarises the cost of the damage incurred (excluding items under £500)

Partial collapse of old wharf	£5,570.64	Symons Construction
Hole in South pier car park	incl.	Symons Construction
Damage to South Pier	incl.	Symons Construction
Damage to war memorial	incl.	Symons Construction
Damage to baulks	£5,790.00	Truro Sawmills
Damage to South Pier railings	£3,183.00	R. Johns fabrication
Damage to North Pier toilets	£2,965.00	C. Mead builders
Destruction of cool store	£2,785.00	C. Mead builders
Damage to davit control gear	£2,544.00	Spencer Carter
Damage to North Pier car park	£2,033.03	D.A. Giles
TOTALS:	£24,870.67	

Fortunately, with the assistance of Andy Brigden, the Maritime Manager for Cornwall Council, we were able to access a little known source of government funding known as the 'smaller ports recovery fund' and were able to recover virtually all of the sums outlined above.

A full 'load' of sand was brought in for the annual refurbishment of the beach.

5. BAULKS

5.1. Deployment

Baulks were lifted on 29th March, 2014 and replaced on 22nd November, 2014. As usual, the majority of craft were removed from the water and stored on the hard under the supervision of the beach master, Chris Cass, immediately after the baulks were in place.

5.2. Crane Operations

Penzance Crane Hire was used for the raising & lowering of the baulks. No problems were reported.

5.3. Baulk Repairs

Due to storm damage (See section 4.4), several baulks had to be replaced. In addition, ongoing maintenance to all baulks was undertaken as necessary.

6. CAR PARKS

6.1. Operation

Attendants remain as those used last year. Roy Smith runs the North car Park whilst Paul Dormer runs the South car park. Mr. Smith's book-keeping was again inconsistent. The commissioners are actively considering whether to convert the North car park to 'pay and display'

6.2. Attendants' payments schedule

Attendants' returns on tickets remained at 25%. This year the attendants were again given an end of season bonus comprising of 25% of the honesty box takings during the summer months (when the baulks are up), split evenly between them. This cost an additional £581.50 (c.f. £387.26 last year). In addition, Paul Dormer at the South quay car park was given a 'one off' bonus of £200.00 as compensation for restrictions on his earning capacity. These were not paid until 2015.

6.3. Ticket prices

Daily tickets remain at £3.00 per day. Weekly tickets are £15.00 per week. Annual season tickets are £75.00. It is anticipated that these will not change in the coming year.

6.4. Income

Income from the car parks was down on the previous year by £2,445.00 (see separate summary of accounts). However, income from the Honesty Boxes was significantly up by £1,668.00 compared with 2013.

7. SCHEDULE OF EVENTS

During the year, the following events were held on harbour property with approval/support from the commissioners:

- a) Sea Salts and Sail festival

- b) Annual Carnival
- c) Annual Rowing Regatta
- d) Outdoor concerts by Mousehole Male Voice Choir (x 3)
- e) Blessing of the lifeboat & RNLI fair
- f) Firework displays on Nov 5th and December 31st

8. RENTAL INCOME

8.1. Barber shop

Teri Cape continues to be a good tenant, paying rent of £10.00 per week monthly in advance by standing order. This is for her beauty salon on premises shared with her father, Robbie Cape, who is a long standing tenant as the 'harbour barber'. He continues to pay rent at £500.00 per annum.

8.2. Telescopes

Viking telescopes continue to pay £100 per annum for siting two pay telescopes on Harbour property

8.3. National Trust

The National Trust pays £100.00 per annum for permission to park their publicity van on the North Quay during the season.

9. PUBLIC CONVENIENCES

9.1. General

This is the first year that the harbour authority have had full ownership and control of the two sets of public conveniences. The South quay toilets now include a shower facility for visiting yachtsmen, beachgoers etc. This is a coin operated facility and, after a slow start, seems to be a success.

Both sets of toilets have been cleaned on a daily basis by local firm Crystal Clear, with whom we continue to have a good working relationship.

9.2. Maintenance

Minor repairs have been carried out at both facilities but, after the major refits of last year, there were no major items.

9.3. Future Plans

At present, we intend to continue to run both facilities, with the South quay module being seasonal. This is an expensive operation (in excess of £12,000 per annum) but, as long as we feel able to cover the cost, we will continue to run these facilities on behalf of the community.

10. AIDS TO NAVIGATION

10.1. General

The digital navigation lights installed on the North Pier continued to work almost perfectly with less than 1% downtime reported. The system passed its annual conformity inspection by Trinity House as usual. There is an issue with the synchronisation of the PE cells that controls the red lights switching on and this will be investigated further during 2015.

11. HEALTH & SAFETY

11.1. Lifting Equipment

Arrangements were made for the annual inspection and testing of the fish box davits on both quays. These davits belong to the harbour authority and we accept responsibility for ensuring that they are fit for purpose. The use of these davits is expected to diminish significantly with the commissioning of the electric fish davit and the davit on the North Quay has been removed.

The new electric davit will be inspected and tested before the season commences in 2015.

The quay ladders were inspected by R.Johns Fabrication of Newlyn and found satisfactory after some repair work.

12. HARBOUR REPAIRS & MAINTENANCE

12.1. Pier Maintenance

Apart from the storm damage previously mentioned, no significant repair work was carried out on the two quays.

12.2. Property Maintenance

No property maintenance was required during the year.

12.3. Beach & Harbour Maintenance

A 'full load' of sand was added to the beach this year. Both manual and mechanical means of beach cleaning were employed throughout the season to maintain a high standard of cleanliness.

13. LITIGATION

13.1. Cape vs MHA/Edwin Madron

At the time of writing, we are in dispute with Wesley Cape who is claiming that the Harbour Master caused significant damage to his boat in November 2012 whilst on Harbour property. The Harbour Master, supported by the Harbour Authority, dispute this claim and, after protracted correspondence throughout 2013 and 2014, Mr. Cape is taking us to the small claims court on 2nd February 2015 in pursuit of his case. John Dunstan of CVC solicitors is acting on our behalf in defence of the claim and we will defend it rigorously.

14. RECORD KEEPING

14.1. Historical Records

No further documents were transferred to County records. The Penlee House Museum continued to hold the Joe Trewavas VC accounts book on loan with the loan being renewed in November, 2013

15. DONATIONS

15.1. General

A donation of £500.00 was made to Chris Cass toward the cost of the harbour firework displays held on November 5th and New Year's Eve. The display was excellent as always.

16. ACCOUNTS

16.1. Approved Accounts

The raw accounts for the year 2014 were presented to R.T. Berryman & Son for preparation & approval in January 2015. These were finalised and returned on 24th March and are available for public scrutiny upon request.

For the first time, commissioner Whitt (an accountant himself) vetted the treasure's figures before submission to our accountants, RT Berryman & Son.

16.2. Capex

The final payment from FLAG (for the construction of the shower facility) was received in September. Major expenditure on repairs to storm damage throughout the harbour were eventually recovered from the government as outlined elsewhere. Other major items of expenditure include the employment of a design consultant to create a new public image, including a new logo for the authority and replacement of all signage throughout the harbour with signs of uniform design and font and carrying the new logo. The total cost of this exercise was just over £7,000. This project was completed in December and has received a generally favourable response from the local community.

Sand for the beach cost £6,237.00.

Of course, the running of the two toilet facilities are a considerable financial burden, with cleaning costs alone running at over £1,000 per month during the season.

16.3. Extracts

Highlights of the accounts as presented by the accountants were as follows:

	<u>2014</u>	<u>2012</u>
Income	£66,015.58	£67,649.16
Expenditure	£76,857.59	£62,381.47
Net Surplus	£-10,842.01	£5,267.89
Car Park Revenue	£60,425.703	£62,870.75
Interest Earned	£1,662.52	£1,769.55

16.4. Statement of funds

Extracted from the formal accounts

	<u>2014</u>	<u>2013</u>
	£346,517.81	£357,359.82

16.5. Extraordinary items

Extraordinary items of expenditure during the year include the cost of the shower installation (£21,586.72), 75% of which was reimbursed by FLAG/CDC in September. £3,379.07 was spent on installing railings along the roadway leading to

the bank for health & safety reasons. New signage throughout the harbour, including design work, cost £6,594.60.

17. PUBLICITY

17.1. Web site

The web site has been up and running for a year now and seems to be reasonably successful. There is an unfortunate 'time lag' in updating it due to the need to use a third party web master. Nevertheless, T2 design who fulfil this role, continue to do a good job.

The email available via the web site has also been used on a fairly regular basis by members of the public wishing to obtain information on the harbour.

18. FUTURE STRATEGY

18.1. General policies

We do not feel that it necessary or appropriate for the Commissioners to set 'targets' as proposed in some quarters. Our general policy is to put our best endeavours into running the harbour for the benefit of the community of Mousehole, including regular users of the harbour and holiday-makers. We do not set out intentionally to make a profit, although we are fortunate in doing so in most years. We see no need to change this strategy in the immediate future.

18.2. Future expenditure

We are in the fortunate position of being able to fund most foreseeable items of expenditure, barring a major catastrophe such as the collapse of either of the piers. We will continue to spend money on maintaining the piers and harbour as necessary, with improvements where appropriate. We will also continue to spend money on maintaining the beach for the benefit of local families and holidaymakers. The bill for this typically comes to over £7,000 per annum and includes the importing of sand and regular beach cleaning.

Looking toward 2015, basic expenditure will be similar to 2014 although there will be inevitable increases in rates, electricity and (probably) cleaning costs.

A recent survey of the South Quay has revealed that considerable remedial work (mainly re-pointing) is required. This will be carried out and is likely to cost in the region of £30,000. As far as donations to worthy causes are concerned, we will continue to review this strategy annually and may well make individual donations as appropriate.

It is likely that some money will have to be spent during 2015 on the maintenance of the harbour office building but we anticipate this will come to under £5,000.00 in total.

A decision has been made to change over the North Quay car park to 'Pay & Display' during 2015. The initial costs of installing a ticket machine and signage are expected to come to approximately £5,000.00. However, the potential increase in income by not paying for an attendant is significant.

18.3. F.L.A.G

As reported elsewhere, we were successful in acquiring funding via FLAG amounting to 75% of the capital cost of the electric fish davit, cool store and web site.

The F.L.A.G. has now disbanded but we are grateful for the financial assistance they have given toward projects that would probably have not gone ahead without them. Similarly, their agent, Chris Ransford, was hugely influential in us achieving this funding, especially dealing with the paperwork and bureaucracy involved.

***Charles Law, Secretary to Mousehole Harbour Commissioners.
3rd March 2014***