

## **Minutes of the Harbour Committee**

**4 December 2023**

**-: Present :-**

Councillor Strang (Chairman)

Councillors Brook, Carter, Fellows, Fox, Penny and Twelves (Vice-Chair)

External Advisor:

Mark Day

---

### **44. Apologies**

An apology for absence was received from Mr Young, External Advisor to the Harbour Committee.

### **45. Minutes**

The minutes of the Harbour Committee held on 4 September 2023 were confirmed as a correct record and signed by the Chairman, subject to minute 41 being amended to read 'It was noted that the new lighting installation at Brixham Harbour had not caused issues with navigation'.

### **46. Harbour Committee Work Programme 2024/2025**

Members noted the work programme for 2024/2025.

### **47. Tor Bay Harbour Budget Monitoring 2023-24**

Members considered a report which provided an update on the overall budgetary position for Tor Bay Harbour Authority as at October 2023 compared against the budget approved on 14 December 2022.

The Committee acknowledged the pressures on the Harbour Budget and were particularly concerned that the level of reserves were below the recommended levels.

The Harbour Committee noted:

- i. The amended revenue outturn projections and adjustments to the Reserve (set out at appendix 1 to the submitted report);
- ii. The change in projected level of the harbour reserved by end 2023/24 (below the Committee's recommended level);

- iii. The Head of Tor Bay Harbour Authority's use of delegated powers to make decisions in relation to the harbour budget;
- iv. The Harbour Master's use of delegated powers to waive certain harbour charges (not exercised in the current year to date).

#### **48. Harbour Budget 2024/25 and Schedule of Fees and Charges**

The Harbour Committee considered a report which set out the Harbour Budget for 2024/2025 and the Schedule of Fees and Charges. The Tor Bay Harbour Master advised that the Budget Review Working Party met on 21 November 2023 to consider the in-year financial position and the draft budget for 2024/2025. The working party also made recommendations for the 2024/2025 schedule of charges, dues and fees as set out in Appendix 1 to the submitted report which provided for an increase that reflected the current level of inflation at 4%.

The Tor Bay Harbour Master advised that the submitted report showed a balanced budget due to an amount of £109,000 from the Harbour Reserves that would be used to bridge the gap. The Tor Bay Harbour Master advised that forecasted Fish Toll and MDL Marina rental income would assist to replace the Harbour Reserve amount used.

Members were concerned about the risks associated with this and that the Fish Toll levels were volatile and subject to fluctuation in market forces, and this would need to be kept under regular review by the Committee.

Resolved (unanimously):

1. That the Tor Bay Harbour Authority Schedule of Charges, Dues & Fees for 2024/25 (in line with the current level of inflation and the views of the Budget Review Working Party) being a representative average increase of 4.0%, as set out in Appendix 1, be approved.
2. That the Cabinet be recommended to include the proposed balanced budget for the Harbour Authority 2024/25 as set out in this report and Appendix 2 in its draft budget proposals to Council.
3. The Cabinet be recommended to request the Director of Pride in Place and Director of Finance to undertake a review of Harbour Reserves to ensure appropriate levels of funding are maintained for future Harbour maintenance and other relevant issues and the outcome of this review to be reported to the next Harbour Committee meeting.

#### **49. Tor Bay Harbour Operational Moorings Policy 2024/25**

The Committee considered a report which set out minor changes to the Tor Bay Harbour Operational Moorings and Facilities Policy for 2024/2025. The Harbour Master informed Members that the policy ensured a fair, consistent and equitable approach which applies to new, existing and any potential facility users.

Resolved:

That the Tor Bay Harbour Operational Moorings and Facilities Policy 2024/2025 be approved.

---

Chairman