

**Minutes of the Meeting of Cowes Harbour Commission held at  
Harbour Office, Cowes on 9 December 2022**

Present: Phil Hagen – Chairman (PH)  
James Evans – Deputy Chairman (JE)  
Fiona Fitzherbert-Brockholes (FF-B)  
Jason Losty (JL)  
Steve Sheridan (SS)  
Clive Blount (CB)  
Gary Hall – Chief Executive (GH)

In Attendance: Ed Walker (ED) - Harbour Master  
Theresa Dunford (TD) - Finance Officer

**1. DECLARATIONS OF INTEREST**

Declarations of Interest and Declarations of Related Party Transactions for Cowes Harbour Commissioners are on the CHC website.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from David Riley (DR) and Vanessa Clifford (VC).

**3. MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting held on Friday, 28 October 2022 having been sent out it was resolved that they be signed as a true and complete record of business transacted.

**4. MATTERS ARISING FROM THE PREVIOUS MINUTES**

None.

**5. SAFETY**

The CEO/HM report was circulated with the papers for the meeting and was fully considered by the Board. The Board thanked EW for the information on the safety topic of ‘Carbon Monoxide Awareness’.

EW reported that things are very quiet at the moment with few visitors. There was one incident with a yacht charter skipper who did not move out of the way of the Red Funnel at the end of November and a warning will be issued.

The Propulsion Failure Campaign in conjunction with the RYA and RNLI is underway and it is hoped this will be ready to go by end of January, beginning of February. He is talking to RYA and RNLI as they are also keen to join in with the campaign.

**6. ENVIROMENT AND SUSTAINABILITY**

Updates from Sue Hawley were provided within the CEO/Harbour Master report and fully considered by the Board.

FF-B also updated the Board on oyster restoration, and reported Sue Hawley has been working with UKSA, particularly on licence applications that might be needed, and on the cost of installation and equipment. Commissioners agreed unanimously that CHC should be actively involved and following discussion the Board agreed to pay for the oyster cages.

## **7. FINANCE REPORT – SEPTEMBER 2022**

The Commissioners noted the financial management report for November 2022 had been considered in detail in the 'In Committee' section of the meeting. The Commissioners noted that the accounts as presented in the management report had been in order and agreed.

## **8. CEO/HM REPORT**

The CEO/HM report was circulated with the papers for the meeting and was fully considered by the Board. GH updated the Board on the following:

- i. The website - a meeting scheduled for later in the month with the aim of getting the new website launched by the Spring of next year.
- ii. The 125 Year Anniversary has been well picked up by social media and the Press. Ra Hennessy is currently working with UKSA to put the detail in place. JE commented that he thought the social media posts were excellent and worked very well.
- iii. The survey results are now available on the website.
- iv. The appointment of the new Harbour Master was announced publicly on 8 December 2022.
- v. Two shortlisted candidates for the marketing officer post and will be interviewed next Wednesday when it is hoped an appointment will be made.
- vi. Commissioner vacancies – GH reported there had been little response, but he will be following up on some conversations. GH and PH will keep looking as there are still avenues to pursue.

## **9. MATTERS FOR CHAC**

The next CHAC meeting is on 11 January at 1000 and Commissioners discussed those topics that they would be looking to discuss at the meeting, including the appointment of a new harbour master, survey results, oyster cages and commissioner vacancies.

## **10. ANY OTHER BUSINESS**

PH thanked JL for his work on the recruitment of the new Harbour Master. He congratulated him on doing an excellent job and for his invaluable contribution.

As there was no further business the Chairman formally closed the meeting at 1226.

**Date of next meeting: Friday 20 January 2023 at 1000**