

**Bridport (West Bay) Harbour Consultative Group (BHCG)**  
**Meeting 16 October 2023 The Salt House 18:00**

**Present**

Amanda Anderson (Teams) (AA)	Dorset Police and NHWN, Resilient Communities Coordinator
Sarah Bennett (SB)	Harbour Traders Rep
Emma Bourne (EB)	Non-Boating Water Activities Rep
David Boyland (DB)	Non-Commercial Moorings Sub
Gavin Brooking (GB)	Non-Commercial Mooring Rep
Ken Buchan (KB)	Head of Environment & Wellbeing
Daryl Chambers (DC)	Town Council Rep
Jane Hallet (JH)	Non-Boating Water Activities Sub
Sam Hanbury (SH)	Harbour Traders Sub
Benjamin Harvey (BH)	Assistant Harbour Master
Jason Mathews (JM)	Gig Club Sub
Becky McGowan (BM)	Admin Officer, Note Taker
Simon Miles (SM)	Commercial Passenger Carrying Vessels Rep & Group Chair
James Radcliffe (JR)	Harbour Master
Cllr Mark Roberts (MR)	Dorset Council Harbours Advisory Committee Chair
Andrew Taylor (AT)	West Bay Community Forum
Debbs Urch (DU)	Gig Club Sub

1. Welcome & introductions	Action
JR – Welcomed everyone and began with introducing AA via a team's call.  Around the room introductions where given.	
2. Apologies	
Mark Cornwell Aubry Banfield	
3. Harbour Watch Scheme – Amanda Anderson, Dorset Police – Teams Call	
<p>The Harbour Watch scheme was launched in Weymouth in May this year. Alongside this a counterpart launched in another county which has been good. We had a meeting with Lyme Regis last week and it was agreed to launch the scheme next year in April and hopefully in West Bay if there is enough interest.</p> <p>The scheme is like neighbourhood watch however it isn't nationwide it's a local scheme. Its aim is to have eyes and ears in and around the Harbours and associated rivers from local mariners, residents, traders, and other local interested parties to report any suspicious activity, theft, or damage etc these details will be collected and dealt with accordingly. Suspicious activities reported will also feed into Project kraken which is a joint law enforcement operation tackling maritime border crime.</p> <p><a href="#">Harbour Watch   Dorset Police</a></p> <p>Interested members can join Dorset Alert which is a two-way community messaging system operated by Dorset Police, which allows us to exchange information with you by email or phone at no cost. For example, it's been reported a spate of children are running around the Harbour, we could send an alert to the relevant Harbour team to inform them, this way people are kept involved and with the knowledge can keep on top of things.</p> <p><a href="#">Home Page - Dorset Alert</a></p> <p>It is encouraged to still use 999 for emergencies and there is a reporting line on our website so reporting can be done in one's own time.</p> <p>Police officers will be present as and when appropriate.</p> <p>An event will be held in Lyme Regis alongside the RNLI team who will present water safety and provide life jacket checks and there will also be security marketing</p>	

<p>and equipment marking available free of charge. It would be great to arrange something similar in West Bay.</p> <p>MR – The Harbour Traders Rep for Weymouth coordinates this for Weymouth and suggested someone from the group to act similar with liaising with AA and the RNLI.</p> <p>AA – Logos/stickers for Harbour Watch have also been created by the Traders Rep, more can be made up using the same artwork which has been agreed.</p> <p>Q -Who will you imagine will sign up to this?</p> <p>A - Any harbour user, recreational, commercial users, residents', and traders.</p> <p>Q – Is reporting expected for water activities only or surrounding areas?</p> <p>A – All areas, water and on the ground.</p> <p>Q – Is it linked to something else?</p> <p>A – Reporting will be linked to Dorset Alert For example, there where reports of sheds in Poole area being broken into, the Dorset Alert sent out this information to make people aware.</p> <p>Q - What is the size of the problem in the area?</p> <p>A - Some kiosks have been broken into, things have been stolen off boats etc, all these things need to be reported to make people aware so action and precautions can be taken.</p> <p>SM - West Bay currently have a WhatsApp support group which essentially does what the Harbour Watch do, share information that potentially could be an issue. Joining the Harbour Watch scheme would be another way of gaining support on a larger scale.</p> <p>GB – Feels that users will need to be convinced action will be taken as some incidents previously reported seem to be taking longer to deal with than anticipated.</p> <p>AA – Suggested following up these incidents that have been reported. The police will prioritise unfortunately the Harbour Watch team don't have any control over those decisions but if things are reported, they are logged, this could provide information on patterns for example and intelligence can be built up in the background.</p> <p>MR – Request to MR to follow up on the incident in question for Baboogelato.</p> <p>Q – How would we move forward if we want to get involved?</p> <p>A – We need to agree on a date to hold the event to launch, to inform people what its about and there we can sign up new members and register them on our database.</p> <p>MR – Added that Weymouth Harbours launch went well and in attendance was uniformed police officers and the Police Crime Commissioner.</p> <p>SM – Thanked AA and decided to continue the discussion with the group and get back to AA later with the group's decision.</p> <p>It was agreed by all that we should take up this opportunity, there are no costs involved and there will be wider support between the business WhatsApp group, community forum and traders, which makes sense.</p> <p>EB - Agreed to take on the role as coordinator and appointed SB to assist.</p> <p>April dates to be agreed.</p>	<p>MR</p> <p>EB – SB</p>
<p><b>4. Minutes of the previous meeting</b></p> <p>SM – Asked if there will new bylaws when replacing old ones?</p> <p>MR – This is reference to the HRO, once new general directions can be issued, then we can look at replacing old bylaws.</p> <p>The scheme has started for wheelchair users on West Bay Beach, it is well received. Park Dean lost one of the organisers unfortunately however the Tourist Information centre are now dealing with bookings. There is no data yet on users,</p>	

<p>but it is growing.</p> <p>The West Bay toilet works are now complete.</p> <p>The orange bollards, a scheme starts on the 30<sup>th</sup> October which will remove all of those bollards.</p> <p>Seating area on green or East pier is still to be discussed.</p> <p>DC – Will organise a survey to review the planters, bins and signage around the area.</p> <p>Proposals are being put forward regarding the advertising boards. SM – will assist with finding someone to buy a board and help seal those spaces.</p> <p>Sunken item on East beach has had divers down to investigate. It will need to be sent to a diving company to assess if the item can be removed or not. We are still waiting for Wessex Waters to complete their work; divers will be booked at the same time.</p> <p>Bins and recycling bins are still in discussion.</p> <p>1 Davit will be replaced next year and will be putting in a bid for funding, if successful then all 3 can be replaced.</p> <p>A fixed bike rack is due to be installed on the East Pier next week.</p>	SM
<b>5. Harbour Advisory Committee Chairs Update</b>	
<p>A New independent member has been appointed to now make 4, Mark Saxby who is a retired head teacher and has extensive leisure boat sailing experience. This was ratified at full Council on Thursday.</p> <p>Dredging, sediment testing, produced safe and normal results.</p> <p>The Designated Person - James Hannen, attended the Harbours Advisory Committee meeting and delivered his report on Bridport. Weymouth will be next year and the following year Lyme Regis.</p> <p>Attended the National Coastal Special Interest group meeting, a speaker from MMO was due but didn't turn up. Q – What is the MMO A - MMO is Marine Management Organisation, a governing body of the coast and is part of Defra.</p> <p>Weymouth Harbour funding for the regeneration works is now at £19.5 million. This will be put towards adding and repairing the walls at Weymouth peninsula and North Quay. It is hoped that the Harbour will retain its maritime feature throughout the planned works.</p> <p>An informal workshop took place to look at fees, we are aiming minimise fee increases and keep it below inflation.</p> <p>Car parking fees became a discussion amongst the group, complaints have been received regarding the charges, it is felt too expensive. MR – Parking fees are standardised across all 3 Harbours. Car parks are managed by Parking Services not Harbours. CONTINUED IN AOB</p>	
<b>6. Harbour Masters Update</b>	
<p>JR – Gave an overview of the HM report.</p> <p>GB – Asked for the figure of users in the Harbour slipway car park. JR – Will find out and provide this information.</p>	JR

<p>An advert for a new Harbour Mechanic will go out soon.</p> <p>SM – Asked how many moorings are unoccupied? JR - Only about 5, not all moorings have been taken up straight away, some are them holding for next year.</p> <p>SM – Asked why Lyme Regis has their dredging works completed before West Bay? JR – It is planned this way as Lyme Regis is weather dependant, if the weather is bad, they can come over to West Bay instead of waiting for the weather to pass and incurring cost.</p> <p>SM – Smals worked last year over 24hrs; can this not be done in the future? JR – This was only due to the weather and a push to complete the task as expected. Smals do not like working overnight as areas are missed.</p> <p>SM- asked is it given Smalls will get the dredging? JR- No, a tender process will be conducted following procurement rules set by Dorset Council.</p> <p>SB – Asked why sediment is placed on West Cliff Beach and not West Beach? JR – West Beach is part of the sea defence where the larger grade of material is placed, the sediment being placed on West Cliff beach is of smaller grade and has created this beach over time. The grain size of the sediment is too different in size, adding this to other areas will change the way the beach behaves.</p> <p>The Quay wall has now been moved to emergency works and the team is hoped to be on site in the next 3 to 4 weeks. Works will take place in front of the kiosks and will be complete within 8 weeks.</p> <p>SM – Asked who funds the works in emergency status? MR – Dorset Council hold an emergency capital fund, this is not covered fully, Harbours own reserves may have to contribute.</p> <p>GB – Asked what was the pontoon revenue? JR – Up to now the pontoon revenue is at £8200, last year it was £10,000.</p> <p>Asset management plans are being written up; it is planned to replace 30m of pontoon each year until all is replaced. New cleats have been fitted and there are plans to replace metal pontoons in 2 to 3 years' time.</p> <p>GB – Feels cleats are too far apart and more is needed. JR – Will look at placing more.</p>	
<p><b>7. User representatives reports</b></p>	
<p>Reports received.</p> <ul style="list-style-type: none"> <li>- HM Report</li> <li>- Harbour Traders report and suggestions</li> <li>- PWC Request via Email</li> <li>- Non-Commercial Mooring Holder report</li> </ul> <p><b>GB</b> – Asked if the slipway can be placed with ridges to prevent a slippery surface. JR – This may make it difficult for the gig club to launch.</p> <p>The use of new chemical works well, more so on the top half due to the length of time it can stay on the surface before the tide hits.</p> <p>BH – The slipway is cleaned often. It will be difficult to use anything on the slipway as the swell and tides are strong and eventually will rip anything off.</p> <p>AT – The owner must take care to launch responsibly.</p> <p>Lifting charges are high. Would it be possible to share a crane like the old days? JR – This would cost around 4 to £5000 for a contracted lift, all vessels use to be lifted in one day, and considered to not meet health and safety, lifting is different now, all are not lifted on same day giving greater flexibility to the owners.</p> <p>Our equipment costs over 130K and staff costs need be taken into consideration. The current cost of lifting covers cost of replacing the JCB when it is required to do</p>	

<p>so but not the boat lifter.</p> <p>End of season extra month costs are also seen expensive.  JR – The recommendation is for no increase on this fee next year.  GB – Asked if the October fee could be included in the summer fee?  JR – This could be added to make a 7-month season however the fee will be added in. There is an understanding that October gives many nice days however it is preferred the Harbour not be full in the October month due to the potential storms.</p> <p>CCTV coverage, it has been reported people were playing with ropes etc has anything been reported?  JR - CCTV does cover that area however if someone is messing with ropes during the night it could be difficult to see.  It is in the asset management plan, CCTV is planned to be replaced over the next 5 years and placed in new areas, some new cameras have been installed in the last few years.</p> <p>DB – Asked if the grace period given to 9<sup>th</sup> October can be extended the same in November.  JR – no, we need to keep the cut off as the end of months.</p> <p><b>SB</b> – Has been asked to look up information regarding bins and planters, have provided this in my report.</p> <p>Bins are a major issue, due to the size being too small and not enough of them. Other beaches and harbour fronts are now changing to the larger bins.  DC – Added that bin collections stop at the end of September, October is also a very busy month at the Harbour. Can it not be put forward to extend this collection period?  MR – Dorset Waste Partnership own and are responsible for the bins around the Harbour. I will discuss this with the Head.  JR – Has spoken with DWP regarding overflow of bins but due to the mix of rubbish it can't be recycled.  There is adequate emptying of the bins, its 7 days per week during the summer.  SM – Added that even though this happens, bins are still full at the end of the day.  SB – Mentioned the new compact bins, they would be great as they would hold so much more.  BH – DWP did look at these, but they are too expensive to run.  SM – Questioned how we could improve the number of bins?  MR – Added the question of who is expected to pay for these bins?</p> <p>It was mentioned that Traders are happy to sponsor things and perhaps this could be looked at.  MR – To take this idea back to find out about sponsors.</p> <p>DC – Mentioned that the Town council are working with the Chamber of Trade and are looking to see if Bridport could become part of the BID District. It gives local businesses the power to 'raise funds locally to be spent locally' on improving their trading environment. This could include funds for extra bins. Traders can opt in if they wish to. The BID programme is funded by the businesses themselves through a levy on non-domestic rates around 3% to 5%</p> <p>EB – Asked if the sponsorship would be comparable to this rate?</p> <p>It was suggested to invite a member of the Dorchester BID to attend a meeting to discuss it in more details.</p> <p>SB – Feels Traders pay for their licences and adequate action and bins should be provided within that.</p> <p>SM – Has searched stacking boats, this could be pricey. Will continue to look at cheaper options, perhaps eBay for spares or repairs.</p>	<p>MR</p> <p>MR</p>
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<p>It was asked if there could be any additional toilets? JR – No more will be provided.</p> <p><b>SM</b> – Commercial topics have all been covered.</p> <p><b>EB</b> – Non-Boating Water Activities topics covered apart from dog signage, it is felt its conflicting and not clear enough. 1 sign says to clear up dog mess, and another says dogs not allowed between certain time of the year. DC – Reiterated that an audit will take place to include signage around the Harbour.</p> <p>Thanks were passed onto the team for completing the tasks requested.</p> <p><b>DU</b> – Gig club topics all covered.</p>	DC – JR
<b>8. Frequency of Consultative Group Meeting – Simon Miles, Group Chair</b>	
<p>SM – Proposed an extra meeting be held to encourage actions being dealt with more promptly rather than waiting until the end of and start of each season.</p> <p>It was agreed to hold meetings in February, May, and October in time to feed into the Harbour Advisory Committee meetings.</p> <p>Next meeting to be held February to feed into March committee.</p>	
<b>9. Q&amp;A's</b>	
<b>10. Any other business</b>	
<p>It is felt that businesses sales are down 20% to 25% due to parking fees and other environmental factors such as the weather overall general issue with bins etc. DB – Mentioned complaints have gone in with reports regarding parking charges however it was deemed no evidence was provided to prove businesses are struggling due to the contributing factor of parking fees. MR – Requested the group to put together their thoughts and evidence to him who will take it directly to Cllr Ray Brian - Portfolio Holder.</p> <p>Car parks are valued in tiers, for example First Tier is charged £15 per day, this is thought the area has more to offer for the customers. SB – Said if West Bay was improved, parking fees may be worth it. DB - Station Yard car park 4.1 hours parking charge is £15, that's not even a whole day and needs to be investigated.</p> <p>The Discovery Centre can issue parking permits for volunteers requested by their organisations.</p> <p>SM – Asked if Bridport could provide the same service ANPR barrier system for trader permit holders only? JR – Suggested traders should discuss permits with car park services. More information on their permits can be found on their website <a href="#">Flexi stay car park permit - Dorset Council</a></p> <p>SH – Advised more signs should be placed for permit information as not many people are aware of this information.</p> <p>Substitute for Harbour Traders confirmed, Sam Hanbury</p> <p>DC – The Town Council are under Community Governance Review and will come into Bridport next April, major changes coming! AT – Added there may be changes to the Coast Forum also from the makeup of these Councils.</p> <p>SM – Asked to confirm when his chairmanship for the group ends? KB – It is reviewed every 3 years. BM – To draw up a table of for each membership to show start and end dates.</p>	<p>Group Task MR</p> <p>BM</p>

Meeting concluded 20:45	
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