

# Maldon Harbour Improvement Commissioners

---

**Minutes of the Ordinary Meeting of the Commissioners held on Tuesday, 17 January 2023 at 7.00 pm.**

**PRESENT:** G Courtney (Chairperson) D Patient (Vice Chairperson)  
M Gibson (Treasurer) N Cardy  
M Chapman John Dines  
P Ellum N Harrison  
C Swann

## **45 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Jim Dines, K Lagan, A Wiseman.

## **46 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST**

There were none, other than those declared during the meeting.

## **47 MINUTES – MEETING 29 November 2022**

The Minutes of the Ordinary Meeting held on 29 November 2022 were formally received. It was **AGREED** that the Minutes of the Ordinary Meeting held on 29 November 2022 be confirmed as a correct record.

## **48 MATTERS ARISING**

Minute 43 Item a)

The Mooring Application had been followed up. N Cardy had established the location.

Minute 41 Triathlon 2023

D Patient stated that the matter of the Triathlon should be followed through to finalise arrangements.

## **49 CLERK'S REPORT**

Item 1. An email had been received from Maldon District Council asking for information about MHIC to provide information for MDC Members in the run up to the next election. The Clerk had provided the information and cited the relevant pages on the MHIC website.

Item 2 The request for Passenger Returns for 2022 had been sent out. One response had already been received.

Item 3 Department for Transport Returns. The DfT Return for cargo in and out of the Harbour was due by 1 February 2023. The Clerk asked Commissioners if they were aware of any cargo so that the appropriate owner could be contacted.

Item 4 Cost of Web Hosting. The Clerk had followed up concerns regarding the cost of web-hosting. Hostpapa had been competitive in the past. They were currently third on the “Top Cheap Web Hosting Companies 2023” website below BlueHost and above GoDaddy. They were described as “Fast and reliable hosting” . . . with 24/7 Support. The Clerk had only had to use their support occasionally but they had responded swiftly and efficiently. However the 3-yearly cost of web-hosting had increased substantially from 6 November 2019 £193.97 to 6 November 2022 £345.17. The Clerk would research possible reduction in web-hosting costs.

Item 5 Maldon Little Ship Club had confirmed that they would invoice for each individual meeting. There was discussion regarding costs to be followed up by G Courtney, also possible alternative venues.

## 50 TREASURER’S REPORT

M Gibson reported that the current bank balance is £9,957. Payment outstanding was to reimburse the Clerk for Hostpapa renewal.

## 51 HARBOUR MAINTENANCE AND STATE OF BUOYS

### a) Buoy Report

Buoy No 10 – G Courtney had dried out the light. The quality of lights was discussed, the need for spares and costs. Cheaper lights were approx £220 with better quality lights reaching 2 – 3 nautical miles approx £450. Purchase of one spare port and one spare starboard was suggested. Weighing up the cost of servicing it was **AGREED** to purchase one light of higher quality to replace No 10 light and to keep cheaper lights as spares.

### b) Maintenance Programme.

G Courtney reviewed the Notes of the Maintenance Programme sub-committee (G Courtney, N Cardy, John Dines) of 6 December 2022. Notes Points discussed and amended as follows:-

Point 2. Commissioners changed the deadline to 1 May (from 1 April).

Point 6. P Ellum clarified that the contractor had authority to carry out work up to the cost of £200.

Point 10. Clarification of “designated Commissioner” was discussed. The first bullet point of Point 10 will read “A Commissioner will be identified as the designated point of contact.”

There was discussion regarding the Health and Safety implications of a contractor walking the river on their own. John Dines stated that the contractor should be told not to walk the river on their own.

P Ellum gave a further bullet point to Point 10. “The contractor will be required to provide a Method Statement and Risk Assessment.”

Point 11. This was discussed and this would be amended to read “Repair any buoys removed due to damage or wear and tear.”

Point 13. This was discussed and a further sentence would be added “Work to be paid by the hour; time sheets will need to be submitted for all work carried out.”

Further topic. D Patient stated that I Hiner has asked for buoys etc to be taken out of his garden. John Dines offered that they could be put in Downs Road boatyard.

## **52 HARBOUR DUES FOR 2023**

a) Report of legal advice.

The Draft Report from Ashfords was discussed. Some points required clarification.

P Ellum and D Patient felt that the small size of the port of Maldon had not been taken into account.

The Draft Report would be sent out to Commissioners. P Ellum would draft suggestions of what needs to be clarified and would circulate to Commissioners.

b) Structure and level of Harbour Dues for Leisure Craft. Starting date.

10p per foot had already been agreed. To run April to April for leisure craft. January to December for passengers and cargo. M Gibson stated that a notice should go out to all leisure craft by April 2023. The need to define leisure craft was discussed.

c), d) and e) Asking boatyards for co-operation. Asking for club contributions. Clarify which boats for Harbour Dues.

These were discussed. Suggestions included that clubs make a contribution based on membership. It was noted that the Gig Club would be prepared to contribute. Houseboats would be included, also boats moored in the river. Tenders on a parent yacht would not be charged.

G Courtney would contact the clubs. Meetings with the boatyards would be set up.

## **53 DREDGING**

N Cardy stated that there would be 7 loads week commencing Monday 23 January 2023, with another 25 loads in the future. MHIC to decide the location.

## **54 PORT MARINE SAFETY CODE**

An amended/updated version would be circulated to Commissioners.

## **55 SILTATION COMMITTEE – POSSIBLE RESTART**

N Cardy would follow up.

## **56 ATTENDANCE AT MEETINGS**

The previous meeting (29 November 2022) was only just quorate.

**57 URGENT ITEMS OF BUSINESS**

There were none.

**58 DATE AND TIME OF NEXT MEETING**

This would be Tuesday, 14 March 2023 at 7 pm.

The Chairperson closed the meeting at 9.00 pm

Chairperson