

Port Edgar Marina – Berth Holders’ Association

(Provisional)

Minutes of Committee Meeting held at 7 pm on Monday 7th November 2016 in Classroom 1 at Port Edgar

1. Attendance: Mike McGregor (Chairman)
Brian Smellie (Hon Secretary)
Colin Scott (Hon Treasurer)
Frank Pullen (Past Chairman)
Colin Henderson (Commercial Users Rep)
Graham Sutherland
Willie Mills
Debra Mills
Craig Shirlaw
Russell Aitken (Port Edgar Marina)
2. Welcome: The Chairman welcomed Russell Aitken of Port Edgar Marina Ltd who had kindly agreed to join the Meeting to update the Committee on the new Port Edgar Strategy Plan and to respond to other matters arising.
3. Apologies: Margaret McGregor & Karl Weibye.
4. Russell Aitken of Port Edgar Marina Ltd:
 - a) Strategy Plan: Russell outlined the recently launched Strategy Plan for Port Edgar. The main thrust of the Strategy is to establish Port Edgar as a visitor attraction with the Marina at the heart of it. Various initiatives were outlined including the widening of the retailing mix and establishing a new licensed Restaurant that would cater for the public as well as for the boating community.
 - b) Dredging: A bathometric survey of the Marina will be carried out in the near future and dredging should commence in early 2017 and in time for the new season. The

dredging is likely to concentrate on pontoons A and B and other areas identified by the survey.

- c) Toilets: Temporary arrangement for the toilets will be in position for this coming season while plans for new toilet facilities are drawn up.
- d) Web Camera: Russell agreed that the Marina would take over from the BHA the maintenance of the Web Camera mounted on the Loop Shed.
- e) Marina Security: A trailer had recently been stolen from the Marina and the matter was being followed up by the Police. The security cameras within the Marina had picked up the theft and it is thought that a likely culprit has been identified.
- f) Other Matters: Discussions also took place about Pontoon Hoses and the BHA's Charity Jumble Sale and Russell agreed to give consideration to both these matters.

The Chairman expressed appreciation to Russell for attending the Meeting and for bringing the BHA Committee up to date on the recent developments at Port Edgar and for responding to questions.

- 5. Approval of Minutes: The minutes of the previous Committee Meeting held on Monday 1st August 2016 were approved and signed by the Chairman.

6. Matters Arising:

- a) Hose Trolleys: Details of the hose trolleys used in other Marinas were circulated to the meeting. These are manufactured by Hozelock and cost about £100 each. This matter was raised with Russell and we await his feedback before making any final decision.

Action: MM

- b) Wi-Fi coverage within the Marina: CH reported that the Wi-Fi coverage is now much improved following the Marina's switch to a different Internet Service Provider.

c) Communication with Members:

- DM reported that the Mailchimp group for emailing members is all set up and ready to be used at any time. The list currently comprises of 76 members and there is a facility for members to de-list if required.
- The wording of a welcoming email letter to be sent to all renewing and new members is still to be finalised and MM agreed to finalise this soon.

Action: MM

- Face Book: It was confirmed by DM that the BHA Face Book page is ready to be launched once the hosting changeover for the website has been completed.

- d) Membership Benefits: Some progress has been made in arranging terms for BHA Members from service providers based at Port Edgar. Two suppliers have agreed terms so far and a response is awaited from a further three companies. Once all the responses have been received it was agreed to email the membership encouraging them to support these locally based suppliers and obtain the special terms on offer.

Action: CH, MM & FP

- e) BHA Boat Jumble: A discussion took place about possible dates for the 2017 Charity Jumble to coincide with other events taking place in the Marina. In view of the relatively lower attendance this year it was agreed that a greater marketing effort is required if we are to run the event again. It was also suggested that it might be worth considering another type of fund raising event - such as a social evening for members. It was agreed to give consideration to these and other possible options and to carry forward the matter to the next Committee meeting.

Action: All

- f) BHA Notice Board: The back panel of the Notice Board is deteriorating and requires to be replaced and it is hoped to replace this over the winter months using an appropriate display panel material.

Action: BS

7. Chairman's Report:

The Chairman reported that he had attended the meeting to launch the Strategy Plan for Port Edgar as referred to by Russell earlier in the Meeting. He reported that ambitious plans have been made to turn Port Edgar into a visitor's destination for the general public with a wider range of retailing and hospitality options.

The Chairman also reported that negotiations are under way between the City of Edinburgh Council and PEYC and the Sea Cadets in connection with extended land leases for sites in Port Edgar so that both organisations could erect suitable buildings for themselves.

8. Hon. Treasurer's Report: The Hon. Treasurer circulated accounts for the ten month period ending 31st October 2016 and highlighted some of the recent transactions. The accounts continued to show a sound financial situation for the Association.
9. Website Update: WM reported that the new BHA Website is now ready to go. Some new photographs intended for the Website were circulated to the meeting and these were

approved and considered suitable. The change in the hosting of the Website from Webhosting UK to Toucan Hosting will take place very soon and the new Website will be launched soon thereafter.

Action: WM

10. Weather Station and Webcam: WM met with Karl Weibye in early October and the handover of the Weather Station and supporting equipment has now taken place. Karl has since prepared a detailed handover pack which provides all of the source material and other information and will be of assistance in maintaining the operation of the system and if further support is needed from the manufacturers. Thanks are due to Karl for setting up and maintaining the Weather Station and for his support of the BHA over the years as webmaster. As noted previously, the Marina has agreed to take over the maintenance of the Webcam.

The Committee also expressed their grateful appreciation to Willie for all the work he has undertaken in setting up the new Website and taking over the operation of the Weather Station.

11. BHA Committee and 2017 AGM: The Office Bearers for the BHA Committee for the forthcoming year need to be agreed at the next Committee meeting and before the AGM in March 2017. In addition guest speakers for the AGM need to be identified.

Action MM & BS

12. Dates of future Meetings:

The following dates have been agreed for future BHA Committee Meetings:

6th February 2017
20th March AGM
22nd May 2017
7th August 2017
6th November

The meeting closed with a vote of thanks to the Chairman.