

TOBERMORY HARBOUR ASSOCIATION

Annual General Meeting

Aros Hall, Friday 7th June 2013 7.30pm

Draft Minutes

Opening remarks/welcome

Present: B Swinbanks, A MacLean, R West, M Shilson, P Sands, G Brown, R Forrester, M Asher, J Franklin, A Flavell, G Gallagher, A Fraser, J Traynor, B Weir, M Macgregor, L Hosdell, R Cordeiro, P Depledge, A Brown, R Gallgher, A Wilson, J Marsh, H Marsh, D McKie, N Franklin

Apologies: Jan Dunlop, Rob Barlow, Grant Carmichael, James Henderson, E J Whittaker, V Linneman, John MacDonald

1. Minutes of the 2012 AGM and matters arising
There were no matters arising
Presented to the AGM and deemed to be a true record.
Proposed P Sands seconded B Swinbanks
2. Chairman's Report presented by Brian Swinbanks.

Welcome to the 31st AGM of the Tobermory Harbour Association.

A short presentation with slides to mark the 30th Anniversary
Founded on the 27 April 1983. This is the 30th Anniversary year. Founded by Derek Mountain, myself and others in response to a letter from HIBD encouraging communities to develop water sports in Argyll and Bute.
We had two major problems, a beautiful harbour that was designed in 1887 for sailing ships, for paddle steamers with transport ashore by the horse and cart and absolutely no security over our moorings in the bay. For the next few years we worked hard and especially our first secretary Jean Whitaker to secure an agreement with the CE to lay and maintain moorings in Tobermory Bay.

Historic problems , slide showing Ledaig in the 1970's

In 1987 the THA made plans for a massive project at Ledaig to infill the seabed to enable Tobermory to expand at sea level to accommodate the growing number of cars and coaches and boats. The plans also included toilets, a bus shelter, a boat park and buildings for the coastguard and a small slip. Sadly the one way system via a new bridge over the river was never built.

The main car park was built by Strathclyde in 1985 using rock from the Aes Brae. This picture shows Ledaig today. At the time the THA raised grant funds for the promenade and over the next 15 years the THA finished the project spending over £1.75million pounds to complete the Ledaig Park. This spend has in turn generated new business and substantial inward investment.

By 1997 Tobermory was expanding rapidly the population rising and the demand for new moorings almost out of control. The THA with the support and backing of the Crown Estate agreed a radical plan. All the existing mooring would be removed and a planned mooring grid laid on the seabed to accommodate all local boats and visitors with room for expansion. Small craft inshore, larger boats off shore. 4 THA Directors guaranteed a loan of £25,000 to make this project possible!

1999 and North West Marine begins work on casting the mooring blocks on site and then positioning into the approved grid. Re-organisation gave us 55 local moorings, a clear and marked Fairway and 20 visitor moorings for hire. The visitor moorings were now generated income. Income to pay staff, income to build more facilities for all. The following year 10 more moorings were added along with a further 4 small visitor moorings.

2001 and the Boat Park, unfinished by Strathclyde or Argyll and Bute was improved, surfaced and finished off with compounds for hire.

2002 Our first Pontoon. More of a fish farm landing stage but welcomed by our visitors afloat who had spent years of climbing up and down the sea wall. This project was funded by local donations and major sponsorship and hands on input from the owners of Macgoghans

By 2004 the landing stage was too successful. We needed a purpose built pontoon system. The first pontoon, made in Scotland by Varis, had 20 berths which was increased in 2007 to 40 berths which was to be extended again in 2011 to accommodate larger boats and to provide some protection from southerly winds.

Back to 2007 and at last, 20 years after our Ledaig report had identified the need for toilets, showers, offices for hire, space for the Coastguard, and space for the THA Morag Brown project managed and delivered Taigh Solais. Our beautiful harbour building designed by John Renshaw.

This brings us up to the present and the new Marine Visitor Centre. Project delivered by Don Mitchell and opened this year by Gordon Buchanan. Built to entertain and educate Lydia. our MVC manager will bring you all up to date.

The THA has also partnered the Dempsey Family who donated the stainless steel Bench. Scottish Water Solutions on the new sewage system, pipes were laid on the seabed right under the fairway. The THA also fought for and delivered a new mains sewage system at Ledaig where there was none - just raw sewage discharging into the sea. The THA partnered the Beach Committee on the beach slip build and on the annual Beach Cleaning. With Cruise liner Companies, Jim will bring you all up to date on this success story. The THA also helps sponsor West Highland Week. This is the work of the THA totally committed to bringing benefit to Tobermory and to the wider Mull Community.

Another joint project the fuel berth in partnership with Mackays garage. All this work needs staff, great staff. Staff who are committed to our growing community. I heard yesterday that 28 babies are already due on the island this year -

well done if that includes you! Back to our staff and a big thanks to Mary and her staff Bernie and Mark who do a great job maintaining and cleaning our fantastic facilities. Thanks to Jim and Barbara and thanks to the new team Lydia and Amanda plus our growing team of volunteers

Finally the Future - Phase 6. This is an on going programme to position Tobermory as a hub port, to sustain the fishing industry, to sustain the commercial sector and to encourages more visitors afloat into Tobermory and then onto more remote islands and peninsulas north of Ardnamurchan. Phase 6 also includes an application for a Harbour Empowerment Order on behalf of the community over Tobermory Bay. Phase 6 to address the problem of waves generated by easterly winds on the pontoons.

Phase 6 continues 30 years of building facilities that benefit the whole community, 30 years of retaining a sense of Community, 30 years of managing the Bay and promoting local prosperity.

John Marsh expressed thanks to the THA for encouraging the cruise ships to come in and the benefit it brings to the shops and restaurants.

Brian re-iterated that the THA has at its heart bringing benefit to the wider communities of the outer isles etc. but mainly THA is there to bring benefit to Tobermory and the community of Mull.

There were no matter arising.

3. Financial Report. Presented by Richard West Finance Director.

I know you are all waiting with bated breath to examine the intricacies of the company accounts but I would ask you to contain your excitement whilst I pick out some of the highlights of the 2012 financial year.

The politicians are at pains to remind us all that these are difficult times and that hard choices have to be made and the THA is no exception.

However, as you will hear the Directors are taking a forward looking view and continue to expand the THA facilities to attract visitors afloat to spend time and money in Mull and in particular in Tobermory.

Despite these hard times the income received from our operations held up in 2012 and we saw a small increase overall of around 3% over the previous year.

The Marine Visitors Centre opened to the public in August last year. The Centre was a significant investment for the THA and whilst funded largely by grants we did have to draw on our reserves to meet a shortfall in cashflow terms of some £35,000. This and the loss of income from the floor space amounted to a significant burden on the

business that is reflected in the reduction in end of year cash balances. We are hopeful that this year will see the Centre begin to make a contribution to our profits.

Our expenditures increased by some 21% over the previous period. Our wage bill increased following a realignment of staff wages plus an increase in staff numbers associated with the opening of the Marine Visitor Centre.

Other significant expenditures were the new commercial standard clothes driers installed in Taigh Solais and an investment in a trailer to manage better the growing issue of refuse disposal. We expect both these expenditures will bring future benefits.

Our cost of maintenance of the pontoon and moorings is rising as we enter the replacement cycle and we must expect this step-change to continue and as such provision is being made in our budget forecast.

The treatment of depreciation in the accounts is a matter that we will be reviewing during the current year. In the past we have applied normal accounting rules to the depreciation of both land and buildings and plant and machinery. Accordingly we are seeing a considerable impact on our bottom line and in these accounts the deficit recorded is equal to the depreciation applied.

Given that we spend money each year on maintenance of the fixed assets we intend to review our depreciation policy to ensure we properly reflect the true value of our assets going forward.

Overall, the THA has maintained the business as a going concern, despite the difficult trading conditions and we continue to examine ways to grow and improve what we do. I therefore offer these accounts to you for adoption.

No matters arising

***Chairman confirms that these financial reports will be adopted.
Proposed B Swinbanks seconded A Flavell***

4. Marine Manager's Report presented by Jim Traynor

	<u>2012</u>	<u>2011</u>
Boat Numbers	9298	8671
Cruise Liners	23	24

Last year the good weather saw an increase in new visiting boats to the area. More people from all over Britain are basing their boats on the West Coast of Scotland, and this trend appears to be continuing this year (2013). Foreign boat numbers continue to rise. Every year Tobermory is still a "must visit" place on cruising boats itineraries. The visitors afloat often comment how attractive the town is when viewed from the sea, and how Tobermory and Mull offer a lot that other places do not.

RECYCLING

The THA continues to promote its recycling policy, and are working hard to minimise volume and cost of disposing of waste material.

CRUISE SHIPS

In November 2012, the THA was advised by the government organisation TRANSEC that it had to become a registered and approved international ship and port security port if cruise ships were to continue visiting Tobermory.

The THA Board approved the expenditure that this would involve, and over a period of four months we obtained ISPS status. This means that when cruise ship companies are looking for destinations the port of Tobermory will be internationally recognised as conforming to security regulations, and this may encourage more cruise ships to visit. In practical terms, certain areas of the pontoon are restricted to people with boarding cards or passes when the cruise ships are in.

2013 may be the best year to date for cruise ships.

LOCAL MOORINGS

In 2012 we managed to reallocate 4 moorings to people on the waiting list, and this year we are continuing to work with moorings holders to ensure that everyone is able to keep and use their boats in Tobermory safely. The moorings waiting list still exists as more people want to base their boats in Tobermory.

CROWN ESTATE TAGS

Would any moorings holder who has not got a green tag on his mooring please let me know, and it will be replaced? The Crown Estate will have a new officer in place this summer and he will inspect the moorings at some point.

THANKS

I would like to thank all the THA team (staff) who help out on a daily basis, and the Directors who also assist me with their time and advice.

No matters arising

4. Business Administrators Report presented by Mary Macgregor

I have now been in post for over a year and I have learned a lot in that time. The business is always moving on and there is always a fresh challenge be it funding applications or social media.

Taigh Solais

Rental occupancy has been maintained at 100% for the first floor offices. Boardroom continues to be used regularly and showed good increases in income in the last financial year.

Facilities

Toilets, showers and laundry incomes remained broadly the same as the year before, however, as mentioned in the finance report, THA invested in two commercial dryers with proper venting to the outside. Credit is due to Jamie Peden who put a great deal of effort into the research and installation of the dryer vents. It was not a simple task due to the situation within the building and I think he did a great job. This was a big outlay but domestic dryers were not up to the job and the subject of much dissatisfaction from our users. We are already hearing good reports from users since they were installed in February.

The cleaning staff continue to work hard to keep the facilities to a high standard. The team at present is Bernie Edwards and Mark Swainson. We really need a third member of the cleaning staff but we have had no takers for the advertised post despite much effort. The building is 4 years old and things start to need to be repaired and replaced and Tim Williams attends to maintenance.

We are now a bigger team and we all work well together to deliver a good service for visitors and locals alike. We always welcome suggestions of ways to improve the services and facilities of the Tobermory Harbour Association as we aim to be the guest harbour on the West Coast that everyone wants to have on their itinerary, a welcoming harbour supporting a thriving community.

No matters arising

6. Marine Visitor Centre Report presented by Lydia Hosdell

I have been managing the Marine Visitor Centre for the THA since August last year. The THA's aim was to establish the MVC for the whole community, local residents and visitors, adults and children. With the wide variety of exhibits we want to demonstrate and increase the understanding of all aspects of the life of Tobermory community's working harbour and local waters and the Sound of Mull. From the local fishing community, fish farms, hand divers, recreational divers and boat users, and the support organisations that allow this industry to take place, including the RNLI, Coastguard and Northern Lighthouse Board.

The centre also has an environmental focus, highlighting shoreline habitats and creatures and the wider marine ecology, alongside exhibits promoting work around sustainability and environmental protection. We deliver touch pool talks and discussions throughout the day to help educate and inform both visitors and locals about these creatures and to help develop a greater understanding of and sympathy for the marine environment and its symbiosis with Tobermory and the wider coastal community of Mull and the surrounding area.

This community project would not have been possible without the generous funding from several organisations and huge support and assistance from the various industries that are on display in the centre.

By receiving funding from Community Jobs Scotland we have been able to employ a local young person, Amanda O'Donnell, as an assistant in the centre.

We also have a great team of volunteers who help out. If anyone would be interested in volunteering at the centre, please just come see me.

Since we launched the centre in late March it has been a great success. We have had fantastic feedback from both locals and visitors and also some brilliant reviews on Trip Advisor.

One thing we are struggling with is getting enough money to cover the running costs and therefore to be able to keep the centre open. We originally tried charging but this just seemed to put people off from coming in, so now we work on a donations basis. Since the launch we have had just over 5000 people through the door, and about 65% donate, but we are still not reaching our target to cover costs.

To increase revenue we have a small gift shop which does help towards our target.

To help us reach our target running costs and to be able to stay open, we need your help to encourage any visitors and friends that you send down to donate - just £2 per head would be great.

We have just started a membership scheme where anyone can become a “friend of the MVC” by donating £25 a year. Each member will receive a monthly newsletter with updates on the activities going on in the centre and the island and we are hoping to have a prize draw each year.

If anyone has any questions, or would like further information on the centre, or would like to join as a member or knows of anyone that would like any leaflets for their accommodation or would like to organise any group visits such as schools etc, please see me after the meeting or pop down to the centre anytime. We are open every day from 9 to 5pm.

No matters arising

7. A.O.B.

- *Brian expressed his thanks to the Tobermory High School for painting the railings. THA to write a letter to THS to express thanks.*
- Amendments to the Articles of Association.

Articles of Association

Section 47 lists the member director groups and it is proposed that the stakeholder group **Fish Farmers (shell & fin)** be changed to **Aquaculture**.

Proposal to be adopted. Proposed B Swinbanks seconded Mike Asher

Section 50 of the Tobermory Harbour Association concerns the process for nomination of Directors.

It is proposed that the wording be changed from:

50. Any member who wishes to be considered for election as a director at an annual general meeting must lodge with the company a written notice (in such form as the directors require), confirming that he/she is willing to be appointed; the notice must be signed by him/her and must be lodged with the company **before the start of the** annual general meeting.

to :

50. Any member who wishes to be considered for election as a director at an annual general meeting must lodge with the company a written notice (in such form as the directors require), confirming that he/she is willing to be appointed; the notice must be signed by him/her and must be lodged with the company **five days before the** annual general meeting.

This change to allow office staff time to prepare the necessary paperwork in advance of the AGM.

Proposal to be adopted. Proposed Brian Swinbanks Seconded Graham Brown

Brian mentioned that the constitution may change as the THA moves to HEO and/or Trust port. This may mean that Board does not need to change every year. However that is for the future.

Section 24

It is proposed that the date for the AGM be moved to November with effect from 2014. The wording of section 24 would be changed from:

24. All general meetings other than annual general meetings are to be called special general meetings; an annual general meeting shall be held within six months of each financial year end. All general meetings other than annual general meetings are to be called special general meetings; an annual general meeting shall be held within **six months** of each financial year end.
24. All general meetings other than annual general meetings are to be called special general meetings; an annual general meeting shall be held within six months of each financial year end. All general meetings other than annual general meetings are to be called special general meetings; an annual general meeting shall be held within **nine months** of each financial year end.

This change is proposed firstly to allow more time for the preparation of the annual accounts as it is a very short timescale for the accountancy work and to allow the Board more time to consider the final year end results in advance of the AGM. In theory this could easily be done within the 6 month period presently allowed within the Articles but it is not feasible to have the AGM before the end of September as June-September are the very busy months at THA Board, staff and for our members. Please note that if this proposal adopted, Board members elected at 2013 meeting will stand until the next AGM which could be in 17 or 18 months not 12 months. Proposal will allow us to set the date of the AGM most likely to the first Friday in November with effect from Nov 2014.

Proposal to be adopted Proposed Allan MacLean seconded Graham Brown

8. Nominations for the Board

The present Board all stood down and the meeting was handed over to Mary Macgregor.

Mary read out the list of Appointed Directors and the Member Directors (with proposers and seconders) for 2013/14.

There were 4 nominations for the 4 positions on the Board to represent the public.

The nominations were;

- Mike Shilson proposed A MacLean seconded V Linneman
- Graham Brown proposed J Fraser seconded N Jarvis
- James Henderson proposed L Henderson seconded A Kirsop
- Geoffrey Gallagher proposed P Gallagher seconded P Rigal

9. Elections

There were no contested positions and therefore no elections were required.

The new Board for the period to November 2014 is as follows;

Appointed Directors

Fishermen's Association	Allan MacLean
Community Council	Rory Forrester
Yacht Club	Pat Sands
RNLI	Anne Flavell
Forestry Commission	Jan Dunlop
Beach Committee	Richard West

Member Directors	
Commercial Divers	<u>Steve Barlow</u> Proposed L Crossley seconded F Barlow
Aquaculture	<u>Alastair Fraser</u> Proposed B Hopton Seconded D McKie
Commercial Boat Owners	<u>Michael Asher</u> Proposed J Fairbairns seconded P Gallagher
Mooring Holders	<u>John Franklin</u> Proposed R MacDonald seconded J Bidwell
Small Boat & Running Mooring Holders	<u>Brian Swinbanks</u> Proposed J Franklin seconded E J Whittaker
Shops, Hotels & Adjacent Landowners	<u>Rob Barlow</u> Proposed S Orr seconded J Fenoulhet
Transport Operators	<u>John MacDonald</u> Proposed I Robbie seconded J MacKay
The Public	<u>James Henderson</u> Proposed L Henderson seconded A Kirsop
The Public	<u>Michael Shilson</u> Proposed V Linnenman seconded A MacLean
The Public	<u>Graham Brown</u> Proposed J Fraser seconded N Jarvio
The Public	<u>Geoffrey Gallagher</u> Proposed C P Gallagher seconded P Rigal
<u>Caledonian MacBrayne</u>	Iain Erskine (non-voting representative)

9. Closing remarks

As there was no other business raised Brian welcomed the new Board and asked them to stay after the AGM for a short meeting. He thanked all present for attending and closed the meeting at 8.40pm.