West Bay Users Group

20th April 2016

Minutes

Present: Lucie, Danny, Phil, Tony, John, Christina

1. Minutes of previous meeting: Agreed
2. Trust update: Lucie will be contacting Moir Gibson/Ross Speirs about the legal position regarding non-payment of facility fees.
3. The Workshop: A new lock has been ordered for the wicket door. It was proposed that the other lock should be left on to be used for extra security when the doors are secured at the end of the day. The Boat Club have decided to have internal window bars and Tony will fit them. The Rowing Club have begun moving their equipment out of the old hut and into the Workshop. They will negociate a price to sell the old hut to the Trust and Tony can move in as soon as it has been emptied. Edny will speak to to Danny about coming down to do the fire risk assessment and advise about emergency exit doors.
4. Toilets: Lucie has contacted Bill about progressing with fitting the septic tank and he has advised that the first step is to get permission from SEPA. Danny will contact SEPA. Tony will forward the information that he has about the rules about septic tanks. The Boat Club have offered to make their toilet available as a public toilet in return for not paying facility fees for the Coffee Shop. The Trust will discuss this.
5. Electricity: Gavin Foster has been down to draw up a spec for improvements to the electrical system and is working up an estimate. He thought that LED fittings would be prohibitively expensive but it was decided to go ahead with them because of the money that will be saved in the long-term in running costs and replacement bulbs. Christina and John have possible leads to find recommendations for local electricians. Tony will send them the list of proposed works.
6. The Compound: A new combination lock has been ordered. There is still a question of ownership of some of the boats. Lucie will do a walkaround of the whole area to ensure that all of the boats are accounted for on the Trust’s database.
7. The North Enclosure: The LPG cage has been delivered. A new combination lock has been bought for the Enclosure and the cage. Network Rail are getting rid of the containers near the Battery Road Carpark. Christina will arrange a time for Lucie, Tony and Edny to go and view them.
8. Group reports:

* Boat Club: The list of facilities is acceptable to be displayed on a public notice-board and to go out with the application forms. Sandra would still like a separate Memorandum of Understanding of all the things that the Trust have agreed with the Boat Club. Lucie will agree the list with the Trust.
* Rowing Club: The Wine-tasting Evening was very successful and something similar will hopefully become an annual event. Danny will contact the other kayakers who are interested in storing their kayaks in the Workshop to find out if that is going to be practical

1. Harbour Manager’s report: Tony has spotted some new damage to the harbour wall behind the Workshop. Lucie will contact Fife Harbours about recommended engineers to come and have a look at it. Tony will forward his photos of the damage to compare with the photos taken for the survey report before the lease was signed. Tony has installed two signs to encourage dog-owners to pick up after their dogs. He has also found a multi-tool strimmer that can be used for cutting the grass and trimming back bushes. Tony will bring the quote to the next meeting. Lucie will check with the Fife Council Enforcement Officer that checking the undergrowth is acceptable.
2. Financial report: The Trust will look at a system to deal with non-payers. Edny will find out how other harbours deal with this issue.
3. AOB: Someone from the Gala committee will come along to the next meeting to talk about the Raft Race day.
4. Next meeting: Wednesday 4th May