



# YMDDIRIEDOLAETH HARBWR CAERNARFON

## CAERNARFON HARBOUR TRUST

### MONTHLY (Hybrid) MEETING – 10<sup>th</sup> September, 2025.

<b>Present</b>	Mr Dewi Pritchard-Jones (Chairman) Malcolm Jones (Vice Chairman) – MJ Charles Roberts - CR Barry Davies - BD Bill Barry – BB Mr Chris Jones - CJ
<b>Apologies</b>	Iwan Huws – IH Maria Sarnacki – MS Mr Neville Evans - NE
<b>No Attendance</b>	N/A
<b>Member of the Public.</b>	None.
<b>Officers</b>	Mr D. O'Neill - HM Ms J. Jones - JJ
<b>Agenda Item</b>	<b><u>NOTES</u></b>
<b>Minutes</b>	The minutes from the meeting held on the 2 <sup>nd</sup> July, 2025 were proposed as being correct and formally agreed by the Board.
<b>Any Other Business</b>	The Board express their condolence to the family of Tudur ?, who was a former Trustee at Caernarfon. Mr Barry Davies will arrange for a card to be sent on behalf of Caernarfon Harbour Trust.
<b>Governance</b>	<p><u>Annual Agenda Review.</u> Please refer to the 2026 Annual Agenda previously circulated. During Stuart Wallace's recent meeting as Designated Person a further two points have been added to February –</p> <ul style="list-style-type: none"> <li>• .....</li> <li>• .....</li> </ul> <p>BD – It would be advantageous to have the Duty Holders Training on a separate day from Trust meetings. HM – Agreed. Duty Holder Training is also available on-line. BB – When will Health &amp; Safety policies and procedures be reviewed? HM – The Board need to make contact with the Designated Person to arrange this. CJ – Can they be reviewed during operational inspections, so that the Designated Person can be in attendance? HM – Yes, it's important that the Designated Person is delivering what is asked. MJ – Are three operational inspections necessary? HM – Yes, to ensure any issues are recorded.</p>



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	<p>BD – Fees, Budget and Remuneration to be moved from April to February, to allow more time to implement.  HM – Agreed. We need the annual accounts to make any financial decisions.  CR – We can refer to our internal accounts.  CM – Fees and charges should be set against market conditions.  HM – Are we agreed to move financials from April to February 2026? <b>BOARD AGREE.</b>  BB – Could we have a conditional report on our properties, possibly in July?  HM – Yes. Is this a request from the Board? <b>BOARD AGREE.</b></p> <p><u>Conservancy Review.</u>  Please refer to the previously circulated Briefing Document.  Review set for 2026.</p> <p><u>Topics to be referred to the Marine Advisory Committee.</u>  MAC will be holding their meeting on the 30<sup>th</sup> of September.  The Board have nothing to refer.</p> <p><u>Pilotage Direction Review by DP.</u>  Please refer to the previously circulated document.  CJ – Pilotage exemption certificate for the skipper rather than vessel?  HM – Caernarfon Harbour Trust still responsible regardless. How would we assess the suitability of the skipper?  CJ – Use an external, 3<sup>rd</sup> party.  HM – Who would assess the suitability of the 3<sup>rd</sup> party?  CR – Do we need to supply a Pilot?  HM – Yes, as a Competent Harbour Authority.  CM – Pilotage is so infrequent and not profitable. What happens when our current Pilots retire or leave?  HM – With no Pilot we would need a Harbour Revision Order to remove our CHA designation.  CR – Your current qualifications and experience may not be enough for you to become a Pilot, in the event of our two current ones leaving.  CJ – With the advances in technology and mapping, do we still need a Pilot?  MJ – Do we need to set new parameters for our Pilots Training?  HM – Yes, there are many external training facilities that can aid progression.  CM – The training policy and requirements needs to be discussed at length at a separate meeting.  BB – HM to bring details of suitable training courses to the meeting and for Stuart Wallace to be in attendance (DP).  <b>BOARD AGREE – Date set to Wednesday 5<sup>th</sup> November, 10am, Board Room.</b></p>
Harbour Masters Report	<p>Please refer to previously circulated document.</p> <p><u>Port Marine Safety Code Health Check.</u>  Conducted March, 2023. We are still awaiting the report. This topic to remain live.</p> <p><u>Navigation.</u>  BD – Wishes to express his gratitude and congratulations to the CHT Staff for all their efforts this year in maintaining the Navigational Marks / Aids to Navigation.</p>



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	<p>BB – Who looks after the buoyage to the south of the bridges? Would it not be beneficial for CHT to take them over?</p> <p>BD – I feel we are at a manageable are just now. Extending our waters would incur extra costs at very little return.</p> <p>CR – Have there been any Pilotage issues with the Buoys to the South?</p> <p>HM – Nothing significant and soon rectified.</p> <p><u>Moorings.</u> Occupancy has gone down in some areas this year.</p> <p><u>Notice to Mariners.</u> 25 issued so far this year.</p> <p><u>Pilotage.</u> Acts of Pilotage have increased, possibly due to the addition of the Prince Madog.</p>
<b>Correspondence</b>	No Correspondance.
<b>AOB</b>	No other business.
<b>Action Points</b>	<ul style="list-style-type: none"> <li>Meeting to discuss Pilotage Training Matrix set for 05/11/25. HM to source external training options. Stuart Wallace (DP) to be in attendance.</li> </ul> <p><b>End of Meeting.</b></p>
	<p><b>Next Monthly Hybrid Meeting of the Trustees will be held on Wednesday the 8<sup>th</sup> October, 2025 at 10am.</b></p> <p><b>Old Harbour Office and via Zoom.</b></p>