

Ilfracombe Harbour Advisory Committee Meeting Minutes

Date: 14 October 2025

Time: 6:00 PM

Location: Training Room, Ilfracombe Harbour

Attendees

- Paul Bateman (Ilfracombe Business & Tourism Association)
- Paul Barbeary (Commercial Day Trip Vessels)
- Ben Bengay (Commercial Day Trip Vessels)
- Georgina Carlo-Paat (Ilfracombe Harbour Master)
- Stuart Carpenter (RNLI)
- Matt DeHavilland (Larkstone Hub Commercial Watersports Operators)
- Nick Fox (Ilfracombe Fishing Association)
- Mark Heather (Ilfracombe Business & Tourism Association)
- Ricky Hill (Private Independent Vessels Owner)
- Sophia Henri (Environment)
- Nancy Hutchings (Commercial Day Trip Vessels)
- Steve Kelleher (Harbour Businesses)
- Nigel Oliver (Sea Angling Club)
- Lawrence Raybone (Environment)
- Ross Stanway (Ilfracombe Yacht Club)
- Wayne Thomas (Sea Angling Club)

Apologies

- Rob Bennelick (Harbour Residents)
- Tom Candy (Local Dive Clubs)
- Pete French (Harbour Residents)
- Daun Marshall (Harbour Residents)
- John Quin (Ilfracombe Town Council)

1. Welcome

- Lawrence Raybone (LR) opened the meeting, welcoming everyone and thanking Georgina Carlo-Paat (GCP) for her work in creating the constitution especially as there had not been stakeholder group representation since the Harbour Forum which was disbanded around covid.
LR encouraged stakeholders to read through the constitution as it highlights the obligations of the NDDC as the Statutory Harbour Authority (SHA). It also highlights the stakeholder roles, responsibilities and opportunity to support the SHA influencing decision making and the direction of travel. The main ambition for the IHAC to work more closely with the SHA to improve the harbour area.

2. Previous Minutes / Actions

- Minutes from the previous meeting were **approved by Nancy Hutchings (NH)** and **seconded by Mark Heather**.
- No further amendments were required.

3. Introductions

- **Discussion:** Stakeholders introduced themselves. It was noted that the *Ilfracombe Anglers Association* no longer exists.
- **Suggestion:** **Wayne Thomas** proposed that the stakeholder group be called the *Sea Angling Club*.
- **Decisions:** To be proposed to Harbour Board (HB) at next meeting.
- **Actions:** Outcome/follow up discussion at next IHAC meeting.

4. Change to Constitution

- **Discussion:** LR proposed 2 representatives from each stakeholder group invited to meetings to ensure a broader reach into the community and more likely continuity of group representation in the event of individuals' absence at future meetings. Voting allocation was also raised with LR suggesting maybe best to stick with existing (as per constitution) as situation of same group reps opposing each other would be unlikely.
- **Decision:** A vote was taken and unanimously approve. Constitution change to be proposed to HB.
- **Actions:** Outcome/follow up discussion at next IHAC meeting.

5. Appointments to the Committee

- **Discussion:** No appointments were made.

6. Harbour Master Presentation – Navigational Risk Assessment

- **Discussion:** **GCP** presented a new Navigational Risk Assessment format, explaining marine hazards and how to calculate severity and likelihood of incidents.
- **Decisions:** Assessment to be circulated to all stakeholder groups involved with water activities.
- **Actions:** **GCP** to distribute the assessment.

7. Harbour Master Questions

7.1 Boat lifting

- **Discussion:** **GCP:** Boats will be taken out: **Pier – 31 Oct 2025, Cove – 1 Nov 2025; lifted back in 24 Mar 2026.** Parking concerns were noted.
- **Decisions:** Schedule cannot be changed due to tide restrictions.
- **Actions:** Stakeholders to note the dates.

7.2 Rubbish / Waste Management

- **Discussion:** Additional bins at Old Quay Head discussed; **GCP** confirmed the bin on Old Quay head is for use of commercial day trips and Ilfracombe Fishing Association. Collections (currently) on: Tuesdays and Fridays. Quay Road bins and general litter discussed. Additional directional signs/labels suggested for access to bins and recycling.
- **Decisions:** Stakeholders to review need for additional bins. Signs/labels to be added.
- **Actions:**
 - Stakeholders to review bin requirements
 - **LR/Sophia Henri** to liaise with **Sara Wilson & NDDC** to discuss current bin provision and discuss signs/labels idea for existing bins.
 - **Stakeholders to contact NDCC/Environmental Health** regarding summer bins along Quay Road.

7.3 Cove IFA space allocation occupancy and visitor parking

- **Discussion: GCP:** clearing of waste costly (£1,000+); **NH/LR** concerns for trip hazards eg. cables and visitor impression of cluttered area. Whilst parking spaces occupied there is loss of NDDC revenue.
- **Decisions:** Challenges acknowledged; no immediate changes.
- **Actions:** Stakeholders to monitor ongoing issues.

7.4 Old Toilet Block at the Cove

- **Discussion:** Potential renovation to provide facilities for visitor boats.
- **Decisions:** Noted for future planning.
- **Actions:** No action

7.5 Pier Toilets: Latest Update

- **Discussion: GCP:** No discussions in place to change current management of the pier toilets; Faults to be reported to NDDC Waste & Recycling. **LR** mentioned that there has been ongoing stakeholder liaison with NDDC for years. 1 suggestion actioned some years ago was of grills in place over doors protecting & restricting access to some cubicles during times of low demand eg. Nov through March. This also protects from vandalism and saves ongoing running costs of repair. Metal grills are somewhere? **LR** offer as key holder if necessary?
- **Decisions:** No changes agreed.
- **Actions: LR/Nancy Hutchings (NH)** & other interested stakeholders to meet with NDDC to raise issues again and offer solutions. GCP (cc'd). Locate grills & assess their reuse?

7.6 Proposal for New Signage

- **Discussion: NH:** suggested simple signage for nearest toilets, additional parking, and walking times. **Sarah Wilson** recommended as contact.
- **Decisions:** Proposal noted.
- **Actions: NH/LR/Other interested stakeholders** to contact **Sarah Wilson** to progress improved signage plans.

7.7 Resurfacing the Car Park

- **Discussion:** New layout to be distributed by **GCP**. Approval by **NDDC** expected by Christmas. **Proposed works: Between Easter–Whitsun 2026.**
- **Decisions:** Stakeholders expressed concern regarding the proposed timing for the car park resurfacing
- **Actions:** Await confirmation of proposed works.

7.8 Digital Connectivity

- **Discussion:** Remove from agenda.
- **Decisions:** None.
- **Actions:** None.

7.9 Lido Next to Verity

- **Discussion: GCP:** Area deemed too dangerous & scheme costly (150k). Currently funding only secured to improve safety (remove metal, block entrapment areas).
- **Decisions:** Noted.
- **Actions: GCP** to progress safety improvements.

7.10 Falcon

- **Discussion: GCP:** Falcon will not continue; ineffective for gull/waste control, cost not justified.
- **Decisions:** Noted.
- **Actions:** None.

8. Any Other Business (AOB)

8.1 Infrastructure Safety Checks:

- **Discussion: LR/NO** railings to east side of pier pool area loose. **GCP:** daily checks carried out by team.
- **Decisions:** Noted.
- **Actions: Stakeholders to continue to support GCP and team** by raising any infrastructural concerns.

8.2 Verity Lease: GCP: Lease in discussion with **Damien Hurst**, seven years remaining.

- **Decisions:** Noted.
 - **Actions:** Stakeholders to receive updates as progress is made on the Verity lease.
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- **9. Events 2026 “ –On the Water”**
 - **Discussion: Paul Bateman (IBTA)** presented the idea: week-long promotion of activities in/around Ilfracombe, including taster sessions (sailing, kayaking, diving) and restaurant menus. June was proposed as the most suitable month to hold event.
 - **Decisions:** Stakeholders encouraged to participate.
 - **Actions:** Email paul@ibta.co.uk to express interest.

10. Conclusion/Next Meeting

No opportunity made available for LR to thank GCP and all stakeholders for their time and input. Also to remind stakeholders to please share with their groups.

Proposed next meeting:

- **Date:** Tuesday, 21 April 2026
- **Time:** 6pm
- **Location:** Ilfracombe Sea School training room.