

**MINUTES OF A MEETING OF THE LITTLEHAMPTON HARBOUR
STAKEHOLDER CONSULTATION GROUP HELD IN THE ARUN YACHT CLUB
ON TUESDAY 2nd OCTOBER 2018**

Present:

- Philip Bush (LHB) – Chairman
- Billy Johnson (Harbour Master)
- Harry Gregory (Deputy Harbour Master/ RNLI Community Lifesaving Officer)
- Tom Drennan (LHB)
- Barry Goodhew (LHB and IFCA)
- Robert Boyce (Osborne of Arun)
- Ivan Warren (RNLI Lifeboat Station)
- Bill Chapman (Chairman Littlehampton Angling Club)
- Cllr Ian Buckland (WSCC, ADC and LTC)
- Joe Gibbs (Arun Shipyard)
- Vernon Parker (Littlehampton Charter Fisherman – FINAL ANSWER)
- David Robinson (AYC)
- Alastair Tyrell (AYC)
- Nigel Draffan (Angmering Park Estates)
- Helen Bryett (Ship and Anchor)
- David Gates (RNLI)
- Chris Roberts (Littlehampton Sea Cadets)
- Brian Flook (Jetski User)
- Simon Gibson (Ropewalk Flood Action Group)

ITEM 1 – INTRODUCTION AND APOLOGIES

The Chairman welcomed those present to the meeting. Apologies had been received from:

- Daniel Parker (Littlehampton Charter Fisherman – FINAL ANSWER)
- David Moore (Littlehampton Sea Cadets)
- Gerry McGeehan (Arun Rivertalk)
- Nigel Anderson (Boat owner and local resident)
- Barry Almond (AYC)
- Mark Taylor (Littlehampton Yacht Club)
- Richard Morris (Littlehampton Coastguard)
- Graham Easton (HMCG)
- Mike Ingle (Shipyard)
- West Smart (Harbour Park)
- Nick White (Littlehampton Lifeboat Operations Manager)

ITEM 2 – MINUTES OF PREVIOUS MEETING and MATTERS ARISING

The Minutes of the previous meeting held on 17 April 2018 were noted.

ITEM 3 – UPDATE FROM OUTSIDE ORGANISATIONS RNLI Lifeboat Station. Ivan Warren reported that the RNLI Lifeboats had responded to some 29 calls since the beginning of July 2018. These are summarised as follows:

Service calls since 3rd July.

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1. 6.7.18 Atlantic broken down jet ski off climping towed to fisherman's quay.
2. 6.7.18 Atlantic report of a lifejacket in river upstream of A259 bridge located lifejacket did a search nothing found.
3. 8.7.18 Atlantic launched to recover a inflatable swan off West beach.
4. 8.7.18 Atlantic launched to Mayday call from local charter vessel with a diver requiring decompression from rapid ascent helo 175 requested to take diver to port diver transferred to lifeboat for helo to lift.
5. 9.7.18 Atlantic launched to report of a paddle board 400 yds off east beach cafe turned out to be 2 persons fishing from a kayak.
6. 9.7.18 Atlantic launched to Arun diver broken down towed in.
7. 14.7.18 Atlantic on exercise came across unstable jet ski which had capsized took 1 person aboard escorted in then returned to exercise.
8. 14.7.18 Atlantic tasked to report of person in water waving for help as was very close from previous shout casualty was a jet ski sitting on wave board untangling lines needed no assistance.
9. 15.7.18 D class launched to report of 11 yr old autistic boy drifting to sea off Rustington Winkle island calmed him down took to shore.
10. 16.7.18 Atlantic launched to windsurfer inside harbour causality ashore recovered board.
11. 21.7.18 Atlantic launched to report of a possible unviable swimmer pushing a pack in front off of Butlins turned out to be a diver pushing equipment spearfishing.
12. 21.7.18 Atlantic launched to broken down dive boat off harbour insufficient water to tow in left at anchor until the afternoon when another dive boat will tow in.
13. 22.7.18 D class launched to a yacht aground on West beach D class requested Atlantic as had more pulling power transferred crew and tow line pulled off towed to Harbour Masters mooring.
14. 31.7.18 D class launched to search for a casualty at Ship and Anchor search up river casualty found by old windmill escorted by crew member to AZ7 to meet crt.
15. 31.7.18 D class launched to report of a shout for help from police at Gratham bridge unable to locate casualty rts.
16. 3.8.18 Atlantic launched to vessel on fire towed to town quay met by firebrigade vessel taking on water towed to Littlehampton marina where lifted out.
17. 3.8.18 Both boats search for broken down jet ski nothing found.

18. 4.8.18 D class launched to broken down speed boat at Black Rabbit towed to marina.
19. 9.8.18 Atlantic launched to 41 ft Fairline with engine problems a Amy tug also attended as the vessel weighed 12t the tug towed it in to Harbour Masters mooring.
20. 11.8.18 Atlantic launched to 2.7m dinghy with 4 persons on board off Butlins boat found at Gloucester Road slip.
21. 12.8.18 D class launched to speed boat on bar as it was 30 minutes after low water made sure all ok and returned later to tow in as prop was damaged.
22. 18.8.18 D class launched to male in water near pier east side of harbour entrance first informant pointed to casualty now on West side it was a windsurfer down due to lack of wind casualty taken to boat house
23. 23.8.18 Atlantic launched to distressed person in the water near Bognor pier casualty self harming taken aboard landed ashore to police.
24. 27.8.18 D class launched to intoxicated male who keeps entering the sea opposite Rustington Convelescent Home 1 crew went ashore to suss scene casualty secure in ambulance.
25. 27.8.18 Atlantic launched to a yacht with over heating engine took a while to find as they hadn't a clue where they were. Found towed to AYC.
26. 2.9.19 Atlantic launched to report of a person in the water off Elmer rocks from overturned boat. Located a 1m London inflatable bag presumed to be what was seen from shore.
27. 12.9.18 D class launched to person in water Bognor beach to a position in sight of casualty. Casualty agreed to come aboard taken ashore to police.
28. 13.9.18 Both boats launched to distressed person in vicinity of river police and crt team searching D class outside of the harbour Atlantic in river nothing found stood down.
29. 16.9.18 Atlantic launched to yacht aground opposite Sea View Pub. Towed to deeper water but casualty has steerage issues towed to Harbour request D class to assist mooring no crew Harbour Master agreed to assist with his rib to mooring on Town quay.

RNLI Community Lifesaving Officer. Harry Gregory reported as follows:

- **Community Lifesaving Plan** for Bognor Regis to West Worthing has now developed and is being implemented. Majority of the tangible plans proposed within are fairly tactical (e.g. lifejacket clinics, inter-agency training exercises, public safety campaigns etc.) with no additional strategic, expensive changes to local lifesaving assets are planned at present other than supporting installation of marker buoys on West/East Beach as discussed elsewhere in this meeting's agenda. The Community Lifesaving Plan will be reviewed annually alongside the RNLI Area Lifesaving Manager, the RNLI's South East Community Safety Partner, our RNLI Lifeboat Operations Manager, RNLI Lifeguard Supervisors and LHB staff. We are aiming to have increasing input from HMCG via their new local community safety officers and any LHB stakeholder members of this forum. Please let Harry know if you would like to read it and feedback.

- **Lifejacket Clinics and Sea Safety workshops** at LYC, Marina and LD&C – 50 lifejackets inspected with an average failure rate of 70%. We're working on a date for the Arun Yacht Club – hoping to be during crane out on the 23 Nov. Based on the level of uptake and feedback, these will be moving to weekday evenings in the Spring each year instead.
- **Respect the Water Campaign.** Meaningful conversations on the RNLI's "float to live" and other safety campaigns with approximately 500 adults and children at public events including Littlehampton Armed Forces Day, River Beach Primary School fete, Hotham Park County Fair, Haven Holidays Pagham annual gala day, Littlehampton Emergency Services Weekend and the Harbour Waterfront Festival.
- **Stand Up Paddleboard** safety engagement via TJ board hire's SUP safety clinics and trips on the Arun – safety clinics
- **Products** such as leaflets on calling for help and waterproof phone pouches made available to Littlehampton harbour users via yacht clubs, lifeboat station and local water user clubs and groups
- **Pub packs** including RNLI safety message branded pint glasses and bar runners shared with 12 waterside pubs between Bognor and Worthing including the Arun View, Empress, Steam Packet and Harvester in Littlehampton
- **Pet shops/vets** – RNLI leaflets and posters around coastal dog walking safety (key message being – don't follow your dog into the water if it gets into trouble, call for help) distributed to all vets and pet shops in Littlehampton
- **SwimSafe at Lancing** – RNLI Community Safety Officer and Beach Lifeguard support to Swim England's sea swimming programme held in Lancing – approximately 400 children received sea safety advice and swimming lesson in the sea
- **Volunteer RNLI community safety opportunities** - The Arun RNLI Community Safety team is recruiting. Whilst the roles do prefer some seafaring background (some roles more than others due to their technical nature), full training and other opportunities provided by the RNLI.

Cllr Ian Buckland observed that he had seen no advertising related to the recruitment campaign. He was informed that the recruitment campaign had only just begun. In response to a further query he looked forward to receiving details from on how advertising for volunteers can be made through the Arun District Council and Littlehampton Town Council websites.

RNLI Beach Patrol. No report had been received from the RNLI Beach Patrol.

HMCG. No report had been received from HMCG.

UK Border Force. No report had been received from the UK Border Force.

Sussex Police. No report had been received from Sussex Police.

ITEM 4 – ACCIDENT AND INCIDENT REPORTS REVIEW

The HM reported the following accidents and incidents:

	Date	ID Code	Accident Category	Name			
	01/10/2018	LHP4112REP	Impact with Structure	012 of 2018 - SEA RUBY unberthing manoeuvre			
	01/10/2018	LHP4113INV	Collision ship - ship	013 of 2018 - CQS SEA RUBY outbound with Yacht DANSK			
	02/09/2018	LHP4111REP	Struck by moving vehicle	011 of 2018 - Jetski Near Miss with Swimmer on West Beach			
	04/08/2018	LHP4110IVD	Slip, trip, fall same level	010 of 2018 - Littlehampton Ferry customer tripped on Town Quay gangway			
	08/07/2018	LHP4109INV	Diving Injury	009 of 2018 - Diver surfaced from depth accidentally			

Ivan Warren observed that the RNLI had been called to support the diving incident. He was informed that the victim had since made a full recovery.

Robert Boyce commented on the near miss incident in the narrows and recommended that the LHB give consideration to the installation of a traffic light system. Tom Drennan thought that it might be worth contacting the Harbour Master at Rye who did have a traffic light system. David Robinson recalled that a sound signal system was once in place. The HM stressed that the incident was still being investigated and all aspects would be considered.

Nigel Draffen asked if Dragon Boat races took place as part of the Arundel Festival. He was informed that they did and that a LHB vessel was in attendance.

ITEM 5 – CONSERVANCY ACTIVITY

The HM provided an update on conservancy activity issues.

a. Dredging.

The HM reported that one tide of dredging had been carried out at the base of the public slipway at the request of the RNLI.

b. Aids to Navigation.

The HM reported that an Officer of Trinity House had completed an inspection of the aids to navigation under the management of Littlehampton Harbour Board on 25/07/2018 by and found them to be in good and efficient order.

c. Environmental Protection.

The HM reported the presence of 2 wrecked boats which had been abandoned and were awaiting disposal.

d. Maintenance Activity.

The HM reported that as part of a planned maintenance programme and following a periodic inspection of the infrastructure a number of higher priority repairs to the West Works had been carried out.

Cllr Ian Buckland expressed concerns at an apparent build up of silt within the bounds of the harbour and enquired if the LHB had plans to undertake dredging. He was informed that according to recent survey data things were not getting worse but that the HM would continue to monitor the situation. He was further informed that the LHB had published a dredging policy which was being followed. Robert Boyce queried whether the LHB were complying with their responsibilities as laid described in his interpretation of the 1927 Act. Bill Chapman stated that the mooring position of his vessel had changed over the years because of the lack of dredging. The HM advised him to contact his mooring provider. Later, Robert Boyce asked if volunteers could be invited to assist with LHB dredging activities.

David Robinson asked who owned the damaged groyne to west of the harbour entrance. He was informed that it was a LHB asset and that plans to re-establish it were in train but that Natural England placed restrictions on the times when this could be effected.

Cllr Ian Buckland asked why repairs to the West Works had been carried out when a consultant's report had stated that no action was needed. The Chairman corrected his wrong interpretation of the situation.

ITEM 6 – PLANT AND EQUIPMENT EXPECTED.

The HM reported that no plant or equipment was expected although it was possible that an excavator would be hired at some stage to clear the build up of shingle and shoal bank.

Bill Chapman voiced his strong opposition to the siting and suitability of the Scrubbing Piles and indicated that he would not be using them. He asked if water and electricity were to be provided. He was informed that the matter was under review. He further added that plans to place some crushed chalk on the base of the piles was being considered.

ITEM 7 – MARITIME VOLUNTEER SERVICE

The HM outlined a proposal to establish a Maritime Volunteer Service unit at Littlehampton and circulated a concept paper. Among other duties they could complement the patrol duties of the harbour. A number of ensuing issues were

discussed when it was explained that this initiative was at a concept stage. Cllr Ian Buckland was concerned as to how funding could be secured to establish a service as he guaranteed that no funding would be forthcoming from WSCC, ADC or Littlehampton TC. He further expressed some concerns that members of the Maritime Volunteer Service were required to wear uniforms. Chris Roberts informed those present that it was a national organisation which came into being following the disbandment of the Royal Naval Auxiliary Service. The Chairman sought a view on whether or not the initiative should be pursued and the majority present agreed that it should.

ITEM 8 – MANAGEMENT OF PWCs AND SIMILAR CRAFT

The HM stated that he was reviewing the policies applicable to users of PWCs and powered water craft following a recent incident where a jetski (PWC) nearly collided with a swimmer in one of the Littlehampton West Beach. Coincident to this he was receiving regular reports of PWCs speeding beyond the A259 bridge towards Arundel.

His initial thoughts were to review the current controls in place, to consider (with ADC Foreshore Office) laying appropriate buoyage on the boundaries of the beach swimming areas and to consider amending General Directions. The HM advised that he was due to meet with the RYA PWC Partnership to discuss the problems and to receive appropriate guidance on the way forward in terms of further control measures. He also advised that any General Directions would be consulted on with the RYA and UK Chamber of Shipping.

Cllr Ian Buckland was supportive of the use of buoyage and suggested that if a ban were to be imposed up river any signage would require planning permission. Brian Fluke was concerned that all PWC users were being targetted when it was a few irresponsible “idiots” that were causing the problems. He asked if it might be possible to have a presence on the lifeboat station slipway and was informed that this had been trialled in the past in co-operation of the ADC Foreshore Team but had not proven to be cost-effective.

Tom Drennan suggested the LHB contact other places such as Bognor Regis to determine how they managed jetski users. Robert Boyce advised that both the Littlehampton Marina and the Littlehampton Yacht Club checked the necessary documentation before they permitted anyone to launch from their slipways. Ivan Warren asked if the Harbour Patrol rib would proceed at speed to respond to reports of speeding upriver. David Robinson suggested that as speeding cannot be enforced upriver he supported the idea of banning such craft.

ITEM 9 – SUSTAINABLE SEAWEED

The HM circulated a paper he had received from a private company that was considering setting up a sustainable seaweed cultivation area off Littlehampton. The

company were now engaging with the local community to gauge opinion on the proposal. Cllr Ian Buckland asked what would happen if the area where the seaweed was being farmed broke free and resulted in large amounts of seaweed on local beaches. The HM responded by highlighting that safety of navigation offshore would be covered in any Marine Licence and that local engagement with the company could have the possible benefit of providing a mutually beneficial solution to seasonal accumulation of seaweed on beaches.

ITEM 10 - COMMUNICATIONS

a. Local Notices to Mariners.

Local Notices to Mariners

Mariners' notices – essential advice for harbour users

The following standing Notices to Mariners remain in force:

- [Number 04 of 2004 – Shoal Bank in Harbour Entrance](#)
- [Number 08 of 2010 – Automatic bilge-pumps](#)
- [Number 02 of 2011 – Safety advice](#)
- [Number 05 of 2013 – Controlling Depth at Entrance](#)
- [Number 05 of 2014 – Jet Skis and Personal Watercraft \(PWCs\) Management Policy](#)
- [Number 08 of 2016 – Publication of Littlehampton General Directions](#)

The following temporary Notices to Mariners are currently in force:

- [Number 01 of 2018 – Local Notices In Force](#)
- [Number 03 of 2018 – Seasonal Race Marks Off Littlehampton](#)

Please also be aware of Notices to Mariners issued by other authorities:

b. Annual Report.

A copy of the Annual Report for the period 2017/18 was circulated to those present.

c. Arun Rivertalk.

The HM passed on thanks from Gerry McGeehan for contributions and support to the Arun Rivertalk initiative, and noted that the October email would be the twelfth monthly update sent out.

ITEM 11 – ANY OTHER BUSINESS

- ### a. CG 66 Scheme Discontinued. Those present were advised that the HM Coastguard CG 66 – Safety Information – scheme had been discontinued and had been superseded by the RYA SafeTrx scheme.

- b. Harbour Users Group. The Chairman asked if the formation of a Harbour Users Group was being pursued. He was informed that it was.
- c. Break In at LYC. Robert Boyce reported that 2 gentlemen had broken into the buildings at the LYC and stole a considerable amount of equipment. The matter had been reported to Sussex Police and video footage of the culprits and vehicle had been captured.
- d. Publication of S43 Applications. Robert Boyce asked if the LHB could publish full details of all S43 Applications on their website.
- e. Harbour Revision Order. Robert Boyce noted that funding for a Harbour Revision Order had been included the agenda of the last LHB Meeting (under exempt business) and asked if funding had been approved. He was advised that it had been. No further information could be given as work on the initiative was at an embryonic stage.
- f. Public Questions. Bill Chapman and others asked if the policy for written only questions at LHB Meetings could be reviewed with a suggestion that the Board reverts to its former policy.
- g. Look and Sea Centre. Cllr Ian Buckland advised that the company which ran the Look and Sea Centre had gone into administration. He suggested that it would be wrong to predict the eventual outcome.
- h. Antisocial Behaviour on Ballast Island. Simon Gibson voiced his serious concerns about antisocial behaviour on Ballast Island especially at weekends.
- i. Sussex IFCA. Barry Goodhew provided an update on the activities of Sussex IFCA.

Netting and trawling consultation.

Sussex IFCA has conducted an informal consultation around nearshore netting and trawling within the district. The look and sea centre was used for a drop in session where stakeholders could ask officers questions around this topic and fill in our survey. Approx 18 people attended and around 40-50 Littlehampton residents responded to our survey. A formal consultation will occur late 2018 early 2019.

Undulate Ray.

The undulate Ray is a protected species however there are large numbers of this species off the West Sussex coast, the Marine Management Organisation (MMO) have issue a small allowance 50kg per month to commercial fishers as part of their skates and rays quota.

Bass regulations.

The EU have voted to allow recreational fishers to retain one bass per person per day. This starts on the 1st October through to the end of December 2018. A review of this will happen in December. The minimum conservation reference size remains as 42cm.

- j. In response David Robinson asked if limitations could be placed on the area that pair trawlers used and suggested that they keep a minimum of 1 mile offshore. He was invited to submit his request to Sussex IFCA>
- k. Prosecution for Speeding. Robert Boyce asked what action had been taken against the individual who had been speeding in the river. He was informed by the HM that following legal advice on the quality of evidence gathered (video footage) it was unlikely that a prosecution would be successful.
- l. Communication of Stakeholder Views. Robert Boyce asked how the views of stakeholders were communicated to the Board. He was informed that the minutes produced from Stakeholder Meetings were always presented to the Board to note the actions of what had been recorded and to ask salient questions as appropriate.

ITEM 12 – ARRANGEMENTS FOR NEXT MEETING

It was agreed that the next meeting would take place on Tue 8 Jan 19 at a venue to be confirmed.