

**NWIFCA Quarterly Meeting
14th March 2019; 11.00 a.m.**

**AGENDA
ITEM
9**

CHIEF EXECUTIVE REPORT: December 2018 – February 2019

Purpose of Report: Information

Recommendations:

- 1. Receive the report**

This report covers:

- I. Personnel, Health & Safety**
- II. Communications**
- III. Association of IFCA**
- IV. iVMS**

I. Personnel, Health and Safety, complaints

1. There were no staff changes this quarter.
2. There were no member changes this quarter. There is one remaining MMO vacancy.
3. There have been no reportable H&S incidents this quarter. Updating the H&S policy continues with advice of our retained H&S consultant.
4. Several complaints were received in respect of the closure of cockle fisheries in November 2018. Responses were sent with explanation for the closure. Only one complainant went further with a complaint to the Minister and threatened legal action. Defra requested further information which was provided on paper and in a phone briefing on 11th February. Nothing further has been received. The closure was discussed with the Authority's solicitor on 20th December. His advice was that the Authority had acted reasonably and within its powers and duties.

II. Communications

5. A substantial amount of time was spent in November and early December dealing with queries regarding the revocation of the authorization for cockle fishing at Leven/Flookburgh.
6. A new Recreational Sea Angling section has been published on the website. Further work is ongoing to get more pictures relevant to the angling section.
7. Work has commenced on a 'useful contact' section for the website containing the relevant bodies to contact to report marine incidents. Also the recording bodies for sightings will be included. Suggestions for other organizations (especially record keeping bodies) to include in this section are welcome.
8. There has been press attention in February regarding the potential mussel fishery in the Solway. An article was published in the [Times and Star](#) in which a vessel owner was critical of the Authority for allegedly failing to survey stocks and open a fishery quickly enough. Officers considered the accusations were unwarranted and the CEO took the opportunity to

explain the Authority's position in a radio interview requested by BBC Radio Cumbria on 11/02/19. A further interview with the Senior Scientist by ITV Borders was also arranged but the vessel owner declined to participate and the report was dropped.

Website Change Log (does not include front page posts)		
Date	Change Made	By
08/01/19	Removed the combined Cockle & Mussel page and opted for individual cockle fishery page and mussel page.	AG
08/01/19	Updated cockle fisheries page and front page post to reflect pending approval of fisheries.	AG
15/01/19	Revised policies and reports section and added Science Reports from external bodies which NWIFCA have contributed to.	
16/01/19	Updated cockle fisheries page and front page post to confirm opening and advise on upcoming authorisation publication. Added movement document information as requested by Wyre Council to Pilling fishery info.	AG
17/01/19	Added authorisation to cockle fisheries page and front page post.	AG
18/01/19	Published Recreational Angling Section	AG
21/01/19	Updated cockle fisheries page to reflect fisheries being open.	AG
07/02/19	Added HRA for January fishery to HRA page + fishery page and added missing HRA for Heysham Flat Seed Mussel (Jul 2018)	AG
19/02/19	Added 2019 Bass Measures to MLS Page and recreational angling section	AG

III Association of IFCA

9. Draft minutes of the December 2018 Directors and Members Forum meetings to be ratified at quarterly meetings on 5th March are at Annex A. Any changes to the minutes and reports of the 5th March meetings will be tabled.
10. A report of the AIFCA internal review now taking place will be received on 4th March from the contractors 3KQ. During this quarter, members were invited to complete questionnaires to inform this review and the Chairman and CEO provided telephone interviews. Any outputs released for circulation to members will be tabled on 5th March.

IV Defra

11. The 4 year Report to Parliament on the conduct and operation of IFCA 2014-2018 was laid in Parliament in December 2018, circulated to members and can be found at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/762702/ifca-conduct-operation-2014-2018.pdf
12. SR19 (Spending Review): AIFCA is continuing to develop a paper to make the case for continued provision for funding of IFCA in the review. Publication of SR19 has been delayed until May 2019 or beyond and there is not a deadline for submission of the AIFCA information. Comments from the December report are repeated because the IFCA funding position is cause for concern. At present all IFCA receive a share of £3M per year from Defra in so-called New Burdens funding. This has been provided annually since 2010 to fund the new IFCA duties arising from the 2009 Marine Act and the transformation from SFC to IFCA. However, Defra have only committed this funding which represents approximately one third of the NWIFCA budget to March 2020.
13. Chief Officers are also seeking to influence the content of a proposed new UK fisheries grant scheme which will replace the European Marine and fisheries Fund after Brexit. A shared paper is being compiled to justify the scheme providing funding for capital items such as vessels, other compliance assets such as quad bikes and vehicles, science and survey equipment.

14. As reported in December, Defra Commissioned an evaluation of IFCA on 7th November which has not yet progressed.
15. **Brexit:** Defra recently announced that the following 'no-deal' guidance papers are published on the gov.uk website:
 - a. The fishing industry
 - b. Catch certificates
 - c. Animal imports and exports
 - d. Export requirements
16. Minister George Eustace, Secretary of State for Agriculture and Fisheries resigned on 28th February. At time of writing a replacement had not been announced.

V iVMS

17. NWIFCA has ordered iVMS units for its 4 main Patrol vessels.
18. An EMFF application for funding for these units will be made as quickly as possible after installation which will take place whether or not the SI is introduced as it is not expected the Authority will be required to comply with its provisions.
19. The timescale for publication and confirmation of the SI is still unclear. Its content has been shared with the project Board but not published more widely. It will be circulated to members as soon as released. Defra had announced that responses to the 2018 consultation on iVMS (in advance of release of the SI) will be published on 28th February, however this date was delayed by the resignation of the Minister.

Main meetings attended December 2018 to February 2019

4 th December	AIFCA (Chairman attended)
6 th December	NWIFCA Quarterly and Finance meetings
11 th December	Full Staff meeting, Carnforth
14 th December	BMWG Morecambe Town Hall
20 th December	Solicitor Byelaw powers meeting
9 th January	Potential Razor Clam fishery. Meet with Industry
15 th -16 th January	Chief officers Group London
18 th January	AIFCA review phone interview with contractor
21 st January	Cockle fisheries, Pilling and Flookburgh opened
22 nd January	Potting byelaw planning
5 th February	TSB Carnforth
7 th February	Full staff meeting
12 th February	AIFCA MPA Launch House of Commons; Chairman attended
13 th February	Managers meeting
4 th March	AIFCA review, Contractor meeting London
5 th March	AIFCA London
14 th March	NWIFCA Quarterly Morecambe.

CEO and Communications Officer
1st March 2019

ANNEX A

The Association of IFCAs Directors Meeting 4th December 2018 10:30 – 11:30

Draft Minutes

Attendance for meeting: Chair: Tony Tomlinson CEO: Stephen Bolt

Directors: Mike Hardy, Samantha Davis, Robert Clark, David McCandless, Will Wright

Minutes: Sally Standing

Apologies for absence: Tim Dapling, Tom Hooper, Stephen Atkins, Julian Gregory

1. Minutes from the last Association Directors meeting Tuesday 25th September 2018
All agreed these were a true record
 - a. Matters arising not on the agenda
2. Items for note/discussion
 - a. Updates of quarters 1 & 2 – 2018

SB gave an update on Q1 and Q2 progress against the 2018/19 annual plan and said that overall, the Association has delivered against the plan. However, the rapidly changing landscape currently encountered has resulted in reassessment and flexibility of priorities for delivery. In particular: EU Exit issues: A plethora of working groups have been formed and will be relying on the Chief Officers for advice. Meetings have been called and cancelled at short notice. However, on a positive note, the Association and the IFCAs are being included in more of the core Marine System Outcome Committee meetings. The Conducts and Operations report to Parliament has been submitted. The review of the Association is gathering speed.

Referring to the RAG report, SB confirmed that no active stakeholder database has been set up at this present time. Also, there has been no proactive engagement with the media in Q1 & Q2, however, this should be addressed with future funding and the MPA project launch in February 2019. SB also confirmed that the Association has a matrix on enforcement and collecting data to be included in SR19. Development of a Stakeholder database has not been actioned; although, as part of the MPA project launch this should be created in order to invite them. SD pointed out that under GDPR the Association should write to all stakeholders asking for their permission for AIFCA to keep their information on our database. **Action 1: SB to write to all stakeholders for their permission for the Association to hold their information on a database for GDPR.**

SB continued with his update and said that providing secretariat needs review particularly with the increase in the number of two-day meetings and asked for opinions. Both SA (Sean Ashworth) and DM stated that it is working well from their point of view. They have both said that SS is a real help for the meetings and her support has taken a lot of work away from the Chief and Assistant Chief Officers. The minutes are produced in a matter of days and she works well with all concerned. It may need slight modification to the system, but it is working well presently. It was agreed to review the situation at a later date.

SD asked when the Conduct and Operations report is being published. SB confirmed that there has been a delay as Defra were unhappy with D&S, but they have now submitted a new bid. Concerns were raised surrounding the inaccuracies in the numbers. There were particular concerns from NE and NW as the items in annex 1 and annex 3 were incorrect. SB will follow this up with Joanna Messini as she originally got her numbers from Defra finance. **Action 2: SB to follow up with Joanna Messini the inaccuracies in the numbers, for NE and NWIFCAs.**

SB asked everyone for their opinions for trialing the Directors meeting before the members meeting this quarter as he has had an objection from JL for having the directors meeting first. AG stated that some of the members will have to leave early for attendance to other meetings in the afternoon. However, LW thinks it has been a good exercise as there is a lot of transparency when the Chairs have to leave before the Directors meetings commence. TT said that when we speak to our consultants, we will take these comments on board.

3. A.O.B

RC's relationship with the Environment Agency is very much on a local level, but he had been invited to attend the England Fisheries group which he declined as there is a conflict of interest. However, they are trying to re-engage. This was agreed to be discussed at the members meeting.

SH has now secured a meeting room at Fishmongers for our next two meetings (March and June 2019). SH will email SS with details of who the point of contact will be. SH confirmed that he has offered them a slot at the next meeting. **Action 3: SH will email SS details of the point of contact name for Fishmongers.**

Close of meeting: 11:00

Date of next meeting: Tuesday 5th March 2019 to be held at Fishmongers.

The Association of IFCAs Members Forum Meeting 4th December 2018 Draft Minutes

Attendance for the Meeting Chair: Tony Tomlinson CEO: Stephen Bolt

Attendance: Andy Guy, Mike Hardy, Paul Williams, Robert Clark, Samantha Davis, David McCandless, Stephen Axford, Stewart Harper, Will Wright, Les Weller, Sean Ashworth,

Minutes: Sally Standing

Apologies for absence: Tim Dapling, Tom Hooper, Tony Goldson, John Lamb, Paul Skinner, John Humphreys, Julian Gregory, Stephen Atkins.

2. Updates from external organisations:

a. Defra updates: Martina Di Fonzo & Pippa Eames

The members welcomed Martina and Pippa to the meeting. Pippa confirmed that she had been brought in to deliver the day one readiness.

Martina gave an update of the directorates: Future of inshore fleet management and the involvement of the IFCAs. She said that Andy Carroll from Defra's Future Fisheries team is keen to attend the next AIFCA meeting in March 2019 to discuss this further. Joanna Messini was due to attend the meeting to give an update on IFCAs Conduct and Operations Report; however, due to unforeseen circumstances she was unable to attend. Martina confirmed that the members are aware that the tender for the Defra-commissioned evaluation of the IFCAs has now gone live. This closes on 12th December 2018. She has forwarded all queries to the relevant team. She would like to hear from IFCAs to consult on the amendments. RC said that Defra should look at byelaws as they were not able to adopt them. He has a record of this on file and will send it to Martina. SB also stated that it would be a worthwhile exercise to dig out the emergency byelaws that went by the wayside. **Action 1: RC will send a summary to Martina.**

Martina briefly touched on the evaluation of the IFCAs and said the aim is to look at the structure of the IFCAs and to consider opportunities and deliver fisheries management; she confirmed that

the aims are in the formal tender document that IFCAs will have returned. The timescale for the tender process will commence in January 2019 with a three-month period.

Martina answered various questions and comments. She stated that to also be aware of our proposal regarding a Welsh permitting amendment. Defra understands the Welsh Minister's ability to vary permits on licenses to be different from the IFCAs due to their different statutory basis. She said that Defra would like to hear from the IFCAs for thoughts on whether it would be necessary to hold a mini-consultation to consult all IFCAs on the concept of this amendment.

She also confirmed there is no more news on SR19 but grateful to all IFCAs for their input and will be happy to discuss at a later date. SB said he is in the process of putting together a narrative and matrix with the help of seven out of ten IFCAs, but it would be very helpful to have a follow up meeting with Defra. However, SB continued that Defra will have to get all ten IFCAs involved. Tranche 3 update – in the third tranche 3 Defra have proposed to designate 41 Marine Conservation Zones by January 2019 to add additional features to 12 existing sites. These site designations will be announced and in place by June 2019. Defra plan to publish a full Government response to the consultation.

Martina briefly touched on Marine EU Exit SI and Environmental impact Assessment SI. She said this is concerning some of the legislation under which the IFCAs operate and it is directly applicable to the marine area which the IFCAs cover. The marine EU Exit SI received Ministerial approval and was laid for scrutiny on Tuesday 20th November. The SI & EM (explanatory memorandum) are available to view online. The Marine EU Exit team are doing a review to see what amendments may need to be made to the Marine Policy Statement as a result of EU Exit. EU Maritime and Fisheries Funds – The UK will continue to participate in all EU programmes financed by the Multiannual Financial Framework (2014-2020) until their closure. It is expected that EMFF will continue to be open for new projects until 2020. Decisions on replacement domestic arrangements will be taken during the spending review 2019 (SR19) alongside decisions on all other domestic spending priorities.

Pippa Eames Update – Day 1 Readiness Pippa explained that this campaign is in the very early stages and the focus for her is to understand the issues, concerns and barriers facing the industry regarding EU Exit and day 1 readiness. She confirmed that she needs to gather evidence and thoughts around the Fisheries Bill and a potential no deal scenario. She has been tasked with developing the campaign and is keen for support to reflect any concerns. SB confirmed that on a national front the Fisheries White Paper would be a good starting point. SB will forward this to Pippa. **Action 2: SB to forward the Fisheries White Paper to Pippa Eames as a starting point for her campaign.**

She is also very keen to explore ways that she can continue to capture information over the coming weeks and months. WW suggested Pippa is invited to the next COG meeting in January to discuss further. **Action 3: Pippa to be invited to the next COG meeting in January.**

1. Minutes of last meeting (25th September 2018) Signed off as a true record.

a. Matters arising – Actions from last meeting

Action 2 – on the agenda

Action 3 - done – SH and SS to liaise with the meetings coordinator at Fishmongers.

Action 4 – future funding on the agenda

Action 5 – done

Action 6 – SB has received no response from Rachel Muckle

Action 8 – SS to remove Steven Axford's name from this action and replace with John Lamb

Action 9 – SB confirmed that MC is very busy with EU Exit. However, it has now become more urgent. SB will rewrite to Andrew Waring. TT confirmed that the MMO have now extended the life of their board members.

Action 10 – Working group has met

Action 11 – done

Action 12 – On the agenda

Action 13 – done and on the agenda

Action 14 – done

Action 15 – On the agenda

Action 16 – MH will resend – EU regulation of Sea Angling Article 55

Training lead by the MMO – TT confirmed that future efforts had been made to gather information from the MMO regarding the situation of the availability of EMFF funding for the LTO role.

Considerable thanks should go to Dominic Bailey for his work both recently and previously to obtain some satisfaction on this from the MMO. TT has asked that we come back to this on the agenda. However, MH also wanted to second thanks extended to Dominic Bailey for the dialogue with the MMO.

5 a. **Presentation on the Association Review by 3KQ – Rhuari Bennett**

Rhuari introduced 3KQ as a small organisation helping large and small companies to work well and focus on working together effectively. He explained that the contents of the review have been taken directly from Terms of Reference. The aim from 3KQ is to gather evidence from and to include the wider members of IFCA to agree potential changes and to bring independence to the review. These include

- Themes and coverage
- Overall awareness and satisfaction
- What is it that AIFCA does – services provided, could there be improvements?
- Operation detail - providence, procedures, governance, policies
- Value for money
- Collaboration and consensus – building if you can collaborate and build consensus effectively.
- Public face – how well does the AIFCA manage their website, name etc.

Rhuari continued that an online survey will be sent to all 9 IFCA's (approx. 140 people). To be completed online. 3KQ will then analyse and report back. Members will not have to say who they are. However, 3KQ do see which IFCA they are from. This survey will take approximately 5 minutes to complete. There will also be telephone interviews with the Chair or Chief Officer. Telephone interviews are expected to take approximately 20 to 40 minutes. 3KQ also hope to interview one or more personnel from Defra. TT informed Rhuari that D&S is no longer an AIFCA member; however, he has spoken with the Chair of D&S and she is prepared to pay 1/10 of their share for 3KQ. Everyone is happy with this proposition.

Rhuari asked if there were any volunteers for the task working group. He reiterated that this is not a decision-making group. TT suggested that it will be himself as Chair, Vice Chair (Les Weller), Paul Williams, Will Wright and one other chief officer. A decision was not reached at this meeting as some Chief Officers were absent. RH will send an email once a month and will touch base with SB who will forward to the chiefs. **Action 4: SS will circulate Rhuari's presentation to the members; she will also forward his and his partners (Richard Harris) email addresses to the members.**

3. Finance & Resources

SB gave an update and confirmed that an extra column had been added on page 11 for detailed income and expenditure account as it's been quite difficult to pro-rata. Licenses and insurances have increased and are over budget. The capital equipment insurance continues to change so premiums are increasing, and the excess has decreased to £1k. The agreement for the IFCAs is that whoever damages/breaks the equipment will have to pay the excess. There has also been an increase in the report due to £5k legal fees for iVMS with further leaps throughout the year. The review of the AIFCA has decreased from £12k to £11k.

4. Matters for decision

a. Election of Vice Chairman

Following the resignation of John Humphreys IFCAs will vote on the election of a new Vice Chair of the Members and Directors forums. Les Weller has been nominated. All in favour of this with a unanimous vote. Members asked to thank John for his contribution as Vice Chairman.

b. Shellfish Association of Great Britain (SAGB) Membership

SB gave a brief outline and confirmed that in the early years the Association should be a member of the SAGB to ensure IFCA representation at the SAGB. This would allow the IFCAs to opt out of membership without losing representation. Following recent correspondence from some IFCAs it is considered appropriate to revisit Association membership. The annual membership for the Association is £750 – due in March 2019. The original decision was to reduce the overall membership on IFCAs – assuming all IFCAs were members of £7500. SB asked for comments. SD said that Cornwall will maintain it for one more year. DMC said that NE is a member but not an active one. WW confirmed that they pay in. SA said they pay in and utilize as a networking opportunity. They have also presented once on cuttlefish issues. RC said they also pay in as they have rights to several orders and keeps SolFCA alert of regulatory duties. SH's IFCA pays in and is very supportive of them. PW agrees with the briefing note from SB and does not support this. MH on the other hand is in support of this. He agrees that it is a good net working opportunity to meet people that otherwise would not attend and will continue to pay in. LW however, does not agree with MH and has said that it makes sense for AIFCA to be a member in order to cascade down to all members. TT stated that the logical decision is for the AIFCA to remain as a member. A majority is that the AIFCA remain as a member; this was proposed by TT seconded by LW. SB to maintain membership.

Environment Agency – Not on the agenda

Steven Axford gave a brief update following the presentation that he gave to the EA and ran through this with the members. He said these parties keep others informed of any data, research, collected information or other developments that may fully influence the decisions or activities for either party possible. In NEIFCA however, they have had a lot of complaints that these are affecting stocks etc. they have asked the EA for updates but have received nothing so far. The main issues are:

- Rapid changes of EA representatives – never know who will be attending
- Geographical and team base of EA regional representatives and their priorities
- Coverage of EA reports to authority meetings
- Route for passing public complaints onto EA

- Route for escalating issues within EA
- Not consistent – there is no way of escalating these concerns. COG may be a way of raising these issues to a higher level
- EA participation of IFCA's on national issues
- Cooperation with EA marine team.

Steven A has suggested that a representative from EA comes to discuss these issues raised. Sean Ashworth gave a piece of advice to assist with these issues and said that there is a need to understand what its marine duties are and what its intended to be doing. He said that they have had the same EA representative for over a decade. Sean Ashworth's suggestion is to work out what issues there are and talk to the EA. He also suggested SA contacts the National Marine Team, Marine Monitoring team or the fisheries department who cover coastal waters. They also sit on NIMEG. **Action 5: SB to invite Kevin Austin from the EA to an AIFCA meeting. SA will also send notes to Paul Williams.**

5. Matters for Noting

a. Appointment of National IFCA's Lead Training Officer

MH said that it has been confirmed by the MMO that the LTO post is untenable to receive funding. Therefore, as previously agreed, IFCA's will contribute to the cost of the post and courses which the LTO will run. A fee of £850 per delegate in 2019 for the Torquay course and the same for the advance courses which Ian Jones will provide, probably later in the year and in the meantime, he will also provide a short two-day refresher course for each IFCA at the extremely reasonable sum of £600 per course. Ian will contact individual IFCA's to find out their individual needs. The Association will cover any shortfall, anticipated for 2019 in the sum of approximately £7,000. A precise figure can be calculated when the exact numbers are known from every IFCA for attendance on the courses. Kent and Essex have agreed to host the post - on a similar basis to the Association MPA Project hosted by Southern IFCA.

b. Conduct and Operations – dealt with

c. Update on Future Funding & Spending review 2019

SB gave a brief update on future funding and said that he intends to speak to Defra to say we want to change the funding formula and to find out how the funding formula was devised back in 2010. Some have been allocated funds but has been capped at £2k. D&S were disadvantaged by the process as was EIFCA. SB is going to rework the figures individually as there may be a possibility for the funding to be increased. **Action 6: SB will rework the narrative and figures for the funding paper**

d. Association of IFCA's Marine Protected Area Project Update

SB confirmed that funds have been allocated for a second year for the project. A launch date for the communications package has been confirmed for Tuesday 12th February 2019 between 4-6pm, to take place in Churchill Room at the Houses of Parliament. A list of attendees, including Defra's arms-length bodies, eNGOs, and the fishing industry sector, is currently being drafted and invitations will be sent out shortly. The launch will include a presentation on the project, speakers from NE and MMO and hopefully an introduction from a Minister. An invitation will be sent to Therese Coffey. In September the project was presented to Defra including Ruth Stubbles, Head

of Domestic Policy which has received very positive feedback on the work the IFCA's have done and are doing for the management of MPAs.

The concept of the second year is to branch out and add more data. We expect to draw on AIFCA reserves for publications. SB said that Jamie Small may struggle to continue to work away from home. SH will have a conversation with Fishmongers on her behalf for her to 'hot desk' at their London offices. **Action 7: SH will talk to Fishmongers about a 'hot desk' for Jamie Small**

e. Annual report – for noting / comment

The members discussed issues surrounding the annual report. TT suggested SB re-presents this at the next meeting in March 2019. **Action 8: SB to re-present the annual report to the members in March 2019**

f. CEO Log

The members discussed the CEO log with some concern. RC said that as a Director, he has raised this issue in the past that the log does not reflect comments and timings shown in the annual plan with what is being presented in the log. SD asked about the outcomes of two meetings shown in July. No further updates were available.

g. Directors Minutes – Done

AOB

WW informed the members that JL has been asked to give evidence on the Fisheries Bill on Wednesday 5th December. He said it would be useful if members had any comments that he could take back to JL. WW said that the English fleet have been given a disservice. IFCA's should have a part in developing a role to enable fishing communities which should feed into a national fishing association. Discussions and comments followed. SD said that the Joint Fisheries Statement is about to proceed, and we should be making a statement to say we are the model to be used for English Inshore Waters. TT suggested taking the discussion to York with the National Conference of Flags coming soon. SD will advocate that discussion as the inshore fleet requires quota, and needs management based on YOGA – 25-year Environment Plan. TT said the MPA launch is a perfect example, however, if anyone has anything please feed this back to SB.

Close of meeting: 15:51

Date of next meeting Tuesday 5th March 2019 – Fishmongers

Actions from this meeting

Action No.	Action	By Whom
1	RC said that Defra should look at byelaws as they were not able to adopt them. He has a record of this on file and will send it to Martina. SB also stated that it would be a worthwhile exercise to dig out the emergency byelaws that went by the wayside. Action 1: RC will send a summary to Martina.	RC
2	SB to forward the Fisheries White Paper to Pippa Eames as a starting point for her campaign.	SB
3	Pippa Eames from Defra to be invited to the next COG meeting in January.	SB

4	3KQ - SS will circulate Rhuari's presentation to members; she will also forward partners (Richard Harris) email addresses to members.	SS
5	SB to invite Kevin Austin from the EA to one of our meetings. SA will also send notes to Paul Williams.	SB

Matters for Noting

Action No	Action	By Whom
6	SB will rework the narrative and finances for the funding paper	SB
7	MPA report - SH will talk to Fishmongers about a 'hot desk' for Jamie Small	SH
8	Annual report 2017-18 SB to re-present the annual report to the members in March 2019	SB