

# **BRIGHTON & HOVE CITY COUNCIL**

## **SHOREHAM AIRPORT JOINT COMMITTEE**

**3.00PM – 23 SEPTEMBER 2005**

### **SHOREHAM AIRPORT**

#### **MINUTES**

Present:

Brighton & Hove City Council Representatives:  
Councillor Turner (Chair); Hamilton, Meegan, and Young.

Worthing Borough Council Representative:  
Councillor Green (Deputy Chair)

Adur District Council Observer:  
Councillor Mockeridge

Airport: John Haffenden, Airport Manager; Shirley Hobden, Senior Administration Officer, Brighton & Hove City Council: John Timson, Accountant; Bob Bruce, Principal Solicitor, Lisa Johnson, Committee Administrator.

Cluttons: David Healey

#### **PART ONE**

#### **ACTION**

#### **12. APOLOGIES FOR ABSENCE**

- 12.1 Apologies were received from Councillor Peltzer Dunn (Deputy Chair), Councillor Taylor and Councillor Graysmark

#### **13. DECLARATIONS OF INTEREST**

- 13.1 There were no declarations of interest

#### **14. MINUTES**

- 14.1 **RESOLVED** - That the Part One Minutes of the meeting held on 24 June 2005 be approved and signed by the Chair.

**15. AIRPORT MANAGER'S GENERAL REPORT AND OPERATIONAL ACTIVITY FIGURES**

- 15.1 The Airport Manager referred to the latest updated operational activity figures. The Committee were informed that there were 9007 aircraft movements during August 2005, one of the highest figures for a number of years.
- 15.2 The Committee were informed that there were still problems with the number of Air Traffic Control staff. The Manager was hoping to recruit a new Air Traffic Controller shortly.
- 15.3 The Airport Manager reported that the 2005 Airshow had been a great success.
- 15.4 The Airport Manager informed the Committee that he had attended a number of external meetings to discuss issues such as the Single European Skies. The Manager was asked if a summary of these meetings could be provided for future meetings of the Joint Committee.
- 15.5 **RESOLVED** – That the Airport Manager's report be noted.

**16. REVALUATION OF THE FIXED ASSETS OF SHOREHAM AIRPORT**

- 16.1 The Joint Committee considered a report of the Airport Treasurer and the Airport Manager informing the Joint Committee of the need for a revaluation of the Airport's fixed assets. Only one quote had been obtained for the revaluation and, in line with the Airport's Contract Standing Orders, the matter therefore needed to be reported to the Joint Committee.
- 16.2 The Joint Committee were informed that the revaluation needed to be conducted quickly. Drivers Jonas knew the Airport and had the expertise, and they were therefore asked to carry out the revaluation.
- 16.3 The Joint Committee were informed that the valuation should not have an impact on the sale of the Airport. The Joint Committee were advised that, as there was a cost involved in running the Airport, any revaluation figure would not be the same as the market value of the Airport which would be lower.
- 16.4 The Joint Committee would be provided with details of the revaluation at a future meeting.
- 16.5 **RESOLVED** – That it be noted that a quote had been accepted from Drivers Jonas to re-value the land, buildings and

infrastructure owned by Shoreham Airport.

#### **17. FORECAST OUTTURN 2005/2006 AT MONTH 4 (JULY)**

- 17.1 The Joint Committee considered a report of the Airport Treasurer on the forecast revenue outturn for the Airport in 2005/06 as at month 4 (July 2005). The forecast showed an estimated surplus of £1,000 compared with a budgeted surplus of £7,000
- 17.2 **RESOLVED** – That the forecast revenue outturn for the Airport in 2005/06 as at month 4 be noted.

#### **18. ANALYSIS OF SHOREHAM AIRPORT'S SUNDRY DEBTORS AS AT 31 MARCH 2005**

- 18.1 The Joint Committee considered a report of the Airport Treasurer and Airport Manager concerning the age and details of the Airport sundry debtors as at 31 March 2005.
- 18.2 The Committee were informed that all debts were vigorously chased by Brighton & Hove City Council's legal team and, in some cases, by external solicitors. Interest on outstanding debts was not always claimed, but when it was it was charged at 4% above the base rate.
- 18.3 **RESOLVED** – That the contents of the report be noted.

#### **SUMMARY OF NON-PUBLIC ITEMS**

##### **19. PART TWO MINUTES OF THE MEETING HELD ON 24 JUNE 2005 – EXEMPT CATEGORY 9**

- 19.1 **RESOLVED** – That the Chair be authorised to sign the non-public Minutes of the meeting of the Shoreham Airport Joint Committee held on 24 June 2005

##### **20. MINUTES OF THE SHOREHAM AIRPORT MANAGEMENT BOARD MEETING HELD ON 18 MAY 2005 – EXEMPT CATEGORY 9**

- 20.1 **RESOLVED** – That the minutes be noted.

##### **21. EUROPEAN EXECUTIVE – SCHEDULED FLIGHTS – REVIEW OF CHARGES FROM JULY 2005 – EXEMPT CATEGORY 9**

- 21.1 **RESOLVED** – This report was withdrawn from the meeting and

not considered by the Joint Committee.

**22. DEVELOPMENT OF PLOT 5 NORTH (26 CECIL PASHLEY WAY) – SUSSEX POLICE AUTHORITY – EXEMPT CATEGORY 9**

- 22.1 **RESOLVED** – The Committee considered a report of the Consultant Valuer and approved the agreement as set out in the report.

**23. DEVELOPMENT OF PLOT 14 (11 CECIL PASHLEY WAY) – HIGHDOWN INDUSTRIAL SERVICES LIMITED – EXEMPT CATEGORY 9**

- 23.1 **RESOLVED** - – The Committee considered a report of the Consultant Valuer and approved the agreement as set out in the report.

The meeting concluded at 3.40 pm

Signed

Chair

Dated this

day of

2005