

**PERTH COMMUNITY CENTRE MANAGEMENT COMMITTEE (PCCMC)****COMMITTEE MEETING MINUTES**

Held at the Perth Community Centre (PCC), 173 Fairtlough Street, Perth, on Tuesday June 5<sup>th</sup>, 2018. Meeting commenced at 7.05 pm.

**PRESENT**

Chairperson Katrina Freeman (KF), May Smart (MS), Glenn Leighton (GL), Judi McGee (JM), Ralph McGee (RM)

**APOLOGIES**

Brian Mathieson

**ABSENT**

Janet Lambert

**MINUTES OF PREVIOUS MEETING**

Moved: JM Seconded: KF that the minutes as read be accepted as a true record

CARRIED

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Discussion on the Councils Induction requirement has been deferred due to the timing of the email sent too late to allow council to respond prior to this meeting.

Items completed from Action List.

1. JM advised that the Honour Roll Board has been taken to repairer to have new glass inserted in frame and that it will be returned to centre soon.
2. Due to the cancellation of the last two Working Bees due to other commitments it was decided that RM and GL will liaise and sort out a suitable time for them to complete the items on Action List previously earmarked for the working bee.

**NEW BUSINESS**

1. It was decided to draft a letter to the child care in regard to the treatment of the carpet in the function room. They will be reminded that they must use drop cloths around tables when doing art/craft along with some sort of protective covering for the tables. A request that on wet muddy days children be asked to remove their shoes before walking on the carpet will also be included
2. A discussion was had in regard to current Child Care Hire Fees. They currently are charged \$20 per day school terms, \$40 per day school holidays and \$26 per day for power. It was decided that these charges need to be reviewed as they have not been increased since 2012. Hire fees have remained the same since 2011 and the power fee was doubled in 2012 to \$26 from \$13.00. GL was asked to supply to JM copies of

the last quarter's Power Bill and a copy for the same quarter from last year to compare any increase. It was also decided to do some spot checks on the Child Cares use of the centre to see if they are clearing their items away after use of function room and kitchen. It was noted that there have been incidences of them leaving their food trolley in kitchen after hours and leaving items in toilet hallway and function room when they are not booked to use these areas.

3. It was decided that a review of all the PCC hire fees be done as there has not been an increase since 2011. JM to compare hire fees of other centres in the Northern Midland Council area with PCC and report to the committee out of session to expedite the process. Any decisions will be ratified at our next meeting in August.
4. KF & JM are to meet prior to next meeting to review the terms and conditions for hirers as there has not been updated one for some time and hirers do not receive a copy any more.
5. MS advised the committee that she will be an apology for the next meeting as she will be away.
6. JM notified the committee that the Senior Citizens Bowls Club have again be covering the vents in the Hall. They have now made solid boards which are attached by screw latch to stop the drafts. Two were left on the vents and were removed by JM the following Sunday after their normal hire the previous Monday. The committee decided to allow the club to attach these boards while they are playing bowls as it appears that it will not damage the vents. However they must remove them at the end of their hire. JM to draft a letter to Mr David Munroe explaining this and again explaining the reasons why the vents cannot be covered all the time. We will also request that a hirer's agreement be filled out and returned with all dates required for booking along with their copy of current certificate of currency. They will also be asked to pay the fees only by invoice every 3 months as there have been problems in the past with them paying amounts that cannot be reconciled.

**GL joined the meeting at 7.32 pm.**

#### **TREASURERS REPORT**

GL advised committee that as at close of business on the 5<sup>th</sup> June 2018 the PCCMC bank balance was \$12,179.35. GL also advised that there were no outstanding bills to be paid. A cheque for \$59.40 was not honoured from Inner Wheel. GL explained that the cheque had been misplaced and not banked within the required 12 month period and this is why it did not clear. As it was an error on the PCCMC's part it was decided not to pursue this payment further.

## **CORRESPONDENCE**

1. Des Jennings, Northern Midlands Council.

As from July 2018 the registration of the centres kitchen will change from Kate Lee, Childcare Director to Northern Midland Council. It was noted that it will still be PCCMC responsibility to maintain the kitchen and ensure that it is kept in a clean and tidy state.

We were advised of a call out by Damien Wilson to the centre due to a power outage. Apparently he discovered hirers were using a large amount of kitchen appliances at once which apparently caused the fuse on the power pole outside to blow. TasNetworks were required to attend to fix the problem. Council reminded PCCMC that no electric devices are to be used in the centre that are not tested and tagged and if this happens again the cost of call out etc will be passed onto the hirer.

It was also mentioned that PCCMC members have not attended the compulsory induction sessions and urged to attend the session later in the year.

2. Copy of Management Agreement between Perth Community Centre and Northern Midland Council
3. Updated Alcohol & Other Drugs policies  
Updated Alcohol & Other Drugs Procedure
4. Work Health & Safety Policy
5. Thank you letter from Rebecca Whites Office

### **Business Arising from Correspondence**

1. JM to draft a letter in response to Des Jennings addressing the issues highlighted.
2. MS advised committee that there has been a problem with the power point under the window in the function room – this may have caused the fault. GL & RM to investigate.

**Next Meeting** Tuesday August 7th 2018 commencing at 7pm.

Meeting closed at 8.08 pm

**KATRINA FREEMAN**  
**CHAIR**

Minutes of the Committee Meeting held at the Perth Community Centre  
on Tuesday, 5<sup>th</sup> June 2018

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**Present:** Jan Davis (chair and minutes), Tony Purse, Graeme Eberhardt, John Stagg, Christine Beswick, Don Smith, Shan White  
**Apologies:** Phillip Dell, Teagan Wise

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### 1. OPENING

Jan opened the meeting at 5.30pm and welcomed those present.

### 2. CONFIRMATION OF MINUTES

*It was agreed that:*

*The minutes of the meeting of the Perth Local District Committee held on Tuesday, 10<sup>th</sup> April 2018, be confirmed as a true and correct record of proceedings.*

### 3. DECLARATION OF PECUNIARY INTERESTS

No new declarations were tabled.

### 4. BUSINESS ARISING FROM THE MINUTES

#### 4.1 Perth Structure Plan

- Committee members were pleased to note the inclusion of stage 2 of the Riverside Reserve in council's 2018/19 budget.
- It was noted that there is no formed footpath in Frederick Street from Clarence Street to William Street.
- There was some discussion about issues with overflowing drains in heavy rain events. Committee members were of the view that the time taken to repair/remove such blockages was unacceptable.

#### 4.2 Beautification of Perth / Town Entrance Statements Street Trees Report

- The committee noted the good work done on plantings along Main Road. Mulching the plantings will complete the job and should ensure the plantings are protected for winter conditions.

#### 4.3 Street Trees Report

- The committee noted the discussion at the previous meeting with respect to street tree planting. Graeme queried where the money collected from developers has gone, and asked that the information that was to be provided by council be followed up.

*Action: Follow up on request to council from April meeting as follows:*

*Council officers to undertake investigation in relation to funds received and plantings undertaken. The committee requested information be provided in regard to the funds not yet expended/trees not planted and future plantings.*

- Information was also requested as to council's response to the motion from the April meeting namely: That Council make it a condition of development applications that trees be planted by developers prior to maintenance of subdivisions.

*Action: Follow up on action in response to motion to council re street tree plantings.*

- Graeme mentioned that recent plantings in concrete tubs in Launceston were very attractive, and John supported this. Use of large planters like this could overcome issues in areas where services precluded in-ground plantings.

#### **4.4 General works related enquiries**

*Action: Seek advice from NMC as to response to issues raised on council's recent bus tour.*

*Action: Seek advice from NMC as items listed for Perth area in the 2018/2019 budget.*

#### **4.5 Perth Bicentenary 2021**

The committee considered this matter and decided to defer further discussion until 2019.

### **5 MATTERS PENDING**

#### **5.1 West Perth Flood Mitigation Working Group (WPFMWG)**

The Committee noted that an invitation had yet to be issued for a briefing on the project.

*Action: Confirm that the committee is still seeking a briefing from the WPFMWG.*

#### **5.2 Roadworks, Intersection Upgrades and associated projects**

*Action: Suggest that this matter be raised in the further implementation of the Perth Structure Plan, and included in funding requests for the 2019/2020 NMC budget.*

### **6 NEW BUSINESS**

#### **6.1 Food, Greenwaste and Organics Recycling Survey (FOGO)**

The report was noted.

#### **6.2 MOU between NMC and Perth Local District Committee**

- The committee considered the MOU with the NMC. It was recognised that this document was most likely consistent across all Local District Committees, but believed that this needs to be reviewed and updated when the new committee was appointed. The document could be reformatted and expanded to better reflect a terms of reference and operating guidelines for the committee.
- There was some discussion about how the committee operates, and whether the option for self-management was still on the table. If so, what are the funding arrangements?
- It was noted that at some stage in the past the committee had apparently agreed that it only needed to be advised of development applications that were in the main town commercial area and the heritage listed area. However, the committee now wished to be advised of all applications in the Perth area. Committee members noted that they would only make formal comment where there were considerations that would have significant impact on the district.

*Action: Seek confirmation from NMC as to whether the option for self-management was still available and, if so, what the funding and organisational arrangements would be.*

*Action: Advise NMC that, in future, the committee wished to be advised of all development applications in the Perth district.*

*Action: Advise NMC that the incoming committee would like to review and update the committee's MOU.*

### **6.3 Advertising development applications**

- The committee noted that there had been some anomalies in the advertising of the development application for 21-43 Clarence Street.
- Some property owners who would be affected by the development but were not adjoining had not received notification of the DA. As an example, 2A William Street would be impacted by run off and any activity in the drainage easement across the property in question and 1 George Street.
- The committee suggested that, where ratepayers opted in to receiving correspondence by email, it would be more efficient for council to communicate that way rather than by posted hard copy letters.

*Action: Suggest to NMC that properties which could be potentially directly impacted by developments should receive notification of such applications.*

*Action: Suggest to NMC that ratepayers be offered the opportunity to elect to receive correspondence from council by email.*

### **6.4 Other matters**

- Recommendations in the report of the animal control officer in the recent council papers were noted, as was the fact that there had been no consultation with the committee. The committee indicated they wished to better understand the process by which such decisions were made.
- If sheep were to be excluded from the riverbank reserve, alternative methods of weed control needed to be implemented.
- The committee strongly rejected the recommendation that, except for playing surfaces, dogs should be allowed on the recreation grounds. Dogs should be prohibited from the skate park area, the practice nets and other areas where children would congregate. Dog faeces are not acceptable in such areas, and inevitably some dog owners would not clean up after their dogs.

*Action: Request NMC to prohibit dogs from the recreation area.*

## **7 NEXT MEETING**

No next meeting date had been set, as new committee appointments were to be considered by council at their next meeting.

The committee was of the view that meetings needed to be monthly rather than bi-monthly, and that the Community Centre foyer was not considered to be an appropriate venue. However, it was agreed this should be referred to the new committee.

## **8 CLOSURE**

There being no further business, Jan thanked members for their contributions and declared the meeting closed at 6.28pm.

# EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE

Gov 4(2)(iii)

Minutes of General Meeting Tuesday 3<sup>rd</sup> July

Chairperson: John Lewis

Meeting opened: 1.00pm

1. Present: Laurie Wotherspoon, Jackie Divall, Geoffrey Divall, Adrian Jobson, Michael Weir, Peter Riley, Ian Goninon, Barry Lawson, Bronwyn Rigby, Gillian Atherton (Minutes).

2. Apologies: Sue Bedford, Judy Heazlewood.

3. Minutes of Previous Meeting: were taken as read and confirmed: Michael Weir/ Laurie Wotherspoon. Carried.

### 3.1 Business Arising

- Atrium plans underway, money is available. Need to meet with NMC team to plan ahead for work. Ian Goninon agreed to facilitate.
- Spouting repairs completed.
- Request for RACT grant unsuccessful.

### 4. Correspondence:

#### Inwards:

- Thank you from Westmead Medical Research Foundation, donation in memory of Jean Riley.
- Bronwyn Rigby – advising of her resignation.
- Chris Hurford – advising of his resignation as Treasurer and Committee member.

#### Outwards:

- Bronwyn Rigby – acceptance of resignation and hand-over arrangements.
- Replies to tourist, usual correspondence etc to volunteers.

Moved that the correspondence be accepted. Adrian Jobson/ Barry Lawson. Carried.

### 5. Community Hall Report:

- Hall has been quite well used this past two months, including ANZAC Day, a family reunion and a birthday party.
- Cat clubs have been holding their final shows for the year.
- Traders in Purple, Development Group, have used the hall for several workshops.
- Makers' Market is still a possibility.
- October wedding, and chair hire in November to Woolmers.
- Positive comments received regarding the cleaning of the hall, up-graded ladies toilet sanitary arrangements.
- Michael Weir has assisted with an audit.

Bronwyn thanked the committee for the support she has received over the years and wished the new manager and the committee all the best for the future.

## TREASURER'S REPORT

MAY 2018

Income	May 2018	% Change	May 2017
General	\$833.45	-23.0	\$1076.80
Memorial Hall	\$895.00		

JUNE 2018

Income	June 2018	% Change	June 2017
General	\$725.75	-6.0	\$773.84
Memorial Hall	\$704.00		\$580.00

Bank Balance	30 June 2018	Last Month
Commonwealth Bank-Cheque Account	\$3148.21	\$3843.68
Bankwest- Business Telenet Saver	\$9145.97	\$9137.82

General Income for June 2018 was \$725.75 which is 6% down on June 2017.

Aurora Accounts for last quarter received:

Community Centre	\$133.19 in Credit
Memorial Hall	\$573.49 (\$521.59 for 2017)

A note on the Budget Report attached. There is a provision for \$900 towards the purchase of a replacement photocopier.

Chris Hurford, Treasurer, 3<sup>rd</sup> July 2018

Moved that the financial reports be accepted: / Michael Weir. Carried.

#### 7. History report:

- At the recent AGM Steve Baldock was elected Chairman.
- Members busy with quite a few history enquiries.

#### 8. Gift Shop:

- Rather slow this month.
- Have purchased new items, especially in the smaller inexpensive range, and locally made.



## 9. Centre Management Report:

1-9

### Visitor numbers

April:	Tourists	552	Others	253
May:	Tourists	298	Others	234
June	Tourists	194	Others	224

While tourist numbers are down (as expected) it is pleasing to see that the figures related to others using the Centre for a wide variety of activities reflecting the community use of the facility.

Bronwyn's decision to retire from the position of Manager at the hall is tinged with a touch of sadness and excitement. The excitement stems from the increased work opportunities that Bronwyn has found and her decision to spend more time ensuring her growing children have more access to the motherly advice teenagers crave! I wish to acknowledge the productive manner in which Bronwyn has negotiated these past six months as change has been introduced to the hall management procedures. Bronwyn has been open-minded to embracing the changes. She is extremely knowledgeable about so many aspects of the hall and has shown no hesitation in sharing this knowledge with me in a co-operative and pleasant manner.

- Material seven years and older has been cleaned out from the Centre. Old records etc. to be shredded, and professionally disposed of.
- Old electronic/electrical equipment no longer required to be disposed of.
- To consider replacing the Brother printer?
- Used Arch Lever files available.
- Representative from Ricoh to explain/discuss new photocopier.

Moved that these reports be accepted: Bronwyn Rigby/Peter Riley. Carried.

## 10. Any Other Business:

- Christmas in July, has become Easter in August! Lunch in the Centre, Wednesday 15th August 12 noon.
- New tap is required at the rear of the hall. A member of the public is using the area to clean his fish truck, despite the connection being removed. As the tap is not required, would the NM Council consider removing it? Ian Goninon will follow this up with Linda.
- The committee was in favour of mounting an Art Exhibition during the Chamber Music Festival which will be held again in and around Evandale in October. Gillian Atherton was asked to put arrangements in hand.

The meeting closed at 2.00 pm. The next meeting will be held on Tuesday 7<sup>th</sup> August 2018 at 1.00pm.

Some committee members waited to meet with the representative from Ricoh Photocopiers.

**Morven Park Management & Development Association Inc.**

Minutes of General Meeting Wednesday July 11<sup>th</sup> 2018

Meeting opened at 1938 Hrs: Ian Pease in the Chair.

**Present:** Ian Pease (Acting Chair, SP), Nick Evans (EVFC), David Houghton (ERC), Scott Hill (EFC), John Hughes (Treasure, ETC), Brendon Crosswell (Chair, Acting Secretary).

**Apologies:** Richard Goss (NMC), Peter Johnstone (ECC), Scott Francombe (ECC), Quentin von Stieglitz (Secretary).

Previous minutes read and approved

Moved: Nick Evans Seconded Scott Hill

**Business Arising from Previous Minutes**

Ian Pease thanked Nick Evans for taking minutes of previous meeting.

School speed limit to be reduced to 10kph to come into line with Morven Park speed limit,

Another 10kph speed limit sign to be placed on Morven Park road near school showing

Parents and other road users speed for exiting ground.

Morven Park Committee happy with the size of the new shed, but want clarification that the shed will have power. Brendon to contact council.

**Correspondence**

Email from council Re: Solar Panel installation.

Email From Gilbert Ness regarding a vehicle driving over tracks, and has asked if bollards can be put in place to prevent this from reoccurring, committee has no problems with this but ELRS to approach council as this would be on their leased area.

Ian Pease received from council that Skate Park had been successful in obtaining a \$5000 Council grant, also had been successful in being granted \$5550 from the

Tasmanian Community Fund. Ian went on to note that the Quote for the new exercise

Equipment did not include the soft fall part which meant there was a huge shortfall of 6 to

10 thousand dollars. Ian to follow up on more quotes and to liaise with Loraine Green of

NMC.

**User Group Reports**

**EFC:** Scott Hill reported that 4 weeks till end of home and away season and that all teams will make finals, hoping to get a final in the 4 weeks of finals.

Scoreboard wiring has been laid, it is hoped that council will pay the cost of the footing, This would be a \$3000 saving and that Patrick Davey and Jason Mckinnell will undertake the works.

Ground condition is under the pump but new drainage has appeared to have helped that section of the ground, problem has moved on down the ground.

Attempt will be made to roll the ground when condition improves.

Work started on the new lighting with 2 footings being done but with the positioning of 1 of light bases having to be moved, it now must be readvertised, this will take 6 weeks.

**ECC:** Nil.

**ELRS:** Gilbert Ness's letter.

**ERC:** David Houghton reported that Rotary had been successful in obtaining community group funding of \$5000 dollars from Council and \$5500 from the Tasmanian Community Grant funding to go towards the Gazebo at the skate Park, waiting now on NMC.

A Trivia evening to be held again at the school on the 27<sup>th</sup> October so has asked to get your groups entered.

**EPS:** Nil

**ETC:** Tennis Club numbers are up.

**EVF:** Village Fair AGM held last week, next year's fair to have a trick cyclist, also noted that trees had planted in Pioneer Park, should have no interference with positioning of stall holders.

**NMC:** Nil

**Treasurers Report:** Attached.

John Hughes moved that the Treasurers Report be accepted. Seconded David Houghton.

**General Business:**

The committee has asked that NMC be more accountable and timely with their feed back where money is being spent on the precinct as in the case of the \$158000 from Tasmanian Government and other such projects.

It was suggested that Morven Park Management purchase a lawn mower and whipper snipper, Ian Pease to obtain quotes, it was suggested that 4 stroke appliances to be purchased.

**Next Meeting:** 8<sup>th</sup> August 2018

**Meeting Closed:** 2105 Hrs.

MINUTES

Cov 4(2)(v)

BIENNIAL GENERAL MEETING OF THE CRESSY LOCAL DISTRICT COMMITTEE HELD AT THE CRESSY TOWN HALL, CRESSY ON WEDNESDAY, 25 JULY 2018, COMMENCING AT 6:02PM

**1 ATTENDANCE**

Mr Jason Cox, Mrs Helen Williams, Mrs Angela Jenkins, Mrs Ann Green, Mrs Maurita Taylor,  
Mr Peter Goss

**IN ATTENDANCE**

Cr Richard Goss, Cr Mary Knowles, Miss Lucie Copas (Executive & Communications Officer),  
Mr Daniel Rowbottom (Guest)

**2 APOLOGIES**

Mrs Helen Howard

**3 APPOINTMENT OF ACTING CHAIRPERSON**

Miss Copas appointed as Acting Chair for the Biennial General Meeting.

**4 CONFIRMATION OF MINUTES**

*Mrs Helen Williams/ Mrs Angela Jenkins*

That the minutes of the Biennial General Meeting of the Cressy Local District Committee held on Wednesday, 27 July 2016, be confirmed as a true and correct record of proceedings.

Carried unanimously

**5 REPORT BY CHAIRPERSON**

No report provided.

**6 MEMBERSHIP**

At the council meeting of 25 June 2018, the members listed below were endorsed for a term of 2 years to June 2020:

- Mrs Ann Green
- Mrs Helen Howard
- Mrs Angela Jenkins
- Mrs Helen Williams
- Mr Jason Cox

- Mr Peter Goss
- Mrs Maurita Taylor

The above nominees have been appointed to the Committee for a term of 2 years to June 2020.

*Mrs Maurita Taylor/ Mr Jason Cox*

## **7 ELECTION OF OFFICE BEARERS**

### **i) Appointment of Chairperson**

*No chairperson was appointed. To be determined at next meeting.*

### **ii) Appointment of Vice-Chairperson**

*Mr Peter Goss/ Mrs Angela Jenkins*

*That Mr Jason Cox be appointed Vice Chairperson for the term of two years.*

*Carried unanimously*

### **iii) Appointment of Secretary**

*Mrs Helen Williams/ Mrs Maurita Taylor*

*That Miss Copas be appointed Secretary for the term of two years.*

*Carried unanimously*

## **8 REVIEW OF MEMORANDUM OF UNDERSTANDING**

Postponed until Chairperson has been appointed.

## **9 CLOSURE**

The Vice Chairperson closed the Biennial General Meeting at 6:09pm.

## MINUTES

Gov 4(2)(vi)

MEETING OF THE CRESSY LOCAL DISTRICT COMMITTEE HELD AT THE CRESSY TOWN HALL ON WEDNESDAY, 25 JULY 2018 COMMENCING AT 6:10PM

**1 PRESENT**

Mr Jason Cox, Mrs Helen Williams, Mrs Angela Jenkins, Mrs Ann Green, Mrs Maurita Taylor,  
Mr Peter Goss

**2 IN ATTENDANCE**

Cr Richard Goss, Cr Mary Knowles, Miss Lucie Copas (Executive & Communications Officer),  
Mr Daniel Rowbottom (Guest)

**3 APOLOGIES**

Mrs Helen Howard

**4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL**

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

*\*It should be noted that any person declaring an interest is required to notify the general manager, in writing, of the details of any interest declared within 7 days of the declaration.*

Nil declared

**5 CONFIRMATION OF MINUTES**

***Mrs Helen Williams/ Mrs Angela Jenkins***

That the minutes of the Cressy Local District Committee meeting held on Wednesday, 30 May 2018 be confirmed as a true and correct record of proceedings.

Carried unanimously

## **6 BUSINESS ARISING FROM THE MINUTES**

### **6.1 Cressy Recreation Ground**

Council at its 25 June meeting resolved to allocate \$300,000 towards club room and amenities upgrades in the 2018/19 budget.

Discussion was held regarding cost specific budget expenses. Cr Goss advised that Council has not yet begun preparations for a detailed plan and once a finalised plan has been provided to Council, it will be circulated for comment.

### **6.2 Park Naming**

Council at its 25 June meeting resolved that Council Officers progress community consultation with regard to the naming of Cressy Park to Bartholomew Park. Community consultation currently in progress and closes Monday 6 August 2018.

Progressing. Further report to come.

### **6.3 Cressy Road Maintenance**

Miss Copas awaiting confirmation and clarification on the road that is being referred to. Verbal update to be provided at meeting.

Miss Copas confirmed that the road being referred to is indeed the road from Longford to Cressy. Committee pleased to see the Department of State Growth commencing work on the road.

### **6.4 Dog Signage and Declared Areas**

Community consultation and advertising now in progress. Closing date for consultation is Monday 13 August 2018.

Discussion was held regarding fencing of the stock route to provide an off-leash area for Cressy dog owners. Cr Goss advised that fencing of this area would be a very expensive cost to Council.

## **7 NEW BUSINESS**

### **7.1 Hydro Tasmania Community Information Sessions - Cressy**

Hydro Tasmania is inviting residents to an information session. The information session is your chance to come along and learn more about pumped hydro, ask questions and talk with the project team.

WHEN: Wednesday 25 July @ 11:30am - 2pm

WHERE: Cressy Community Centre, 67 Main Street



Find out more - [www.hydro.com.au](http://www.hydro.com.au)

Mr Cox advised the committee that the event was well attended. Miss Copas to provide feedback from Hydro Tasmania once it has been received.

## 7.2 Volunteer Registration Forms

As of 30 June 2018, all volunteers of Council and members of Special Committees of Council are required to complete a new Volunteer Registration Forms for the 2018 – 2020 term. Miss Copas to provide new forms.

Miss Copas tabled new Volunteer Register Forms for committee members to complete and return.

## 7.3 Volunteer Inductions

The following dates have been organised for 2018 Volunteer Induction Sessions.

- Wednesday 12 September – Longford Town Hall from 5:30pm
- Wednesday 10 October – Campbell Town Hall from 5:30pm

All Volunteers conducting work for Council must be registered as a Volunteer with Council and have completed an induction. This is a requirement to ensure that all Council's volunteers are protected by Council's insurance. All volunteers registered with Council must attend an induction. Bookings are essential.

Discussion was held regarding attendance requirements.

## 7.4 Sale of Churches

Mr Cox gave a brief report of the submission process and detailed a lack of information available. Mr Cox advised the committee that Mayor David Downie has provided a letter of support to the Cressy Local District Committee with regard to their application for submission to the Anglican Diocese. Cr Goss advised that it was discussed in depth at the 25 June Council meeting and that the support was unanimous.

### Action

Mr Cox to provide a further report at the next meeting.

## 7.5 Budget Allocations

The following budget items were allocated for the 2018/19 financial year:

- Footpath - \$53,000
- Stormwater - \$50,000
- Buildings - \$60,000

- Cressy Recreation Ground - \$300,000
- Dump Point - \$30,000
- Cressy Swimming Pool - \$100,000
- Heat pumps for Hall - \$5,000

Maurita gave a brief report regarding maintenance required at the pool and advised that they would be limited with funding available.

#### **7.6 Trout Expo 2018**

Cr Goss advised that Council has allocated funds to assist with the Trout Expo and Hydro Tasmania is also now a major sponsor.

Further details to be provided.

#### **7.7 Junior Cricket Club**

Mr Goss advised he has previously been in discussions with Council regarding the implementation of a junior cricket club and that there may be potential funding opportunities available to further assist with the upgrades to the Cressy Recreation Ground. ‘

##### **Action**

Miss Copas to follow up.

#### **7.8 Footpaths**

Discussion was held regarding the placement of new footpaths. Concern was raised regarding lack of sunlight causing the footpaths to ice over during the colder months and creating a trip hazard for residents.

##### **Action**

Miss Copas to provide information to Works Manager.

#### **7.9 Brumby's Creek**

Hydro Tasmania has commenced the clean-up process.

### **8 CLOSURE & NEXT MEETING**

The Chairperson closed the meeting at 6:44pm.

The next meeting to be held on 26 September 2018 at 6:00pm.

MINUTES

Gov 4(2)(vii)

THE MEETING OF THE LONGFORD LOCAL DISTRICT COMMITTEE HELD AT THE COUNCIL CHAMBERS, LONGFORD ON WEDNESDAY, 1 AUGUST 2018 COMMENCING AT 5:03PM

**1 PRESENT**

Mr Neil Tubb (Chairperson), Dr Tim Flanagan, Ms Terry Goldsworthy, Ms Dee Alty, Ms Kathy Farr

**2 IN ATTENDANCE**

Cr Dick Adams, Miss Lucie Copas (Executive & Communications Officer), Mr Dennis Pettyfor

**3 APOLOGIES**

Mrs Donna Bain, Mr Linus Grant

**4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL**

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

*\*It should be noted that any person declaring an interest is required to notify the General Manager, in writing, of the details of any interest declared within 7 days of the declaration.*

Nil declared

**5 CONFIRMATION OF MINUTES**

***Ms Terry Goldsworthy/ Mr Tim Flanagan***

*That the minutes of the meeting of the Longford Local District Committee held on **Wednesday, 4 July 2018** be confirmed as a true and correct record of proceedings.*

*Carried unanimously*

**6 BUSINESS ARISING FROM THE MINUTES**

**6.1 Levee Banks**

Committee to discuss further.

Discussion was held regarding safety concerns previously raised about members of the public using the levee banks as a walking track.

**Mr Tim Flanagan/ Ms Dee Alty**

That the Longford Local District Committee approach the General Manager requesting further information regarding the safety requirements of considering a walking track utilising the already existing levee banks.

*Carried unanimously*

## 6.2 Allocation of Funds

Miss Copas has confirmed that the amount of \$2,500 per year allocated to each local district committee for administration costs in lieu of secretarial assistance does not accumulate.

Committee to confirm reference to allocation of \$15,000.

Miss Copas confirmed with the committee that the \$15,000 they were referring to was the amount allocated to the Memorial Hall and has been expended.

No further action required.

## 6.3 Northern Midlands Land Use Strategy

The survey has now ended. Feedback to be advised.

Mr Tubb gave a brief report to the committee regarding the session that he attended in Perth. He noted that the session was very poorly attended and was disappointment so little interest had been shown.

Miss Copas advised that Council had received 73 survey responses in total and that Planning Department Staff will now collate the responses and present them to Council.

**Ms Dee Alty/ Ms Terry Goldsworthy**

The Longford Local District Committee has requested further consultation with Council staff to ensure that the desired future characteristics of Longford are retained.

*Carried unanimously*

## 6.4 Railway Bridge Sesquicentennial

Committee to progress establishment of subcommittee.

Cr Adams presented to the committee and gave a brief overview of his intentions surrounding the 150-year celebration of the bridge.

Cr Adams invited members to join the subcommittee.

## 6.5 Communitree

Mr Tubb gave a brief report on his communication with Council's Works Manager and has also advised that Rotary will donate \$400 towards the project. Mr Tubb reported that Council's Works Manager has advised that there are only 2x suitable places for this project and that the most suitable location is Lewis Street West and has also suggested the establishment of a 'Legends Park'.

Committee discussed this option and resolved that it as the most appropriate location.

**Mr Neil Tubb/ Ms Terry Goldsworthy**

That the Longford Local District Committee collaborate with Council, Rotary Club of Longford and Longford Primary School to establish a Longford Legends Park. The proposed site it Lewis Street West.

*Carried unanimously*

**6.6 Flood History Panel**

Miss Copas to investigate further with Council Planning staff the reason for proposed location.

Mr Tubb and Mr Flanagan to contact Acting General Manager Maree Bricknell to discuss further.

Committee to note, date for submissions closed 13 July 2018.

**7 NEW BUSINESS**

**7.1 New Member**

Committee to welcome Kathy Farr as a new member of the Longford Local District Committee.

Committee welcomed new member.

**7.2 Volunteer Registration Forms**

As of 30 June 2018, all volunteers of Council and members of Special Committees of Council are required to complete a new Volunteer Registration Forms for the 2018 – 2020 term.

Miss Copas to provide new forms.

Forms provided and returned to Miss Copas.

**7.3 Volunteer Inductions**

The following dates have been organised for 2018 Volunteer Induction Sessions.

- Wednesday 12 September - Longford Town Hall from 5:30pm
- Wednesday 10 October - Campbell Town Hall from 5:30pm

All Volunteers conducting work for Council must be registered as a Volunteer with Council and have completed an induction. This is a requirement to ensure that all Council's volunteers are protected by Council's insurance. All volunteers registered with Council must attend an induction. Bookings are essential.

Miss Copas confirmed that the induction is not a requirement for Local District Committee Members, only volunteers of Council who are involved with a Management Committee.

**7.4 Dog Signage and Declared Areas**

Community consultation and advertising now in progress. Closing date for consultation is Monday 13 August 2018.

Miss Copas to circulate original report.

**7.5 2018/19 Special Project Assistance**

Ms Alty advise the committee that her application for Special Project Assistance for improvements to the Longford Town Hall was approved by Council. She advised that \$5,000 would be allocated during the 2018/19 financial year.

Committee pleased with results.

**Ms Dee Alty/ Ms Kathy Farr**

Ms Alty to form a subcommittee and liaise with the Longford Local District Committee.

*Carried unanimously*

**7.6 Promotion of the Longford Local District Committee**

Discussions were held regarding the promotion of the Longford Local District Committee. Suggestions were put to promote the committee and to utilise the Council pages of the Northern Midlands Courier to do so. Miss Copas to confirm.

**Ms Dee Alty/ Mr Tim Flanagan**

Mr Tubb to approach the General Manager for assistance for promotional material to promote the Longford Local District Committee.

*Carried unanimously*

**7.7 Federal Election Priorities**

Committee held discussion regarding the upcoming Federal election and resolved to meet to discuss and consider further priority projects for Longford. Once confirmed, updated list to be provided to Miss Copas. Council's Priority Projects document to be circulated with the minutes.

**7.8 Thank you to Council**

Thank you to council for the new Tom Roberts sign at Christchurch on Illawarra.

**7.9 Longford Memorial Hall**

To be further discussed and considered.

**8 NEXT MEETING/CLOSURE**

The Chair closed the meeting at 6:10pm.

Next meeting to be held **5 September 2018 at 5:00pm.**

MINUTES

Gov 4(2)(viii)

MEETING OF THE CAMPBELL TOWN DISTRICT FORUM HELD IN THE UPSTAIRS MEETING ROOM AT THE TOWN HALL, CAMPBELL TOWN ON TUESDAY, 7 AUGUST 2018 COMMENCING AT 9:31AM

1 PRESENT

Mr Michael Roach (Chairperson), Mrs Jill Davis, Mr Owen Diefenbach, Mr John Ashman, Ms Sally Hills, Mr Bevis Perkins ESM, Mr Ken Reid (10:25am), Mrs Judith Lyne

2 IN ATTENDANCE

Cr Leisa Gordon, Miss Lucie Copas (Executive & Communications Officer), Mr Danny Saunders

3 APOLOGIES

Mrs Jill Clarke, Mrs Debbie Thomas

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL.

In accordance with the provisions of the *Local Government Act 1993*, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

Nil declared

5 CONFIRMATION OF MINUTES

***Mr Owen Diefenbach/ Mr John Ashman***

The minutes of the meeting of the Campbell Town District Forum held on **Tuesday, 3 July 2018** be confirmed as a true and correct record of proceedings.

Carried unanimously

## **6 BUSINESS ARISING FROM THE MINUTES**

### **6.1 Cenotaph**

Mr McCullagh investigating further. Miss Copas to give verbal report at meeting.

Miss Copas advised that TasNetworks was looking into the problem and that it would be resolved in due course.

### **6.2 Northern Midlands Land Use Strategy**

During June and July four public workshops were held in Campbell Town and Perth to get community input to the Northern Midlands Land Use Strategy.

Mr Diefenbach gave a brief report to the forum regarding his attendance of the Campbell Town session. He divulged that he felt that the minds of the consultants and advisers had already been decided and that minimal community feedback would be considered.

### **6.3 Rubbish**

Miss Copas provided feedback to Works Manager.

Mr Roach advised that on recent trips to the tip, there had only been 1x skip bin available to customers. Miss Copas to confirm with Works Manager for further comment.

## **7 NEW BUSINESS**

### **7.1 Volunteer Registration Forms**

As of 30 June 2018, all volunteers of Council and members of Special Committees of Council are required to complete a new Volunteer Registration Forms for the 2018 – 2020 term. Miss Copas to provide new forms.

Miss Copas tabled forms for completion and return.

### **7.2 Volunteer Inductions**

The following dates have been organised for 2018 Volunteer Induction Sessions.

- Wednesday 12 September – Longford Town Hall from 5:30pm
- Wednesday 10 October – Campbell Town Hall from 5:30pm

All Volunteers conducting work for Council must be registered as a Volunteer with Council and have completed an induction. This is a requirement to ensure that all Council's volunteers are protected by Council's insurance. All volunteers registered with Council must attend an induction. Bookings are essential.

Forum noted new dates.



**7.3 Valentine Park Toilet Official Opening**

Forum member are invited to attend the official opening of the Valentine Park Toilet upgrade and extension.

When: Wednesday 8 August @ 11am

Where: Valentine Park, Campbell Town

Forum to note invitation. Thank you to all those that attended.

**7.4 Old Bridge**

Discussion was held regarding the placement of bollards on the Old Bridge and further discussion regarding the restricted access to residents if an emergency was to occur. Mr Ashman advised the committee that Council was contacted, and the bollards have now been removed.

**7.5 Elizabeth Macquarie Irrigation Trust**

Mr Roach gave a brief report to the Forum regarding an upcoming project to be undertaken by EMIT which will involve improvements and maintenance to be completed at Lake Leake. He advised they are still waiting on final plans.

**7.7 Red Bridge – Monitoring**

Cr Gordon advised the forum that the Red Bridge will undergo vibration monitoring over the coming weeks.

**7.8 Entrance Statements**

Mrs Lyne requested an update on new entrance statements for Campbell Town, North and South entrances. Miss Copas to confirm.

**7.9 Campbell Town War Memorial Oval**

Council is still currently in the final stages of the contract process and once everything has been finalised, a date will be confirmed.

**7.10 Police Matters**

Several police matters were raised. The non-urgent number for Tasmania Police is 131 444.

### 7.11 Key Projects

The Forum requested an update on several development projects. The Forum has identified the following projects as relevant and once an update has been received, the Forum will be notified. Miss Copas advised that this practise is already undertaken and if no update is given, it has not been provided to Council.

- Main Street Project
- War Memorial Oval Redevelopment
- Laundromat
- Ambulance Station
- 2x service station applications

#### *Mrs Judith Lyne/ Ms Sally Hills*

The Forum has requested that Council Officers provide a progress update on key items and relevant projects to Campbell Town once Council has been notified.

### 8 CLOSURE

Chairperson closed meeting at **10:27am**.

Next meeting to be held on **4 September 2018** at the Town Hall, upstairs meeting room.

MINUTES

Gov 4(2)(ix)

THE MEETING OF THE ROSS LOCAL DISTRICT COMMITTEE HELD AT THE READING ROOM, ROSS ON WEDNESDAY, 7 AUGUST 2018 COMMENCING AT 11:15AM

1 PRESENT

Mr Arthur Thorpe (Chairperson) Mrs Helen Davies, Mrs Jill Bennett, Mr Tony Thorogood, Mr Herbert Johnson, Mr Allan Cameron, Mrs Gai Bazen, Mr Ricky Hebbard, Mr Tim Johnson

2 IN ATTENDANCE

Mayor David Downie, Cr Leisa Gordon, Miss Lucie Copas (Executive and Communications Officer), Mr Marcus Rodrigues, Mr Keith Jolley

3 APOLOGIES

Cr Andrew Calvert, Mrs Candyce Hurren

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

*\*It should be noted that any person declaring an interest is required to notify the General Manager, in writing, of the details of any interest declared within 7 days of the declaration.*

Nil declared

5 CONFIRMATION OF MINUTES

**Mr Allan Cameron/ Mrs Helen Davies**

*That the minutes of the meeting of the Ross Local District Committee held on **Wednesday, 4 July 2018** be confirmed as a true and correct record of proceedings.*

*Carried unanimously*

6 BUSINESS ARISING FROM THE MINUTES6.1 Tacky Bridge Sculpture

Mr Thorpe to report on progress.

Committee met with UTAS representative at the proposed location, prior to the meeting to discuss the upcoming sculpture series. The committee has identified that parking would become an issue and that UTAS would need to appropriately mitigate to prevent any serious issues.

**Action:**

Committee to liaise with UTAS to ensure the correct process is adhere to.

## 6.2 Anglican Church

Committee to note that Council is pursuing this motion.

Several questions were directed at Mayor David Downie who in return urged the committee to show their support for Councils actions with regard to the proposed sale of churches and cemeteries.

Mr Downie advised that a proposed meeting was in the process of being organised, the proposed date is 26 August in Perth.

## 6.3 Female Factory Sign

Concern was raised regarding the location of the Female Factory sign on Tooms Lake road. It was raised that its location is inconvenient and creates safety issues when large vehicles, particularly tourists towing caravans find it difficult to turn around.

**Action:**

Miss Copas to advise Council's Engineering Officer and seek advice.

## 6.5 Trees - Tooms Lake Road

Miss Copas has confirmed with Council's Engineering Officer that the road in question is indeed maintained by Council. Miss Copas has also reported concerns regarding overhanging trees to Council's Compliance Officer for review.

Miss Copas advised that Council was aware of the issue.

## 6.6 Ross Town Hall Hire

Miss Copas to provide verbal update.

Discussion was held regarding the hire fees and different rates available.

**Action:**

Mrs Bennett to make contact and report back to the committee.

## **6.7 Stormwater Management**

Consultants are progressing Stormwater Management plan.

Deferred to a future meeting.

## **6.8 Stonework at Town Hall**

Miss Copas to provide verbal update.

Miss Copas advised that the building required monitoring for 12 months and once complete will be reassessed in order to progress.

## **7 NEW BUSINESS**

### **7.1 Northern Midlands Land Use Strategy**

During June and July four public workshops were held in Campbell Town and Perth to get community input to the Northern Midlands Land Use Strategy.

In addition, a public survey was undertaken which resulted in 73 responses. The draft strategy will now be finalised and put to Council seeking endorsement for public exhibition.

Mr Thorpe advised that the session was poorly attended. Submissions will be welcomed, once exhibited.

### **7.2 Volunteer Registration Forms**

As of 30 June 2018, all volunteers of Council and members of Special Committees of Council are required to complete a new Volunteer Registration Forms for the 2018 – 2020 term. Miss Copas to provide new forms.

Miss Copas tabled new forms.

### **7.3 Volunteer Inductions**

The following dates have been organised for 2018 Volunteer Induction Sessions.

- Wednesday 12 September – Longford Town Hall from 5:30pm
- Wednesday 10 October – Campbell Town Hall from 5:30pm

All Volunteers conducting work for Council must be registered as a Volunteer with Council and have completed an induction. This is a requirement to ensure that all Council's volunteers are protected by Council's insurance. All volunteers registered with Council must attend an induction. Bookings are essential.

Committee noted new times.

#### **7.4 Ross Caravan Park**

Concern was raised regarding the installation and use of two large tents.

Miss Copas to confirm.

#### **7.5 Traffic**

Concern was raised regarding regular occurrences of vehicles ignoring the appropriate road rules on the hotel corner and it was suggested that a 'sleeping policeman' be installed.

Miss Copas to provide suggestion to Mr McCullagh for consideration.

#### **7.6 Quarry Walkway**

The committee has suggested that the Wool Centre be asked for involvement in future projects.

Miss Copas to refer to Mr McCullagh for comment.

#### **7.7 Village Green Development**

The committee has requested if Council could consider placing a sign on the Village Green worksite to advise visitors of the upcoming project. It was noted that the worksite does not look appealing to visitors and may put some visitors off. Miss Copas to pass on to Mr McCullagh for comment.

Mr Downie suggested something could also go on Council's Facebook page.

#### **7.8 Events**

Questions were raised regarding the process surrounding Council's Event Management Guide. Miss Copas confirmed the requirements for events held on Council land.

#### **7.9 Thank you to the RLDC**

Cr Gordon thanked the committee for changing their time as she is now able to attend.

#### **7.10 Launceston Airport**

Several questions were directed at Mayor David Downie who advised that the committee will be advised in due course.

#### **7.11 Floodlight at War Memorial**

It was raised that the floodlight located at the War Memorial is very bright and could

potentially increase the risk of car accidents as it has a blinding effect on drivers.

Miss Copas to follow up.

#### 7.12 Thank you

Mrs Bennett advised that the daffodils are now blooming and thanked the working bee members for their assistance.

#### 7.13 Cemetery Sign Maintenance

The committee has requested Council consider installing signs for the cemeteries in Ross. It was suggested that any budget left over from the Street signs is allocated to them.

It was also suggested that the Men's Shed could be involved.

#### **Action:**

Mrs Davies to approach the Men's Shed.

#### 7.14 Newspaper Shop

The committee was advised that the Newspaper Shop has sold and new owners will commence shortly.

#### 7.15 Congratulations

The committee congratulated Mayor David Downie on his recent LGAT award and recognition.

#### 7.16 Weeds

The committee has requested further attention is given to Ross in an attempt to eradicate noxious weeds. Mr Cameron requested the weeds officer is notified. Miss Copas confirmed that Council no longer has a weeds officer.

Miss Copas to notify Mr McCullagh.

#### 7.17 Declared Dog Area

Discussion was held regarding the proposed declared dog area.

The committee is opposed to the proposed site.

### **8 NEXT MEETING/CLOSURE**

The Chair closed the meeting at 12:34pm.

Next meeting to be held 4 September 2018 at 11:15am.

MINUTES OF THE BIENNIAL GENERAL MEETING OF THE PERTH LOCAL DISTRICT COMMITTEE HELD AT 5.45PM ON TUESDAY, 7 AUGUST 2018 AT THE PERTH COMMUNITY CENTRE

**1 ATTENDANCE**

Don Smith, Phillip Groves, Shan White, Jan Davis, John Stagg, Tony Purse

**In Attendance:**

Cr Janet Lambert, Cr Mary Knowles, Maree Bricknell (Acting General Manager), Gail Eacher (Executive Assistant)

**2 APOLOGIES**

Lynne Wilton, Graeme Eberhardt

**3 APPOINTMENT OF ACTING CHAIRPERSON**

Cr Janet Lambert appointed as Acting Chair for the Biennial General Meeting.

**4 CONFIRMATION OF MINUTES**

***J Davis / J Stagg***

*That the minutes of the Annual General Meeting of the Perth Local District Committee held on Tuesday, 2 August 2016, be confirmed as a true and correct record of proceedings.*

*Carried*

**5 REPORT BY CHAIRPERSON**

The outgoing Chair provided a verbal report.

Ms Davis commented that there had been many frustrations relating to the bypass and awaiting on plans during the period, however, the Committee has exciting times ahead with projects coming to fruition and the provisions made in Council's 2018/19 budget.

***J Stagg / D Smith***

*That the Chairperson's Report be received.*

*Carried*

**6 MEMBERSHIP**

At the Council meeting of 25 June 2018 the members listed below were endorsed for a term of 2 years to June 2020:

- Graeme Eberhardt
- Don Smith
- Phillip Groves
- Shan White
- Jan Davis
- Lynne Wilton
- Philip Dell
- John Stagg
- Tony Purse

*All attendees introduced themselves.*

*Resolved that the membership information be received.*

**7 ELECTION OF OFFICE BEARERS**

**i) Appointment of Chairperson**

***J Stagg / D Smith***

*That Ms Jan Davis be appointed as Chairperson of the Perth Local District Committee.*

*Carried*

There being no further nominations, Ms Davis was appointed as Chairperson of the Perth Local District Committee.



iii) Appointment of Vice-Chairperson***J Davis / S White****That Mr Tony Purse be appointed as Vice-Chairperson of the Perth Local District Committee.**Carried*

There being no further nominations, Mr Purse was appointed as Vice-Chairperson of the Perth Local District Committee.

**8 REVIEW OF MEMORANDUM OF UNDERSTANDING**

The Memorandum of Understanding (MOU) was circulated with the meeting papers.

The Committee

- were notified of the changes to the MOU that were approved at the 16 April 2018 Council meeting.
- discussed the MOU in relation to Secretarial requirements and meeting frequency.

Resolved by the Committee to:

- meet on a monthly basis;
- schedule meetings for the first Tuesday of each month at 5.30pm (venue to be determined)
- continue to receive secretarial support (for meetings held February, April, June, August, October and December)

***T Purse / D Smith****That the Committee endorse the Memorandum of Understanding and request the Chair to sign the MOU on behalf of the Committee.**Carried***9 CLOSURE**

The Chairperson closed the Biennial General Meeting at 6.15pm.

MINUTES OF THE ORDINARY MEETING HELD AT 6.15PM (FOLLOWING THE BIENNIAL GENERAL MEETING)  
ON TUESDAY, 7 AUGUST 2018 AT THE PERTH COMMUNITY CENTRE

**1 ATTENDANCE**

**Present:**

Jan Davis (Chair), Tony Purse, Don Smith, Phillip Groves, Shan White, John Stagg

**In Attendance:**

Cr Janet Lambert, Cr Mary Knowles, Maree Bricknell (Acting General Manager), Gail Eacher (Secretary)

**Apologies:**

Lynne Wilton, Graeme Eberhardt

**2 CONFIRMATION OF MINUTES**

**J Stagg / T Purse**

That the minutes of the meeting of the Perth Local District Committee held on Tuesday, 5 June 2018, be confirmed as a true and correct record of proceedings.

Carried

**3 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL**

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

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- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

\* *It should be noted that any person declaring an interest is required to notify the general manager, in writing, of the details of any interest declared within 7 days of the declaration.*

**Noted that**

- *Mr Tony Purse is consulting and/or has an involvement in the following projects currently being undertaken by Council:*
  - *Perth Community Centre Master Plan*
  - *Perth Recreation Ground Master Plan*
- *Ms Jan Davis is an employee of the Local Government Professionals.*

**4 BUSINESS ARISING FROM THE MINUTES**

**i) Perth Structure Plan and 10 Year Plan**

Noted

- Announcement of the appointment of a contractor to undertake Stages 2&3 of the Perth Links Road by the Dept of State Growth is expected shortly.
- The landscaping plan (buffer zones) is expected to be submitted shortly.
- The Perth Links Road development application has been submitted.
- Perth Structure Plan will provide structure for identification of recreation zones, connectivity etc. for rezoning.
- Consultants working on a concept plan to improve connectivity of William Street Reserve to Mill Road and George Street. Incorporating previous plan to link all recreation areas throughout Perth. Community input will be sought when the concept plan is available.
- *Proposed Upgrade Works to Reduce Flood Risks: Sheepwash Creek, Perth* – report circulated.

**ii) Beautification of Perth / Town Entrance Statements**

A condition has now been included in the standard provisions recommendations that trees are to be planted by the developer of the subdivision prior to handover to Council at the end of the 12-month maintenance period.

Noted:

- Investigation into planting/bonds is continuing.
- As the planting of Smith Street tree calming has been put on hold, the Committee requested that Clarence Street in Perth be considered the preferred trial site for street calming tree plantings.
- Planting of trees is at times impacted by location of underground services.

iii) General Works related enquiries

Project	Officer Response:	Committee Comment
Clarence Street bus shelter	Complete.	Committee queried the location of the bus shelter. Location should be in the vicinity of the school where a large number catch the bus?
Connectivity of Talisker/Clarence street and crossover	Practically complete.	
Bus shelter – Main Street, opposite Police Station	Planning commenced.	Installation of Arthur Street bus shelter put on hold in favour of a bus shelter in the Main Street
Footpath – section of Drummond Crescent / Charles Street	Practically complete.	no footpath – section of Drummond Crescent / Charles Street
Footpath Norfolk Street – Frederick to Drummond Street	Future budget consideration – PLDC to list.	no footpath
Footpath – Old Punt Road to William Street.	Included in 2018/19 budget.	
Footpath Frederick Street – Clarence to William Street.	Future budget consideration – PLDC to list.	No formed footpath – high volume of foot traffic.

iv) Development Applications

Committee noted

- Site notices are placed on boundaries and DAs advertised so those that do not share a boundary can be informed.
- Planning system generates the cards, advertising and notification is as per the requirements of the LUPAA.
- Cards sent to property owner and occupier of affected properties – shared boundaries only.
- All development applications now circulated to Committee for all DAs in Perth.

Committee discussed the notification by Council of property owners who would be affected by a development but whose properties were not adjoining the subject property, noting that legislation did not require notification be sent to such properties. The committee requested council reconsider their stance and provide notification of DA's to all affected properties, including properties across the road from the subject site.

**D Smith / S White**

That Council reconsider the notification of property owners in regard to development applications and expand notification to all affected property owners.

Carried

v) Declared Dog Areas

The committee strongly rejected the recommendation that, except for playing surfaces, dogs should be allowed on the recreation ground and requested that the current restrictions remain in place with dogs being prohibited from the entire Perth Recreation Ground precinct.

Comment to be submitted for inclusion in the public consultation in relation to this matter.

5 MATTERS PENDINGi) West Perth Flood Mitigation Working Group (WPFMWG)

The Committee noted that the membership of the WPFMWG committee, as listed in the January 2017 Council minute included: Representatives from State Growth, a Hydrologist, NRM Representative, Landscape Architect and Council officers.

The Committee requested that an invite be issued for a briefing on the project.

**Noted:** *Confirm that the committee is still seeking a briefing from the WPFMWG.*

**Item to be placed on hold, pending release of information.**

ii) Roadworks, Intersection Upgrades and associated projects

Requested that, in the future, the significance of Gibbet Hill be recognised and an interpretation panel be installed.

**Action:** *Suggest that this matter be raised in the further implementation of the Perth Structure Plan, and included in funding requests for the 2019/2020 NMC budget.*

**iv) Perth Bicentenary 2021**

Perth Bicentenary to be celebrated in 2021.

PLDC to set up a sub-committee for the planning of an event/celebration for the bicentenary, with a recommendation to Council re the composition of sub-committee. In due course, the sub-committee to apply to Council for funding for the event.

The committee considered this matter at the June 2018 meeting and resolved to defer further discussion until 2019.

**6 NEW BUSINESS****i) Volunteer Inductions**

Committee noted volunteer induction session will be held on

- Wednesday 12 September 2018 at 5.30pm at the Council Chambers, 13 Smith Street, Longford; and
- Wednesday, 10 October 2018 at 5.30pm in the Campbell Town town hall, Supper Room.
- Duration of the sessions will be approximately 1 hour, with a light refreshment to be provided.
- All volunteers are required to attend an induction session.
- Contact [lucie.copas@nmc.tas.gov.au](mailto:lucie.copas@nmc.tas.gov.au) to reserve your space, before COB on the Monday of the session. Bookings are essential as a light refreshments will be provided.

**ii) Strategic Plans Update**

The Committee noted the following project updates:

Perth			
Recreation Ground Master Plan (Lange Design)	Jul-15	Oct-16	<ul style="list-style-type: none"> <li>• External funding sources being pursued.</li> <li>• 17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade</li> </ul>
Community Centre Development Plan, (Loop Architecture) addressing collective & shared functions with adjacent Primary School & Recreation Ground	Oct-15		<ul style="list-style-type: none"> <li>• Briefing notes from key stakeholder sessions received 25 Feb 2016</li> <li>• Draft concept plans submitted to Council</li> <li>• Draft concepts to be directed to future workshop</li> <li>• May 2018: costings being reviewed</li> </ul>
Town Structure Plan (GHD)			<ul style="list-style-type: none"> <li>• Community feedback on draft plan closed 18 November 2016. Two design strategy options submitted.</li> <li>• Perth Structure Plan adopted by Council on 10 April 2017.</li> <li>• Session for Perth business owners/managers held 15 August 2017.</li> <li>• Council endorsed the Plan at the 10 April 2017 Council Meeting.</li> <li>• Final report to November 2017 Council meeting.</li> <li>• Perth Prospectus prepared January 2018.</li> <li>• April 2018: Awaiting finalisation of the Perth Bypass prior to progressing the structure plan.</li> </ul>
Sheepwash Creek Open Space Plan (Lange Design, GHD)			<ul style="list-style-type: none"> <li>• Contract with NRM North signed December 2016 to access funds through National Landcare Program Investment in Tamar River Recovery Plan</li> <li>• Dec 2016: West Perth Flood Mitigation Working Group established</li> <li>• Draft concept plans received from GHD Woodhead</li> <li>• Lange Design requested to prepare Water Sensitive Urban Design (WSUD) for the open space on eastern side of subdivision.</li> <li>• Stage 1 work completed and interpretation signage installed.</li> <li>• July 2018: WSUD Open Space Corridor Concept Plan and costings – Phillip St to Drummond St - received</li> </ul>

**iii) Nomination of Volunteers for Awards**

Councillors requested the Committee (and wider community) to consider the nomination of individuals who have volunteered and served their community for Order of Australia and Council's community awards. Details of Council's awards to be circulated.

**iv) Other Matters**

The Committee

- noted that damage was occurring at the reserve due to vehicle access, suggested that removal bollards be installed to restrict vehicular access.

- expressed their appreciation to those members who had served during the 2016-2018 term and not continued their membership in the 2018-2020 term.

**7 NEXT MEETING/CLOSURE**

The Chair closed the meeting at 6.57pm.

Informal meeting to be held on 4 September (to be confirmed, Agenda/invitation to be circulated by Chair).

Next scheduled meeting to be held at the Community Centre on 2 October 2018 at 5.30pm.