

Gov 4(3)(i)

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

Held at the Perth Community Centre (PCC), 173 Fairtlough Street, Perth, on Tuesday February 6<sup>th</sup>, 2018. Meeting commenced at 7.05 pm.

**PRESENT**

Chairperson Katrina Freeman (KF), May Smart (MS), Glen Leighton (GL), Brian Mathieson (BM), Judi McGee (JM), Ralph McGee (RM)

**APOLOGIES**

None

**MINUTES OF PREVIOUS MEETING**

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

**CARRIED****BUSINESS ARISING FROM PREVIOUS MINUTES**

Items completed from Action List.

1. RM advised that new lock barrel has been fitted to the Trophy room and KF and JM now have keys to this.
2. New signatories have been organised for the committee's cheque book, they are KF, GL and JM. Online banking has also be done to allow signatories to view statements on line and to also approve online payments.
3. Billing address for the Telstra mobile phone account has been change to GLs address to speed up payments.
4. The small hand basin in kitchen has been repaired by council.

**TREASURERS REPORT**

GL advised committee that as close of business on the 30<sup>th</sup> January 2018 the PCCMC bank balance was \$10,462.55. GL also advised that a grant of \$1,288.00 has been received from Northern Midlands Council (NMC) for 2017/18 maintenance of centre.

**NEW BUSINESS**

1. KF advised the committee that the NMC now require a copy of all Hire Agreements along with proof of insurance payment or a copy of Hirers Certificate of Currency. Regular Hirers will be asked to fill out an annual Hire Agreement with an attachment stating all the dates required for hire to ease up paperwork.
2. RM introduced Brian Mathieson and invited him to join the committee. BM agreed and was officially welcomed by those in attendance (KF, MS, JM, & GL).
3. KF advised that she has invited a couple to also join the committee and will extend an invitation to them to attend our next meeting.
4. KF advised that the PCYC have requested to shift their hire night from Thursday to Tuesday night which may clash with the Lions Club Hire. As the Lions only use the

function room, PCYC can change nights but will be advised that they can only use the hall and drop in centre.

5. NMC advised that there have been more complaints in regard to sun coming in through windows in the hall. A request was made to replace blinds that were there some years ago. As these blinds were originally removed due to 1. Age and possible danger from cords; 2. The problem only happens for a short time during the year; and 3. The windows have been tinted, it is the committees decision to not replace the blinds.
6. A working bee date has been set for Sunday February 25<sup>th</sup> at 9am. This is to enable painting of damaged walls in toilet corridor and function room along with other minor repairs and cleaning of exterior windows at the centre. BM also advised that the fire extinguisher in function room needs to be moved to a location where it is more easily accessed.
7. KF advised that she will be away from Tuesday March 13<sup>th</sup> to Friday March 23<sup>rd</sup>. Bookings and enquiries will be handled by JM during this time.

#### **CORRESPONDENCE**

NMC have notified us that the committee is required to do another volunteer induction course. (this is required every two years). The courses will be held at the Longford Town Hall on February 27<sup>th</sup> at 4pm and 5.30pm and at Campbell Town on March 13 at 4pm and 5.30pm.

KF is to notify NMC that it is impossible for our committee to attend at those times due to work commitments and will ask to make alternative arrangements. It was suggested that the NMC attend our next meeting on April 3<sup>rd</sup> or June 5<sup>th</sup> to conduct the induction.

**Next Meeting** Tuesday April 3<sup>rd</sup> 2018 commencing at 7pm.

Meeting closed at 7.50pm

**KATRINA FREEMAN**  
**CHAIR**

Gov 4(3)(ii)

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

Held at the Perth Community Centre (PCC), 173 Fairtlough Street, Perth, on Tuesday April 3<sup>rd</sup> 2018. Meeting commenced at 7.06 pm.

**PRESENT**

Chairperson Katrina Freeman (KF), Glenn Leighton (GL), Brian Mathieson (BM), Judi McGee (JM), Ralph McGee (RM), Janet Lambert (JL)

**APOLOGIES**

May Smart (MS)

**MINUTES OF PREVIOUS MEETING**

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

CARRIED

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. KF advised that the PCYC have now decided to remain with their Thursday night booking of the centre instead of moving it to a Tuesday night as previously requested.
2. KF notified the NMC that it is impossible for our committee to attend volunteer induction courses at the times indicated due to work commitments and asked if they could make alternative arrangements. This was declined by the NMC as was our invitation to attend our next meeting on April 3<sup>rd</sup> or June 5<sup>th</sup> to conduct the induction. JM to draft an email for KF to send to Des Jennings in regard to this.

Action List :- It was decided to remove the request to arrange direct debits for the PCC mobile phone account payments as it will be too difficult to set up due to the requirement of two signatures per payments.

The Working Bee was held on Feb 25<sup>th</sup> but unfortunately due to lack of available helpers only the walls in the toilet hall and function room were washed. A new date has been set for Friday April 20<sup>th</sup> starting at 7pm. GL is going to arrange purchase of the paint, hinges and other necessary items for general repairs.

**TREASURERS REPORT**

GL advised committee that at close of business on the 3<sup>rd</sup> April 2018 the PCCMC bank balance was \$14,729.54. GL also advised an amount of \$12,110.91 was received from Uniting AgeWell Tasmania in error and this had been repaid to them. An amount of \$110 was also paid to us by the Liberal Party in error and GL was requested by KF to forward this amount to Don Ives at Evandale.

**NEW BUSINESS**

1. J L will be seeking a leave of absence from her role as a NMC councillor while she contests a seat in the Legislative council. JM to draft a letter for KF to Des Jennings requesting a new councillor to act as the NMC representative sitting on the PCCMC during this time.

JL also suggested that we invite members of the NMC to attend the PCCMC meetings from time to time.

2. The Lions Club of Perth have requested permission to move the picture of the Queen, the framed Lions Certificate plus add their 2 honour boards to the brick wall in the function room. The picture currently on the brick wall will replace the Queens picture on the back wall. The Committee agreed to this proposal.
3. Many of the chairs in the centre are in need of repairs. KF requested that the Child Care remove any that were a hazard (splinters etc) and place in the "drop in centre". Due to the large number it was decided that the chairs that can be repaired will be and that the committee may need to replace the others with new ones.

**Next Meeting** Tuesday June 5th 2018 commencing at 7pm.

Meeting closed at 7.51 pm

**KATRINA FREEMAN**  
**CHAIR**

**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**

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

**COMMITTEE MEETING MINUTES**

Held at the Perth Community Centre (PCC), 173 Fairtlough Street, Perth, on Tuesday August 7<sup>th</sup>, 2018. Meeting commenced at 7.05 pm.

**PRESENT**

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

**APOLOGIES**

May Smart (MS), Janet Lambert (JL)

**MINUTES OF PREVIOUS MEETING**

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

CARRIED

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. GL and RM advised the committee that they had completed a working bee at the centre. The tap in the Men's Bathroom has been replaced. New wheels have been fitted to the white board and new handles and hinges have been fitted to the doors in the bar.

Painting of the toilet walk way and main wall in function room has been completed. The remaining wall will be done soon. (ACTION LIST)

RM suggested that part of the problem of mud being walked into the centre from the Tennis door was due to the grating in need of a clean. This has been placed on the ACTION LIST to be done.

GL also advised that the stainless steel shelf needs to be collected and fitted in the bar. This has been added to the ACTION LIST.

2. KF advised committee that the letter to Des Jennings re induction had been sent to him but we are waiting on a response as he is on holidays until the 4<sup>th</sup> September.

**NEW BUSINESS**

**HIRE TERMS form**

The new "Conditions of Hall/Meeting Room Hire" was tabled and was unanimously accepted by the committee. This form will be added to the web site and will be used in conjunction with the Hirers agreement from now on.



Additional terms were also agreed to for "After School Care" and Senior Citizens Bowls Club Hire. These terms will not go on the web site but will be sent directly to the hirers with an attached letter.

#### **REVIEW OF HIRE CHARGES.**

It was decided at the meeting in April that as the hire charges had not be reviewed since 2011 that a cost comparison and suggested increases would be done prior to this meeting. The findings were tabled and after some discussion it was unanimously decided on the following.

- PCC Hire charge will be increased to \$13 per hour + GST per room. There will be no discount for multiple room hire.
- After School Care hire charge will be increased to \$25 per day for school days and \$50 per day for School Holidays. This is for Function room only. An increase to \$28 per day will be charged for power.
- Senior Citizens Bowls Club hire will be increased to \$9 per hour + GST
- There will be a 20% discount for Not For Profit Fundraiser hire

NB: Lions Club of Perth hire is still under review

Insurance fees are set by NMC and are listed on the web site and in the Conditions of Hall/Meeting Room hire. These charges are additional to those listed above.

#### **TREASURERS REPORT**

GL advised committee that as at close of business on the 1<sup>st</sup> August 2018 the PCCMC bank balance was \$14,336.97. GL also advised that the only outstanding bills to be paid are for Prospect Glass and Screens - \$35.00, Jacksons \$77.00 and \$53 for taps. He is also waiting on an invoice for the paint.

#### **CORRESPONDENCE**

1. Brian Matheson – Due to Brian relocating to Western Australia for work he has tendered his resignation to the committee. The committee would like to thank Brian for his work with us and are sorry to see him leave as he was a valued member.

**Next Meeting** Tuesday October 2nd 2018 commencing at 7pm.

Meeting closed at 8.05 pm

**KATRINA FREEMAN**  
**CHAIR**

Gov 4(3)(v)

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

**COMMITTEE MEETING MINUTES**

Held at the Perth Community Centre (PCC), 173 Fairtlough Street, Perth, on Tuesday October 16<sup>th</sup>, 2018. Meeting commenced at 6.45 pm.

**PRESENT**

Chairperson Katrina Freeman (KF), Judi McGee (JM), Ralph McGee (RM), Janet Lambert (JL), May Smart (MS)

**APOLOGIES**

Glenn Leighton (GL)

**MINUTES OF PREVIOUS MEETING**

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

CARRIED

**SPECIAL MEETING WITH PERTH INDOOR BOWLS CLUB (PIBC)**

**Commenced at 7pm**, representing PIBC were Barry Geard (President), David Munro (Secretary), Les Freeman (Treasurer), Betty Munro and Thelma Berne

Meeting was convened to address concerns voiced by the PIBC after renewal of hire charges letter was sent to them.

- The PIBC did not agree with the rate of their new price increase which was a 50% increase on their previous rate. They understood that the pricing had not been reviewed since 2012 however they quoted the CPI which had been 11.5% over that time. They suggested the hire charge would be fairer at \$8 per hour instead of the \$9 per hour quoted by the PCCMC.
- The PIBC also stated that they would prefer a "letter of intent" instead of the normal Hire Agreement as they felt that the agreement was a short term contract and a letter of intent was better suited due to their long standing involvement with the centre.
- Maintenance issues that the PIBC brought to the attention of the PCCMC were
  1. The sun glare from windows in the hall during April through to June has caused some bowls teams to not compete in the PIBC tournaments and they have requested some form of blind to remedy this.
  2. During heavy rain there is a drip of water which is falling on the heater closest to the EXIT doors in the Hall.
  3. The Hand Drier in the men's toilets is temperamental and only works sometimes.
- KF explained her difficulty in reconciling payments made by PIBC and they were asked to only pay on received invoices for hire and to quote the invoice number on payment.
- KF also requested a list of all hire dates for 2018/2019 year. A list of all the 2019 dates was supplied by David Munro.

- The PIBC were also reminded that it is required by the NMC to have a copy of a current "certificate of currency" otherwise they will be charged the casual insurance fee.
- A request was made by the PIBC to have a key to the trophy room to allow them to have access for cleaning and to add trophies etc.
- A discussion was had in regard to a DFib for the PCC and RM advised the PCCMC and PIBC that the Perth Lions Club were making enquires in regard to applying for a community grant to purchase one. JL advised the meeting that the Ross Community Centre have recently requested a grant to place their newly acquired DFib outside for the community to more easily access it.
- It was made clear that any maintenance issues, in regard to the centre in the future, be brought to the attention of the committee not NMC.
- PIBC advised that their next committee meeting would be in early November.

Decisions made by the PCCMC, after the special meeting :-

1. KF to have another key cut for the trophy room and will forward the copy to the PIBC for their use. **ACTION LIST**
2. JM to obtain 2 quotes for window coverings for the hall and to forward these to JL. JL will then start the process of applying for a grant through Brian Mitchell to cover the cost of this. **ACTION LIST**
3. It was agreed to accept the suggested Hire amount of \$8 exc GST per hour for the PIBC. This price will be reviewed annually.
4. It was discussed that perhaps the hand driers may need some type of servicing as we are not aware of any work being done on them in the past. **ACTION LIST**

**General Meeting continued at 7.55pm.**

#### **BUSINESS ARISING FROM PREVIOUS MINUTES**

- RM advised the committee that after consultation with GL that most of the function room chairs had reached the end of their useable life. It was decided that JM would obtain 2 quotes to replace 50 of the chairs. **ACTION LIST**
- Function room carpets have been steam cleaned but it was noted that after school care have spilt paint on the carpets again.
- The power point in the function room has been checked and the grating at the tennis court door has been cleaned out.
- After KF making several attempts to contact Maree Bricknell to invite her to this meeting to discuss issues with the Child Care after school care, holiday care and their storage area it was decided the KF would recontact her to organise a more convenient time for Maree to meet. **ACTION LIST**

#### **NEW BUSINESS**

- JL suggested that it would be in the interests of the PCCMC to have one or two of the members attend one of the District Committee meetings to explain the role of the PCCMC. JL feels that there may be a problem with the District Committee wanting to take on some of the roles of the PCCMC due to their lack of understanding of the

two committee's duties. The next meeting of the District Committee will be on the 4<sup>th</sup> December, 5.30pm to 6.30pm – venue to be advised.

- After some discussion in relation to Hire Fees for the Lions Club of Perth it was decided that a fee of \$500 per annum would be charged to them to cover their meetings and events held every year. This fee will be reviewed annually. KF to invoice them \$500 to cover hire for 1<sup>st</sup> July 2017 to 30<sup>th</sup> June 2018.

#### **TREASURERS REPORT**

Due to GL's leave of absence JM gave the treasurers report. As of the 1<sup>st</sup> of October 2018 the total bank balance was \$12556.35

##### Cheque Payments were made to:

RM \$140.60 being for paint for centre

Jacksons Security \$468.00 being for Alarm Monitoring & \$77.00 being for Alarm Call Out

Prospect Glass & Screens being for replacement Glass in Honour Board

Aurora \$2234.28 being for power of centre

GL \$231.25 being reimbursement for phone bills and tap ware

The amount of \$1057.66 was received from NMC.

#### **CORRESPONDENCE**

##### Out

Letter to David Munro PIBC, re Hire Increases

Letter to Perth Child Care re Hire Increases

Email to D Jennings NMC notifying them of the Hire increases

Email to Lucie Copas NMC requesting new charges and Terms & Conditions be added to NMC website

Email to Maree Bricknell NMC re child care issues and Alarm activations.

##### In

Letter from David Munro PIBC in response to Hire increases

Email from Maree Bricknell in response to child care issues

#### **Next Meeting.**

The PCCMC AGM will be held on Tuesday December 4<sup>th</sup> commencing at 7 pm.

General meeting will follow on same night.

Meeting closed at 8.34 pm

**KATRINA FREEMAN**  
**CHAIR**

1-13  
**AVOCA, ROYAL GEORGE AND ROSSARDEN LOCAL DISTRICT COMMITTEE**  
MINUTES OF THE ORDINARY MEETING HELD AT THE AVOCA COMMUNITY CENTRE  
AT 12.35PM ON THURSDAY, 29 NOVEMBER 2018

Cov 4(3)(vi)

**1 ATTENDANCE**

Shirley Freeman (Chair), Helen Reynolds, Jacinta Allen, Dalija Wells, Michael McGree, Shirley Squires

**In Attendance:**

Gail Eacher (Secretary)

**2 APOLOGIES**

Carmilla Clarke, Mayor Mary Knowles

**3 CONFIRMATION OF MINUTES**

**H Reynolds / D Wells**

That the minutes of the meeting of the Avoca, Royal George and Rossarden Local District Committee held on Thursday, 27 September 2018 be confirmed as a true and correct record of proceedings.

*Carried*

**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.

**5 BUSINESS ARISING FROM THE MINUTES**

**i) Playground Equipment**

Playground options identified and agreed previously, funding being sought to progress the purchase/installation of the playground equipment.

**ii) Waste & Recycling Collection**

Concerns re collection of waste and recycling not collected separately, but mixed. Driver subsequently advised that red stickers from previous audit still on bins collected as general waste. Members advised that red stickers had not been present. Information provided to service provider. No further action.

**iii) General Matters**

The committee noted the following matters which require attention:

- clearing of bush - St Pauls River precinct on Storys Creek Road, requested work be extended to include removal of elm tree suckers and young pine tree, park area considered large enough to accommodate users. No further action.
- vehicles speeding - invite to Sgt Gillies to attend future meeting to be reissued.

**6 PENDING/ONGOING ITEMS**

Matters on hold:

- i) Rossarden – Walks and Attractions and Road Closures/Improvements
- ii) Rossarden – vehicle wrecks – DPIPWE to advise progress re possible removal of the vehicle wrecks.
- iii) Fingal Valley Festival, Steam Train project
- iv) Future budget items:
  - Additional adult exercise equipment at Boucher Park
  - Additional bench at St Pauls River precinct (placed to take in the view of the river) (flood prone area)
  - Bench seat at the frontage of the Post Office
  - Christmas decorations.

**7 ASSOCIATION REPORTS****i) AMIC**

- Seeking membership applications.

**ii) Rossarden Facebook and Newsletter**

- Nil to report.

**ii) Rossarden & Friends Kids Xmas Group**

- 27/10 trip to Heritage Park, Aquatic Centre & BBQ lunch in Launceston
- 9/12 Christmas Party – 130 children at school, weather permitting (otherwise town hall)
  - BBQ lunch & Santa.
  - Motorbike Club from Hobart attending.
  - Face painting, maze, bumper ball activities.
  - Alcohol and smoke free.

**8 NEW BUSINESS****i) Member resignation**

Committee noted that Claudia Freeman had resigned her membership. Mrs Freeman advised that she hoped to resubmit an application for membership when circumstances permit.

**ii) Festival of Small Halls**

Flyer circulated.

**iii) General Matters**

Noted

- Pine tree at junction of Esk Highway and Rossarden Road needs removing (behind the Armco barrier)
- Yellow Broom at frontage of hall requires removal.

Requested:

- Council consider a free greenwaste day at the tip on a seasonal basis, would save Council cleaning up of greenwaste that is deposited at various locations around the township.
- Sprinklers at Boucher Park be reset to operate overnight.
- Permanent signage be installed at Boucher Park, notifying the public to keep off the grass in wet weather (until sewerage system is upgraded and the ground no longer becomes sodden).
- Christmas Decoration allocation be held over to 2019/2020 budget.

**9 CLOSURE & NEXT MEETING**

The Chairperson closed the meeting at 1.15pm.

The next meeting to be held at 12.30pm on 31 January 2019 at the Ash Centre in Arthur Street, Avoca.

Gov 4(3)(vii)

MINUTES

MEETING OF THE CAMPBELL TOWN DISTRICT FORUM HELD IN THE UPSTAIRS MEETING ROOM AT THE TOWN HALL, CAMPBELL TOWN ON TUESDAY, 4 DECEMBER 2018 COMMENCING AT 9:30AM

1 PRESENT

Mr Michael Roach (Chairperson), Mr Owen Diefenbach, Mr John Ashman, Ms Sally Hills, Mr Bevis Perkins ESM, Mrs Debbie Thomas, Mrs Jill Davis (Vice Chair), Mrs Jill Clarke, Mrs Judith Lyne

2 IN ATTENDANCE

Mayor Mary Knowles OAM, Miss Lucie Copas (NMC), Mrs Fiona Oates

3 APOLOGIES

Mr Ken Reid

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/ Mrs Debbie Thomas~~

The minutes of the meeting of the Campbell Town District Forum held on **Tuesday, 6 November 2018** be confirmed as a true and correct record of proceedings.

Carried unanimously

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

### **6.1 2019 Volunteer & Australia Day Nominations**

Nomination forms are due back to Council Friday 7 December 2018 and will be awarded at the Australia Day Event in Evandale on Saturday 26 January 2019.

For further information please contact Miss Copas.

Committee noted information.

### **6.2 Southern Committees Christmas Function**

The Annual Christmas Function for Southern Committees will be held on Thursday 6 December at 6:30pm at Zeps, Campbell Town.

Committee noted information.

### **6.3 St Luke's Cemetery**

Miss Copas investigating further.

General discussion was held regarding the expansion and development of the St Luke's Anglican cemetery and further discussion was held regarding the responsibility of Council. It was resolved that the Church committee would contact Council directly to request the future of the cemetery is considered as a Council Workshop item in the new year.

## **7 NEW BUSINESS**

### **7.1 Festival of Small Halls 2019**

Northern Midlands Council is once again hosting the Festival of Small Halls in Longford at the Longford Town Hall on Wednesday 9 January 2018.

The Festival of Small Halls is a unique touring concept showcasing Australia's best folk and contemporary music. Produced by Woodfordia Inc in partnership with many other wonderful Australian festivals, regional partners and great lovers and supporters of folk and contemporary acoustic music.

Tickets are available directly through Council office and also available online. Link to be circulated with agenda.

Committee noted information.

### **7.2 Council Christmas Closure**

Council Office will be closed from Monday 24<sup>th</sup> of December for the Christmas break and will reopen on Tuesday 2<sup>nd</sup> of January 2019.



Committee noted information.

### 7.3 Welcome to Mayor Knowles

The committee welcomed newly elected Mayor Mary Knowles and invited her to speak. Mrs Knowles explained her vision and passion for the Northern Midlands and expressed her excitement at working with the community on a variety of issues and upcoming developments.

### 7.4 Christmas Decorations

General discussion was held around the lack of Christmas decorations within the main streets of Campbell Town. Mayor Knowles gave a brief update on the new banner poles that have recently been installed on Wellington Street, in Longford, that provide the ability for year-round use. Mayor Knowles advised that this year, students from Longford Primary School have provided Council with Christmas themed drawings for display.

Miss Copas advised that Council will look at installing banner poles within each town and Christmas lights and decorations will be considered within the Campbell Town Street Design.

The committee has strongly requested that Campbell Town be considered for banner poles in 2019.

### 7.5 Accommodation

General discussion was held regarding the lack of available accommodation within Campbell Town. Mayor Knowles advised that once the new Campbell Town War Memorial Oval Multipurpose facility is complete, it will provide space for larger gatherings and will be well utilised for events such as conferences and meetings. Mayor Knowles advised that the lack of accommodation within Campbell Town may deter organisers and urged committee members to consider further options and future possibilities for accommodation.

### 7.6 Kitchen Facilities at the Town Hall

The chair tabled a letter regarding the poor amenities and lack of kitchen facilities in the Town Hall.

#### **Action:**

Miss Copas to follow up.

### **7.7 Illegal Dumping**

Concern was raised regarding recent illegal dumping along the Esplanade near the Water Race.

**Action:**

Miss Copas to pass on to Works Manager.

### **7.8 Shipping Container**

General discussion was held regarding the by law for shipping containers. Please see Council's Shipping Container Policy online with the link provided with the minutes.

### **7.9 Valentine Park Toilet Maintenance**

It was raised that the soap dispensers in the male toilets are missing.

**Action:**

Miss Copas to follow up.

### **7.10 Increase to tip opening days**

General discussion was held around the requirement for further opening days at the Campbell Town Waste Transfer Station. It was resolved that the committee would investigate the need for further opening hours and provide feedback to Council.

### **7.11 Development Applications**

General discussion was held regarding a recent development application involving demolition works. It was noted that the property advertised has burnt down therefore demolition is no longer required. Miss Copas has been advised that the Development Application is retrospective.

### **7.12 Valentine Park Sign**

General discussion was held regarding the new sign that has been installed on the log in Valentine Park. The committee noted that the information on the sign was not relevant to Campbell Town.

### **7.13 Entrance Statement/ Streetscape Signs**

General discussion was held regarding installation of new entrance statements and street signs showing the history of Campbell Town. It was suggested that the Red Bridge

and wool industry be featured as prominent aspects of the history of Campbell Town. Miss Copas confirmed that they will be progressed with the new streetscape design.

#### **7.14 Plaque Replacement**

General discussion was held regarding replacement of well-worn plaques and signs throughout Campbell Town. Miss Copas confirmed that replacement will be progressed when budget is available.

#### **7.15 Ash Trees – Valentine Park**

Mrs Lyne expressed her sadness in the requirement to remove the ash trees outside Valentine Park. Mr Roach explained the requirement and necessity for them to be removed and advised that they will be replaced with a similar species.

### **8 CLOSURE**

Chairperson closed meeting at **10:19am**.

Next meeting to be held on **5 February 2019** at the Town Hall, upstairs meeting room.

MINUTES

Gov 4(3)(viii)

THE MEETING OF THE ROSS LOCAL DISTRICT COMMITTEE HELD AT THE READING ROOM, ROSS ON TUESDAY, 4 DECEMBER 2018 COMMENCING AT 11:15AM

1 PRESENT

Mr Arthur Thorpe (Chairperson), Mr Allan Cameron, Mrs Candyce Hurren, Mr Herbert Johnson, Mr Ricky Hebbard, Mrs Jill Bennett, Mr Tim Johnson

2 IN ATTENDANCE

Cr Janet Lambert (NMC), Cr Jan Davis (NMC), Miss Lucie Copas (NMC), Mr Keith Jolly, Mr Steve Johnson

3 APOLOGIES

Mrs Gai Bazen, Mrs Helen Davies

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 Candyce Hurren/ Mr Allan Cameron***

***That the minutes of the meeting of the Ross Local District Committee held on Tuesday, 6 November 2018 be confirmed as a true and correct record of proceedings.***

*Carried unanimously*

6 BUSINESS ARISING FROM THE MINUTES

**6.1 2019 Volunteer & Australia Day Nominations**

Nomination forms are due back to Council Friday 7 December 2018 and will be awarded at the Australia Day Event in Evandale on Saturday 26 January 2019.

For further information please contact Miss Copas.

Committee noted information.

## **6.2 Southern Committees Christmas Function**

The Annual Christmas Function for Southern Committees will be held on Thursday 6 December at 6:30pm at Zeps, Campbell Town.

Committee noted information.

## **6.3 Defibrillators**

Mrs Hurren to provide update.

Mrs Hurren provided an update to the committee and advised that the cabinet has been purchased. The cabinet has now been installed and fitted.

The committee thanked Mrs Hurren for her efforts.

## **6.4 Heritage Signs**

Miss Copas to provide verbal update at meeting.

Miss Copas provided a brief update and advised that currently Council was having minor issues with land ownership for the proposed locations of the signs and would advise once ready to progress.

## **7 NEW BUSINESS**

### **7.1 Festival of Small Halls 2019**

Northern Midlands Council is once again hosting the Festival of Small Halls in Longford at the Longford Town Hall on Wednesday 9 January 2018.

The Festival of Small Halls is a unique touring concept showcasing Australia's best folk and contemporary music. Produced by Woodfordia Inc in partnership with many other wonderful Australian festivals, regional partners and great lovers and supporters of folk and contemporary acoustic music.

Tickets are available directly through Council office and also available online. Link to be circulated with agenda.

Committee noted information.

## **7.2 Council Christmas Closure**

Council Office will be closed from Monday 24<sup>th</sup> of December for the Christmas break and will reopen on Tuesday 2<sup>nd</sup> of January 2019.

Committee noted information.

## **7.3 Election of Vice Chair**

Discussion to be held regarding election of Vice Chairperson.

General discussion was held regarding the election of a Vice Chairperson. It was resolved to defer this matter until the February meeting.

## **7.4 Elizabeth McQuarrie Irrigation Trust (EMIT)**

Presentation by Councillor Jan Davis.

Cr Davis presented to the committee and gave a brief overview of the roles and responsibilities of EMIT.

## **7.5 Garden Beds in Main Street**

Discussion was held regarding the watering of the garden beds in the main street over the summer months. It was resolved that a watering roster to be organised and implemented by the Committee.

## **7.6 Weeds**

Discussion was held regarding Council's position on weed management. Miss Copas advised that Council is very limited and cannot provide extensive weed management. Miss Copas also advised that Council has agreed to look at weed identification training for Works Department Staff.

It was resolved that the committee would contact local politicians and the Department of Primary Industries, Parks, Water and Environment (DPIPWE) directly.

## **7.7 Dangerous Trees – Tooms Lake Road**

Discussion was held regarding overhanging limbs on Tooms Lake Road.

## **7.8 Lone Pine**

Discussion was held regarding the sombre appearance of the newly planted Lone Pine in the Ross Village Green. Mr Robinson advised the committee that it is only temporary and will be altered once the tree has further developed.

### 7.9 Merry Christmas

Mr Thorpe wished the committee a Merry Christmas and safe holiday season.

### 7.10 Old Ross Clinic

General discussion was held regarding the future of the old Ross Clinic. Miss Copas advised that no tender applications were received when it was advertised for lease.

### 7.11 New road to quarry

General discussion was held regarding installation of a new road heading toward the quarry. It was suggested that this item be included in next year's budget.

### 7.12 Old Cemetery

General discussion was held regarding

### 7.13 Budget Requests

Mr Thorpe reminded the committee that budget requests will soon be required to be provided to Council for consideration within the 2019/20 budget.

Committee noted information.

### 7.14 Letter to DSG

General discussion was held regarding a recent meeting held with Works Manager Leigh McCullagh and a representative from the Department of State Growth (DSG). It was resolved the committee would draft a letter to be sent to DSG on Council's letterhead.

### 7.15 Car Accident

General discussion was held regarding a recent car accident that took place. The committee has previously requested signs be installed on each corner to minimise vehicle accidents.

***Mr Ricky Hebbard/ Mr Allan Cameron***

***That Council conduct a traffic count.***

## **8 NEXT MEETING/CLOSURE**

The Chair closed the meeting at 12:35pm.

Next meeting to be held **5 February 2019 at 11:15am.**

MINUTES OF THE ORDINARY MEETING HELD AT 5.30PM ON TUESDAY, 4 DECEMBER 2018 AT THE PERTH COMMUNITY CENTRE

**1 ATTENDANCE**

**Present:**

Tony Purse (Chair), Don Smith, Phillip Groves, Phillip Dell, Shan White, John Stagg, Sue Field

**Guests:**

Perth Community Centre Management Committee: Judi McGee, Ralph McGee to 5.55pm.

**In Attendance:**

Mayor Mary Knowles, Cr Janet Lambert, Cr Jan Davis, Des Jennings (General Manager), Gail Eacher (Secretary)

**Apologies:**

Graeme Eberhardt, Lynne Wilton (attended part meeting via phone)

**2 ELECTION OF OFFICE BEARERS: APPOINTMENT OF CHAIRPERSON**

Following the election of Cr Jan Davis to the Northern Midlands Council, it is required to elect a new Chairperson of the Committee.

**S White / J Stagg**

That Mr Tony Purse be appointed as Chairperson of the Perth Local District Committee.

Carried

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

**3 CONFIRMATION OF MINUTES**

**J Davis / D Smith**

That the minutes of the meeting of the Perth Local District Committee held on Tuesday, 2 October 2018, subject to the following amendments (*red*):

**4.iii) Perth 2018/2019 Priority Listing & Council Budget**

...  
Extract from the 2018/19 budget allocations in relation to Perth circulated for information. Committee requested breakdown of the budget items listed – **breakdown of the items listed so that those activities scheduled for Perth could be clearly identified.**

**v) General Works related enquiries**

Project	Officer Response:	Comment
Clarence Street bus shelter	Complete.	Committee were advised that Clarence St bus shelter was replaced to bring up to a standard and remove stormwater from the neighbouring property.
Bus shelter – Main Street, opposite Police Station	Planning commenced.	Installation of 2 <sup>nd</sup> Clarence St ( <b>vicinity of Primary School</b> ) bus shelter had been put on hold at the behest of the Committee so a bus shelter could be installed in the Main St. Clarence St bus shelter <b>vicinity of Primary School</b> to be reprogrammed in forward budget.

Committee noted that the 2018/19 Budget made provision for Childcare Parent Space & Entrance shelter.

**G Eberhardt/D Smith**

That Council divert **\$10,000 of the \$20,000** funds allocated for the Childcare Parent Space & Entrance Shelter listed in the 2018/19 Municipal Budget to the Clarence Street (vicinity Primary School) Bus Shelter.

be confirmed as a true and correct record of proceedings.

Carried

**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
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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

**5 PRESENTATION BY PERTH COMMUNITY CENTRE MANAGEMENT COMMITTEE**

Judi & Ralph McGee in attendance, provided background re the Centre and explained the role of the management committee.

**Advised that:**

- Committee is responsible for internal maintenance/upkeep
- external maintenance/ upkeep is Council responsibility
- hold working B's to undertake maintenance, vacancies on the Committee limits numbers available to undertake work
- issues experienced in the past in relation to hiring – reviewed hire agreement and charges, contact details are on Council's website
- usage is good both during the week and for weekends
- small meeting area is under-utilised, area to be closed in and intimate meeting space to be created, will add value
- Committee is trying to raise profile and replace some of the chairs, install blinds in the hall, replace carpets, etc.
- internal maintenance issues need to be reported direct to the Committee, issues have been experienced due to reporting through incorrect channels. Reporting via Facebook or by phone
- can apply to Council for minor capital works grants
- Facebook page is Perth Community Centre. A Perth Community Tasmania group is also on Facebook.
- Community Centre Management Committee meetings are held at the Centre at 7pm on first Tuesday of even months.

The Chair thanked Mr & Mrs McGee for their attendance and for clarifying the role of the Committee. Mr & Mrs McGee left the meeting at 5.55pm.

**6 BUSINESS ARISING FROM THE MINUTES**

**1) William Street Reserve**

The Committee noted

- Council had engaged a consultant to prepare high level concept plans to improve connectivity in order to seek funding assistance.
- community consultation will commence in 2019, which will include Committee consultation.
- the South Esk River reserve concept plan, will be a starting point for discussion and it is proposed to encompass a number of staged projects linking different areas of the town.
- proposed future linkages/connectivity include: William Street Reserve to Mill Road, George Street to the Train Park, Sheepwash Creek parkland (WSUD).
- long-term project over many years, with staged projects listed for future budget consideration.
- considerable works have been undertaken at Sheepwash Creek, with further works planned.
- works also undertaken at the old depot site in George Street.
- the planters in the main street would be installed in early 2019, planning approval awaited, with the trial running for 6-12 months, after which time feedback would be sought through facebook and direct contact with Council.
- Council officers seek funding for projects, Council approval is required for larger projects.

Suggested by the Committee that it would be good to have the Train Park connection complete for the bicentenary in 2021, especially as that project had been earmarked for some time.

**ii) Perth 2018/2019 Priority Listing & Council Budget**

Update was provided in relation list provided to Council for consideration in the 2018/19 budget:

- bus shelters
  - Clarence Street bus shelter near school to be listed for future budget consideration
  - Main Street bus shelter – fabrication nearing completion to be installed in 2019
- planters for annuals – trial commencing early 2019, preparation of planters in progress, development application approval awaited

In relation to the request for detail relating to specific budget allocations relative to Perth, Mr Jennings advised that Council's Asset Management Plan was available on the Council website, the document contains information in relation to capital works.

Link to website: <https://www.northernmidlands.tas.gov.au/council/publications/annual-plan-and-financial-documents>

**iii) Murals/Artworks**

The Committee were advised that the artist

- had approached Council and outlined a proposal for community artwork.
- was requested to review and cost proposal prior to presentation to Council.
- has been invited to present to a Council workshop re the proposal.

**iv) Clarence Street Bus Shelter**

*NOTE: Committee requested that Bus Shelters/Bus Stop be retained as a standing item on the Committees agendas.*

Committee recommendation re reallocation of funding for Childcare Parent Space & Entrance Shelter considered at 15 October Council meeting, at which time Council's decision was to consider funding for the Clarence Street Bus Shelter (Elizabeth Street, vicinity of the primary school) in the 2019/2020 budget deliberations.

Committee member noted that designated bus stops, routes and carriers were proposed to be reviewed in 2019.

**v) Development Applications**

Recommendation of 7 August PLDC meeting:

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

Decision at Council's 20 August 2018 Ordinary Meeting:

***That a report be prepared for Council consideration regarding the notification of property owners in relation to development applications and the expansion of notification/advice to all affected property owners.***

Matter currently being investigated. Report to be tabled at January 2019 Council meeting, report to be referred to February PLDC meeting.

**vi) Perth Community Centre – meeting venue**

Meeting venues discussed and options considered.

***J Davis / P Dell***

***That Perth Local District Committee meetings be held at the offices of Brian Mitchell MP in 2019.***

Carried

**vii) 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.

Mr Jennings advised that

- the matters being considered by the group are confidential, in closed council, and mostly relate to property purchase matters which are being progressed.
- Once the matters are finalised, the information may be able to be released.
- The Sheepwash Creek project is an integral part of Perth stormwater management.
- Flood mapping information was provided to the Committee following its release to the public. Noted

that Mr Jennings would be available to discuss the maps further with the Committee at a future meeting.

## **7 MATTERS PENDING**

### **i) Perth Bicentenary 2021**

Perth Bicentenary to be celebrated in 2021 to be discussed in 2019 (deferred from June 2018):

- PLDC to set up a sub-committee for the planning of an event/ celebration for the bicentenary,
- recommendation to Council re the composition of sub-committee and event proposal;
- subsequently, sub-committee to apply to Council for funding for the event.

### **ii) Requests for consideration in Future Budgets**

Project	Officer Response:	Committee Comment
Footpath Norfolk Street – Frederick to Drummond Street	Future budget consideration – PLDC to list.	No footpath
Footpath Frederick Street – Clarence to William Street.	Future budget consideration – PLDC to list.	No formed footpath – high volume of foot traffic.
Bus shelter – Clarence Street, vicinity of the School	Future budget consideration – PLDC to list. Only 1 bus shelter installed per budget period.	
Significance of Gibbet Hill be recognised and an interpretation panel be installed	Future budget consideration – PLDC to list.	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

## **8 NEW BUSINESS**

### **i) 2019 Calendar**

2019 meetings to be held at 5.30pm at offices of Brian Mitchell MP, as follows:

- 5 February
- 2 April
- 4 June
- 6 August
- 1 October
- 3 December

### **ii) Priority Projects**

Committee noted that priority projects are listed in the Strategic Plan 2017-2027.

Information in relation to priority projects is listed on the Council website, link below:

<https://www.northernmidlands.tas.gov.au/council/publications/strategic-projects>

## **9 NEXT MEETING/CLOSURE**

The Chair closed the meeting at 6.50pm.

Next meeting to be Tuesday, 5 February 2019 to be held at the offices of Brian Mitchell MP at 5.30pm.

## EVANDALE ADVISORY COMMITTEE

Cov 4(3)(X)

MINUTES OF THE ORDINARY MEETING HELD AT 7.00PM ON  
TUESDAY, 4 DECEMBER 2018 AT THE EVANDALE COMMUNITY CENTRE

**1 IN ATTENDANCE**

John Lewis (Chair), John Remess, Stephen Baldock, Stephanie Kensitt, Keith Green, Carol Brown; Henrietta Houghton, Annie Harvey (from 7.18pm)

**In Attendance:**

Mayor Mary Knowles, Cr Janet Lambert, Gail Eacher (Secretary)

**2 APOLOGIES**

Barry Lawson, Tony Powell

**3 CONFIRMATION OF MINUTES****S Kensitt/J Remess**

*That the minutes of the meeting of the Evandale Advisory Committee held on Tuesday, 6 November 2018, subject to the following amendment to*

*8(iv) Tables at Pioneer Park Honeysuckle Banks vandalised  
be confirmed as a true and correct record of proceedings.*

*Carried*

**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.*

The Committee were advised of their responsibilities in relation to pecuniary interest and any declaration thereof.

**5 BUSINESS ARISING FROM THE MINUTES****i) Australia Day 2019**

Australia Day 2019 event planning in progress, Council and Rotary organising. BBQ now to be held at end of event not a BBQ breakfast – Rotary to liaise with Council officer. Event flyers, etc to be amended as required.

**ii) General Matters**

- Request for TasWater pits in the roadway in Murray Street be brought to the same level as the road surface, as road incorporated in the Penny Farthing race course, submitted.  
Noted that repairs have not as yet been undertaken.

**6 PENDING****i) 2019/2020 Budget Items**

The Committee give consideration to inclusion of the following in the 2019/2020 budget list:

- Review of tree planting in Berresford Park and Saddlers Court
- Possible extension and upgrade of amenities at Pioneer Park – incl. chairs & tables
- Footpath improvements – Barclay Street to Post Office.
- Funding for Christmas lights/decorations in the 2019/2020 budget request list.
- Additional heritage lighting.

ii) Traders in Purple

Requested that the committee are kept informed in relation to the Traders in Purple proposal. Noted, no application had been received to date.

To progress, changes to the regional land use strategy would be required, no formal approach has as yet been made by developer.

**7 COMMUNITY GROUP / SUB COMMITTEE REPORTS**

i) Rotary Club

- Australia Day 2019 event being organised with Council

ii) Community Centre/ Memorial Hall

- 11/12/2018 meeting to be held.
- 6/12/2018 Xmas lunch with History Society.
- Care-a-car Longford to attend future meeting. Consideration being given to establishing a service at Evandale.
- Engineering plans for the roof are awaited by Council.

iii) Neighbourhood Watch

- 30/11/2018 meeting held.
- Chair, Michael Weir, resigned. New Chair appointed – Keith Green.
- Newsletter is at the printers.
- Crime report – 4 incidents (22/8 to 13/11) – Vandalism of table tops at Honeysuckle Banks not included in crime report.

iv) Evandale Garden Group

- Initial discussions held with the Primary School re utilisation of the school garden for community purposes.

v) Tree Planting Planning Group

No report.

vi) Drinking Fountain Project

- Target reached, water fountain ordered.

vii) Wheelchair Project

- Project through Rotary - to commence to raise funds for wheelchairs.

**Resolved that the reports from community group representatives be received.**

**8 NEW BUSINESS**

i) General Matters

- Festival of Small Halls flyers distributed.
- Clean up Australia Day info to be sent out with minutes.
- Armistice Day tree plaque to be progressed.
- At weekends, vehicles for sale are being parked on the verge at the entrance to Evandale.
- Query re the incorporation of the area where the Harry Murray memorial stands in the ANZAC day event, including laying of wreath.
- Requested Council inspect the Murray Street hedges and other areas in Evandale where vegetation is overgrown.
- Requested that thanks be extended to Council gardeners for their assistance with the planting of the tree on Armistice day.

ii) Planning Matters

Following planning matters were discussed:

- PLN-18-0290 - 2 Russell Street, Evandale - Removal of blackwood tree (heritage listed place within heritage precinct)

iii) Christmas Banners

Committee discussed

- request to Council to install banners on the 10 existing banner poles in High Street at Christmas, consultation would need to be undertaken with the Glover Society (Mr Peter Woof).
- Preferably children's artworks.

**S Baldock/K Green**

*That Council list Evandale as the next town (in 2019) to have Christmas banners installed utilising the 10 existing banner poles and that Council liaise with the Glover Society in order to progress the project.*

*Carried*

**9 CLOSURE & NEXT MEETING**

The Chairperson closed the meeting at 8.03pm.

The next ordinary meeting to be held on Tuesday, 5 February 2019, at the Evandale Community Centre.

MINUTES

Gov 4(3)(xi)

THE MEETING OF THE LONGFORD LOCAL DISTRICT COMMITTEE HELD AT THE COUNCIL CHAMBERS, LONGFORD ON WEDNESDAY, 5 DECEMBER 2018 COMMENCING AT 5:00PM

1 PRESENT

Mr Neil Tubb (Chairperson), Ms Dee Alty, Ms Kathy Farr, Mr Len Langan, Mr Dennis Pettyfor, Ms Terry Goldsworthy, Dr Tim Flanagan, Mrs Inga Apostol

2 IN ATTENDANCE

Mayor Mary Knowles, Cr Dick Adams, Cr Matthew Brooks, Miss Lucie Copas (NMC)

3 APOLOGIES

Nil

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 Len Langan/ Ms Terry Goldsworthy**

*That the minutes of the meeting of the Longford Local District Committee held on **Wednesday, 3 October 2018** be confirmed as a true and correct record of proceedings.*

*Carried unanimously*

6 BUSINESS ARISING FROM THE MINUTES

**6.1 Federal Election Priorities**

Committee to provide update from workshop.

The committee will continue to consider and discuss upcoming election promises.

## 6.2 Longford Memorial Hall

Committee to provide update from workshop.

The committee will provide further feedback and thought on how they wish to see the Memorial Hall utilised.

## 6.3 Railway Bridge Sesquicentennial

Committee to provide update from workshop.

Cr Adams advised that a meeting at the end of January has been arranged.

## 6.4 Levee Banks

Use of the levee banks to be further investigated.

General discussion was held regarding the proposal. There have been previous reports promoting the levee banks as an ideal walking track. Comparison was made with regard to City of Launceston and its walking tracks along the Seaport. Discussion was also held regarding potential funding opportunities.

Further investigation is required.

***Dr Tim Flanagan/ Mrs Inga Apostol***

*Expedite public access to the levee banks by consulting other Councils.*

*Carried unanimously*

## 6.5 Northern Midlands Land Use Strategy 2018- 2038

Committee to provide update from workshop.

Ms Alty tabled a paper with comments and feedback. General discussion was held regarding the Northern Midlands Land Use Strategy 2018- 2038. The committee raised the importance with keeping with the heritage impression of the region and having a consistent feel.

Miss Copas to forward paper onto Councillors as information.

***Ms Dee Alty/ Mr Len Langan***

*That the paper tabled go to Council for information.*

## 6.6 2019 Volunteer & Australia Day Nominations

Nomination forms are due back **Friday 7 December** and are available online or can be posted at request.

Please contact Miss Copas for further information or assistance.



Deferred to February meeting.

#### **6.7 Keep Australia Beautiful Awards**

Committee to provide update from workshop.

Deferred to February meeting.

### **7 NEW BUSINESS**

#### **7.1 Festival of Small Halls 2019**

Northern Midlands Council is once again hosting the Festival of Small Halls in Longford at the Longford Town Hall on Wednesday 9 January 2018.

The Festival of Small Halls is a unique touring concept showcasing Australia's best folk and contemporary music. Produced by Woodfordia Inc in partnership with many other wonderful Australian festivals, regional partners and great lovers and supporters of folk and contemporary acoustic music.

Tickets are available directly through Council office and also available online. Link to be circulated with agenda. Please see Miss Copas for further information.

Deferred to February meeting.

#### **7.2 Council Christmas Closure**

Council Office will be closed from Monday 24<sup>th</sup> of December for the Christmas break and will reopen on Tuesday 2<sup>nd</sup> of January 2019.

Deferred to February meeting.

#### **7.3 2019 Meeting Dates**

The following dates have been for 2019 meetings:

February 6

March 6

April 3

May 1

June 5

July 3

August 7

September 4

October 2

November 6

December 4

Deferred to February meeting.

**7.4 Safer crossing to the Library from Church park**

Committee to discuss.

Deferred to February meeting.

**7.5 Opening hours of Library, Saturday morning opening and more hours**

Committee to discuss.

Deferred to February meeting.

**7.6 Rubbish and rubbish disposal around the towns – “no more plastics” strategy**

Committee to discuss.

Deferred to February meeting.

**7.7 Introduction of some free vouchers for the waste transfer station for ratepayers each year, especially for those who initiate cleanups along country roads**

Committee to discuss.

Deferred to February meeting.

**7.8 Flood sign at new Woolmers bridge**

Committee to discuss.

Deferred to February meeting.

**8 CLOSURE**

Chairperson closed meeting at **6:23pm**.

Next meeting to be held on **6 February 2019** at the Council Chambers, Longford.

1-35

# EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE

Gov 4(3)(xii)

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Minutes of General Meeting Tuesday 11<sup>th</sup> December 2018

Chairperson: John Lewis.

Meeting opened: 1.00pm

1. Present: Jackie Divall, Geoffrey Divall, Chris Leggett, Heather Leggett, Peter Riley, Frank Halliwell, Sue Bedford, Chris Allison, Adrian Jobson, Judy Heazlewood, Gillian Atherton (Minutes).

2. Apologies: Ian Goninon, Barry and Maria Lawson

3. Minutes of Previous Meeting: were taken as read and confirmed: Adrian Jobson/Peter Riley. Carried.

3.1 Business Arising

- Arrangements regarding other quotes for the work (regarding three-phase power) are in hand.
- Information received regarding the "Tiger Track Stamp". It was decided to proceed.  
Moved: 'that \$75 be paid towards costs of stamps and booklets' Peter Riley/Adrian Jobson. Carried.

4. Correspondence:

Records of E-mail correspondence circulated.

- No reply yet regarding fibrillator.
- Roofing to commence March 2019.

Moved that the correspondence be accepted: Geoff Divall/Heather Leggett. Carried.

5. Community Hall Report:

- Rotary to hold AGM on Australia Day.
- Launceston Art Society to use hall as exhibition space in November.

6. Financial Report:

- Financial Reports for November – January will be available at the February meeting.
- An Executive Meeting in January will discuss a proposed purchase of a laptop computer for finance and administration purposes only; and a proposal for an EFTPOS system to clarify sale of goods.

7. History report:

- No History report this month.

8. Gift Shop:

- Jackie Divall has obtained a new heritage post card which will sell for \$1.50.
- Still investigating Evandale Greeting Card.

9. Centre Management Report:

Numbers:	Nov 2018	Tourists: 426	Others: 394	Total: 820
	Nov 2017	" 717	" 387	" 1100

- Sue Axton started as a volunteer in November.
- John Dennis, from the NMC has bombed the bees in the large meeting room.
- Second quote for solar panel at hall received.
- Christmas lunch enjoyed by all.

10. Any Other Business:

- Members made aware of a 'Telstra' scam, and to be alert for this type of call.
- New design for Penny Farthing T shirts. Access to various sizes of clothing in the cupboards to be clarified.

The meeting closed at 1.30 pm.

The next meeting: Tuesday 12<sup>th</sup> February 2019 at 1.00pm

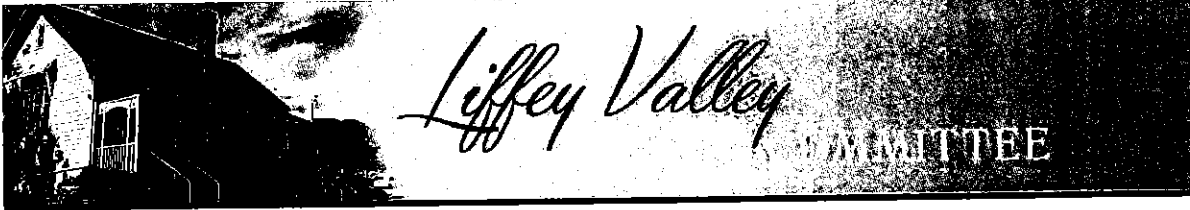
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LONGFORD CARE-A-CAR

Kevin Headlam – President, and Fran Hoyle – Co-ordinator addressed the meeting regarding a proposal to expand their present service to base one car in Evandale.

- This service provides transport, for medical reasons/appointments only, for community members who have no other means of travel.
- It is run under the umbrella of the Northern Midlands Council for fleet discount and petrol etc. but is financially independent.
- Clients make a donation towards the cost of their trip, usually \$20 return to Launceston, \$5 locally.
- A co-ordinator arranges a weekly roster, and a dedicated mobile telephone goes with the car.
- Usually one driver drives for one day, and the actual time of the appointment is registered and the day proceeds from that time.
- The car would be garaged in Evandale.

This scheme will need further discussion and be opened to the wider community. Fran Hoyle will be absent until early May 2019, and it is hoped to establish this service soon after.



**Liffey Hall Management Committee.**

Meeting held on the 11<sup>th</sup> December 2018 the meeting commenced at 7.10pm.

**Present:**

Jillie Spencer, Sally Staubmann, Dennis Chilcott, Lindsay Jordan, Jen Randell, Gavin Price, Dick Adams.

**Apologies:**

Richard Chinn, Quenton Higgs.

**Minutes:**

The minutes from the previous meeting were read by Jillie Spencer moved by Lindsay Jordan to be a correct account and second by Dennis Chilcott.

**Business Arising:**

A committee for the Liffey fire watch program has been formed. A meeting is going to be held in February to organize a phone tree alert system. With this system in place early intervention and awareness will be possible this is important and the fire threat to any particular area in the Liffey.

Questions have been raised on hall hire time in relation to whether people can stay the overnight or vacate the premises at a certain time.

Sally Staubmann moved that there be no overnight staying in the hall this was second by Dennis Chilcott. It has been agreed the times of hire are Sunday to Thursday 12.00 pm and Friday to Saturday 1.00 pm. It has been decided by the committee that a \$50.00 bond be put in place when the Hall is hired for larger functions e.g. parties.

### **Treasurers Report:**

Sally Staubmann read her prepared treasurers report stating incomes and expenses. The October and November markets contributed \$870.70. We have a healthy balance at the moment. Attached is a full financial report prepared by the treasurer.

### **General Business:**

The lawn mowing issue at the ground of the hall have become a problem in regard to cost involved in maintaining this large area. The area has increased significantly where the memorial tree avenue is. As a small committee the cost involved to maintain the area would be too demanding on our small cash flow.

The committee we be looking at approaching the Northern Midlands Council to see if a second hand ride on mower could be purchased at a reasonable cost.

Jilli Spencer has reminded all that the safety and risk assessment check list needs to be carried out every 2 months.

D.V.A grant application dates have slipped away from us. The next closing date is in March 2019 we are confident in having our application in for that date.

The Men's Shed at Longford will be paid for the display cabinet. The treasurer has written a cheque for \$230.00 to be passed on The Men's Shed by Dennis Chilcott.

The committee have also agreed to the purchase of a wheel chair friendly seat and table and a separate bench seat. This motion was moved by Lindsay Jordan and second by Dennis Chilcott. The seat will be housed at the student work shop until after the New Year and we decide on a suitable location to place the seats.

Jen Randell moved that we uniform the different wording in relation to the Hall e.g. Old Liffey School, Liffey Valley Hall, The Liffey Community Hall. A decision will be made at the next meeting as to the wording that is appropriate. We will use the Council Grant process to help fund the new signage that will be placed at the entrance to the school.

#### **Market News:**

The markets are going well with plenty of interest from stall holders. The markets continue to be a great revenue maker for the Hall funds.

#### **Meeting Closed:**

Meeting close by the President Jillie Spencer at 8.30 pm 11<sup>th</sup> December 2018

Secretary Liffey Hall Management Committee.

Dennis Chilcott 4/1/2019