

2023-11-20 ORDINARY MEETING OF COUNCIL - OPEN COUNCIL ATTACHMENTS

5.3.3 NOTICE OF MOTION: LONGFORD TOWN HALL COMMITTEE.....	7
5.3.3.1 Attachment 1.....	7
5.3.3.2 Attachment 2.....	11
5.3.3.3 Attachment 3.....	13
5.3.3.4 Attachment 4.....	19
5.3.3.5 Attachment 5.....	24
5.3.3.6 Attachment 6.....	35
6.1 COUNCIL COMMITTEES - CONFIRMATION OF MINUTES.....	48
6.1.1 2023-10-10 - Evandale Community And Information Centre And Memorial Hall Management Committee Minute.....	48
6.1.2 2023-10-10 - Liffey Hall Management Committee - AGM Minutes.....	51
6.1.3 2023-10-10 - Liffey Hall Management Committee AGM Chairs Report Sep 22 To Aug 23.....	54
6.1.4 2023-10-11 - Morven Park Management Committee General Meeting Minutes.....	56
6.1.5 2023-10-11 Ross Community Sports Club Minutes.....	58
6.1.6 RECYCLING COMMITTEE MEETING MINUTES OCTOBER 2023.....	62
6.1.7 Recycling Committee Issues Framework Updated At October 2023 Me.....	63
6.1.8 2023-10-24 Campbell Town Museum And Information Centre Management Committee AGM Minutes.....	67
6.1.9 2023-10-24 Campbell Town Museum And Information Centre Management Committee Minutes.....	69

6.1.10 LLDC MINUTES 01 November 2023.....	72
6.1.11 2023-11-07 CTDF Minutes.....	77
6.1.12 2023-11-07 PLDC NOV Minutes W.....	82
11.1 PLN23-0099: 157 BLACKWOOD CREEK ROAD, BLACKWOOD CREEK - VISITOR ACCOMMODATION.....	86
11.1.1 Proposal Page APPLICATION- FOR M- Planning.....	86
11.1.2 Title Plans.....	87
11.1.3 20230608 NOSSWICK GUEST HOUSE D A 01.....	89
11.1.4 Blackwood Creek 157 Blackwood Creek Rd (Scott Colvin)_ FINAL.....	95
11.1.5 Bushfire Assessment - 157 Blackwood Creek Road Blackwood Creek.....	133
11.1.6 Bushfire Emergency Plan V 1 EVACUATE 157 Blackwood Creek Road Blackwood Creek.....	172
11.1.7 35723 OWMS Report - 157 Blackwood Creek Road, Blackwood Creek.....	185
11.1.8 Representation - Woolcott Surveys.....	244
11.1.9 RMCG Review - 157 Blackwood Creek Rd.....	251
11.2 PLN23-0160: 1440 SAUNDRIDGE ROAD CRESSY - BATTERY ENERGY STORAGE SYSTEM.....	264
11.2.1 Planning Application Proposal.....	264
11.2.2 2225 - Cover Letter Palmerston BESS 20230810.....	265
11.2.3 2225 - Palmerston BESS Planning Application Report - 20230809.....	267
11.2.4 Folio Plan-105802-1.....	325
11.2.5 Folio Plan-142369-3.....	326
11.2.6 Appendix B Concept Layout Plan V 8 5 September 2023.....	327

11.2.7 Appendix C - Native Vegetation Assessment - Letter Report 221027.....	328
11.2.8 Appendix D - ACHAR 1722023 V 1.....	333
11.2.9 Appendix E - Traffic Impact Assessment.....	391
11.2.10 Appendix F - LVIA 2023 05 26.....	419
11.2.11 Appendix G - Noise Impact 20230421.....	508
11.2.12 Appendix H - Fire Hazard And Risk.....	533
11.2.13 23154 Palmerston Substation BESS SWMS Rev B.....	603
11.2.14 DSG Response.....	639
11.3 DRAFT AMENDMENT 12/2023: 75-77 HIGH STREET, CAMPBELL TOWN.....	642
11.3.1 2023-08-21 Open Council Minutes.....	642
11.3.2 Folio Plan-149212-1.....	643
11.3.3 Folio Text-149212-1.....	644
11.4 PLN23-0199: CAMPBELL TOWN STREETScape PROJECT.....	645
11.4.1 Application Form.....	645
11.4.2 Response To Request For Crown Landowner Consent - Trent Atkinson - High Street Campbell Town - FINAL.....	646
11.4.3 Plans (P 1- P 58).....	648
11.4.4 Landscape Plans (P 59- P 60).....	706
11.4.5 D 1 Campbell Town Traffic Analysis.....	708
11.4.6 D 2 Campbell Town Main Street Planning Submission.....	710
11.4.7 D 3 ENSPEC - Tree Impact Assessment High St Campbell Town.....	721
11.4.8 DSG Response To Referral.....	744
11.4.9 THC Determination - No Interest.....	745

11.4.10 SPAN TWDA 2023-01435- MVC.....	746
11.5 PLN23-0169: PERTH STREETSCAPE PROJECT.....	749
11.5.1 Application Form.....	749
11.5.2 Response To Request For Crown Landowner Consent - Trent Atkinson - Main Road Perth - FINAL (002).....	750
11.5.3 Perth Main Street Planning Submission Revision B.....	752
11.5.4 Plans P 1- P 23.....	763
11.5.5 Plans P 24- P 29.....	786
11.5.6 NMC Perth Main Street Improvements - Traffic Comment - Rev B.....	792
11.5.7 ATTACHMENT 2 - DSG Crash Stats - Perth Main St-2013-2023 - Copy.....	807
11.5.8 TWDA 2023-01333- NMC.....	808
11.5.9 No Interest THC PL N 23-0169 Main Rd Perth.....	810
11.5.10 DSG Referral Response.....	811
11.5.11 Works Permit NE W 33-22 - Amendment - Perth Main Road And Various Roads In The Perth Area - Northern.....	813
11.5.12 1. Representation T Roden.Msg.....	819
11.5.13 2. Representation P Groves.Msg (2).....	820
11.5.14 3. Representation Leanne Dunn.....	823
11.5.15 4. Representation Alice Loone.....	824
11.5.16 5. Representation N Chalmers.....	825
11.5.17 6. Representation Rev W Cuthbertson.....	829
11.5.18 7. Representation Maj Gen D Chalmers.....	837
11.5.19 8. Representation A Lohrey Perth IGA.....	839

11.5.20 9. Representation B. Ralph.....	840
11.5.21 10. Representation J Holland.....	841
11.5.22 11. Representation J Horton.....	842
11.5.23 12. Representation R Mac Kenzie.....	844
11.5.24 Rep Outside Of Stat Timeframe - Clark & Cheetham.....	845
11.6 PLN23-0188: LONGFORD STREETScape PROJECT.....	847
11.6.1 Application.....	847
11.6.2 Response To Request For Crown Landowner Consent - Trent Atkinson - Wellington Street, Longford - FIN.....	848
11.6.3 Longford Main Street Planning Submission Revised Bike Lanes.....	850
11.6.4 Plans - P 1- P 8.....	863
11.6.5 Plans P 9- P 10.....	871
11.6.6 Plans P 11- P 13.....	873
11.6.7 T- P.21.0231- TR A- RE P-001- Rev 01.....	876
11.6.8 Tas Water Response To Referral PL N 23-0188.....	920
11.6.9 Response THC No Interest PL N 23-0188.....	922
11.6.10 1. Representation B Lindsay.....	924
11.6.11 2. Representation R Lees.....	925
11.6.12 3. Representation G Green.....	926
11.6.13 4. Representation R Cuthbert.....	927
11.6.14 5. Representation R Bayles.....	928
11.6.15 6. Representation G Truloff.....	929
11.6.16 7. Representation D Mc Cullagh.....	930

11.6.17 8. Representation K Mercer.....	931
11.6.18 9. Representation TGFA (2).....	932
11.6.19 Rep Received Out Of Time - PL N-23-0188 Representation - Rob And Annette Aldersea.....	933
13.2 DRAFT LAND USE PLANNING AND APPROVALS (DEVELOPMENT ASSESSMENT PANEL) AMENDMENT BILL 2024.....	935
13.2.1 Submission Response To DAP Consultation Questions And Appendix 1....	935
15.1 MONTHLY REPORT: FINANCIAL STATEMENT.....	959
15.1.1 Monthly Account Management Report - October 2023.....	959
15.1.2 Monthly Capital Financial Report To Council - October 2023.....	960
16.0 OVERHANGING TREES: HEDGE AT MACQUARIE STREET, EVANDALE.....	967
16.0.1 Policy: Overhanging Trees.....	967
16.2 PREFERRED CONTRACTORS REGISTER FOR CIVIL WORKS.....	969
16.2.1 Example - Approved Road Reserve Contractors July 2023.....	969



9.2 PROPOSAL TO ESTABLISH LONGFORD TOWN HALL MANAGEMENT COMMITTEE: SPECIAL COMMITTEE OF COUNCIL

Responsible Officer: Maree Bricknell, Acting General Manager
Report prepared by: Amanda Bond, Executive Officer

1 PURPOSE OF REPORT

The purpose of this report is for Council to consider a proposal by a group of Longford residents to become a Special Committee of Council and manage the Longford Town Hall for a trial period of 12 months.

2 INTRODUCTION/BACKGROUND

In December 2021 the General Manager received a request from a group of Longford residents, requesting Council hand over management of the Longford Town Hall to the group who have a variety of events planned at the facility for 2022. A copy of the request is attached to this report.

The General Manager has met with the group and it is proposed the group become a Special Committee of Council in accordance with section 24 of the *Local Government Act 1993* and become a management committee for the Longford Town Hall.

Council has in place a number of management committees which have been established as special committees of Council to manage and maintain the majority of the Council halls and recreation grounds in the municipality.

The Committee would be responsible for:

- the maintenance and upkeep of the facility;
- all bookings of the facility, including the collection of hire fees to be invested back into the facility;
- ensuring all public events adhere to the NMC Event Management Guidelines;
- payment of all outgoings such as power and water for the facility;
- Submitting the financial records of the group to Council in January each year for auditing.

Council would be responsible for:

- Paying the committee an annual maintenance fee toward the upkeep of the facility;
- Keeping the facility insured;
- Auditing the committees financial records in January each year.

The committee have requested that Council cancel any existing bookings of the Longford Town Hall to ensure their proposed schedule of bookings can be accommodated. There are a number of regular users of the Longford Town Hall, therefore, it is recommended that it be a condition of the agreement that the existing regular users do not have any current bookings cancelled. There are presently 16 future bookings to the end of December 2022.

Similarly, when Council commences renovations on the Longford Memorial Hall it is recommended that any existing bookings of that facility be transferred to the Longford Town Hall. To date, there is one recurring booking at the Longford Memorial Hall from 1 July 2022 until December 2022, and three events booked over a weekend.

3 STRATEGIC PLAN 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.4 Improve community assets responsibly and sustainably



Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

- 2.2 Proactive engagement drives new enterprise
- 2.3 Collaborative partnerships attract key industries

People: Culture and society - a vibrant future that respects the past

Sense of Place - Sustain, Protect, Progress

Strategic outcomes:

- 3.4 Towns are enviable places to visit, live and work

4 POLICY IMPLICATIONS

The Longford Town Hall is public land, therefore it must be maintained for public use. As such, the Hall must be made available for hire by any person or group, provided it does not clash with an existing booking and all other bookings requirements are met.

5 STATUTORY REQUIREMENTS

Section 24 of the Local Government Act 1993 applies:

24. Special committees

- (1) A council may establish, on such terms and for such purposes as it thinks fit, special committees.
- (2) A special committee consists of such persons appointed by the council as the council thinks appropriate.
- (3) The council is to determine the procedures relating to meetings of a special committee.

6 FINANCIAL IMPLICATIONS

Council would pay to the committee an annual management fee to run and maintain the Longford Town Hall, in the sum of \$3,000.

Council would no longer incur the cost of managing bookings for the facility. The management committee would be responsible to pay the power and other outgoing costs at the site, which the management fee would contribute toward.

The management committee would be responsible for retaining all the booking fees and investing those funds back into the running and maintenance of the Town Hall.

The management committee would be required to submit their financial records to Council in January of each year for auditing.

The fees and charges for hiring the Longford Town Hall have been set by Council in the 2021/2022 budget. These charges would continue to apply for the facility.

7 RISK ISSUES

There are presently a number of regular users of the Longford Town Hall including:

- Toosey exercise group
- NMBA
- Free2b Girls Group
- Northern Midlands Interagency
- Lake Lodge
- Longford Garden Club (including storage of equipment year-round at the hall under stage)



There is a risk that these users will be impacted by the busy schedule of events the Longford Town Hall Management Committee have proposed for 2022. It is proposed that it be a condition of the agreement that these bookings are retained without change.

Upgrades are scheduled to commence on the Longford Memorial Hall from mid 2022, from which time the Memorial Hall will be unavailable for public use. It is proposed that it be a condition of the agreement that bookings for the Longford Memorial Hall be transferred to the Longford Town Hall during this time.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

The Longford Town Hall will still be available for public hire under the proposed arrangement, bookings will occur through the management committee, rather than Council staff as is presently the case.

10 OPTIONS FOR COUNCIL TO CONSIDER

To agree to create the Longford Town Hall Management Committee as a Special Committee of Council in accordance with Section 24 of the *Local Government Act 1993*, or not.

11 OFFICER'S COMMENTS/CONCLUSION

This is an opportunity for community members to manage the Longford Town Hall under the same structure which is in place for a number of other facilities in the municipality, and bring a range of arts events to the town of Longford.

12 ATTACHMENTS

1. Longford Town Hall request [9.2.1 - 1 page]
2. Draft Management Agreement Longford Town Hall [9.2.2 - 11 pages]

RECOMMENDATION

That Council establishes the Longford Town Hall Management Committee as a special committee of Council in accordance with section 24 of the *Local Government Act 1993*, in accordance with the attached Management Agreement.

MINUTE NO. 22/49

DECISION

Deputy Mayor Goss/Cr Polley

That Council establishes the Longford Town Hall Management Committee as a special committee of Council in accordance with section 24 of the *Local Government Act 1993*, in accordance with the attached Management Agreement; and appoints Cr Goss as Council's Representative to the Committee.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Goss, Cr Adams, Cr Brooks, Cr Davis, Cr Goninon, Cr Lambert and Cr Polley

Voting Against the Motion:

Nil

2022-02-21 ORDINARY MEETING OF COUNCIL - OPEN COUNCIL ATTACHMENTS - Agenda

LONGFORD COMMUNITY CONCERT**4 December, 2021**

A very successful community concert was held which was supported by all the music, song and dance groups in Longford. A lot of the performers were also part of the audience, so in all nearly 100 people made the town hall rock.

Under the guidance of the Master of Ceremonies, Viv Vaca Tan, the concert went for two and half hours and the youngest performer was three years of age and the oldest in their late eighties and everything in between. We had hoped to have some islanders to just add a bit of spice to the event, but unfortunately, they hadn't finished work in time to join us. We hope to have another bbq so that the community can hear them perform!

So another great community event for the Longford Town Hall!

A few things that need to be sorted out. Locks. Locks on the IT cupboard seems to have been forced at some point and there is no female fitting any more. It seems also the door on the left hand side of the stage has lost its handle catch and now bangs or has to be propped shut and cant be secured.

If we are continue to use the stage for performances, the toilets on the left hand side of the stage need to be used for the performers; there are insufficient facilities for performers when using the back part of the hall.

The stage lighting has been worked out to a degree, and this can be built on and the same with the sound - as long as there is some control over the use of the equipment, we can ensure that there is entertainment for years to come!

So on the basis of this and our past history with the hall,, the Longford Hall Committee would like to book the hall for one year and that all forward bookings be terminated by the end of 2021 and a new booking scheme be available for 1st January through the Longford Hall Committee.

The Northern Midlands Council was thanked for their interest in community events and that the Committee hopes to expand the arts activities in Longford.

Thank you
Dee Alty
Founder Member of the Longford Hall Committee

INCOME

Date Banked	Date of Function	Invoice No	Contact/Company Etc.	Contact Details	Details/Description	Hall Hire	Insurance	Donations	Sundry	Gross
15/05/2022	24/07/2022	30062022	Tasmanian Cat Association	Dee Alty	Cat Show	\$144.00				\$144.00
16/06/2022	11 & 28/05/2022	16062022	Longford Art Group	Dee Alty	2 x art group sessions	\$70.00				\$70.00
30/06/2022	2/06/2022	9062022	COTA	Dee Alty	COTA H.E.A.R. afternoon tea and discussion	\$35.00				\$35.00
14/07/2022	11/06/2022		Longford Art Group	Dee Alty	hall hire	\$15.00				\$15.00
14/07/2022	19/06/2022		Longford Jazz Club	Dee Alty	Monthly Jazz	\$130.00				\$130.00
22/07/2022	17/07/2022	30062022	Red Cross		Hall hire for meeting - 2 hours	\$37.00				\$37.00
30/07/2022	4/08/2022				Donation to Hall maintenance			\$20.00		\$20.00
3/08/2022			Northern Midlands Council	PMT# 83539	Maintenance Allowance - July	\$37.00			\$1,444.00	\$1,444.00
10/08/2022	25/06/2022	23062022	DanceZone Longford	Dee Alty	Art Exhibition	\$350.00				\$350.00
18/08/2022	29/7 to 07/08/2022	3082022	Launceston Art Society	Dee Alty	Hall Hire - Monthly Jazz (\$ hours)	\$74.00				\$74.00
26/08/2022	20/08/2022	30062022	Longford Jazz Club	Dee Alty	Donation to Hall maintenance			\$2.00		\$2.00
26/08/2022			Unknown		2nd birthday party deposit	\$77.00				\$77.00
22/09/2022	22/10/2022	8092022	Birthdays party		Jazz Festival hall hire	\$630.00				\$630.00
3/10/2022	Sep-22	21082022	Longford Jazz Festival 2022	Dee Alty	2nd birthday party balance of hire	\$231.00				\$231.00
17/10/2022	22/10/2022	8092022	Birthdays party		Hall hire - Longford Garden Club	\$363.65				\$363.65
12/11/2022	19/11 to 21/11/2022		Annual Garden Show		Maintenance Allowance - November				\$1,444.00	\$1,444.00
17/11/2022			Northern Midlands Council	PMT# 84562	Held back from bond due condition of hall	\$100.00				\$100.00
23/11/2022	22/10/2022	8092022	Birthdays party		Hall hire for meetings	\$36.00				\$36.00
23/11/2022			Red Cross		Hall/Kitchen hire	\$217.80				\$217.80
5/12/2022	25/12/2022	1122022	Christmas Day Function		Insurance -	\$15.00				\$15.00
15/12/2022	25/12/2022		Christmas Day Function		Community Christmas Concert	\$321.00				\$321.00
27/01/2023	3/12/2022	3122022	Longford Cultural Society		Classical Concert	\$72.00				\$72.00
20/02/2023	1/04/2023	22023	Sequenza		Hire of hall for Small Halls Festival	\$333.25				\$333.25
16/03/2023	12/01/2023	20230002	Longford Cultural Society	Natalie Dell	Youth Group Meetings	\$74.00				\$74.00
29/03/2023	23/03 & 27/04/2023	20230006	Northern Midlands Council	Dee Alty	hall hire	\$40.00				\$40.00
30/03/2023	March	20230008	Longford Art Group		hall hire for meetings	\$74.00				\$74.00
31/03/2023	13/02 & 27/03/2023	20230007	Longford Red Cross		hall hire	\$25.00				\$25.00
5/05/2023	April	20230008	Longford Art Group	Dee Alty	Hall Hire	\$48.00				\$48.00
18/05/2023	25/06/2023	20230009	Spooky Men Concert		DONATION FOR CHAIR HIRE AND CLEANING	\$200.00				\$200.00
23/05/2023			Motorama		hall hire	\$72.00				\$72.00
13/06/2023	25/06/2023	20230009	Spooky Men Concert		hall hire	\$55.50				\$55.50
16/07/2023			Longford Jazz Club	Dee Alty	Maintenance Allowance - July				\$682.54	\$682.54
18/07/2023			Northern Midlands Council	PMT# 86713	Inaugural meeting	\$37.00				\$37.00
19/07/2023	12/07/2023	20230013	Longford Historical Committee	Dee Alty	Longford Train Exhibition - Council grant	\$220.00				\$220.00
21/07/2023	21 & 22/07/2023	PMT# 86773	Northern Midlands Council	Dick Adams	Puppet Show	\$37.00				\$37.00
10/08/2023	1/11/2023	20230008	Terripin Puppet Theatre		Contemporary Landscapes Exhibition (part)	\$300.00				\$300.00
31/08/2023			Longford Cultural Society	Dee Alty	Contemporary Landscapes Exhibition (balance)	\$350.00				\$350.00
6/09/2023			Launceston Art Society		Jazz Festival hall hire	\$506.00				\$506.00
19/09/2023	16 & 17/09/2023	20230912	Longford Jazz Festival 2023	Dee Alty/	L'ford Rotary grant for light & sound equip	\$1,063.66				\$1,063.66
22/09/2023			Longford Cultural Society	Dee Alty	Longford Train Exhibition - Council grant	\$108.00				\$108.00
23/10/2023	21 & 22/07/2023	PMT# 87697	Northern Midlands Council	Dick Adams						\$0.00

Account No: 1010 3340 - Commonwealth Bank Longford
 need to transfer from LCS to LTH - transferred 27/01/2023 - Cheque # 000056
 Deposited/withdrawn to LCS Account prior to a/c set up
 Incoming \$10,091.40
 Outgoing \$5,464.83
 Balance - Income less expenditure \$4,626.57
 TOTAL \$10,091.40
 LCS \$214.00
 \$4,518.57 bank
 \$4,626.57 spreadsheet
 23/10/2023

22

Public Halls

EVANDALE MEMORIAL HALL:

		2023-2024	2023-2024
Complete Hall including all amenities	Full Day	\$270.00	\$270.00
Function - Set up before or Clean up After	Half Day	\$100.00	\$100.00
Main Hall Only	Per Hour	\$25.00	\$25.00
Main Hall Only	More than 4 Hours	\$100.00	\$100.00
Supper Room only (Meeting)	Per Hour	\$20.00	\$20.00
Kitchen	Per Hour Minimum 2 Ho	\$25.00	\$25.00
Supper Room & Kitchen	Per Hour Minimum 2 Ho	\$45.00	\$45.00
Table Hire (Off Site)	Per Table	\$5.00	\$5.00
Chair Hire (Off Site)	Per Chair	\$1.00	\$1.00
Crockery Hire (Off Site)	Per Item	Negotiable	Negotiable
Bond Complete Hall including all amenities	Per Hire	\$200.00 *	\$200.00 *
Bond Complete Hall Only Hire	Per Hire	\$100.00 *	\$100.00 *
Bond Supper Room (Meeting) Hire	Per Hire	\$50.00 *	\$50.00 *
Bond Kitchen Hire	Per Hire	\$150.00 *	\$150.00 *
Bond Kitchen and Supper Room Hire	Per Hire	\$150.00 *	\$150.00 *
Bond Table, Chair and Crockery Hire	Per Hire	\$150.00 *	\$150.00 *
Key Deposit	Per Key	\$50.00 *	\$50.00 *
Charge for waste left behind	Per Hire	\$50.00	\$50.00
Charge if not cleaned by hirer	Per Hire	\$90.00	\$90.00

LONGFORD TOWN HALL:

Hall (locals)	Per hour	\$18.50	\$18.50
Hall (non-locals)	Per hour	\$24.00	\$24.00
Hall Functions (locals)	Per day	\$164.00	\$164.00
Hall Functions (non-locals)	Per day	\$216.00	\$216.00
Function - Set up before or Clean up After	Half Day	\$103.00	\$103.00
Stage Lighting and Equipment	Per Hire	\$123.00	\$123.00
Kitchen	Per hour	\$12.00	\$12.00
Kitchen	Per function	\$34.00	\$34.00
Tea/Coffee/Sugar	Per function	\$24.00	\$24.00
Kitchen Crockery	Per function	\$29.00	\$29.00
Table Hire (Off Site)	Per Table per Day	\$5.10	\$5.10
Chair Hire (Off Site)	Per Chair per Day	\$2.10	\$2.10
Meeting Room (locals)	Per hour	\$18.50	\$18.50
Meeting Room (non-locals)	Per hour	\$24.00	\$24.00
Audio Equipment Meeting Room	Per Hire	\$29.00	\$29.00
Multiple day Functions (3 days or more) (local not-for-profit groups)		33% rebate of day rate	
Key Deposit	Per Hire	\$20.00 *	\$20.00 *
Bond (non-alcohol function)	Per Hire	\$200.00 *	\$200.00 *
Bond (alcohol function)	Per Hire	\$500.00 *	\$500.00 *
Bond Meeting Room	Per Hire	\$50.00 *	\$50.00 *
Major Functions are negotiable	Per Hire		
Charge for waste left behind	Per Hire	\$50.00	\$50.00
Charge if not cleaned by hirer	Per Hire	\$90.00	\$90.00

Function bookings require 50% of hire fee to be paid within 7 days to confirm booking.

3



NORTHERN
MIDLANDS
COUNCIL

Reserve / Facility Hire Agreement

HIRE DETAILS

VENUE / FACILITY NAME	Longford Town Hall				
TOWN	Longford				
CONTACT PERSON	Secretary Alison Andrews				
CLUB / ORGANISATION	Norfolk Plains History Committee				
TELEPHONE	0438 655 993				
EMAIL	[REDACTED]				
ADDRESS	[REDACTED]				
HIRE DATE	23/05/2023 plus 21/6/2023	FROM (TIME)	2pm 2pm	TO (TIME)	4pm 4pm

PURPOSE OF HIRE AND ACTIVITIES

TYPE OF FUNCTION EG. WEDDING	Committee meeting	
NUMBER OF PEOPLE ATTENDING	Place of Assembly licence may be required eight	
TEMPORARY STRUCTURE EG. MARQUEE	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)
ACCESS TO OUTSIDE POWER REQUIRED	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (fees apply for outside power)
SALE OF ALCOHOL	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit required)
SALE OF FOOD	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)

Reserve / Facility Hire Agreement



INSURANCE

You must take out and keep current during the period of hire, a public liability insurance policy, in a form approved by Council, insuring for a sum not less than Twenty (20) Million Dollars against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against the hirer arising out of, or in relation to the hiring arrangement.

A copy of the Certificate of Currency must be attached to the signed hire agreement.

OR

You may access public liability insurance under Council's blanket policy for a fee in addition to the hire fee. You will bear the first \$250 of each and every claim or series of claims arising out of any occurrence relating to the hire arrangement.

Council's blanket policy DOES NOT cover:

- Sporting events
- Contractors / Subcontractors
- Persons working for hire
- Markets / Fairs
- Special Events (eg dance, show, festival)
- Professional persons who generate income from event

A copy of Council's policy document or Certificate of Currency for insurance can be provided on request

INSURANCE	PLEASE CIRCLE
Own policy (certificate of currency must be attached)	<input type="checkbox"/> NO <input type="checkbox"/> YES
Meeting only	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES - \$5
Council policy where alcohol IS NOT to be sold or consumed	<input type="checkbox"/> NO <input type="checkbox"/> YES - \$15
Council policy where alcohol IS to be sold or consumed	<input type="checkbox"/> NO <input type="checkbox"/> YES - \$50

COVID-19 BEST PRACTICE

This Covid Safety Plan covers hirers for meetings, private functions, small to medium public events, and is based on the Government recommended **Best Practice for Covid-19 Safe Events Guidelines**.

Reserve / Facility Hire Agreement



Event organisers are encouraged to understand and implement these measures and make the health and safety of staff, volunteers, and patrons the priority.

Please note: events of over 5,000 patrons or music festivals of over 2,000 patrons, you will find specific Covid Safety Plan requirements at this link:

<https://www.business.tas.gov.au/coronavirus-information/event-framework>

The purpose of these Best Practice Guidelines is to help minimise the risk for the safety our community.

- Stay home if unwell. Consider a ticket refund policy to encourage this.
- Keep a distance of 1.5 metres from other people or other social groups where practicable.
- Wear a facemask if needed.
- Wash and sanitise hands often.
- Clean and disinfect often.
- Have a designated responsible person for Covid-19 safety.

PUBLIC EVENTS REQUIREMENTS

If this venue is being hired for a public event or market, please liaise with Council's Tourism and Events Officer for information on specific compliance requirements and a copy of Council's Event Management Guide: 6397 7303, council@nmc.tas.gov.au

TERMS AND CONDITIONS OF HIRE

1. Council reserves the right not to accept the hire application or to cancel the booking at any time.
2. The hirer acknowledges if hiring an outdoor venue (e.g. reserve) there is **non-exclusive** access to the space. For indoor venues, the hirer will have exclusive use to the portion of the venue hired (e.g. meeting room). Consideration must be shown at all times to all other users and adjacent residents.
3. Activities must not obstruct or exclude use to others of any equipment, structures or pathways.
4. A police officer or authorised Council Officer shall have access to the space at any time and the hirer shall confirm to and obey all reasonable directions given by the authorised person in regard to the use of the space.
5. Neither the Council nor its employees shall be liable for any loss or damage sustained by the hirer or any person, firm or corporation entrusting to or supplying any article or thing to the hirer by reason of any such article or thing being lost, damaged or stolen. The hirer hereby indemnifies Council against any claim by any such person, firm or corporation in respect of such article or thing.
6. Motor vehicles may not be driven onto the confines of the reserve or council grounds (excluding carparks) without prior permission from Council. All vehicles are to be driven and parked so that no damage is caused to the reserve or the detriment of the public.

Reserve / Facility Hire Agreement



7. A motor vehicle driven or parked on the confines of the reserve/council ground or carpark is entirely at the owners risk and no responsibility is accepted by the Council for any theft or damage.
8. The hirer shall not write on, decorate, placard, cut damage or pierce with nails screws or any other contrivances to structures or any trees within the reserve without permission from an authorised Council Officer.
9. The hirer shall be responsible for all damage caused to the council structures, equipment or land arising out of, or in relation to the hiring engagement, unless in circumstances where Council has been negligent, during the period of hire and will be required to pay the costs of all repairs.
10. The hirer is responsible for placing all rubbish and litter resulting from its activities in bins provided. Larger items and excessive amounts of rubbish are the hirers responsibility to dispose of by alternative means.
11. For reserves, the hirer shall not bring into, be found in possession of, sell or consume alcohol in the reserve without the necessary liquor permit and Council approval.
12. For reserves, use of the reserve between the hours of 9pm and 7am is not permitted unless authorised in writing by Council.
13. The hirer shall enforce the following requirements within hired spaces:
 - No excessive loud noise or rowdiness is permitted
 - Conduct likely to cause damage is not permitted
 - There shall be no interference with equipment not belonging to the hirer and not forming part of the hire agreement.
14. All equipment is to be left as found and the area is to be left in a clean and tidy condition. Any cost incurred by Council in cleaning the site resulting from the condition in which the hirer left the area shall be recoverable from the hirer.
15. The hirer shall conform to the requirements of the *Local Government Act 1993*, *Public Health Act 1997* and any other applicable Act, Regulation or By-law.
16. No game of chance, at which either directly or indirectly, money is passed as a prize shall take place in any part of the reserve except with required permits and where authorised in writing by Council.
17. For use of reserves, the hirer shall have in place an adequate Emergency Management Plan with a safe evacuation route and place of assembly identified. In the event of an emergency, the hirer shall initiate first response which will include calling relevant emergency services and evacuation of participants to a safe area, before notifying Council.
18. The hirer agrees to indemnify, and keep indemnified, and to hold harmless, the Council, its employees and agents, and each of them from and against all actions, costs, charges, expenses and damages whatsoever which may be brought, or made, or claimed against them, or any of them, arising out of, or in relation to the hiring engagement, unless in circumstances where Council has been negligent.
19. You must pay the required hire fees and bond (if applicable) together with the signed section of this hire agreement to the Council before the date of the function / event (unless alternative



NORTHERN
MIDLANDS
COUNCIL

Reserve / Facility Hire Agreement

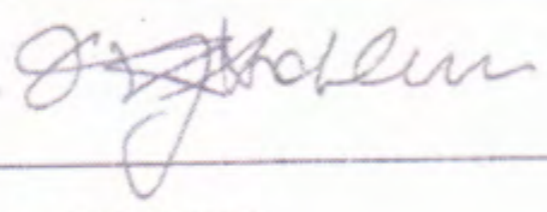
arrangements have been made). Failure to do so will result in access to the facility being denied to you.

20. This hire agreement can only be signed by a person of at least 18 years of age.
21. If you commit, permit or allow any breach or default in the performance and observance of any of these conditions, the Council may terminate the permission to use the reserve and you are to immediately vacate the reserve.

CHECKLIST AND DECLARATION

- Certificate of Currency of insurance (if using own insurance)
- Liquor permit (if applicable)
- Food permit (if applicable)
- Place of Assembly permit (if applicable)
- Temporary Structure permit (if applicable)
- Covid-19: Agree to adhere to Best Practice guidelines

I acknowledge having read and accepted the conditions of this hire agreement and undertake to be bound by and comply with these conditions in every respect. I further undertake to be responsible for ensuring that all individuals or groups using the reserve in association with this hire agreement shall comply with the conditions.

FULL NAME	Alison Andrews
SIGNATURE	
DATE	27/10/2023

RETURN FORM:

To ensure your booking is processed, you must return this form to the Management Committee / Person of the facility you are hiring. Please refer to the [Halls and Community Centres](#) or the [Reserves and Campgrounds](#) webpages for relevant address and contact details.

Please note: Failure to return this form may result in your booking not being processed.

If you have any questions regarding this form please telephone 6397 7303.

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee

Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340

INVOICE NO: 20230013

DATE 09 JULY 2023

BILL TO	SHIP TO	INSTRUCTIONS
Longford Historical Committee	Dick Adams <i>ANDREW ANDREWS</i>	Please Pay via direct deposit ASAP

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Meeting in Supper/meeting Room - 2 hour 12/07/2023	18.50/ hour	37.00

BOOKING FORM COMING FROM COUNCILLOR ANDREWS

Thank you for your business

TOTAL DUE BY 15 OCTOBER 2023 \$37.00

----- Detach along this line & return -----

REMITTANCE ADVICE

INVOICE NO: 20230013

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Longford Historical Committee	\$37.00	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee

Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →

PAID IN FULL

19/10/2023

4.

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee

Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340

INVOICE NO: 20230011 **DATE 15/07/2023**

BILL TO	SHIP TO	INSTRUCTIONS
Longford Train Exhibition	Dick Adams	Please pay direct into above account using your Invoice number in the description. Thank you

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Hall hire x 2 days 21& 22 July 2023 - LOCAL	\$164/day	328.00

PAID IN PART BY NORTHERN MIDLANDS COUNCIL \$220.00
 BALANCE OUTSTANDING \$108.00 21/07/2023

Please provide a copy of your Certificate of Currency (RECEIVED) on payment of invoice. Alternatively insurance can be procured through the Northern Midlands Council for a small fee of \$5.00. Please contact Council direct in this instance.

*BALANCE \$108 paid by Council
 Remittance 23/10/2023*

PAID IN FULL	TOTAL	\$328.00
	TOTAL DUE BY	20/07/2023

BOND: to be paid in cash at key hand over (as discussed on invoice 20230009)

KEY BOND	20.00
HALL HIRE BOND	200.00
TOTAL DUE AT KEY HAND OVER	\$220.00

----- Detach along this line & return -----

REMITTANCE ADVICE **INVOICE NO: 20230011**

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Dick Adams Longford Train Exhibition	\$328.00	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee
	Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →	

Payment Remittance

Page 1 of 1

**Longford Town Hall Committee**

email: kat1410@gmail.com

Our Reference: 5622
 Payment Number: 87697
 Date: 25-Oct-2023
 Your Reference: Payment from NMC

15-Jul-2023	20230011.	Hall Hire - Train Exhibition 21 - 22 July 2023 - Completion of Pay	\$108.00	\$108.00
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Total Payment Amount \$108.00

Payment Details

Payment has been made by Electronic Funds Transfer to the following Bank Account:

Commonwealth Bank of Australia
 Longford
 11 Marlborough Street
 TAS
 BSB: 067-024 Account:10103340

Transaction #:87697

Transfer Date: 25-Oct-2023

Note: Please notify council in writing if the Bank Account details change.

Payment Remittance

Page 1 of 1



**NORTHERN
MIDLANDS
COUNCIL**

Longford Town Hall Committee

email: kat1410@gmail.com

Our Reference: 5622
 Payment Number: 86773
 Date: 21-Jul-2023
 Your Reference: Payment from NMC

15-Jul-2023	20230011	Hall Hire - Train Exhibition 21 - 22 July 2023	\$220.00	\$220.00
Total Payment Amount			\$220.00	

Payment Details

Payment has been made by Electronic Funds Transfer to the following Bank Account:

Commonwealth Bank of Australia
 Longford
 11 Marlborough Street
 TAS
 BSB: 067-024 Account: 10103340

Transaction #: 86773

Transfer Date: 21-Jul-2023

Note: Please notify council in writing if the Bank Account details change.



**NORTHERN
MIDLANDS
COUNCIL**

Reserve / Facility Hire Agreement

HIRE DETAILS

VENUE / FACILITY NAME	LONGFORD TOWN HALL				
TOWN	LONGFORD				
CONTACT PERSON	DICK ADAMS AND [REDACTED]				
CLUB / ORGANISATION	LONGFORD TRAIN EXHIBITION				
TELEPHONE	0418132828				
EMAIL	[REDACTED]				
ADDRESS	Smith Street, Longford				
HIRE DATE	21/07/2023 Set up 22/07/2023 Exh.	FROM (TIME)	8am	TO (TIME)	5 pm

PURPOSE OF HIRE AND ACTIVITIES

TYPE OF FUNCTION EG. WEDDING	Exhibition of model rail	
NUMBER OF PEOPLE ATTENDING	Place of Assembly licence may be required no more than 50 over any one time	
TEMPORARY STRUCTURE EG. MARQUEE	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)
ACCESS TO OUTSIDE POWER REQUIRED	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (fees apply for outside power)
SALE OF ALCOHOL	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit required)
SALE OF FOOD	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)



**NORTHERN
MIDLANDS
COUNCIL**

Reserve / Facility Hire Agreement

INSURANCE

You must take out and keep current during the period of hire, a public liability insurance policy, in a form approved by Council, insuring for a sum not less than Twenty (20) Million Dollars against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against the hirer arising out of, or in relation to the hiring arrangement.

A copy of the Certificate of Currency must be attached to the signed hire agreement.

OR

You may access public liability insurance under Council's blanket policy for a fee in addition to the hire fee. You will bear the first \$250 of each and every claim or series of claims arising out of any occurrence relating to the hire arrangement.

Council's blanket policy DOES NOT cover:

- Sporting events
- Contractors / Subcontractors
- Persons working for hire
- Markets / Fairs
- Special Events (eg dance, show, festival)
- Professional persons who generate income from event

A copy of Council's policy document or Certificate of Currency for insurance can be provided on request

INSURANCE	PLEASE CIRCLE SPONSORED BY COUNCIL
Own policy (certificate of currency must be attached)	<input type="checkbox"/> NO <input type="checkbox"/> YES
Meeting only	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - \$5
Council policy where alcohol IS NOT to be sold or consumed	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - \$15
Council policy where alcohol IS to be sold or consumed	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - \$50

COVID-19 BEST PRACTICE

This Covid Safety Plan covers hirers for meetings, private functions, small to medium public events, and is based on the Government recommended **Best Practice for Covid-19 Safe Events Guidelines**.

5

Mrs. Kath Hobson
Treasurer
Longford Town Hall Committee



Account Details:
Name: Longford Town Hall Committee
Commonwealth Bank Longford
BSB: 067 024
Account: 1010 3340

INVOICE NO: 20230008 **DATE 15/03/2023**

BILL TO	SHIP TO	INSTRUCTIONS
Longford Art Group	Dee Alty	Please pay into above account quoting Invoice Number and Month

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
8 people	Hall Hire - LAG x 3 hours March 2023 PAID 30/03/2023	\$5/person	40.00
5 people	Hall Hire - LAG x 3 hours April 2023 PAID 05/05/2023	\$5/person	25.00

30.3.23
5.5.23

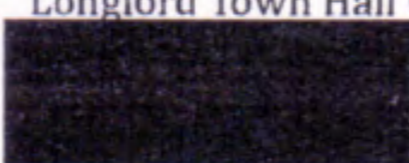
TOTAL DUE BY 15TH OF FOLLOWING MONTH Rate \$5 per person

BOND: to be paid in cash at key hand over
COMMUNITY BOND HELD IN CASH BY LHC TREASURER

TOTAL DUE AT KEY HAND OVER

----- Detach along this line & return -----

REMITTANCE ADVICE **INVOICE NO: 20230008**

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Longford Art group	Paid on a monthly basis dependant on numbers in attendance Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee 

Mrs. Kath Hobson
Treasurer
Longford Town Hall Committee



Account Details:
Name: Longford Town Hall Committee
Commonwealth Bank Longford
BSB: 067 024
Account: 1010 3340

DATE 01 JUNE 2023

DECISION

Longford Art Group

It has been decided that due to the nature of the members of the Longford Art Group, that they will be charged a fee of \$5.00 per person in attendance at each meeting, for the hire of the Longford Town Hall.

The reasoning behind this decision is that all members of the Art Group are either Aged or Disability Pensioners. Attendance at each meeting varies from 3 to sometimes (very rarely) more than ten but is not consistent. It was decided that the mental health and social interaction of those who attend was, in this particular instance, of greater importance than the hire cost for the hall. Participants don't have another suitable or affordable venue in Longford and for many of them this is their only social activity. As the Longford Town Hall is for the use of the Community, it was considered that this decision was fitting due to the age and financial constraints of those involved.

Kath Hobson
Treasurer
Longford Town Hall Committee.

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee



Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340

INVOICE NO: 20230008

DATE 15/03/2023

BILL TO	SHIP TO	INSTRUCTIONS
Longford Art Group	Dee Alty	Please pay into above account quoting Invoice Number and Month

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Hall Hire - LAG x 3 hours March 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours April 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours May 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours June 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours July 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours August 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours September 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours October 2023	18.50/hour	55.50
	Hall Hire - LAG x 3 hours November 2023	18.50/hour	55.50

TOTAL DUE BY 499.50

BOND: to be paid in cash at key hand over
 COMMUNITY BOND HELD IN CASH BY LHC TREASURER

TOTAL DUE AT KEY HAND OVER

----- Detach along this line & return -----

REMITTANCE ADVICE

INVOICE NO: 20230008

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Longford Art group	\$	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee
	Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →	

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee



Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340

INVOICE NO: 20230008 **DATE 15/03/2023**

BILL TO	SHIP TO	INSTRUCTIONS
Longford Art Group	Dee Alty	Please pay into above account quoting Invoice Number and Month

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
8 people	Hall Hire - LAG x 3 hours March 2023 PAID 30/03/2023	\$5/person	40.00
6 people	Hall Hire - LAG x 3 hours April 2023 PAID \$25 05/05/2023 and PAID \$5 26/10/2023	\$5/person	30.00
6 people	Hall Hire - LAG x 3 hours May 2023 PAID 26/10/2023	\$5/person	30.00
CANCELLED	Hall Hire - LAG x 3 hours June 2023	\$5/person	0.00
6 people	Hall Hire - LAG x 3 hours July 2023 PAID 26/10/2023	\$5/person	30.00
5 people	Hall Hire - LAG x 3 hours August 2023 PAID 26/10/2023	\$5/person	25.00
10 people	Hall Hire - LAG x 3 hours September 2023 PAID 26/10/2023	\$5/person	50.00
	Hall Hire - LAG x 3 hours October 2023	\$5/person	0.00
	Hall Hire - LAG x 3 hours November 2023	\$5/person	0.00

AGREED TO CHARGE OF \$5/person (attendee)

TOTAL DUE BY 15TH FOLLOWING MONTH Rate \$5 per person

BOND: to be paid in cash at key hand over

COMMUNITY BOND HELD IN CASH BY LHC TREASURER

TOTAL DUE AT KEY HAND OVER

REMITTANCE ADVICE **INVOICE NO: 20230008**

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Longford Art group	Paid on a monthly basis dependant on numbers in attendance	Please return this section with your payment to: Mrs. Kath Hobson Treasurer

RE INVOICE 20230008
dated 15/03/2023

**LONGFORD ART GROUP - DATES AND NUMBERS FOR USE OF
THE TOWN HALL 2023**

Hall hire March	8 people	\$40.00	paid
Hall hire April	6 people	\$30.00	paid
Hall hire May	6 people	\$30.00	
Hall hire June	cancelled		
Hall hire July	6 people	\$30.00	
Hall hire August	5 people	\$25.00	
Hall hire September	10 people	\$50.00	-\$135.00
Hall hire October			-\$140
Hall hire November			

paid \$25
05/05/2023

\$140 paid by cash
deposit 26/10/2023

@ 11:44am

receipt # T329900750863

[Handwritten signature]

Certificate of currency already held.
 Board held for LONGFORD CULTURAL SOCIETY



Reserve / Facility Hire Agreement

NORTHERN
MIDLANDS
COUNCIL

LONGFORD ART GROUP

HIRE DETAILS

VENUE / FACILITY NAME	TOWN HALL				
TOWN	LONGFORD				
CONTACT PERSON	[REDACTED] - Dee Alty				
CLUB / ORGANISATION	LONGFORD ART GROUP.				
TELEPHONE	[REDACTED]				
EMAIL	[REDACTED] dee.alty@gmail.com				
ADDRESS	67 Wellington				
HIRE DATE	MARCH 18, April 22 MAY 27, June 24 JULY 22, August 26 SEPT 23, Oct 28 Nov 25	FROM (TIME)	10.30	TO (TIME)	1.30

PURPOSE OF HIRE AND ACTIVITIES

TYPE OF FUNCTION EG. WEDDING	ART GROUP WORKSHOP	
NUMBER OF PEOPLE ATTENDING	Place of Assembly licence may be required 5 - 15	
TEMPORARY STRUCTURE EG. MARQUEE	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)
ACCESS TO OUTSIDE POWER REQUIRED	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (fees apply for outside power)
SALE OF ALCOHOL	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit required)
SALE OF FOOD	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)



**NORTHERN
MIDLANDS
COUNCIL**

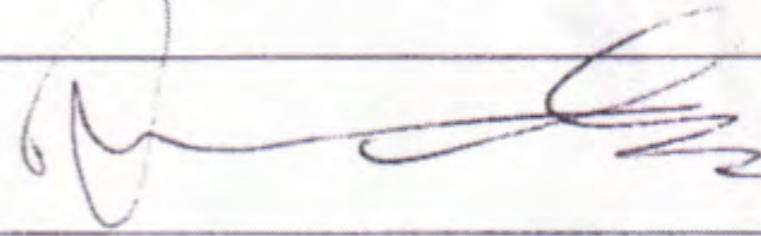
Reserve / Facility Hire Agreement

21. If you commit, permit or allow any breach or default in the performance and observance of any of these conditions, the Council may terminate the permission to use the reserve and you are to immediately vacate the reserve.

CHECKLIST AND DECLARATION

- Certificate of Currency of insurance (if using own insurance)
- Liquor permit (if applicable)
- Food permit (if applicable)
- Place of Assembly permit (if applicable)
- Temporary Structure permit (if applicable)
- Covid-19: Agree to adhere to Best Practice guidelines

I acknowledge having read and accepted the conditions of this hire agreement and undertake to be bound by and comply with these conditions in every respect. I further undertake to be responsible for ensuring that all individuals or groups using the reserve in association with this hire agreement shall comply with the conditions.

FULL NAME	<div style="background-color: black; width: 100%; height: 15px;"></div>	DEE ALTY
SIGNATURE	<div style="background-color: black; width: 100%; height: 15px;"></div>	
DATE	25/2/2023	

RETURN FORM:

To ensure your booking is processed, you must return this form to the Management Committee / Person of the facility you are hiring. Please refer to the [Halls and Community Centres](#) or the [Reserves and Campgrounds](#) webpages for relevant address and contact details.

Please note: Failure to return this form may result in your booking not being processed.

If you have any questions regarding this form please telephone 6397 7303.



NORTHERN
MIDLANDS
COUNCIL

Reserve / Facility Hire Agreement

INSURANCE

You must take out and keep current during the period of hire, a public liability insurance policy, in a form approved by Council, insuring for a sum not less than Twenty (20) Million Dollars against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against the hirer arising out of, or in relation to the hiring arrangement.

A copy of the Certificate of Currency must be attached to the signed hire agreement.

OR

You may access public liability insurance under Council's blanket policy for a fee in addition to the hire fee. You will bear the first \$250 of each and every claim or series of claims arising out of any occurrence relating to the hire arrangement.

Council's blanket policy DOES NOT cover:

- Sporting events
- Contractors / Subcontractors
- Persons working for hire
- Markets / Fairs
- Special Events (eg dance, show, festival)
- Professional persons who generate income from event

A copy of Council's policy document or Certificate of Currency for insurance can be provided on request

INSURANCE	PLEASE CIRCLE .
Own policy (certificate of currency must be attached)	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
Meeting only	<input type="checkbox"/> NO <input type="checkbox"/> YES - \$5
Council policy where alcohol IS NOT to be sold or consumed	<input type="checkbox"/> NO <input type="checkbox"/> YES - \$15
Council policy where alcohol IS to be sold or consumed	<input type="checkbox"/> NO <input type="checkbox"/> YES - \$50

COVID-19 BEST PRACTICE

This Covid Safety Plan covers hirers for meetings, private functions, small to medium public events, and is based on the Government recommended **Best Practice for Covid-19 Safe Events Guidelines**.



NORTHERN
MIDLANDS
COUNCIL

Reserve / Facility Hire Agreement

Event organisers are encouraged to understand and implement these measures and make the health and safety of staff, volunteers, and patrons the priority.

Please note: events of over 5,000 patrons or music festivals of over 2,000 patrons, you will find specific Covid Safety Plan requirements at this link:

https://www.business.tas.gov.au/coronavirus_information/event_framework

The purpose of these Best Practice Guidelines is to help minimise the risk for the safety our community.

- Stay home if unwell. Consider a ticket refund policy to encourage this.
- Keep a distance of 1.5 metres from other people or other social groups where practicable.
- Wear a facemask if needed.
- Wash and sanitise hands often.
- Clean and disinfect often.
- Have a designated responsible person for Covid-19 safety.

PUBLIC EVENTS REQUIREMENTS

If this venue is being hired for a public event or market, please liaise with Council's Tourism and Events Officer for information on specific compliance requirements and a copy of Council's Event Management Guide: 6397 7303, council@nmc.tas.gov.au

TERMS AND CONDITIONS OF HIRE

1. Council reserves the right not to accept the hire application or to cancel the booking at any time.
2. The hirer acknowledges if hiring an outdoor venue (e.g. reserve) there is **non-exclusive** access to the space. For indoor venues, the hirer will have exclusive use to the portion of the venue hired (e.g. meeting room). Consideration must be shown at all times to all other users and adjacent residents.
3. Activities must not obstruct or exclude use to others of any equipment, structures or pathways.
4. A police officer or authorised Council Officer shall have access to the space at any time and the hirer shall confirm to and obey all reasonable directions given by the authorised person in regard to the use of the space.
5. Neither the Council nor its employees shall be liable for any loss or damage sustained by the hirer or any person, firm or corporation entrusting to or supplying any article or thing to the hirer by reason of any such article or thing being lost, damaged or stolen. The hirer hereby indemnifies Council against any claim by any such person, firm or corporation in respect of such article or thing.
6. Motor vehicles may not be driven onto the confines of the reserve or council grounds (excluding carparks) without prior permission from Council. All vehicles are to be driven and parked so that no damage is caused to the reserve or the detriment of the public.
7. A motor vehicle driven or parked on the confines of the reserve/council ground or carpark is entirely at the owners risk and no responsibility is accepted by the Council for any theft or damage.

6.



Business

QBE Insurance (Australia) Ltd
 Head Office
 Level 5, 2 Park Street
 Sydney NSW 2000
 ABN: 78 003 191 035
 AFS Licence No: 239545



CERTIFICATE OF CURRENCY

Our Reference
17121499

Policy Number: 1GRU971711BPK

Longford Jazz Festival
 1 Bulwer St
 LONGFORD TAS 7301

Period of Insurance
 From 17/09/22
 To 17/09/23 At 4pm Local Time

Renewal is invited based on details shown in the attached Schedule of Cover.
 Payment is required by due date of expiry to ensure continuity of cover.

This certificate acknowledges that the policy referred to is in force for the period shown.

Details of the cover are listed below.

The Insured

Longford Cultural Society/Jazz Club Longford Jazz Festival /Arts Club

What's covered

Location: MAIN STREET, LONGFORD TAS 7301
 Business: MUSICAL GROUP OPERATION

Legal Liability

What we cover	Limit
Limit of liability, any one occurrence	\$20,000,000
Products liability, in aggregate	\$20,000,000
Property in Your physical and legal control	\$250,000

Excess \$250 for property damage claims only
 \$0 for personal injury claims

**Business Pack Insurance
Certificate of Currency**

QBE Insurance (Australia) Ltd
Head Office
Level 18, 388 George Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Policy Number GRU971711BPK

Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 17/09/2023
To 17/09/2024 at 4pm

This certificate confirms this policy is in force for the period shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details, refer to the current Policy Wording/Product Disclosure Statement and schedule). It does not alter, amend or extend the policy. The information is current only at the date of printing.

The Insured

LONGFORD CULTURAL SOCIETY/JAZZ CLUB

LONGFORD JAZZ FESTIVAL /ARTS CLUB

ABN Number Not Provided

Cover Details

Location MAIN STREET, LONGFORD TAS 7301

Risk Number 1

Business MUSICAL GROUP OPERATION

Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	As per the policy wording	

Excess \$250 for property damage claims only
\$0 for personal injury claims

Clauses

- **AJG**
APPLICABLE WORDING
Arthur J Gallagher SmartProtect Business Insurance Policy Wording
QM7474-0122 applies.

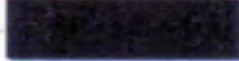
6.

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee



Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340


INVOICE NO: 20230716 **DATE** 17/07/2023

BILL TO	SHIP TO	INSTRUCTIONS
Launceston Art Society	 C/- Dee Alty - via email dee.alty@gmail.com	Please pay direct into bank account if possible. Details as per above. Thank you

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Hall Hire ~ Art Exhibition 29th July to 7th August 2023 Contemporary Landscapes Exhibition Major Function - rate negotiated with booking officer Total hire - \$750 \$300 to be paid by Longford Cultural Society - balance of \$350 to be paid by Launceston Art Society Thank you for your business	350.00	350.00
TOTAL DUE BY 28/07/2023			350.00

----- Detach along this line & return -----

REMITTANCE ADVICE **INVOICE NO: 20230716**

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Launceston Art Society	\$350.00	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee
Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →		

PAID IN FULL

06/09/2023

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee



Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340

INVOICE NO: 20230717 **DATE 17/07/2023**

BILL TO	SHIP TO	INSTRUCTIONS
Longford Cultural Society	C/- Dee Alty Dee.alty@gmaol.com	PREFERRED: Please pay by direct deposit into above mentioned account. Quoting Invoice number.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
Part	Hire of Town Hall in conjunction with Launceston Art Society & Longford Art group- Contemporary Landscapes Exhibition		\$300.00

See Receipt for Launceston Art Group to see charging and payment arrangement

PAID IN FULL 31/08/2023

Thank you for your business

TOTAL DUE BY 28/07/2023 \$300.00

BOND: to be paid in cash at key hand over

KEY BOND - PAID BY LONGFORD ART GROUP

HALL HIRE BOND - Paid by Longford Art Group

TOTAL DUE AT KEY HAND OVER N/A

----- Detach along this line & return -----

REMITTANCE ADVICE **INVOICE NO: 20230717**

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Longford Cultural Society	\$300.00	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee
	Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →	



NORTHERN
MIDLANDS
COUNCIL

Reserve / Facility Hire Agreement

HIRE DETAILS

VENUE / FACILITY NAME	LONGFORD TOWN HALL				
TOWN	LONGFORD				
CONTACT PERSON	DEE ALTY AND [REDACTED]				
CLUB / ORGANISATION	LONGFORD CULTURAL SOCIETY AND LAUNCESTON ART SOCIETY JOINT				
TELEPHONE	[REDACTED]				
EMAIL	dee.alty@gmail.com				
ADDRESS	67 Wellington Street				
HIRE DATE	29/07/2023 TO 07/08 2023	FROM (TIME)	10 am	TO (TIME)	4 pm

PURPOSE OF HIRE AND ACTIVITIES

TYPE OF FUNCTION EG. WEDDING	ART EXHIBITION
NUMBER OF PEOPLE ATTENDING	Place of Assembly licence may be required no more than 50 at any one time
TEMPORARY STRUCTURE EG. MARQUEE	<input type="checkbox"/> NO <input type="checkbox"/> YES (permit may be required)
ACCESS TO OUTSIDE POWER REQUIRED	<input type="checkbox"/> NO <input type="checkbox"/> YES (fees apply for outside power)
SALE OF ALCOHOL	<input type="checkbox"/> NO <input type="checkbox"/> YES (permit required)
SALE OF FOOD	<input type="checkbox"/> NO <input type="checkbox"/> YES (permit may be required)

Reserve / Facility Hire Agreement



NORTHERN
MIDLANDS
COUNCIL

HIRE DETAILS

VENUE / FACILITY NAME	LONGFORD TOWN HALL				
TOWN	LONGFORD				
CONTACT PERSON	DEE ALTY AND TESSA WAY				
CLUB / ORGANISATION	Launceston Art Society and Longford Cultural Society				
TELEPHONE	0438981175				
EMAIL	Dee.alty@gmail.com				
ADDRESS	67 Wellington Street, Longford				
HIRE DATE	25/07/2023 6/08/2023	FROM (TIME)	10 am	TO (TIME)	4 pm

PURPOSE OF HIRE AND ACTIVITIES

TYPE OF FUNCTION EG. WEDDING	Exhibition
NUMBER OF PEOPLE ATTENDING	Place of Assembly licence may be required no more than 50 at a time
TEMPORARY STRUCTURE EG. MARQUEE	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (permit may be required)
ACCESS TO OUTSIDE POWER REQUIRED	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (fees apply for outside power)
SALE OF ALCOHOL	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (permit required)
SALE OF FOOD	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (permit may be required)



**NORTHERN
MIDLANDS
COUNCIL**

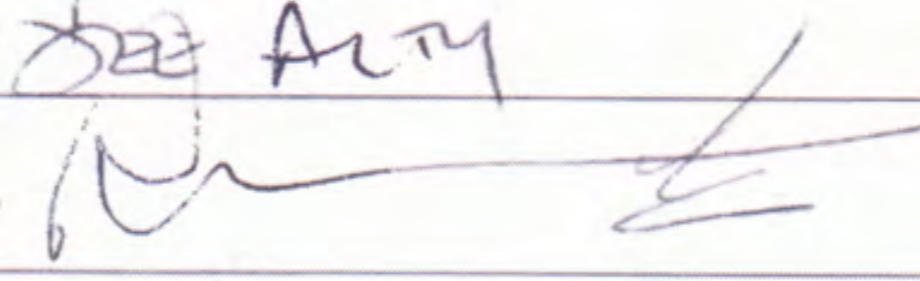
Reserve / Facility Hire Agreement

21. If you commit, permit or allow any breach or default in the performance and observance of any of these conditions, the Council may terminate the permission to use the reserve and you are to immediately vacate the reserve.

CHECKLIST AND DECLARATION

- Certificate of Currency of insurance (if using own insurance)
- Liquor permit (if applicable)
- Food permit (if applicable)
- Place of Assembly permit (if applicable)
- Temporary Structure permit (if applicable)
- Covid-19: Agree to adhere to Best Practice guidelines

I acknowledge having read and accepted the conditions of this hire agreement and undertake to be bound by and comply with these conditions in every respect. I further undertake to be responsible for ensuring that all individuals or groups using the reserve in association with this hire agreement shall comply with the conditions.

FULL NAME	Joe Army
SIGNATURE	
DATE	Click or tap to enter a date.

RETURN FORM:

To ensure your booking is processed, you must return this form to the Management Committee / Person of the facility you are hiring. Please refer to the [Halls and Community Centres](#) or the [Reserves and Campgrounds](#) webpages for relevant address and contact details.

Please note: Failure to return this form may result in your booking not being processed.

If you have any questions regarding this form please telephone 6397 7303.



Business

QBE Insurance (Australia) Ltd
 Head Office
 Level 5, 2 Park Street
 Sydney NSW 2000
 ABN: 78 003 191 035
 AFS Licence No: 239545



CERTIFICATE OF CURRENCY

Policy Number: 1GRU971711BPK

Longford Jazz Festival
 1 Bulwer St
 LONGFORD TAS 7301

Our Reference
 17121499

Period of Insurance
 From 17/09/22
 To 17/09/23 At 4pm Local Time

Renewal is invited based on details shown in the attached Schedule of Cover.
 Payment is required by due date of expiry to ensure continuity of cover.

This certificate acknowledges that the policy referred to is in force for the period shown.

Details of the cover are listed below.

The Insured

Longford Cultural Society/Jazz Club Longford Jazz Festival /Arts Club

What's covered

Location: MAIN STREET, LONGFORD TAS 7301
 Business: MUSICAL GROUP OPERATION

Legal Liability

What we cover	Limit
Limit of liability, any one occurrence	\$20,000,000
Products liability, in aggregate	\$20,000,000
Property in Your physical and legal control	\$250,000

Excess \$250 for property damage claims only
 \$0 for personal injury claims

**Business Pack Insurance
Certificate of Currency**

QBE Insurance (Australia) Ltd
Head Office
Level 18, 388 George Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Policy Number GRU971711BPK

Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 17/09/2023
To 17/09/2024 at 4pm

This certificate confirms this policy is in force for the period shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details, refer to the current Policy Wording/Product Disclosure Statement and schedule). It does not alter, amend or extend the policy. The information is current only at the date of printing.

The Insured

LONGFORD CULTURAL SOCIETY/JAZZ CLUB
ABN Number Not Provided

LONGFORD JAZZ FESTIVAL /ARTS CLUB

Cover Details

Location MAIN STREET, LONGFORD TAS 7301

Risk Number 1

Business MUSICAL GROUP OPERATION

Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	As per the policy wording	

Excess \$250 for property damage claims only
\$0 for personal injury claims

Clauses

- **AJG**
APPLICABLE WORDING
Arthur J Gallagher SmartProtect Business Insurance Policy Wording
QM7474-0122 applies.

6.

Mrs. Kath Hobson
 Treasurer
 Longford Town Hall Committee

Account Details:
 Name: Longford Town Hall Committee
 Commonwealth Bank Longford
 BSB: 067 024
 Account: 1010 3340

INVOICE NO: 03082022 **DATE 03/08/2022**

BILL TO	SHIP TO	INSTRUCTIONS
Launceston Art Society	C/- Dee Alty - via email dee.alty@gmail.com	Please pay direct into bank account if possible. Details as per above. Thank you

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Hall Hire ~ Art Exhibition 29th July to 7th August 2022 This amount has been negotiated with the Committee as a one off discount to encourage Launceston Art Soc. To hold future events in the Longford Town Hall	350.00	350.00
TOTAL DUE BY 12 AUGUST 2022			350.00

Thank you for your business

----- Detach along this line & return -----

REMITTANCE ADVICE **INVOICE NO: 03082022**

FROM	REMITTANCE AMOUNT	INSTRUCTIONS
Launceston Art Society	\$350.00	Please return this section with your payment to: Mrs. Kath Hobson Treasurer Longford Town Hall Committee

Remittance via direct deposit as per account details above or via cheque or cash per instructions" at right. →

PAID IN FULL

03/08/2022



NORTHERN
MIDLANDS
COUNCIL

Reserve / Facility Hire Agreement

HIRE DETAILS

VENUE / FACILITY NAME	LONGFORD TOWN HALL				
TOWN	LONGFORD				
CONTACT PERSON	DEE ALTY AND [REDACTED]				
CLUB / ORGANISATION	LONGFORD CULTURAL SOCIETY AND LAUNCESTON ART SOCIETY				
TELEPHONE	[REDACTED]				
EMAIL	dee.alty@gmail.com and [REDACTED]				
ADDRESS	67 Wellington Street, Longford				
HIRE DATE	29/07/2022 ^{Thu} 7/8/2022	FROM (TIME)	10am	TO (TIME)	4pm

PURPOSE OF HIRE AND ACTIVITIES

TYPE OF FUNCTION EG. WEDDING	Art exhibition	
NUMBER OF PEOPLE ATTENDING	Place of Assembly licence may be required no more than 50 at any one time	
TEMPORARY STRUCTURE EG. MARQUEE	<input type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)
ACCESS TO OUTSIDE POWER REQUIRED	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (fees apply for outside power)
SALE OF ALCOHOL	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit required)
SALE OF FOOD	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES (permit may be required)



Reserve / Facility Hire Agreement

INSURANCE

You must take out and keep current during the period of hire, a public liability insurance policy, in a form approved by Council, insuring for a sum not less than Twenty (20) Million Dollars against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against the hirer arising out of, or in relation to the hiring arrangement.

A copy of the Certificate of Currency must be attached to the signed hire agreement.

OR

You may access public liability insurance under Council's blanket policy for a fee in addition to the hire fee. You will bear the first \$250 of each and every claim or series of claims arising out of any occurrence relating to the hire arrangement.

Council's blanket policy DOES NOT cover:

- Sporting events
- Contractors / Subcontractors
- Persons working for hire
- Markets / Fairs
- Special Events (eg dance, show, festival)
- Professional persons who generate income from event

A copy of Council's policy document or Certificate of Currency for insurance can be provided on request

INSURANCE	PLEASE CIRCLE
Own policy (certificate of currency must be attached)	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES
Meeting only	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - \$5
Council policy where alcohol IS NOT to be sold or consumed	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - \$15
Council policy where alcohol IS to be sold or consumed	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - \$50

COVID-19 BEST PRACTICE



**NORTHERN
MIDLANDS
COUNCIL**

Reserve / Facility Hire Agreement

arrangements have been made). Failure to do so will result in access to the facility being denied to you.

20. This hire agreement can only be signed by a person of at least 18 years of age.
21. If you commit, permit or allow any breach or default in the performance and observance of any of these conditions, the Council may terminate the permission to use the reserve and you are to immediately vacate the reserve.

CHECKLIST AND DECLARATION

- Certificate of Currency of insurance (if using own insurance)
- Liquor permit (if applicable)
- Food permit (if applicable)
- Place of Assembly permit (if applicable)
- Temporary Structure permit (if applicable)
- Covid-19: Agree to adhere to Best Practice guidelines

I acknowledge having read and accepted the conditions of this hire agreement and undertake to be bound by and comply with these conditions in every respect. I further undertake to be responsible for ensuring that all individuals or groups using the reserve in association with this hire agreement shall comply with the conditions.

FULL NAME	Dee Alty and [REDACTED]
SIGNATURE	
DATE	21/03/2022

RETURN FORM:

To ensure your booking is processed, you must return this form to the Management Committee / Person of the facility you are hiring. Please refer to the [Halls and Community Centres](#) or the [Reserves and Campgrounds](#) webpages for relevant address and contact details.

Please note: Failure to return this form may result in your booking not being processed.

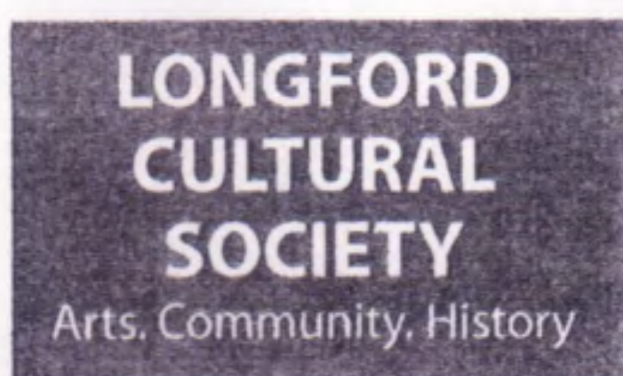
If you have any questions regarding this form please telephone 6397 7303.

the Artist's Journey

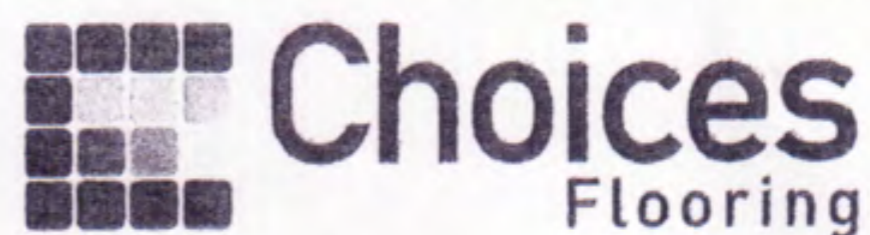
Longford Town Hall
67 Wellington Street, Longford

29th July - 7th August
10am - 4pm Daily

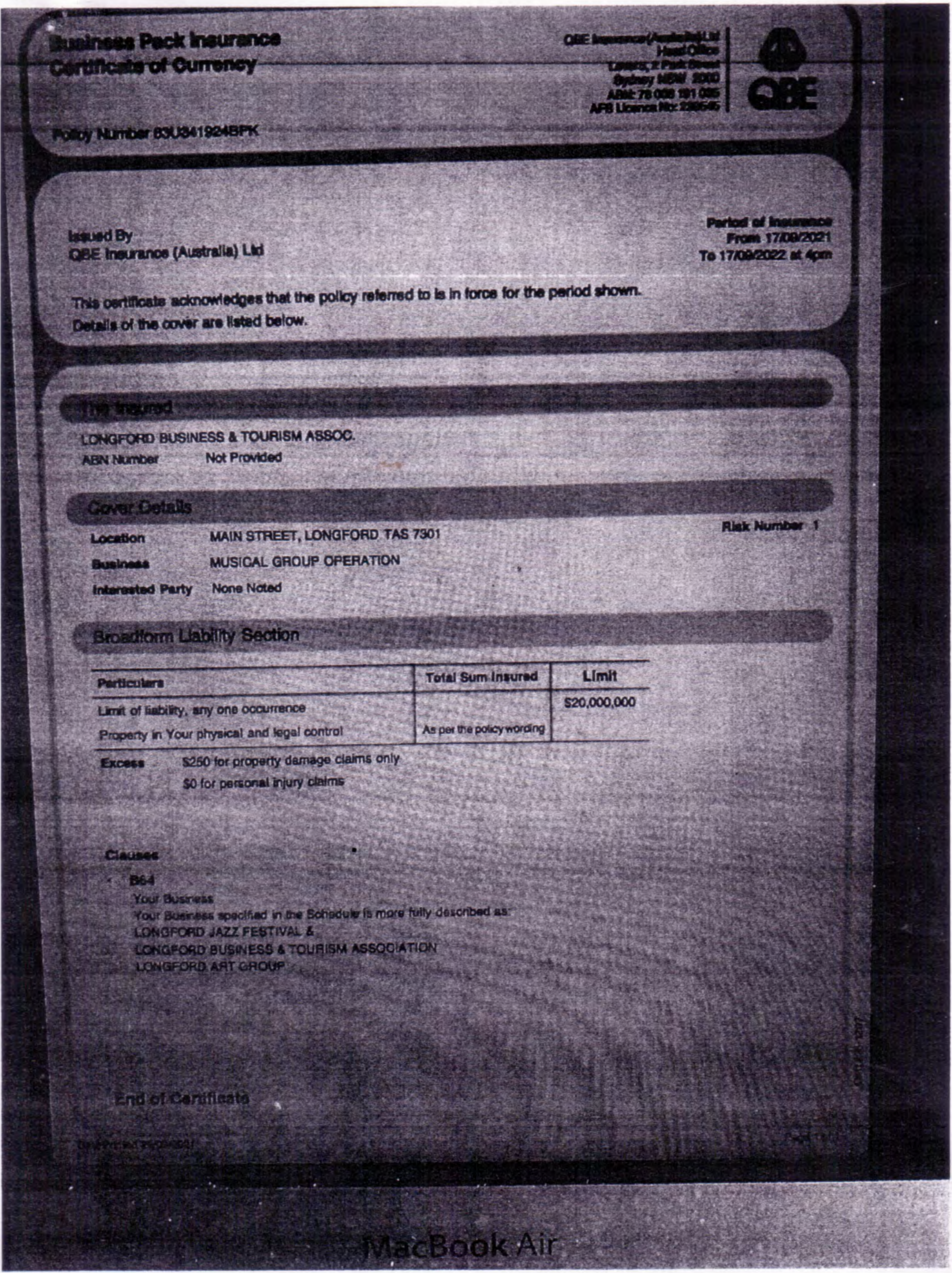
Enquiries 0438 981 175



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**Business Peck Insurance
Certificate of Currency**

QBE Insurance (Australia) Ltd
Head Office
Level 2, Park Street
Sydney NSW 2000
Aust: 75 000 191 005
AFS Licence No: 230545



Policy Number 83U841924BPK

Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 17/08/2021
To 17/08/2022 at 4pm

This certificate acknowledges that the policy referred to is in force for the period shown.
Details of the cover are listed below.

The Insured

LONGFORD BUSINESS & TOURISM ASSOC.
ABN Number Not Provided

Cover Details

Location MAIN STREET, LONGFORD TAS 7301
Business MUSICAL GROUP OPERATION
Interested Party None Noted

Risk Number 1

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	As per the policy wording	
Excess	\$250 for property damage claims only \$0 for personal injury claims	

Clauses

- B64
Your Business
Your Business specified in the Schedule is more fully described as:
LONGFORD JAZZ FESTIVAL &
LONGFORD BUSINESS & TOURISM ASSOCIATION
LONGFORD ART GROUP

End of Certificate

MacBook Air

**EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL
MANAGEMENT COMMITTEE**

Minutes of General Meeting Tuesday 10th October 2023

Chairperson: John Lewis

Meeting opened: 1.00 pm.

1. Present: Geoff Divall, Brett Goldsworthy, Frank Halliwell, Earnie Long, Fay Krushka, Sue Axton, Gillian Atherton.

2. Apologies: Kath & Barry Wenn, Barry & Maria Lawson, Jackie Divall, Judy Heazlewood, Leslie Sopher.

3. Minutes of Previous Meeting: were taken as read and confirmed. Frank Halliwell/Geoff Divall. Carried.

4. Centre Report/Correspondence:
 - Tourist numbers increased during September, getting back to pre-Covid levels : September 2022/2023- Visitors 256/296, Others 249/319. Totals 505/615

5. Community Hall Report:
 - Old stage has been sold, giving extra space. It was decided not to hire out the new stage in case it is damaged and it will be kept locked for safety reasons.
 - Village Fair Committee using the hall for meetings.
 - PCYC is using weekly.
 - Another children's group may commence weekly.
 - A wedding booked and also Makers' Markets.
 - The hall has generated approximately \$8500 this year.

6. Financial Report:

- Sue Axton presented the Financial Report. Shop takings have increased slightly with more visitors.

EVANDALE COMMUNITY CENTRE FINANCIAL STATEMENTS SEPTEMBER 2023			
Bank Balance	30.08.23		\$13,521.97
Add Interest			\$5.13
Add Deposits	07.09.23	Cash Deposit	\$ 732.00
	22.09.23	Sale of Stage	\$200.00
	27.09.23	Memorial Hall Transfer	\$1,040.00
	30.09.23	Zeller	\$535.41
			\$2,512.54
Less Direct Debit	07.09.23	Telstra x 2	\$264.00
	07.09.23	Link	\$36.30
	07.09.23	Flick	\$57.31
	22.09.23	Jammuna (Art)	\$200.00
	28.09.23	T McCormack Books	\$120.00
	28.09.23	G & N Mulder	\$144.50
			822.11
Bank Balance	30.09.23		\$15,212.40
Less Unpresented Cheques			
Available Balance	30.09.23		\$15,212.40
Debit Card	30.09.23		\$354.06

7. Gift Shop:

- The PennyFarthing Committee presented an account for goods sold this year. Geoff and Jackie Divall did a stock take of remaining goods and thought the account excessive. It appears there may have been some confusion over the differing types of T-shirts and prices. It was decided to pay the account but only handle PF stock two weeks before and after the Village Fair. If other PF stock is required it will be purchased as Centre merchandise.

It was moved that the reports be received Bret Goldsworthy/Geoff Divall Carried.

8. General Business:

- Lesley Sopher has not received enough interest in the cooking classes to make the idea viable.
- Evelyne Vadasz has offered to organise a secondhand book stall at the Village Fair in February and will need some other volunteers to help. Geoff Divall will book a stall.
- Signatory updates are required at the Commonwealth Bank and the following motion was proposed.

“ That approval be given to Sue Axton, Bret Goldsworthy, and Geoff Divall, to have internet access to the Memorial Hall Commonwealth Bank account (BSB 067-603 Acc no 1047 1707): that Arthur Walter’s name be removed from our accounts at the Commonwealth Bank.”

Proposed: Sue Axton. Seconded: Geoff Divall. Carried.

- After discussion it was decided to ask ‘No 10’ to cater for our Christmas function to be held at the Centre. John Lewis will issue an invitation to History Society members. This will be held following the December committee meeting on 12th December, which will commence at 11am.
- Geoff Divall has received a letter from the NMC regarding payment for the Annual Work, Health, and Safety Inspection, of both the hall and the Centre. The Council advise that it will now be our responsibility to pay for this service. This service can be delivered by one operator but will still be very costly.
- A buzzer has been installed by the entrance door to alert volunteers of visitors entering. The microphone can be carried into a meeting room if required.
- A reminder about stacking chairs away from the games corner and any pictures.

The meeting closed at 1.45pm

Next meeting: Tuesday 14th November at 1pm.



**LIFFEY HALL MANAGEMENT COMMITTEE MINUTES FOR ANNUAL
GENERAL MEETING 10TH OCTOBER 2023 AT 7.00pm**

Next meeting date: Tuesday 12th December 2023.

Present

Dick Adams, Quenton Higgs, Rodney O'Keefe, Denis Lisson, Gabby Stannus, Ludovic Vilbert, Chistine Higgs, Sally Staubmann, Herbert Staubmann, Lindsay Jordan.

Apologies

Len Weiss, Maria Saldana, Dennis Chilcott, Jilli Spencer, Richard Chin.

Chairman's report

This was presented by Quenton and approved; M. Denis, S. Rodney. Note, that a copy is attached.

Treasurer's report

This was presented by Rodney and approved; M. Chris, S. Gabby.

The chairman vacated the chair and introduced Mr. Dick Adams from the NMC who had kindly agreed to take over the responsibility of the chair person in order to facilitate the nomination for new office bearers for the period 2023-2024.

Voting was carried out, and all the office bearers from 2022-2023 were re-elected as follows:

Chairman, Quenton Higgs; M. Rodney, S. Denis.

Vice chairman; Lindsay Jordan; M. Quenton, S. Denis

Treasurer, Rodney O'Keefe; M. Denis, S. Quenton

Secretary; M. Quenton, S. Chris

Committee members; Christine Higgs, M. Denis, S. Quenton, Gabby Stannus; M. Rodney, S. Denis, Ludovic Vilbert; M. Gabby, S. Sally.

The re-instated chairman thanked Mr. Adams for his assistance and acknowledged the welcome on-going assistance offered by the Council in managing the School-house facility.

The meeting was adjourned for a short period during which refreshments were offered.

LIFFEY HALL MANAGEMENT COMMITTEE GENERAL MEETING

Minutes

The secretary requested that the minutes be taken as read. M. Rodney, S. Ludo.

Correspondence

The correspondence was discussed and no further actions were required at this time. This was accepted, M. Chris, S. Gabby.

Business arising

1. Lockable power points; not yet resolved, Rodney to follow up.
2. Weather proofing; The external door and the architraves and flashing needs serious attention due to the ingress of rain during bad weather. This is the responsibility of the Council, and it was agreed that committee members prepare a written proposal for submission to the NMC no later than February 2024. Action; Denis, Quenton, Ludo.

General business

1. Purchase of ride-on mower
The delivery of the new Husqvana modet TS 142T was welcomed, and the financial contribution to its purchase by NMC was acknowledged.
2. The new wood heater has proved to be a 'winner', particularly in the winter months, and all members were unanimous in singing its praises.
3. Members were alerted to the importance of being vigilant regarding bush fires during the up-coming summer season.

4. Rodney wished to express his appreciation for the recent donation of a milk-shake mixer plus accessories. Already it appears to have been working overtime on our last market day.

The meeting closed at 8.00pm.

Reminder: The next market day is Saturday 11th November from 9.00am.



Liffey Valley Hall Committee Chairman's report Sept 2022 to August 2023

Liffey Valley Market

Promotion of the market has continued free in Meander Valley News, Northern Midland Gazette, Tasmanian Country and also on the ABC's Tas Weekends. Signage at Carrick, Bracknell, Bishopsbourne and Blackwood Creek have been updated regularly.

Market visitations have been boosted by visits from common interest groups including Ulysses Motor Cycles Oct22, U3A Westbury Ukuleles Nov22 and Feb23.

Earned revenue for this period i.e. from market fees, Devonshire teas, sausage sizzle and other functions totalled \$3388.30.

Our monthly market, morning teas and sausage sizzle has facilitated a fantastic forum for the valley community to get together on a regular basis to share common interests and meet new people. This has particular importance this last few years.

Volunteer activities & Working bees

Tuesday 13th December 6.30pm for a Christmas tippie prior to meeting.

A second Solstice gathering was considered a great success, and thanks are extended to all those who participated.

Working bee conducted on Sunday March 5th at 9am to tidy up the garden and hall surrounds. A good rollup was very successful.

Winter morning teas

Continuing the market day as a social event, without stalls, during the midyear period May to August inclusive. This suggestion was put forward by Maria, the first on May 13th. Days have been considered a success with many of the regulars i.e. locals and visitors attending.

Projects & donations

1. Community Grant Comalco: a submission was tendered however we were unsuccessful in gaining this grant that would have assisted in the funding of a lawn mower.

NMC Special Project Assistance grants were opened and our submission requested \$5000 to provide a ride-on mower for maintenance of the tree avenue and a lock-up storage facility. Quenton and Denis prepared the submission. We have been advised that a grant of \$3350 was approved for Ground Maintenance and equipment storage.

2. Small Hall Festival: This was another option considered, but due to the short notice and \$3000 joining fee could not be accepted this time. The general concept of promoting the school hall to a wider public appreciation was commended and worthy of follow up in the future.

We donated \$100 each to Cressy and Bracknell schools for student welfare and support. Both were gratefully received.

Hall storm damage

As a result of a severe storm in June 22 the brick hall chimney collapsed. NMC was prompt to rectify this important component of Liffey Hall engaging Tasmanian Heritage Bricklayers for the restoration. The accident highlighted the fact we had an open fire that was considered by NMC a safety hazard. Reducing the height of the brickwork saved \$1000 that council contributed to a wood firebox. We contributed \$700 and the end heating result has proven very effective.

Bush fire awareness

We have continued to display the "register your burn" signage throughout the year. And encourage everyone to be bushfire ready.

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I wish to thank everyone for their camaraderie, good humour and enthusiasm throughout the year. It's very appropriate to single out a few for special thanks; Len for grass cutting, Lindsay for lighting the fire in winter and generally keeping an eye on security, Maria and her merry band of volunteers for morning teas, summer and winter plus our BBQ boys.

We may be just a small fry in the scheme of things but I believe we have made a big and positive difference to the lives of many by maintaining a warm and friendly meeting place throughout the year.

Quenton Higgs

Chairman – Liffey Hall Committee

Morven Park Management & Development Association Inc.

Minutes of General Meeting of the Morven Park Management Committee to be held at the Morven Park Clubrooms on **Wednesday 11th October 2023** at 7.30pm.

Meeting opened at: 7.33pm

Present:

Chairman	David Houghton
Vice Chairman	Ian Pease
Treasurer	John Hughes
Secretary	Rhonda Whitmore
Evandale Skate Park	Ian Pease
Evandale Village Fair	Carol Potter
Evandale Football Club	Patrick Davey
Evandale Cricket Club	Ricky Wells, Chris Ross
Evandale Light Rail	
Evandale Tennis Club	John Hughes
Morven Park Grounds	Brendon Crosswell
Northern Midlands Council	

Apologies: Councillor Paul Terrett, Scott Hill

Minutes of previous General Meeting held on 13th September 2023 were read and confirmed.

Moved Ian Pease Seconded Brendon Crosswell

Business Arising from 13th September meeting:

1. New cricket nets gate – wait and see if required, Wire should have been laced, Coating – watch for deterioration as now a Council responsibility.
2. Removal of bushes along Barclay St – waiting decision re hedge planting; still a lot of weeds, ivy and blackberry infestation.
3. Consideration regarding placing temporary wire mesh in front of bushes along Barclay St boundary – Cricket club to approach Council for supply materials (rabbit wire, star pickets, post caps)
4. Awaiting NMC advice re bollards around old dump point.
5. **Kitchen door to be re-hung to open outwards – OH&S issue if fire in kitchen from fryers due to proximity to only access door – Council to evaluate asap and advise remedy.**
6. Account for SAFE checks – advice from Victoria Veldhuizen is that these checks are annual; awaiting advice regarding duplication of First Aid Kit, defibrillation machine etc
7. Cricket nets – Cricket Club to organise removal of leaves, Council mower is throwing cuttings into net
8. Top dressing completed and grass has shot. Several divots from machinery require filling.

Correspondence:

In: Letters from Victoria Veldhuizen - NMC Management Committee Update; advice to Committees re annual SAFE checks;

Email from Leigh McCullough re maintenance requests.

Emails from Cr Terrett and Trent Atkinson re completion of work at cricket nets

Out: Data supplied to VV as requested and clarification sought re maintenance vs regular works.

Maintenance requests for guttering cleaning, leaf removal cricket nets, dead bird removal skylight changerooms, cleaning of exterior walls above ca.2m, repair/replacement of skirting trim in male public toilet.

Email to Maree Bricknell re duplication charge with SAFE check plus clarification if this is annual.

Email to VV re maintenance requests.

Financial Report: MPMC account stands at \$9776.52 with expenses yet to be paid.

Moved: John Hughes

Seconded: Chris Ross

Carried.

User Groups:

Cricket - Season starts 14/10 with 4 teams, Junior blast letter drop occurring, Village Fair bookings started.

Football – Handover completed and recruiting for 2024

Tennis - NTR

Skate Park – All good, few weeds appearing.

Primary School - NR

Light Rail - NR

Village Fair – To be held 17/02/24 with road race to Clarendon 18/02/24. Volunteers required especially younger members only few hours required, unable to locate 2nd key (David to follow up with Nathan Lee); north end of Pioneer Park is to be designated disabled parking with no camping.

Morven Park Grounds – Top Dressing completed.

Northern Midlands Council - NR

General Business:

1. Nigel Baker (Bakers Group) to address next meeting at 7pm regarding grants available for complete ground upgrade (watering system, rebuild etc)
Proposal will need detailed quote and diagrams, letters of support from other users (inc school) and council detailing possible contribution.
2. **Karchering under veranda – mould still present and joints cracking indicating moisture underneath eave sheeting. Rectification is required before any further deterioration occurs.**
3. Dog droppings on ground at school end – monitoring needed and notice in community newsletter and Facebook page of requirements to clean up after your pets.
4. 2 young people observed travelling at speed around the building on electric scooters – spoken to but failed to understand the danger of the situation should they round a corner and collide with either an open door or person.

Meeting Closed: 8.40pm

Next Meeting: 7.00pm Wednesday 8th November 2023 **[NB early start time]**

Scheduled Meeting Dates

2023 December 13th

2024 February 14th

March 13th

April 10th

May 8th - AGM

ROSS COMMUNITY SPORTS CLUB INC.

MINUTES

DATE: 11th October 2023
 TIME: 4.15 pm
 LOCATION: Ross Community Sports Club

ATTENDEES

Ricky Hebbard	Sally Langridge	Julie Smith	Michael Smith
Candy Hurren	Molly Jones	Dennis Rule	Tim Dyer
Owen Kay	Sue Kay		

APOLOGIES

Richard Archer (NMC)	Keith Draper	Jeanette Draper	Karen Donlon
Marcus Rodrigues			

IN ATTENDANCE

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ITEMS

NO.	ITEM	ACTION
1.	CONFLICTS OF INTEREST DECLARATION	
	Nil declared	No Further Action
2.	CONFIRMATION OF PREVIOUS MINUTES	
	2.1 Moved by Sue Kay and seconded by Molly Jones that the Minutes of the meeting of 13 September 2023 be accepted.	No Further Action
3.	BUSINESS ARISING	
	3.1 Proposed format of financial statements/reports. <i>Michael Smith reported that there had been no movement on this since last meeting, so matter is ongoing</i>	Ongoing
	3.2 Proposed solar installation. <i>Sally Langridge updated the Committee on the quote for a solar installation after receiving a new quote from Jessups Solar. The updated quote was for \$12,920. Sally Langridge will contact Damien from NMC to check that the installation as proposed in the quote will be suitable. It was also suggested that a calculation of the payback period is determined.</i>	Ongoing
	3.3 Veterans Cricket matters. <i>The proposed hire prices for Veterans Cricket for the coming cricket season were discussed. Hire charges were proposed as follows:</i> <ul style="list-style-type: none"> • Change Rooms (incl Outside Toilets) - \$80.00 • Change Rooms & Lounge (incl. Outside Toilets & Bar) - \$100.00 • Tea & Coffee Service (Servery access only) - \$40.00 • Catering & Canteen - Quoted on request. <i>Sally Langridge moved to accept the Veterans Cricket hire charges as discussed and this was seconded by Dennis Rule with Committee voting unanimously to adopt the discussed rates. Michael Smith to advise Veterans Cricket of this as soon as possible.</i>	Ongoing
	3.4 Working With Vulnerable People and Children training. <i>Sally Langridge reported that some Committee members had completed this training and there were still some to complete.</i>	Ongoing

	<p>3.5 Veterans Cricket proposal for removal of trees. <i>Michael Smith advised that NMC had engaged Enspec to assess the trees in question. The report has been provided by NMC to the Club for our information and in summary it was reported that "Overall, the trees at the Ross Recreation Ground are providing good amenity to the community while presenting a very low risk. Preventative work is recommended for two trees. (remove cable / deadwood removal) A commendable amount of new tree planting has been undertaken. These trees would greatly benefit from mulching and judicious weed control to ensure their establishment and maximise their potential."</i> <i>Leigh McCulloch from NMC has advised that he will organise an arborist to complete the report recommendations.</i> <i>Michael Smith to advise Veterans Cricket that they do not agree to the removal of these trees as per their request.</i></p>	Ongoing
	<p>3.6 Purchase of outdoor exercise equipment. <i>Candy Hurren advised that there had been no further information received on the progress of this matter.</i></p>	Ongoing
	<p>3.7 Swimming Pool Memorandum Of Understanding. <i>Sally Langridge advised that we were still waiting for Council to provide a draft MOU for the Swimming Pool but is expecting to receive this soon for our review and comment.</i></p>	Ongoing
	<p>3.8 Swimming Pool roller cover. <i>It was agreed to close out this item.</i></p>	No Further Action
	<p>3.9 2023-24 Volunteer Grant Program. <i>Michael Smith reported that the Club have received advice from Brian Mitchells office that we were unsuccessful in our EOI for a grant. It was mentioned by Sally Langridge that we had also spoken with Jane Howlett re possibility of funding.</i></p>	No Further Action
	<p>3.10 Centrelink Volunteer Registration. <i>Michael Smith reported that we had completed all the required paperwork, but the application still needed to be lodged with Centrelink, and that this needs to be lodged personally at a Centrelink service centre.</i></p>	Ongoing
	<p>3.11 Purchase of new double door fridge. <i>Sally Langridge reported that we had received a quote from Dakin for a Nova Chill 2 Glass Door Fridge at \$3400. It was moved by Tim Dyer to purchase the new fridge as per the quote received and this was seconded by Julie Smith with Committee voting unanimously in favour of the motion.</i></p>	No Further Action
4.	<p>FINANCIAL REPORTS</p> <p>4.1 Sally Langridge presented the Treasurer's Report and advised that we had reinvested our fixed term deposit for another 12 months. 4.2 Moved by Tim Dyer and seconded by Owen Kay that the Treasurer's Report be accepted and that accounts be passed for payment.</p>	
5.	<p>CORRESPONDENCE</p> <p>5.1 Inwards</p> <ul style="list-style-type: none"> • Northern Midlands Council 11/09/23 – Email re: Club email communications. • Ross Running Festival UTAS 13/09/23 – Email re: Certificate Of Insurance and donation for 2021 event. • Northern Midlands Council 13/09/23 – Email re: Certificate of Currency PL insurance. • Brian Mitchell 13/09/23 – Email re Aust Govt funding opportunity (Australian Sports Foundation 2023 Active Kids Grants). • Linda Gordon 14/09/23 – Email re: Raffle donation. • Northern Midlands Council 14/09/23 – Email re: NMC website calendar. • Northern Midlands Council 14/09/23 – Email re: Lifeguard training Committee members. • Commonwealth Bank 19/09/23 – Term Deposit advice. • Brian Mitchell MP 19/09/23 – Outcome of EOI Volunteer Grants Program. • Northern Midlands Council 20/09/23 – Email re: Lights at Ross Recreation Ground. • Northern Midlands Council 22/09/23 – Email re: Lights at Ross Recreation Ground. • Northern Midlands Council 25/09/23 – Email re: Work Health and Safety inspections. • Northern Midlands Council 27/09/23 – Email re: Tree assessment report. 	

	<ul style="list-style-type: none"> • Veterans Cricket 27/09/23 – Email re: Veterans Cricket draft roster. • Spotlight 29/09/23 – Email re: Quotation for blinds for kitchen. • IGA 30/09/23 – Account Statement. • Spotlight 03/10/23 – Email re: Receipt for purchase of blinds. • Northern Midlands Council 04/10/23 – Payment Remittance. • Dakin Refrigeration 04/10/23 – Email re: Quotation for fridge. • Northern Midlands Council 05/10/23 – Email re: Invoice for Library annual lease payment. • Northern Midlands Council 06/10/23 – Email re: Veterans Cricket Licence Agreement renewal. • Various emails re facility hire. 								
	<p>5.2 Outgoing</p> <ul style="list-style-type: none"> • Various emails re facility hire. • Ross Running Festival 08/09/23 – Email re: Booking and information. • Northern Midlands Council 11/09/23 – Email re: Club email communications. • Northern Midlands Council 11/09/23 – Email re: Request for COI for Centrelink. • Jessup’s Solar Squad 13/09/23 – Email re: Payment for heat pump. • Ross Running Festival 13/09/23 – Email re: Non receipt of donation for 2021 assistance. • Ross Running Festival 13/09/23 – Email re: Provision of 2023 assistance. • Veterans Cricket 14/09/23 – Email re: Meeting time. • Northern Midlands Council 14/09/23 – Email re: Club email communications. • Linda Gordon 14/09/23 – Email re: Raffle donation. • Northern Midlands Council 14/09/23 – Email re: NMC website calendar posts. • Northern Midlands Council 14/09/23 – Email re: NMC website calendar posts. • Northern Midlands Council 18/09/23 – Email re: NMC request for bank statements. • Northern Midlands Council 14/09/23 – Email re: NMC website calendar posts. • RCSC Committee 20/09/23 – Email re: NMC enquiry re ground lighting. • Northern Midlands Council 22/09/23 – Email re: Response to NMC enquiry re ground lighting. • Northern Midlands Council 29/09/23 – Email re: Key register for new keys. • Jessups Solar 29/09/23 – Email re: Invoice for heat pump. • Northern Midlands Council 29/09/23 – Email re: Request for reimbursement heat pump. 								
	<p>5.3 Regarding the email of 5/10/23 and the invoice for the lease payment for the Community Library, Tim Dyer asked what we paid for this. Sally Langridge advised that we only paid \$12 per annum.</p> <p>5.4 Moved by Sally Langridge and seconded by Dennis Rule that all inward Correspondence be received, and that outward Correspondence be approved.</p>								
6.	<p>GENERAL BUSINESS</p> <table border="1"> <tr> <td data-bbox="236 1263 1241 1630"> <p>6.1 Booking Report</p> <p><i>Julie Smith provided an update on Bookings for the Club and made the Committee aware of bookings made by Veterans Cricket which impact Veterans Cricket and the other parties who had made bookings well in advance of their event which had already been accepted. The Club does its best to avoid double bookings at the grounds, so Veterans Cricket is to be advised of this and reminded to make their bookings as far in advance as possible to avoid possible future conflicts.</i></p> <p><i>Julie Smith also advised of this season’s swimming pool prices as follows:</i></p> <ul style="list-style-type: none"> • <i>No increase to admission fees.</i> • <i>Availability of an option to pay by instalments for season tickets.</i> • <i>No reciprocity for season tickets with Campbell Town pool.</i> <p><i>Julie Smith reported that we also now had 150 followers on the Club Facebook page.</i></p> </td> <td data-bbox="1241 1263 1445 1630">No Further Action</td> </tr> <tr> <td data-bbox="236 1630 1241 1704"> <p>6.2 Pool Lifeguard training for Committee members</p> <p><i>Sally Langridge provided an update on training required.</i></p> </td> <td data-bbox="1241 1630 1445 1704">No Further Action</td> </tr> <tr> <td data-bbox="236 1704 1241 1839"> <p>6.3 NMC WHS inspections</p> <p><i>The letter from NMC dated 25/9/23 was discussed and generally agreed to be the best way as long as we continue to only be on charged by Council for those things directly related to our operation as has been the case in the past.</i></p> </td> <td data-bbox="1241 1704 1445 1839">No Further Action</td> </tr> <tr> <td data-bbox="236 1839 1241 1930"> <p>6.4 NMC/Veterans Cricket Licence Agreement</p> <p><i>The letter from NMC dated 6/10/23 was discussed. As there had been several previous discussions on how to improve processes with Veterans Cricket including booking dates, use of facilities, financial</i></p> </td> <td data-bbox="1241 1839 1445 1930">Ongoing</td> </tr> </table>	<p>6.1 Booking Report</p> <p><i>Julie Smith provided an update on Bookings for the Club and made the Committee aware of bookings made by Veterans Cricket which impact Veterans Cricket and the other parties who had made bookings well in advance of their event which had already been accepted. The Club does its best to avoid double bookings at the grounds, so Veterans Cricket is to be advised of this and reminded to make their bookings as far in advance as possible to avoid possible future conflicts.</i></p> <p><i>Julie Smith also advised of this season’s swimming pool prices as follows:</i></p> <ul style="list-style-type: none"> • <i>No increase to admission fees.</i> • <i>Availability of an option to pay by instalments for season tickets.</i> • <i>No reciprocity for season tickets with Campbell Town pool.</i> <p><i>Julie Smith reported that we also now had 150 followers on the Club Facebook page.</i></p>	No Further Action	<p>6.2 Pool Lifeguard training for Committee members</p> <p><i>Sally Langridge provided an update on training required.</i></p>	No Further Action	<p>6.3 NMC WHS inspections</p> <p><i>The letter from NMC dated 25/9/23 was discussed and generally agreed to be the best way as long as we continue to only be on charged by Council for those things directly related to our operation as has been the case in the past.</i></p>	No Further Action	<p>6.4 NMC/Veterans Cricket Licence Agreement</p> <p><i>The letter from NMC dated 6/10/23 was discussed. As there had been several previous discussions on how to improve processes with Veterans Cricket including booking dates, use of facilities, financial</i></p>	Ongoing
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	<p>support provided by the Club etc it was agreed that the Committee were disappointed in not being consulted or at least being asked to provide input concerning how it had been working in the past. <i>Tim Dyer moved that we should write to Council regarding our disappointment that we were not considered in this matter and was seconded by Candy Hurren with Committee voting unanimously in favour of the motion.</i> <i>Michael Smith to draft a letter.</i></p>	
	<p>6.5 <i>Sally Langridge proposed to hold a working bee to clean the clubrooms after the kitchen upgrade has been completed with a proposed date of Monday 16 October starting at 09.30am.</i></p>	No Further Action
	<p>6.6 <i>Sally Langridge moved that with our recent kitchen upgrade we also check and replace any kitchen equipment/items for example microwave, clock, that needed replacing and was seconded by Julie Smith with Committee voting unanimously in favour of the motion.</i></p>	No Further Action
	<p>6.7 <i>Dennis Rule advised the date of 18 November for the next Trivia Night and asked for suggestions for the meal. Sue Kay suggested potatoes</i></p>	No Further Action
	<p>6.8 <i>Candy Hurren reported that she had been told that the male urinals were splashing over the floor. Sally Langridge will follow up with NMC/Damien re fixing this.</i></p>	No Further Action
	<p>6.9 <i>Sally Langridge moved to provide a donation of \$500.00 to Virginia Double to attend the Womens Veterans Cricket State Titles and was seconded by Julie Smith with Committee voting unanimously in favour of the motion. Julie Smith also suggested we ensure we get a photo of this for posting on the Club Facebook.</i></p>	No Further Action
	<p>6.10 <i>Sally Langridge reported that we had received a quote for new blinds for the kitchen and that there would be a 4-6 week wait.</i></p>	No Further Action
	<p>6.11 <i>Sally Langridge advised that the alarm was beeping on the defibrillator and that new paddles are required. It was agreed to go ahead and purchase these as soon as possible.</i></p>	No Further Action
	<p>6.12 <i>Tim Dyer moved that we approach Council to complete the rendering of the wall on the front of the building, not just the section in front of the kitchen and was seconded by Molly Jones with Committee voting unanimously in favour of the motion.</i> <i>Sally Langridge to follow up.</i></p>	Ongoing
	<p>6.13 <i>Sally Langridge suggested, and it was agreed by the Committee, that we repaint the seating and other timber in the Change Rooms.</i></p>	Ongoing
7.	NEXT MEETING	
	7.1 The next meeting is scheduled for 08 November 2023 at 4.15pm at the Ross Community Sports Club.	
8.	MEETING CLOSURE	
	8.1 The Chair announced the meeting closed at 5.45 pm.	

MINUTES OF THE MEETING OF THE NORTHERN MIDLANDS LOCAL RECYCLING COMMITTEE HELD AT THE COUNCIL CHAMBERS, 13 SMITH STREET LONGFORD ON TUESDAY 10th OCTOBER 2023, COMMENCING AT 4PM

1. ATTENDANCE:

Present: Clr Dick Adams (Chair), Roderick Cuthbert, Maureen Shadbolt, Owen Diefenbach, Jonathan Galbraith
In Attendance: Mayor Mary Knowles, Lorraine Green
Apologies: Lisa McEachen
Absent: Clr Matthew Brooks

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

In accordance with the provision 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 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

3. CONFIRMATION OF MINUTES

Recommendation: The minutes of the meeting of the Local Recycling Committee held on Tuesday 8th August 2023 be confirmed as a true and accurate record of proceedings

Moved R Cuthbert/Seconded M Shadbolt CARRIED

4. BUSINESS ARISING FROM THE MINUTES

1. The Issues Framework was worked through and updated (attached)

2. Other Business

2.1. Committee Memorandum of Understanding and committee membership

It was noted that Council has agreed to extend the current membership term until the end of 2023, and the MOU will be reviewed in early 2024 and positions on the committee advertised. All current members are welcome to renominate.

2.2. New Business

Nil

3. Next Meeting:

Tuesday 14 November 2023 (Jonathan to advise if this meeting will comprise a visit to the Launceston Waste Centre)

4. Closure of the Meeting: 5pm

NORTHERN MIDLANDS LOCAL RECYCLING COMMITTEE

ISSUES FRAMEWORK: updated at the 10th October 2023 Meeting

ISSUE	BACKGROUND	CURRENT STATUS	PROPOSED WAY FORWARD
1. Recycling trailer	Council acquired the trailer in 2020/2021. How to publicise and where to locate the trailer has been discussed regularly at meetings. Suggestions have included liaise with Tourism Officer re usage of trailer at events; committee members to generate suggestions of possible location for the trailer; maybe put the trailer at the front of the Council Offices: maybe at Evandale Market; discuss use with schools; develop a campaign to raise awareness of the trailer – including a flier. Noted regularly that the trailer needs to be ‘manned’ to ensure it is used correctly.	Suggested at 2022 meeting that Council advertise for community members willing to be trained to be recycle trailer champions – to take the trailer to events, schools etc... and stay with it to provide education?	<p>A number of barriers to use of the trailer at community events were identified at the 8/8/23 meeting including transporting it to/from events, overnight security.</p> <p>Way forward: J Galbraith to raise issues with Council at the workshop where the committee’s MOU is reviewed.</p> <p>Jonathan to followup issue of recycling pharmaceuticals waste via the trailer.</p> <p>Committee identified the need for a Champion to publicise, transport the trailer and manage in-situ at events/schools</p> <p>Committee to work towards having the trailer at the 2024 Longford Show (noted that current Show Committee requires the trailer to pay as a trade display).</p>
2. Single Use Plastics Policy	Issue raised at April 2022 meeting. Issue to be tabled on Council Workshop agenda. At October 2022 meeting it was decided to research other Councils’ policies.	Suggested at April 2023 meeting that state government needs to take the lead on this. Mayor Knowles asked why Northern Midlands Council couldn’t lead the way for other Councils?	Mayor Knowles to follow up where LGAT is at with this issue.

3. Recycling apps	Issue raised at October 2022 meeting and it was agreed to review the 'recycle mate' and 'recycle coach' apps	Agreed at April 2023 meeting to also review 'photo coach' app	Way Forward: L McEachern to review the apps and report back to the Committee.
4. Recruiting new committee members	Raised at June 2022 meeting after resignation of R Heathcote, and an ad was to be prepared for facebook and the Courier.	Jonathan to discuss the advertising campaign with Lorraine Wyatt.	Several potential new committee members were identified at the 8/8/23 meeting. Noted that Council will advertise for committee members once the MOU has been reviewed in early 2024.
5. Waste Management & Resource Recovery Assn Forum	Noted at April 2023 meeting that Owen and Roderick attended this Waste Management and Resource Recovery Association (Tas Branch) forum on 23 November 2022. Forum provided an opportunity for Assn reps to provide updates, learnings and outcomes on initiatives including the proposed container refund scheme and FOGOs.	Questions raised: should the committee join the Association? Can the committee get regular newsletters from the Association?	Pending: the committee needs to determine the value of membership and participation in these annual forums which are targeted at professionals working in the waste management/recovery field. L Green to find out if the committee has an annual allocation through the Council budget
6. Recycling documents/items for fridge magnet display	Issue raised at June 2022 meeting – noting that Launceston City Council has a fridge magnet that shows how products can be recycled. Discussion as to whether NMC could use the same magnet and place the order alongside LCC. Could the magnet be sent out with rates notices? At October 2022 meeting it was discussed that maybe a one-page recycling information sheet could be produced rather than a magnet.	At April 2023 meeting it was noted a number of promotional resources are available and it's a matter of deciding what is required and what budget is allocated for such promotional materials. Noted Rethink Waste website holds a number of resources.	Way Forward: L McEachern and L Green to review recycling pamphlets of other Councils and Education Dept curriculum resources to identify content for a simplified recycling/FOGO pamphlet, with the aim of having the pamphlet ready to be distributed with the 2024-2025 Council Rates Notices.
7. Schools involvement in recycling	Noted at October 2022 meeting that Northern Tasmanian Waste Management Group has a program for school recycling participation. Maybe the committee can create school events or 'challenges'?		Way Forward: Committee to review the Northern Tasmanian Waste Management Group School Recycling Participation Program, and if considered of value for implementation locally, to discuss with local schools and if supported, put a motion to Council to this effect – with costings.

8. Visit to Mowbray Recycling Centre	Discussion at April 2023 meeting re the bitumen plant at Mowbray		Way Forward: J Galbraith to organise a visit to the Launceston Council Waste Centre, including FOGO recycling – aiming to do so 14 November
9. Encouraging recycling at events	Noted at October 2022 meeting that recyclables at the Longford Show are going to landfill. Is there something Council can do to support improved waste management at events?	At April 2023 meeting Lorraine Green floated the proposal of creating a Recycling Team who can attend events and encourage recycling – that suggestion being that the team members undergo an induction to be “Do the Right Thing’ ambassadors dressed in full doggie costume (especially for children so they aren’t be identified in photos). The team members in costume stand by the bins and when people do the right thing and use the correct bin, they get a friendly woof and tail wag; if they go to do the wrong thing, they get a growl and a paw stops them lifting the lid of the wrong bin. Would make great social media coverage for events and awareness raising re recycling. Action: Lorraine to develop project plan for this proposal.	Way Forward: This item is to stay on the agenda as a priority project for the Committee to progress. M Shadbolt to liaise with J Galbraith to arrange recycling of plastic bottles and cans at the 2023 Longford Show
10. Recycling by local businesses	Item raised at August 2023 meeting: concerns that some local businesses have large skips into which all waste, including recyclables, are discarded	Agreed matter to be on the agenda for the next committee meeting	

ISSUES ON HOLD

ISSUE	BACKGROUND	PROPOSED WAY FORWARD
Recycling at Sports Clubs	Has been on the 'future ideas' list since December 2020	Recommendation: that the issue be revisited after the State Container Deposit Scheme is introduced, with a view to Council including in MOUs with clubs utilising Council owned facilities a commitment to participating in the State Container Deposit Scheme.
Recycling bins at Council parks and reserves	Has been on the 'future ideas' list since May 2021	Suggestion to investigate the double bins being used in public areas in the Meander Valley, and/or request Council consider signage being placed beside waste bins in Council parks & reserves encouraging people to take their recyclables home for depositing in their household recycle bins.
Longford Recycling Shed Data	Issue raised at June 2022 meeting: question being how effective is the new Longford recycling shed and has it resulted in less recyclable material going to landfill?	Matter to be revisited when the centre contract is due for renewal
Recycling at NM Waste Transfer Stations	Issue raised at October 2022 meeting. Committee members supportive of waste transfer stations being more committed to recycling	Matter to be revisited when the contracts with the waste transfer stations come up for renewal, and at that time, review the contracts to 'tighten' up the commitment to recycling
Plazrok Advancements in Queensland	At February 2021 meeting Gavin Grace made a presentation on the Plazrok product that processes waste onsite at transfer stations. Gavin was offering to lease machines to Councils across Australia. Gavin was asked to prepare a proposal for presentation to Council. This information has not been forthcoming. Matter now on hold.	Recommendation: Council officer to follow up with Plazrok representative the provision of a proposal for Council to consider regarding the possible lease of waste transfer station recycling machines.

ABOUT CAMPBELL TOWN INC
T/AS CAMPBELL TOWN MUSEUM & INFORMATION CENTRE
ANNUAL GENERAL MEETING (AGM)

TOWN HALL
TUESDAY OCTOBER 24, 2023 @ 10:45AM

MINUTES

- Attendees - S. Godfrey, M. Godfrey, P. Godfrey, S. Hills, J. Davis, A. Milton, Paul Terrett (NMC Representative)
- Apologies - Nil
- Reading / Acceptance of last AGM minutes - Accepted by S. Hills, passed by all
- Chairpersons' report (A. Milton) – Accepted by S. Hills, passed by all
 - Same as last year. Numbers have been very slow, particularly international visitors. Numbers slowly picking up.
 - P. Godfrey asked if he had noticed if many visitors were making larger donations. Had not noticed, except on one occasion a \$20 note sticking out of donation box.
- Treasurers' Report (S. Godfrey) – Accepted by J. Davis, passed by all
 - Bank balance as at 30 June 2023 is \$8,444.88
 - 2024 Justice Dept reporting is going online. Need to email them with an email address so that they can forward link for next year.
 - Books audited by Cranston Gilbert, Treasurer for the Tasmanian Aviation Historical Society (TAHS). He mentioned that as a small concern, regulations have changed, and we are no longer required to be audited. However, to confirm everything above-board, we will continue to have accounts audited at the end of each financial year.
 - J. Davis asked if Cranston required payment. No
- Volunteer Coordinators' report (S. Hills) – Accepted by P. Godfrey, passed by all
 - D. Saunders has resigned as a volunteer, stating that it was taing up too much of his time
 - S. Godfrey asked if she had heard from lady that had made contact through the Facebook page. No she had not.

Acting Chair (P. Godfrey), asked Paul Terrett to take over the position temporarily

- All Positions are now vacant
 - Chairperson – M. Godfrey (nominated by S. Godfrey), accepted by all
 - Treasurer – S. Godfrey (nominated by J. Davis), accepted by all
 - Secretary – P. Godfrey (nominated by S. Hills), accepted by all
 - Public Officer – J. Davis (nominated by P. Godfrey), accepted by all
- P. Godfrey (Acting Chair) thanked Paul for conducting new nominations

- General Business
 - Current open days (Monday, Tuesday, Thursday & Saturday)
 - Need volunteers badly. J. Davis commented about a new local looking for a volunteer role, she will direct to the Museum & Information Centre

- Meeting closed at 11:00am

- 2023/24 AGM – date to be set (dependent on auditing of accounts)

**CAMPBELL TOWN MUSEUM & INFORMATION CENTRE
VOLUNTEER MEETING**

**TOWN HALL
TUESDAY OCTOBER 24, 2023 @ 11:00AM**

MINUTES

- Attendees – S. Godfrey, P. Godfrey, S. Hills, J. Davis, A. Milton, Paul Terrett (NMC Representative)
- Apologies - M. Godfrey (Attending to Museum & Information Centre)
- Reading / Acceptance of last meeting minutes – Accepted by S. Godfrey, passed by all
- Business arising from previous meeting minutes – bring up in General Business
- Correspondence In
 - Letter from Justice Dept about 2024 reporting
 - Letter received from Victoria Veldhuizen, NMC Executive Officer – see in Other Business
- Correspondence Out
 - Letter written to Fiji Airways enquiring about community grants, explaining who we are and what we are trying to do with the Harold Gatty Memorial. Also requesting that a copy of letter be forwarded to QANTAS as they own a percentage of Fiji Airways. No response as yet.
- Treasurers' Report
 - Balance of account \$8,444.88
 - Auditor commented on deposits, that we need paperwork to support deposited amounts.

- General Business
 - Photocopier – on the back-burner as plenty of stock on toner, so need to waste these
 - Conservation materials – Pauline & Sally asked Sarah for approx. \$540 for proper archive boxes and files.
 - Roving Curator – Veronica came for a quick visit as Pauline was worried about Chinese dressing gown that is currently stored upstairs. We may have to get a specialist to look at it (cleaning it etc). Veronica also noted that there are too many items in each box. Pauline has completed cataloguing. Applying for a Roving Curator grant for 2024 for their time, so that we can update our procedures & paperwork
 - Community Expo @ Longford Sat Sept 9th – Sarah, Pauline & Michael took out a display, convict dress-up clothes for kids. Made contact with new Historical group based at Perth.
 - Harold Gatty memorial / Grants – Jill has been on contact with Commonwealth Bank, however we missed the recent closing date, but to get back in touch in Feb 2024. Received feedback to contact Nutrien and QANTAS regarding community grants. Jill & Sally, separately have spoken to Lorraine Green (NMC), both received very negative responses.
 - Gatty Memorial - Jill & Sally had a meeting with Leigh at the site to discuss the gardens. Sally has been to CTDHS & spoken to the Year 11/12 Co-Ordinator as they would like to be involved in working with Leigh as part of their community service for school.
 - **Resolution** – we require a breakdown of where the \$5,000 grant from NMC has gone. We have not received anything in writing. Leigh mentioned that he thought that the majority would go to the garden works, and that there wouldn't be much left over.
 - **Resolution** – we request that the front fence of the memorial area be removed so that visitors can access easily and that it's open to the public. Having the fence and gate, gives the impression that it's not accessible.
 - Cleaning the Museum & checking condition of items in storage – At the last meeting we discussed that all volunteers need to assist with this, and not be left to Pauline. It was suggested that we either close on Saturday and all volunteers attend a leaning working bee, however Anthony categorically refused. Another suggestion was that each on site volunteer be given specific cleaning duties. Anthony made note that he uses the vacuum cleaner in the office. Sally said that she would come down on a Tuesday to work with Pauline on cleaning the museum. Anthony blatantly made mention that it's why Danny left, as we had asked him to contribute.

- Future Exhibits – a small memorial display on Dr Tofft will be put up today, prepared by Sarah & Pauline.
- Convicts – Sarah has updated Convict Brick Trail excel spreadsheet. Will be put on computer in office for volunteers to access. Sarah researching convicts with a link to Campbell Town, she will speak to Fiona Dewar (NMC Tourism & Events Officer)) about funding and assistance to get a major display and conference to be held at the hall (on NMC Convicts). Sarah & Pauline are attending a convict conference being run by the George Town District Historical Society in November.
- Other Business
 - Volunteers – Jill mentioned that she had received an inquiry from a young lady at Conara, she is looking for paid employment, but would like to volunteer in the meantime. Jill advised her to visit the museum on a Tuesday as she knows it's a day it's definitely open
 - Sally asked if anyone had put in any complaints to Council. Sarah mentioned that she had spoken to Fiona regarding another matter, and mentioned the light in the office in passing. NMC changing maintenance procedures. As far as we are concerned, NMC has not completed any repairs already reported (window upstairs in boardroom broken; door leading into hall, lock is broken)
 - NMC Campbell Town "Street-Scape" project – it has come to our attention that NMC plan to remove the convict brick from the footpath. Questions raised to relocation etc. Also a matter raised, was safety concerns over the "Arrows" in the footpaths, they are currently raised higher than the footpath, and are a trip hazard.
 - Pauline advised (in response to letter received from Victoria, NMC) that we have not had a Management Agreement since 2017. It is not our responsibility to ask it to be renewed. Pauline & Sally to look at 2017 agreement, and go through it to make notes on things that we don't agree to (eg: holding meetings every 2 months, we hold them every 3 months)
 - NMC Volunteer Inductions – Sally didn't realise that Pauline, Michael or Anthony had completed one. Pauline & Michael completed paper induction as NMC system was down, to attend the Community Expo. Sally to work with Anthony to get him covered. All agreed that one induction should be sufficient, not to be completed each year, or two.
 - Paul Terrett asked that copies of minutes be emailed to him. He will be a regular attendee at our meetings. Sarah will forward to him.
- Next meeting – February 13, 2024
- Meeting closed at 12:20pm

MINUTES FOR THE MEETING OF THE LLDC
WEDNESDAY 01ST NOVEMBER 2023. COMMENCING AT 5.30PM
HELD AT THE BLENHEIM INN MEETING ROOM.

MINUTES

1. **PRESENT** – Tim Flanagan (Chair), Neil Tubb, Annette Aldersea, Bronwyn Baker, Jo Clarke, Peter Munro, Dennis Pettyfor, Doug Bester.
2. **IN ATTENDANCE** –
3. **APOLOGIES** - Cr Matthew Brooks, Cr Dick Adams

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.

No declaration of any financial interest was declared by any person present.

5. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge and pay our respects to the Tasmanian Aboriginal Community as the traditional and original owners, and continuing custodians of this land on which we gather today and acknowledge Elders – past, present, and emerging.

6. CONFIRMATION OF MINUTES

The minutes of the meeting of the Longford Local District Committee held on 04 OCTOBER 2023 to be confirmed as a true and correct record of proceedings.

Moved – Bron Baker. Second – Jo Clarke.

7. BUSINESS ARISING FROM MINUTES

7. PROMOTIONAL ISSUES:

7.1. Signage for Longford Roundabout.

Structural engineering design being sought by Council prior to DA (Council Minutes 16.10.2023).

7.2. Motor racing themed Street Sign in Longford.

Cr Adams and Cr Brooks absent – were to follow up prior to this meeting.

7.3. Visitors Information Shelter, Village Green.

Monitor request for new planting in garden beds in front of the shelter.

7.4. Directory of Clubs and other organizations and their branches in Longford.

L Wyatt to update the directory of clubs after Community Expo held 9.09.2023.

A Aldersea to email L Wyatt requesting an update.

7.5. NMC Community Expo.

Feedback Survey received from F Dewar (NMC Tourism & Events Officer). A Aldersea to collate response from LLDC members who manned the table at the Expo and return the completed survey to F Dewar.

MOTION:

LLDC wishes to thank Fiona Dewar, Tourism & Events Officer NMC, for her organisation and running of the successful Community Expo on 9th September 2023.

Moved – Neil Tubb. Second – Jo Clarke.

7.6. New Promotional Signage either side of Longford Roundabout on Illawarra Road.

Existing Longford promotional signs need to be updated. Sign on west side of roundabout, is in a poor location. Neil Tubb tabled photos of the Oatlands promotional signs located on the Midland Highway as excellent examples.

MOTION:

LLDC request that the two Longford promotional signs “Welcome to Longford” located either side of the Illawarra Road roundabout be re-formatted and re-sited.

LLDC requests an on-site meeting with Council Officers to discuss further.

Moved – Neil Tubb. Second – Jo Clarke.

7.7. Longford Hosting 2024 NMC Australia Day Event and Awards Presentation – Event Suggestions.

LLDC suggest the event be held in the Longford Village Green.

BBQ lunch provided by Council (BYO picnic rug, seating etc.).

Music/Entertainment – Band, Local Dance Group. Orientated towards younger demographic – families, young adults.

Lawn games – i.e., sheaf tossing, bean bag tossing, quoits, cricket, bowls, bocce.

Involve local clubs – Bowls Club, Tennis Club, Cricket Club, Archery.

Annette Aldersea to provide feedback to L Wyatt – NMC.

8.SAFETY & AESTHETIC ISSUES:

8.1. Pullover area on Pateena Road.

P Munro spoke to Jonathon Galbraith NMC. Tas Networks will not allow any pullover under powerlines at Newry Corner.

LLDC to revisit alternative locations. Annette Aldersea to check photos in report of Pateena Road on-site visit for alternate locations without overhead powerlines.

Discuss further at next meeting.

8.2. Wellington & Marlborough Streets Intersection (Sticky Beaks) –

The Dept. of State Growth advised Council they have engaged Safe Systems Solutions to make an assessment of this intersection. Council is still waiting on a timeline for independent Report from State Growth.

8.3. Environmental & noxious weeds.

A Aldersea to follow up again with L Wyatt NMC

8.4. Vision Impaired Markers.

Most have been removed in Longford. Monitor.

9. TOWN IMPROVEMENT ISSUES

9.1. Longford Racecourse Heritage signage for the Cracroft and Anstey Street corner. Sign pending. Working on lay-out etc.

9.2. Request for part of Smith Street to be named "Mulga Way". Still waiting for the installation of sign. Monitor.

9.3. Longford Streetscape – Wellington Street Upgrade.

Annette Aldersea to email Trent Atkinson and thank him again for providing further information. Ask that he confirm and provide assurance that no street trees will be removed (as advised in 4th October 2023 LLDC Meeting).

9.4. Shower for Public Use – Motion to Council.

Council Decision – 16.10.2023 Council Meeting.

"That Council investigate the need for a public shower within Longford and if appropriate, including a suitable location by way of a future report to Council; and that Helping Hand and other community groups be included in the discussions".

Jo Clarke advised that Helping Hand have had discussions with Council Officers since the Council meeting.

10. RECREATIONAL ISSUES:

10.1. Deterioration of Facilities at Mill Dam.

Letter received from Victoria Veldhuizen (NMC Executive Officer) 01.11.2023, providing response to the LLDC Motion –

Council owns picnic area, balance of land in 4 titles privately owned.

Mill Dam Committee no longer exists. Council remains committed to maintaining the Mill Dam Site.

When weather permits, mowing will occur.

Planned works to replace toilet pans and fixtures as necessary has been completed.

An additional seat will be added along the walkway area.

No power to Mill Dam Reserve Site which is problematic to installing surveillance cameras. Requested LLDC advise purpose for this request for further consideration.

Council holds concerns if sheep graze on site (on private sections of land), escape onto railway line etc.

Ms. Veldhuizen also wrote "I advise Council Officers are further considering the Mill Dam site as per minute resolution 23/0265. Further updates (as appropriate) will be provided to the LLDC in this regard". Tim Flanagan to email Ms. Veldhuizen.

10.2. Bike Rack outside JJ's Bakery.

JJ's owner (Steve Johnson) will be in Longford at the end of November. Bron Baker will meet with him at this time.

10.3. The Missing Link – Lack of bikeways between Longford roundabout and Pateena Road. B Baker – nothing further. Ongoing.

11.HERITAGE ISSUES:

11.1. Significant Trees Register (A Aldersea)

T Flanagan to speak with S Bower again regarding this issue.

11.2. Sid Boon Clock – Norfolk Plains Collection.

Discussion re: placement of clock in Council public space in Longford.

MOTION:

LLDC requests (on behalf of the Norfolk Plains History Committee) that Council consider placing the Sid Boon Clock on public display (on Loan) in the Council offices, or in another Council owned public space in Longford.

Moved - Annette Aldersea Second – Neil Tubb

Photo of clock and brief history attached to LLDC Minutes.

12.GOVERNANCE ISSUES:

12.1. Review of MOU between NMC & LDC's.

Review ongoing until June 2024 – refer Council Decision 16.10.2023.

LLDC support a Forum of the District Committees, with at least two representatives from each committee.

Request a timeline of actions for Motions.

Support a numbering system for District Committee Motions.

12.2. Council Amalgamation.

Final report from review board provided to State Government 31st October 2023.

LLDC to discuss at the next meeting.

12.3. Project Allocation for funds of \$2,500 in lieu of secretarial support for LLDC.

LLDC to discuss further and make a final decision at their December 2023 meeting.

Neil Tubb suggested funding a picnic table with bench seats with plaque acknowledging LLDC project at the Longford Racecourse heritage sign site.

12.4. LLDC future Meeting Location.

Refer to Council Motion 16.10.2023 – Council waiver Hire Fees for LDC's.

In view of Council Motion, LLDC should meet in a Council facility.

MOTION:

LLDC requests that Council allocates a meeting room in the Longford Memorial Hall for the committee's monthly meetings once redevelopment of the hall is complete.

Moved – Jo Clarke. Second – Dennis Pettyfor.

13. REPORTS FROM SUB-COMMITTEES:

13.1. Railway Committee – Nothing further.

13.2. Longford Legends – New inductees 1st December 2023.

13.3. Town Hall Arts and Cultural Committee – Nothing further.

13.4. Norfolk Plains History Committee – Packing of collection underway. Hope to commence moving into the library space in the coming week.

14. NEW BUSINESS:

14.1. Bron Baker – Frustration with lack of communication from Council when reporting an issue. Reference number for Report of Issue not being provided.

14.2. Jo Clarke – Acknowledgement of Annette Aldersea speaking at Council Meeting 16.10.2023 regarding public shower for Longford, Local District Committee Review and proposed fuel stop on Illawarra Road.

14.3. Neil Tubb – LLDC needs to confirm a date for its January 2024 meeting. Decided on WEDNESDAY 10TH JANUARY 2024.

15. NMC Meeting dates for 2023

20 November

11 December

16. CLOSURE- 7.05pm

17. NEXT LLDC MEETING – 6TH DECEMBER, 2023 – Blenheim Inn Meeting Room.

Minutes for the Campbell Town District Forum Meeting held 7 November 2023

MINUTES

1 OPENING

Welcome from the Chair.

2 ATTENDANCE

Jillian Clarke	Chairperson
Jill Davis	Member
Sally Hills	Member
Christopher Beach	Member (to 10.17am)
Elizabeth Porter	Member
Danny Saunders	Member
Barry Pyke	Member

IN ATTENDANCE

Alison Andrews	Councillor (at 9.50am)
Lorraine Wyatt	Executive & Communications Officer (Minutes)
Mary Knowles OAM	Mayor

APOLOGIES

Owen Diefenbach	Member
Paul Terrett	Councillor

ABSENT**2 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL**

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- a) has an interest; or*
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3 CONFIRMATION OF MINUTES**Committee Decision**

Moved Jill Davis, seconded Danny Saunders

The minutes of the meeting of the Campbell Town District Forum held on **Tuesday, 3 October 2023** be confirmed as a true and correct record of proceedings.

CARRIED

Meeting Dates for 2023

5 December

4 BUSINESS ARISING FROM THE MINUTES

4.1 Outcome of recommendations made to Council discussed at the Council meeting.

Review of Local District Committees and Forums

On Monday 16 October 2023, Council considered the proposed changes to the Local District Committee's further. On that occasion, Council determined as follows:

MINUTE NO. 23/0374

DECISION

Cr Brooks/Cr Andrews

That Council extend the period of operation of the current Memorandum of Understanding until 30 June 2024 (or sooner if resolved) to allow additional time for the review of the Memorandum of Understanding to be undertaken.

Carried Unanimously

Several Local District Committee's requested additional time and a workshop meeting with Council to discuss the proposed changes. Council has considered this request and allowed further time for the review to occur.

Members confirmed that the meeting schedule would not change in 2024 until the Local District Committee Review was concluded.

4.2 Actions from the Previous Minutes

U-turns on High Street (Highway) IGA Intersection

Can Council install signage stating, "no U-turn"?

The Highway is managed by the Department of State Growth and not a council road.

No further action on this matter.

Greyhound Association

Dogs having a "comfort break" at the corner of Pedder/Bridge Street. Association members not cleaning up after dogs. Matter to be referred to the Animal Control Officer.

This matter was addressed formally by Animal Control.

No further action on this matter.

5 NEW BUSINESS

5.1 Policy Updates

- Unreasonable Customer Conduct Policy; and
- Customer Service Charter.

(Attached)

Members asked, at what point does behaviour become "unreasonable" and were referred to the definitions contained within the policy.

5.2 NMC Australia Day Awards 2024

Each year Council recognises outstanding citizens and events within the community as part of the Northern Midlands Council Australia Day Awards and nominations are now open. Award categories are:

- **Citizen of the year**
- **Young Citizen of the year**
- **Community Event of the year**

Council also awards **Volunteer Recognition** to individuals or organisations within our community that have made an outstanding effort or achievement to the municipality. Nomination forms are available on Council website. **Completed forms must be returned before 4.30pm, Friday, 1 December 2023** by post to PO Box

156 Longford TAS 7301 or emailed to council@nmc.tas.gov.au

Please contact Council's Executive & Communications Officer, Lorraine Wyatt on lorraine.wyatt@nmc.tas.gov.au or on 6397 7303 if you have any questions.

Members were encouraged to nominate community members and groups.

Cr Alison Andres entered the meeting sat 9.50am.

5.2 - Southern District Committees Christmas Function

When: 22 November 2023

Time: from 5.45pm for a 6.00pm start

Where: at the Ross Hotel

RSVP by 13 November 2023

5.3 – Article in the Northern Midlands Courier About the Local District Committee Review

It was alleged that an article in the Northern Midlands Courier about the Local District Committee Review contained comments that were untrue and offensive. Members were requested to refrain from engaging in this kind of activity.

Further, in accordance with the Memorandum of Understanding item 8 Communication, Information Sharing and Consultation:

12. *The Committee acknowledges that the Mayor is the official spokesperson of Council and any media or comment sought from the Committee must not be given by the Committee and must be referred to Council.*

5.4 – Deputy Premier – Campbell Town Streetscape Redevelopment

Barry Pyke advised Forum members that Minister Ferguson MP would be in attendance at the Town Hall in Campbell Town, to hear concerns about the Campbell Town Streetscape Redevelopment and in particular, concerns about parking and the narrowing of the street. An invitation was extended to all committee members to attend and raise their concerns.

Other concerns raised include cars entering and leaving the service station, particularly when turning north. Barry Pyke also asked who was going to compensate the operators of the service station for lost revenue when works get underway?

5.5 – Notice Board Update

Liz Porter enquired about the status of this item and was advised by the Executive & Communications officer would seek a status update from the relevant officer.

5.6 – West Street

Members raised the condition of West Street and safety concerns that the rectification standards which have not been adequate. Reports have been made about vehicles being damaged and/or breaking down. Can Council provide an update and advise how and when this will be reconstructed to an appropriate standard?

5.7 – Mowing on West/Pedder/Church Street

Can Council confirm the mowing schedule for this area and the definition of “undeveloped land” in relation to this?

5.8 – Removal of Trees - Valleyfield/McQuarrie Road

A landowner advised a member that he was not notified about the removal of trees from his property, and the road easement, by Council and sought assistance from the Campbell Town District Forum to address this.

This matter was directly raised by email to Council through the Local District Forum prior to this meeting however in accordance with the District Committee Memorandum of Understanding Item 2. Purpose states:

For the purposes of this Memorandum of Understanding the term “advisory” means:

- *having or consisting in the power to make recommendations but not to take action enforcing them.*
- *Local District Committees and Forums do not deal with complaints. Complaints should be directed to Council.*

Members were advised that the landowner must direct his complaint to Council as outlined in the Customer Service Charter:

MAKING A COMPLAINT

If you are dissatisfied with a decision of Council, level or quality of service, or behaviour of an employee or agent, you are entitled to make a complaint to the Council.

Complaints should be made directly to the Manager of the Department relevant to the complaint. Please ensure your complaint identifies as simply as possible your issue, providing enough information for Council to investigate the complaint.

In Writing:

Via post: PO Box 156, Longford, Tasmania 7301

Via email: council@nmc.tas.gov.au

Fax: 6397 7331

In Person:

Municipal Office: 13 Smith Street, Longford

(open from 8.45 am to 4.30pm)

(if you wish to speak to a specific Council officer an appointment is required)

By Phone

Council Office -telephone number: 6397 7303

Committee Recommendation

Moved Chris Beach, seconded Liz Porter

That Council abide by the Local Government Act and that the General Manager notify landowners before entering private property.

CARRIED

Committee Recommendation

Moved Chris Beach, seconded Danny Saunders

That in future, tree felling that affects the amity and/or aesthetics of the municipality, receive community feedback through the normal planning process.

CARRIED

Chris Beach left the meeting at 10.17am

5.9 – Woodford to Valleyfield Road (Off Cressy Road/Woodford Hill)

Members reported that vehicles drive at excessive speed and that concerns were held for the students exiting the school bus.

Can additional signage be placed on this road warning drivers to slow down and be aware of school buses/children?

5.10 – 16 Days of Activism – Walking to End Violence Against Women

The 16 Days of Activism campaign is designed to raise awareness of gender-based violence 2023. It runs every year from 25 November (the International Day for the Elimination of Violence Against Women) to 10 December (Human Rights Day).

During the 16 Days of Activism, communities around the world join the call to prevent and eliminate violence against women and girls.

Each day the walk will begin at the Launceston Town Hall steps at 12:30pm. Participants will follow the walking route below and arrive back at Launceston Town Hall at approximately 1:15pm.

Participants can join in or depart at any point along the route. Leaders for each day will be wearing purple vests.

5.11 – RACT Awareness Campaign – 6060

In response to the alarming statistic that 6060 Tasmanians have died on the state's roads over the past 100 years, RACT launched a major public awareness campaign in May as part of National Road Safety Week. Moving around the state and now on display in Valentines Park Campbell Town, the 6060 campaign aims to bring awareness of road safety, reducing the risk of serious injuries and fatalities, reminding community drivers that it only takes a split second for everything to change.

6 CLOSURE

The Chairperson closed meeting at 10.43am.

7 NEXT MEETING

Next meeting to be held **on 5 December 2023 commencing at 9.30am** at the Town Hall, upstairs meeting room.

MINUTES OF THE PERTH LOCAL DISTRICT COMMITTEE

HELD ON TUESDAY, 7 NOVEMBER 2023, AT THE PERTH COMMUNITY CENTRE
MEETING COMMENCED AT 5.32P.M.

**1 ATTENDANCE. Russell MacKenzie, Jo Saunderson, Tony Purse, Don Smith, J,
Michele Elgersma, Councillor Janet Lambert, Councillor Paul Terrett**

Apologies: Jon Targett

2 Russell conducted the ACKNOWLEDGEMENT OF COUNTRY

In keeping with the spirit of reconciliation, The Perth Local District Committee acknowledges the First Peoples- the traditional owners of the plipatumila land where we live and work. We recognise their continuing connection to land, water, sky and community. We pay respects to Elders -past, present and emerging- and acknowledge the important roles Tasmanian Aboriginals continue to play as part of our community

3 PROCEDURAL

3.1 Confirmation of Minutes

Recommendation

That the minutes of the meeting of the Perth Local District Committee held on Tuesday 11 July 2023 be confirmed as a true and correct record of proceedings.

MOVED: Don Smith

Seonded: Michelle Elgersma

3.2 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.*

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
 - South Esk River Parkland Proposal, including owner/developer of adjacent property
 - Perth Streetscape Improvements (passed at the July 2022 meeting of the NMC)

4 BUSINESS ARISING FROM THE PLDC MINUTES

4.1 Opening of William St reserve- Update from Councillor Lambert. Still considering opening of reserve. Problem of turning room for large vehicles in wet weather. Safety Issue. is soluble. There may be room to provide a 'Y' turn around. Jo suggested signage prohibiting large vehicles if that is an issue. Work in progress and we will keep the issue live. Russell thanked Janet for update.

4.1.2 South Esk walkway. Quarry Site. Council will continue to use site for storing soil for 12 months.

William St bridge area Tony commented that the fencing was rather imposing visually. George St end

Jo commented that some of the planting appeared to be dead as they were under shade. Seems a waste of money.

Opening of the bridge on Friday Nov 24 at 11a.m.

4.2. Dog Park CCTV

Councillor Lambert updated. Investigation in to providing power and internet./CCTV.

The problem with solar is theft of the panels.

Janet stated that people impacted by issues in the dog park need to make statements and be prepared to go to court.

4.3 Budget. Business case had been submitted for pledged money by government at election time.

12.1 million for Campbelltown and Perth Main St upgrades

5.53p.m. Councillor Terrett left the room due to a conflict of interest . His partner had put in a submission.

Russell stated it appears we will be getting 3 million of pledged 8 million

6.00p.m. Councillor Terrett returned to the room. Train Park.

Councillor Lambert gave an update. The train park equipment is not up to hand over stage due to some issues. Works manager says contracts need o rectify faults. Issue with concrete.

Jo asked if there were clauses in contracts for over runs of time. Also that there was les equipment than before. Need to ask for more play. equipment in next budget.

4.4

MOTION;

THE PERTH DISTRICT COMMITTEE requests that banners be placed on the banner poles all year round. Noting that there had been no banners up since Anzac Day. The committee also noted that new Christmas banners were being prepared for 2024 and requested that this years Christmas banners be placed asap.

MOVED: Michelle Elgersma SECONDED: Tony Purse

5.0 Review of Memorandum of Understanding.

Russell stated that the term of office would be extended to June next year rather than Dec '23. Council has noted our

Concerns which were sent in by October 8. There will be a workshop for chair- persons to discuss issues raised about the district committees. Frequency of meetings still to be decided. Special meetings can be held at any time. Any new people to PLDC can join before April next year.

Around the table.

Michelle stated that an issue about bus stops had been raised in the community.

Paul stated that he had been working on this. Jo stated that there were 3 bus stops for for the Tassie link buses depending on where the bus was heading. It was not that there was no signage for school buses.

MOTION; The committee requests the council to work in conjunction with public transport providers to plan for future services in view of expanding population and the proposed upgrading o and beatification of the Main Street.

MOVED: Michelle Elgersma SECONDED; Don Smith

Janet Lambert stated that Community Recognition awards need to be in by December 1st.

Paul said that this would help to bring attention to organisations within the town

Don brought to the committees attention that the trees along William St had some pruning by arborists and then slashing by a tractor with a blade that had left the trees in a rough state. This was not only a safety issue with hanging limbs but detrimental to the trees themselves.

Don also asked for a motion regarding shade over play equipment which happens in other jurisdictions.

MOTION: For the Council to re-consider their objections to the erection of shade sails over play equipment especially in Seccombe Street.

MOVED: Don Smith SECONDED: Jo Saunderson

Don also stated that the markings for soft fill in the playground had been removed.

The edging also restricts access for children with mobility issues to access the play equipment.

Tony stated he had found a bike and wondered whether there was any where to publicise this besides the FB page.
The op shop was mentioned.

Op shop is now in building next to Brian Mitchell office

Paul Terrett said that a resident had asked whether there could be a shower at the toilet block in Charles Berryman park.

MOTION: For the Council to consider installation of a shower in Public toilets at Charles Berryman Picnic ground and for an update on any improvements to this facility.

MOVED: Don Smith

Seconded: Jo Saunderson

Jo asked a question regarding pedestrian refuges at the Main road intersections of Clarence St and Arthur St. This would be something that would be addressed in the streetscape works. It was noted that a pedestrian refuge on Clarence St near the Baptist Tabernacle and the school would be a good idea. This was deemed operational and for a works order to be put in.

Council Christmas function on Thursday 23rd at Blenheim Hotel Longford

Meeting closed at 6.35p.m. with next meeting to be held on December 5th at 5.30p.m.in the Perth Community Hall.

PLANNING APPLICATION Proposal

Description of proposal:

The proposal is for a new dwelling on the property for farm stay visitor accommodation for visiting family members and other visitors to the region to enjoy a farm lifestyle experience.

The location of the proposed development has been strategically selected to to avoid any conflict with agricultural activities on the property or adjoining property.

The site maintains its separation from agricultural activities by topographic and vegetation buffers.

If applying for a subdivision which creates a new road, please supply three proposed names for the road, in order of preference:

1..... 2..... 3.....

Site address: "Nosswick" 157 Blackwood Creek Rd, Blackwood Creek, 7301

.....

CT no:

Estimated cost of project \$500,000 ex GST
\$..... (include cost of landscaping, car parks etc for commercial/industrial uses)

Are there any existing buildings on this property? Yes / No Principal dwelling
If yes – main building is used as

If variation to Planning Scheme provisions requested, justification to be provided:

.....
Refer to attached supporting documents

.....

.....

.....

(attach additional sheets if necessary)

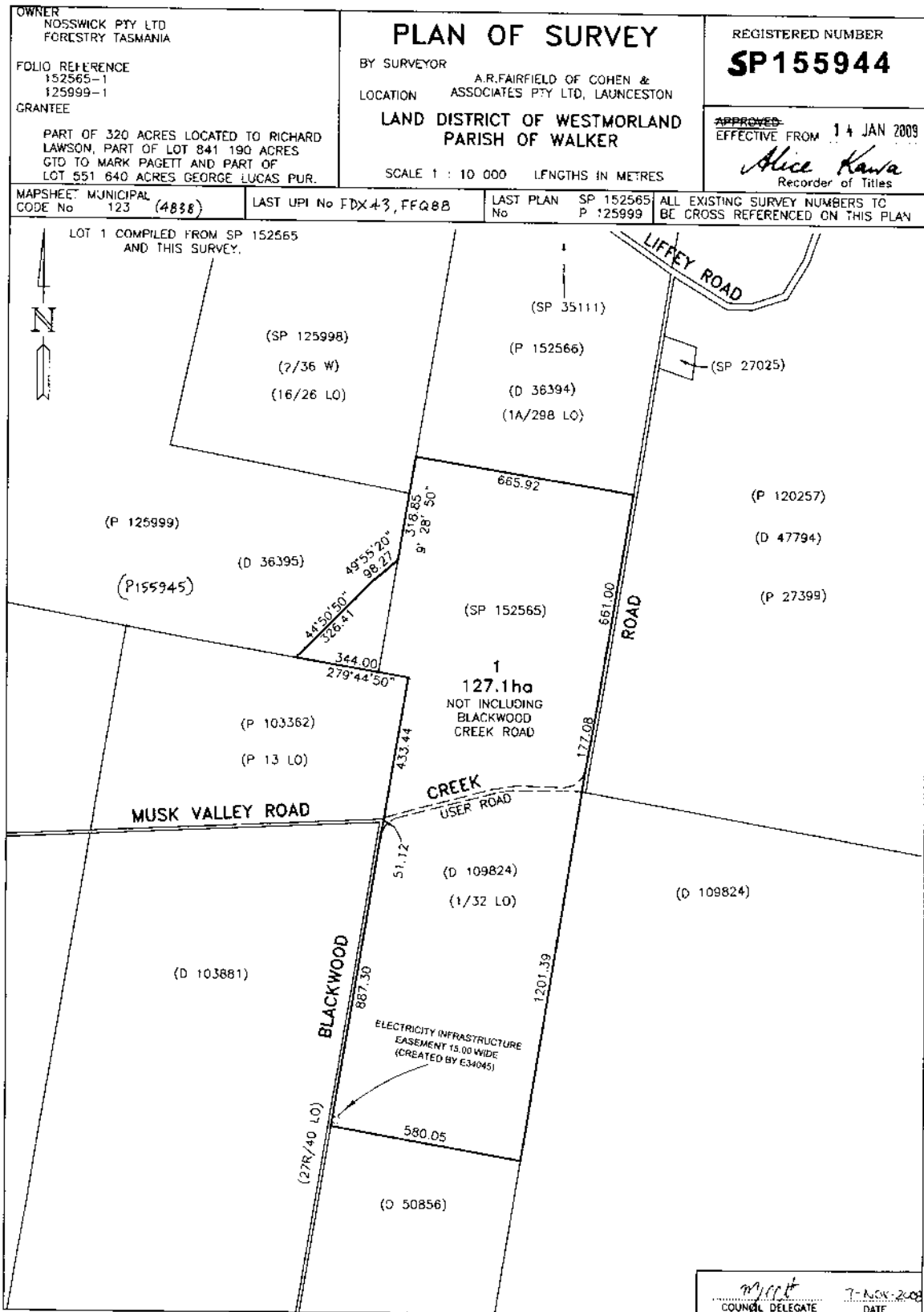
Is any signage required? No

(if yes, provide details)



FOLIO PLAN
RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



FOLIO PLAN

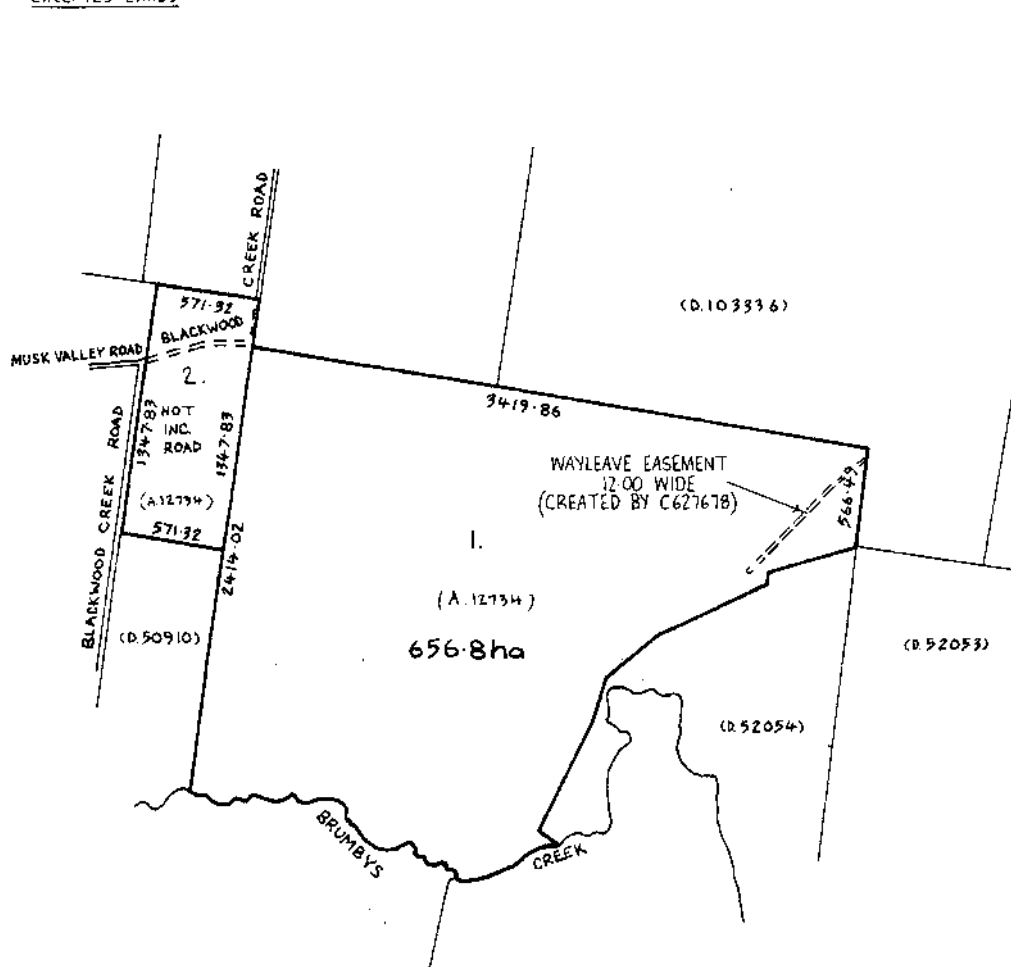
RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

FILE No. A.12734		CONVERSION PLAN	REGISTERED NUMBER
GRANTEE PART OF 20000AC, GTD TO ROBERT KEATE, JAMES DRUMMOND, BUTLER ELPHINSTONE & STEWART MARJORIBANK & PART OF LOT 841, 190AC, GTD TO MARK PAGE T T			LOCATION
		WESTMORLAND WALKER	D 109824
		CONVERTED FROM 56/0838	APPROVED 10 FEB 1994
		NOT TO SCALE LENGTHS IN METRES	<i>Michael Stein</i> Recorder of Titles
TASMAP SHEET No. 56	LAST UPI No. 139	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN	DRAWN BY: CGW

SKETCH BY WAY OF ILLUSTRATION ONLY

"EXCEPTED LANDS"



LOT NUMBER 2 ADDED PURSUANT
TO SEC 139 T. ACT 1980
Michael Stein
RECORDER OF TITLES
14-3-1994

NOSSWICK GUEST HOUSE VISITOR ACCOMMODATION

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CUMULUS RESPECTFULLY ACKNOWLEDGES THE FIRST PEOPLES OF AUSTRALIA, THEIR ELDERS PAST, PRESENT AND EMERGING, WHO WERE AND ARE THE KEEPERS OF THEIR CULTURAL AND SPIRITUAL KNOWLEDGE AND TRADITIONS, AND THE TRADITIONAL OWNERS OF THE LAND ON WHICH WE LIVE AND WORK.

ARCHITECT/BSP	
ARCHITECT / ACCREDITED DESIGNER TODD HENDERSON	
ACCREDITATION N ^o 403832231	
ARCHITECT ADDRESS GROUND FLOOR / SUITE 2, 33 GEORGE STREET LAUNCESTON, TAS 7250 +61(3) 6333 0930	
CLIENT/OWNER/PRINCIPAL	
CLIENT NAME SCOTT COLVIN	
CLIENT ADDRESS 157 BLACKWOOD CREEK RD, BLACKWOOD CREEK 7301	
PROJECT INFORMATION	
PROJECT N ^o J22108	
PROJECT NAME NOSSWICK GUEST HOUSE VISITOR ACCOMMODATION	
PROJECT ADDRESS NOSSWICK, 157 BLACKWOOD CREEK RD, BLACKWOOD CREEK TAS 7301	
DETAILS	
NCC CLASSIFICATION	CLASS 1B VISITOR ACCOMMODATION
CONSTRUCTION TYPE	C
TITLE REFERENCE	1/155944
DESIGN WIND SPEED	REFER ENG
SOIL CLASS	REFER ENG
CLIMATE ZONE	7
BAL RATING	12.5
ALPINE AREA	NO
CORROSION LEVEL	LOW
OTHER HAZARDS	

PLANNING SCHEME:	
NORTHERN MIDLANDS INTERIM PLANNING SCHEME 2013	
ZONE:	
RURAL RESOURCE	
SITE AREA:	651.5ha
PROPOSED DWELLING FLOOR AREA:	
FLOOR AREA	167m ²
DECKS/VERANDAH	102m ²

NO.	DRAWING NAME	REV	DATE
SK01	COVER PAGE	01	8/6/23
SK02	LOCATION PLAN	01	8/6/23
SK03	SITE PLAN	01	8/6/23
SK04	FLOOR PLAN	01	8/6/23
SK05	ELEVATIONS	01	8/6/23
SK06	ELEVATIONS	01	8/6/23



REV	DATE	PURPOSE
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PROJECT NAME
NOSSWICK GUEST HOUSE VISITOR ACCOMMODATION

PROJECT STAGE
CONCEPT DESIGN

DRAWING TITLE
COVER PAGE

DATE	ORIGINAL SIZE
8/6/23	A3

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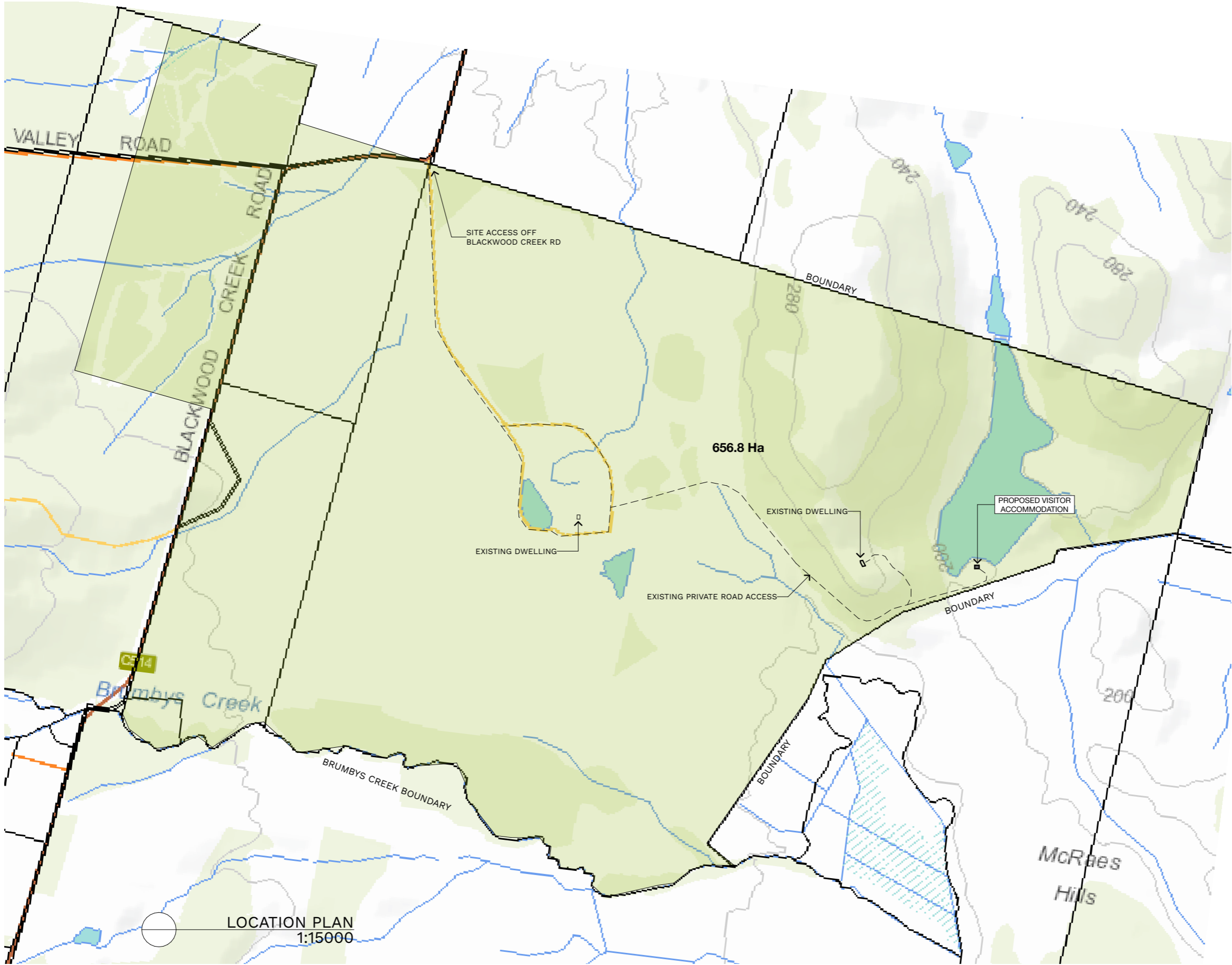
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PROJECT NAME
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PROJECT STAGE
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 LOCATION PLAN

DATE	ORIGINAL SIZE
8/6/23	A3

DRAWING N°	REVISION
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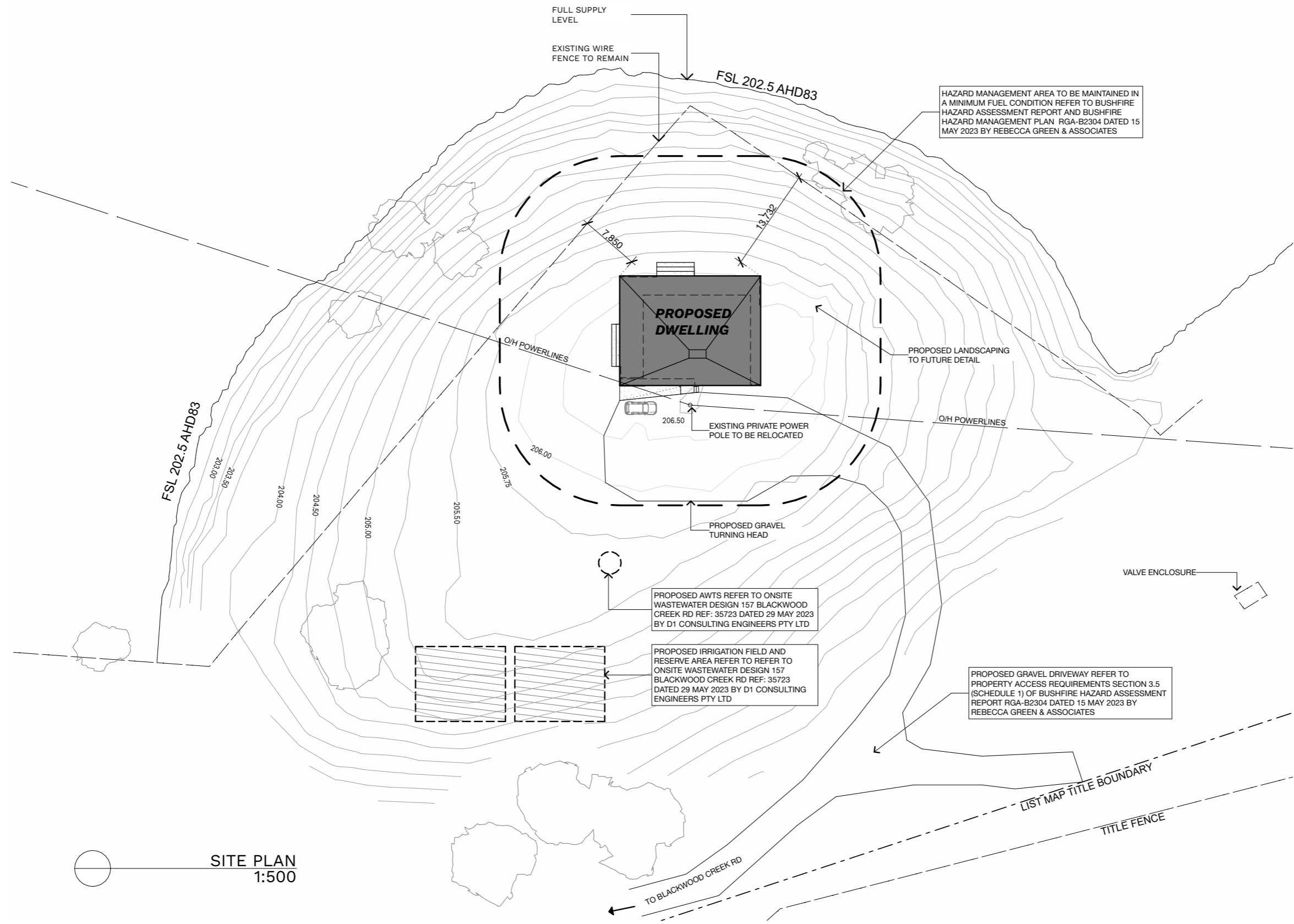
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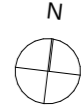
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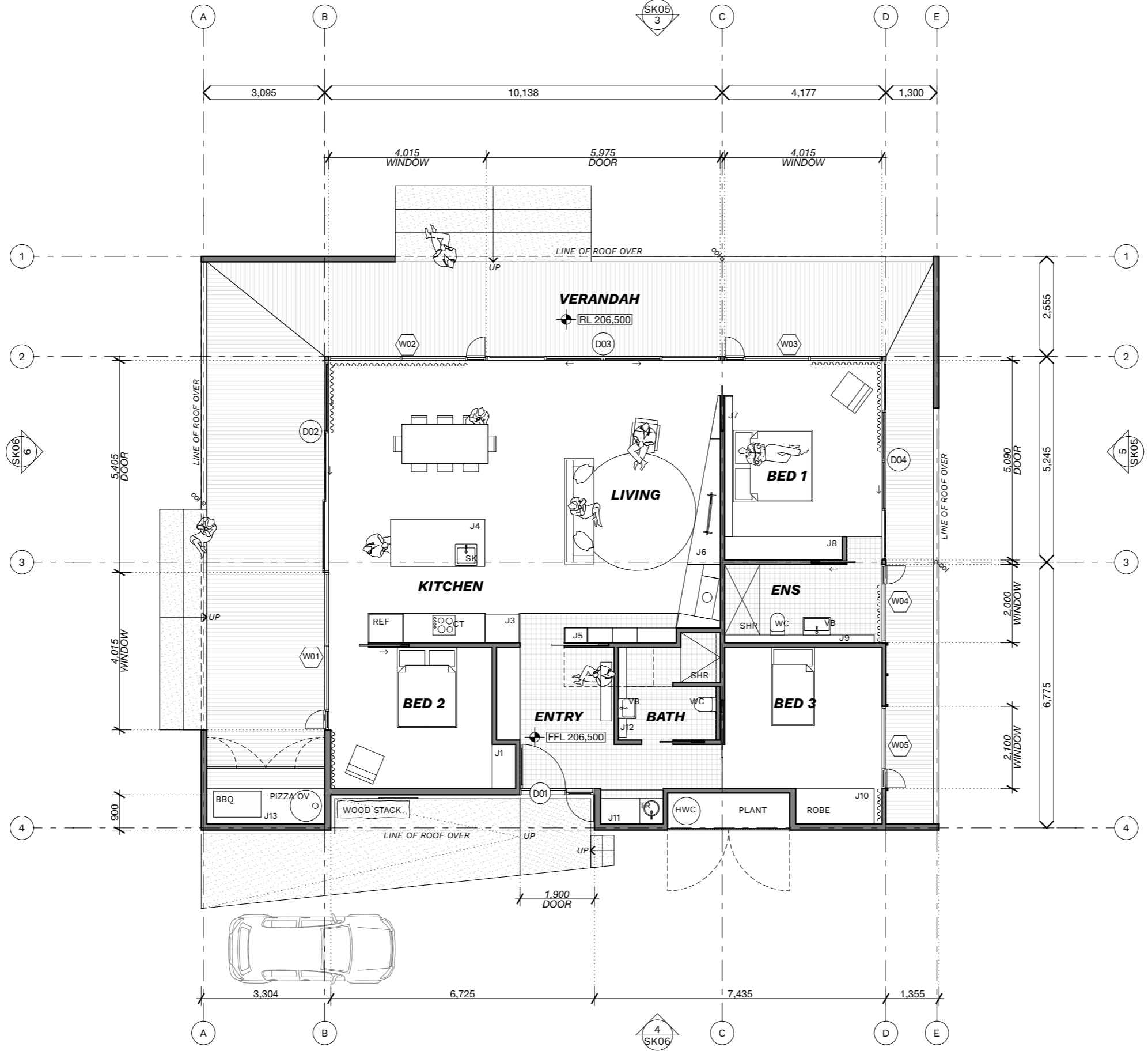
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DRAWING TITLE
 SITE PLAN

DATE
 8/6/23 ORIGINAL SIZE
 A3

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 J22108-SK03 REVISION
 01

SITE PLAN
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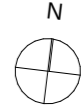


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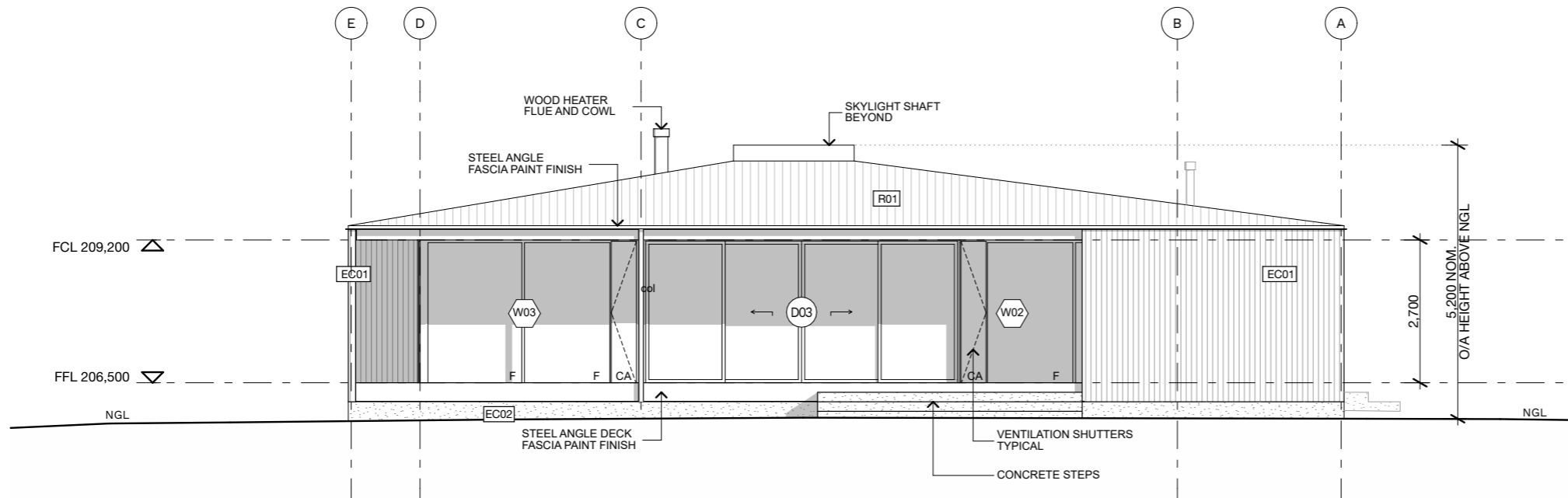
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PROJECT STAGE
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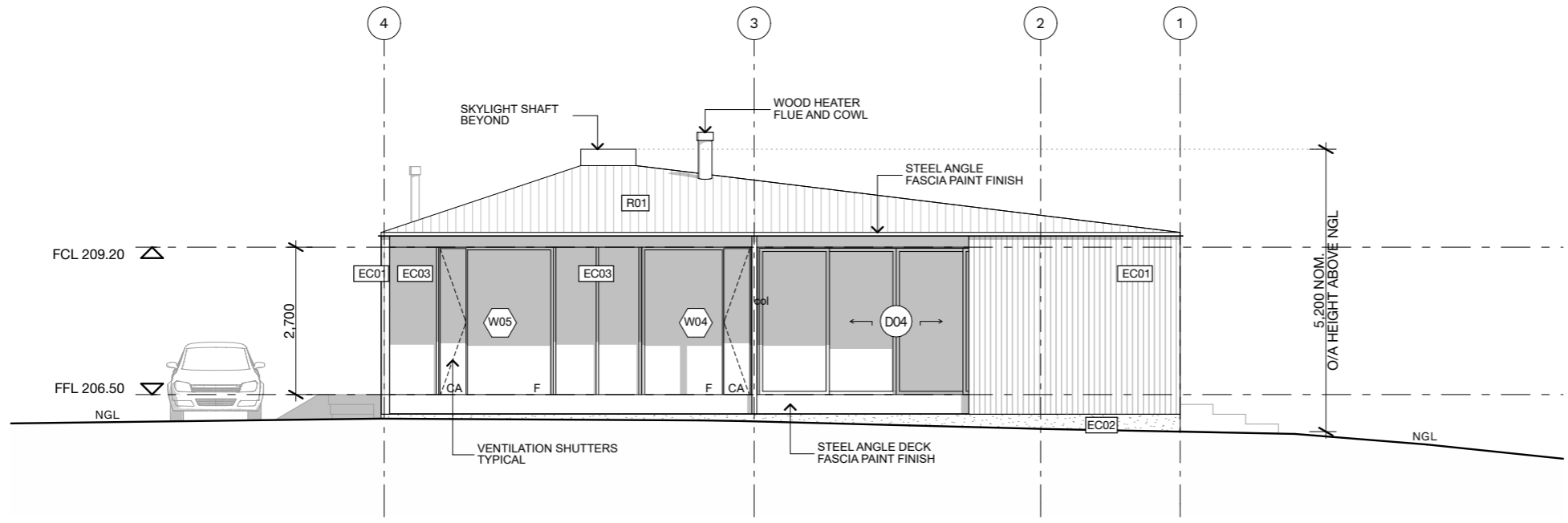
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 FLOOR PLAN

DATE ORIGINAL SIZE
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DRAWING N° REVISION
 J22108-SK04 01



1 NORTH ELEVATION
SK04 1:100



2 EAST ELEVATION
SK04 1:100

ABBREVIATIONS:

J#	JOINERY ITEM
BA	BATH TUB
FW	FLOOR WASTE
OV	OVEN
REF	REFRIGERATOR
SD	SMOKE DETECTOR
SK	SINK
SHR	SHOWER
TR	LAUNDRY TROUGH
VB	VANITY BASIN
WC	TOILET SUITE
HWC	HOT WATER CYLINDER
F	FIXED GLAZING
AW	OPERABLE AWNING WINDOW
CA	OPERABLE CASEMENT
col	STRUCTURAL STEEL COLUMN
DP#	DOWNPIPE
FFL	FINISHED FLOOR LEVEL
FCL	FINISHED CEILING LEVEL
NGL	NATURAL GROUND LINE
RL	REDUCED LEVEL

EXTERNAL MATERIALS SCHEDULE:

EC01 TIMBER CLADDING VERTICAL SHIP LAP BOARDS BAL RATED TIMBER SPECIES SPOTTED GUM OR SIMILAR APPROVED NATURAL GREY WEATHERED APPEARANCE

EC02 CONCRETE SUBWALLS NATURAL GREY CONCRETE APPEARANCE

EC03 CEMENT SHEET WALL LINING WITH VERTICAL COVER BATTENS PAINT FINISH COLOUR TO BE SELECTED

R01 COLORBOND CUSTOM ORB ROOF SHEETING COLOUR TO BE ADVISED



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NOSSWICK GUEST HOUSE VISITOR ACCOMMODATION

PROJECT STAGE
CONCEPT DESIGN

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ELEVATIONS

DATE	ORIGINAL SIZE
8/6/23	A3

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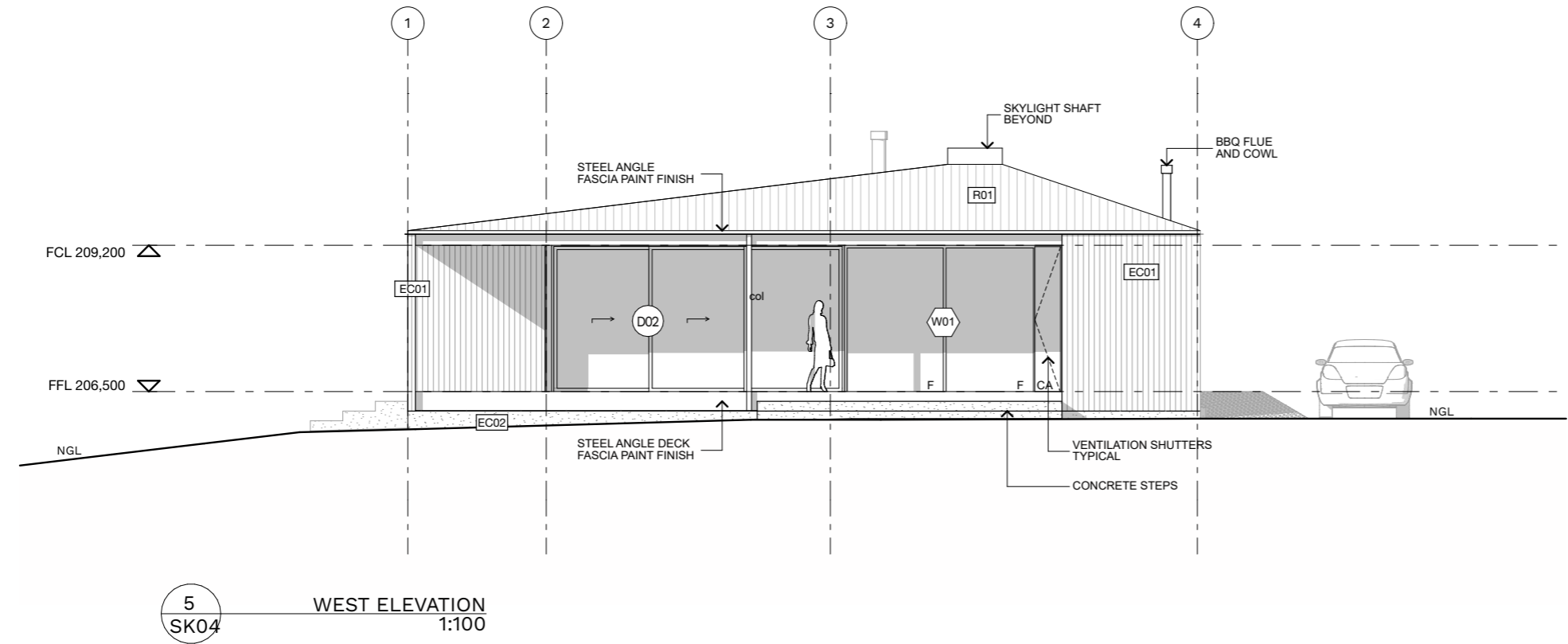
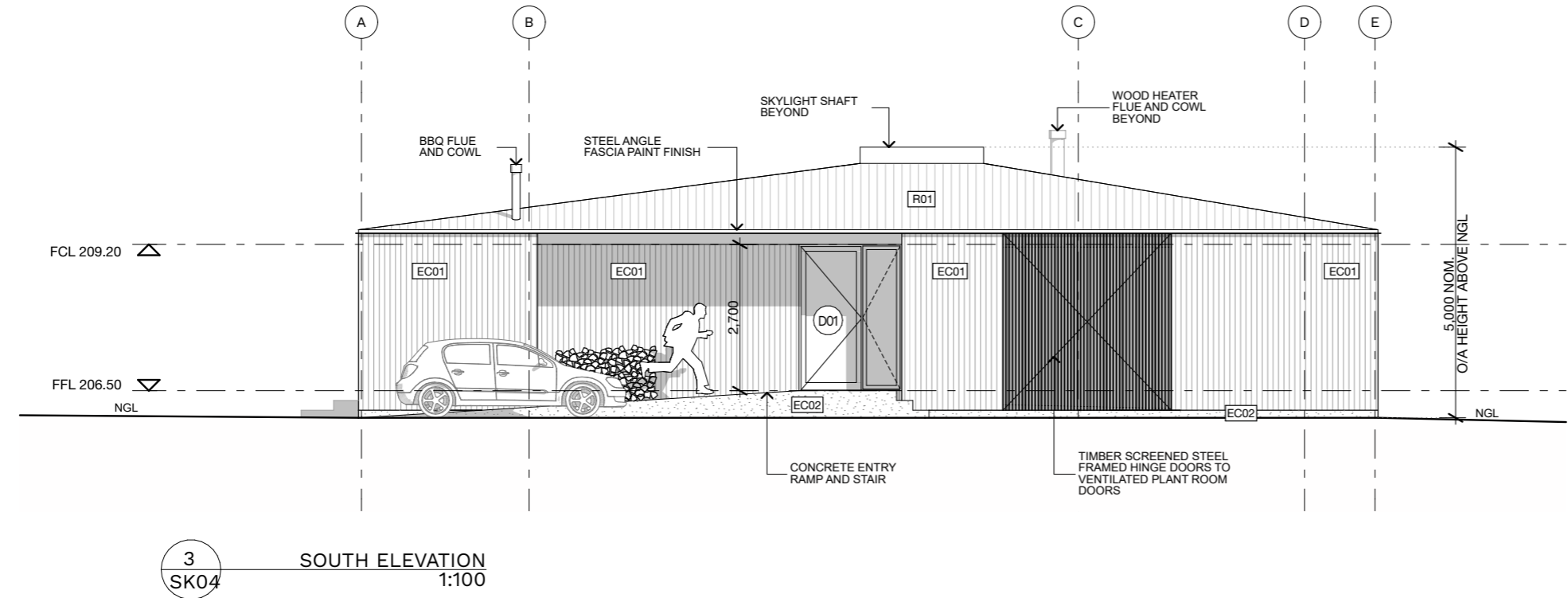
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ABBREVIATIONS:

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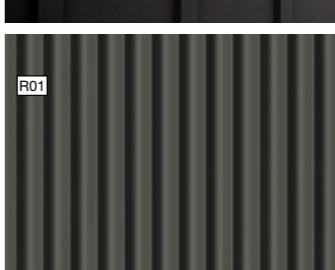
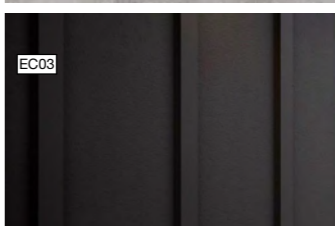
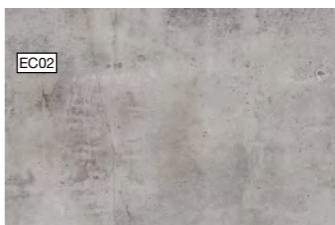
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R01 COLORBOND CUSTOM ORB ROOF SHEETING COLOUR TO BE ADVISED



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PROJECT NAME
NOSSWICK GUEST HOUSE VISITOR ACCOMMODATION

PROJECT STAGE
CONCEPT DESIGN

DRAWING TITLE
ELEVATIONS

DATE ORIGINAL SIZE
8/6/23 A3

DRAWING N° REVISION
J22108-SK06 01



SCOTT COLVIN

Agricultural assessment and compliance report

**“Nosswick” 157 Blackwood Creek Road,
Blackwood Creek TAS 7301**

MAY 2022





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Phone: 1300 746 466

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Report author: Faruq Isu MAppSc (AgrSc)

An appropriate citation for this report is: Pinion Advisory, 2022, Agricultural assessment and planning scheme compliance report – 157 Blackwood Creek Rd, Scott Colvin, Launceston, TAS

Document status:

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05/05/22	Draft	JL	FI	Email
10/05/22	Final Draft	MR	FI	Email
07/05/22	Final	FI	FI	Email

This report has been prepared in accordance with the scope of services described in the contract or agreement between Pinion Advisory and the Client. Any findings, conclusions or recommendations only apply to the aforementioned circumstances and no greater reliance should be assumed or drawn by the Client. Furthermore, the report has been prepared solely for use by the Client and Pinion Advisory accepts no responsibility for its use by other parties.

Contents

Table index.....	ii
Figure index.....	ii
Image index.....	iii
Executive Summary.....	1
1 Purpose	2
1.1 General Overview	2
1.1.1 Land capability	2
1.1.2 Report author(s).....	2
1.1.3 Northern Midlands Interim Planning Scheme 2013	2
2 Property Details	3
2.1 Location.....	3
3 Land Capability.....	7
3.1 Soils	11
4 Proposed Development	17
4.1 Visitor accommodation.....	17
4.2 Setback distances.....	18
5 Land Use Activity.....	19
5.1 Current agricultural activities conducted	19
5.1.1 Adjacent land use activity	19
5.2 Potential agricultural land use activity	19
5.2.1 Pastoral use.....	19
5.2.2 Cropping use	19
5.2.3 Perennial horticulture use	20
5.3 Impact on agricultural activities and residential amenity of neighbouring land.....	20
5.4 Impact of agricultural activity on neighbouring land to the proposed development	20
5.5 Impact of proposed development on agricultural activity of neighbouring land.....	21
5.6 Impact of proposed development on amenity of dwellings on nearby land.....	22
5.7 Water storage and resources.....	23
6 Planning Compliance Report – 26.0 Rural Resource Zone.....	24
6.1 Clause 26.1 Zone purpose.....	24
6.1.1 Clause 26.1.1 Zone purpose statement	24
6.1.2 Clause 26.1.2 Local area objectives	25

6.1.3	Clause 26.1.3 Desired future character statements	26
6.2	Clause 26.3 Use standards	26
6.2.1	Clause 26.3.1 Discretionary uses if not a single dwelling	26
6.2.2	Clause 26.3.2 Dwellings	28
6.2.3	Clause 26.3.3 Irrigation districts	29
6.3	Clause 26.4 Development standards	30
6.3.1	Clause 26.4.1 Building location and appearance	30
7	Conclusion.....	32
8	References	33
9	Declaration.....	33

Table index

Table 1	Property location identification details.....	3
Table 2	Land capability assessment over titles (<i>*field checked area mentioned</i>).....	9
Table 4	Potential risk from agricultural land use activities on neighbouring land	20
Table 5	Potential risk from proposed development on neighbouring agricultural land use and activity	21

Figure index

Figure 1.	Location of the property, outlined in blue. Red area indicates approximate location of proposed visitor accommodation at the property (Source: The LISTMap).	4
Figure 2.	Topographic map of the property (Source: The LISTMap).	4
Figure 3.	Land tenure of the property is private freehold (pale yellow) and surrounded by the same. There is conservation covenant near southern boundary of the property (dark yellow) (Source: The LISTMap).	5
Figure 4.	Property is zoned Rural Resource (pale pink) under the Northern Midlands Interim Planning Scheme. Bright pink area at bottom left corner of map indicates Rural Living Zone (Source: The LISTMap).	5
Figure 5.	Threatened Native Vegetation Communities (orange outlines) of <i>Eucalyptus viminalis</i> wet forest (25) and Riparian scrub (34) along the southern boundary and <i>Eucalyptus amygdalina</i> inland forest and woodland (15) along the northeast boundary of the property (Source: The LISTMap).	6
Figure 6.	Management Agreement under Tasmanian Reserve Estate (blue) and Conservation Covenant (green) present at the property (Source: The LIST Map).....	6
Figure 7.	LIST land capability of the property is Class 4 (green), Class 4+5 (green and brown stripe) and Class 5 (brown) (Source: The LISTMap).	8



Figure 8. Land capability immediately surrounding proposed visitor accommodation dwelling (red rectangle) is Class 6 (brown). Flatter areas to the south and slope to the east is Class 5 (Olive). Dam area has been excluded from land capability mapping, shown in grey (Source: The LISTMap). 8

Figure 9. Approximate location of the proposed visitor accommodation at the property shown in red. Blue line indicates property boundary (Source: The LISTMap). 17

Figure 10. Proposed dwelling for visitor accommodation (red fill) from southern title boundary (blue line) is setback approximate 80m (orange line). All other boundaries area more than 800m away (Source: The LISTMap). 18

Figure 11. No neighbouring dwellings apart from manager’s residence (blue pin) at subject property within 1km (light blue circle) of proposed visitor accommodation (red area) (Source: The LISTMap). 22

Figure 12. No neighbouring dwellings within 200m (yellow circle) of proposed visitor accommodation (red area) at the property (Source: The LISTMap). 23

Image index

Image 1. Eastfield SPC soil profile 1 on Class 6 land. Shallow (approx. 10cm), red - reddish brown, loam topsoil over clay, developed on dolerite hills. Presence of stones and dolerite fragments throughout profile with limiting layer of rocks (taken at site assessment on 29/04/22). 12

Image 2. Varying sizes of stone from the shallow soil profile 1 in Class 6 land (taken at site assessment on 29/04/22). 12

Image 3. Eastfield SPC soil profile 2 on foothills of Class 6 land. Shallow (approx. 10cm), black sandy loam overlying light grey fine sand subsurface on compacted clay. Presence of stones and ironstone nodules throughout profile (taken at site assessment on 29/04/22). 13

Image 4. Frequent and abundant rocky outcrops on Class 6 land, near proposed development area (taken at site assessment on 29/04/22). 13

Image 5. Eastfield SPC Soil profile 3 on Class 5 land to the east of proposed development. Shallow, grey-brown sandy loam surface overlying a light grey fine sandy loam subsurface. Presence of stones and dolerite fragments throughout profile with limiting layer of rocks (taken at site assessment on 29/04/22). 14

Image 6. Class 5 land to the east of proposed development. Overhead powerlines pass through in this section of land (taken at site assessment on 29/04/22). 14

Image 7. Eastfield SPC Soil profile 4 on Class 5 land to the west of proposed development. Grey-brown loam surface overlying a light grey fine silty, sandy loam subsurface. Presence of course fragments throughout (taken at site assessment on 29/04/22). 15

Image 8. Class 5 land to the west of proposed development. This area is prone to waterlogging (taken at site assessment on 29/04/22). 15

Image 9. Overhead powerlines and electric pole near proposed development site (taken at site assessment on 29/04/22). 16

Image 10. Existing laneway along southern property boundary near proposed development site (taken at site assessment on 29/04/22). 16



Executive Summary

This agricultural assessment report has been prepared on behalf of the proponent, Scott Colvin, and covers various aspects of the proposed visitor accommodation at 157 Blackwood Creek Road, Blackwood Creek TAS 7301.

The property in question covers approximately 651.5ha of land and does not contain any prime agricultural land.

The proposed farm stay visitor accommodation is located on Class 6 land, which is unsuitable for cropping, with severe limitations to pastoral use. The land immediately surrounding the proposed development is Class 5 land that is unsuitable for cropping, with moderate limitations to pastoral use.

The proposed development utilises less than 0.05% of the total property area (approx. 0.025ha of 651.5ha). The balance of the property (99.95%) will be retained for its current agricultural land use activities which are based on grazing and irrigated cropping enterprises. The proposed development does not significantly alter the existing interaction of the property with surrounding land use and has appropriate setbacks with topographic and vegetative buffers which minimise any potential adverse impacts on adjoining agricultural land uses.

This report supports the proposed visitor accommodation as it does not diminish the productive capacity of the land and will not negatively affect agricultural land use on the property itself or neighbouring land. Therefore, the proposed development will not confine, constrain or interfere with any current or future agricultural or primary industry land use activities on adjoining land.