

## **WOLOWEYAH PARKS & RESERVES MANAGEMENT** **COMMITTEE MONTHLY MEETING APRIL 2023**

**\*no meeting held in March due to numbers**

**Meeting opened: 3pm Sunday 2/4/23**

**AGENDA:** Discuss Scout shed  
BBQ Upgrade progress  
Park parties amendment  
Deck Delights  
Shutter progress/Roof/Hall painting  
Electrical repairs in hall

**Present:** Stephan Schulze, Marina Popko, Dom Ferry, Jo Winwood, Susan Ellem, Loueen Winters

**Apologies:** Phill Francis, Andrew Bennett, Michael O'Brien

**Minutes of previous meeting:** no quorum

**Correspondence IN/OUT:** tabled (attached)

Awaiting response from Clarence Valley Council (CVC) re our enquiry as to status of administration over Scout Shed. Reminder email has been sent.

**Treasurers Report:** (attached) Moved: M Popko Sec: L Winters

**Hall Administration:** New roofing work on hall to commence soon, weather permitting and according to CVC works schedule. Hall also to be repainted in coming weeks.

Centre neon light in hall needs replacing and Dom will approach Jarrod (electrician).

Also to check sensor light and fans in hall.

Woodford Folk Festival of Small Halls committee have made contact regarding a possible performance date at the hall. June has been decided as the best month and we are now awaiting further details and information that will be required for council (CVC).

**Tennis Court:** Outside of court area has been mowed and tidied ahead of men's tennis final.

**Edible Garden:** New compost heap will be turned at next working bee. Temperature has been checked regularly and appears to be working well. New member has been welcomed to group. The group will provide food for upcoming hall function 'Deck Delights' to be held in May and this will be a fundraising activity.

**General Business:** Still awaiting response from homeschooling group that currently uses the shed regarding their insurance status and Sue will follow up on this. A reminder email has been sent also to CVC requesting status of administration responsibilities regarding this facility.

BBQ upgrade plan still to be engineer approved and hopefully this will happen soon. \$30,000 contribution towards this project has been confirmed from Leon Ankersmit, who was a candidate for Labor in the recent NSW State election.

The committee has resolved to request all future childrens parties in the park to consider being as plastic free as possible and to not use balloons in particular. Dom will advise of this when bookings are made and Sue and Marina will design a poster for hall noticeboard.

May music function will be held on 20/5/23 as a 'Deck Delights' DJ event featuring 4 local DJ participants. Food will be provided by the local garden group and Marina to do a 'save the date' post on WAT.

New aluminium shutters have arrived and decision to be made as to how to frame them on the deck.

NEXT MEETING: to be decided (end of April or early May)

Correspondence – March 2023

IN:

Bligh Grant: Receipt of minutes re com resignations 6/3, CVC meeting resignations (Kirra & Donna) / appointment Jo minutes 30/3,  
Sue Ellem: Hall organisation for G & H event 6/3, Key endorsement 10/3, Acknowledgement of grant application 22/3, April meeting agenda 30/3,  
Stephan Shulze: Raffles prizes G & H event 8/3, Shutters invoice 21/3, OK for April meeting 28/3,  
Gavin Beveridge: Hall keys – CVC will provide 2 extra keys + safe box installation 9/3  
Loueen Winters: Key endorsement 9/3, Acknowledgement of grant application 22/3, OK for April meeting 28/3,  
Joanne Winwood: Key endorsement 9/3, Acknowledgement of grant application 22/3, OK for April meeting 28/3,  
Marina Popko: Key endorsement 9/3, Acknowledgement of grant application 22/3, OK for April meeting 29/3, Deck delights music in May 30/3,  
Dom Ferry: Key endorsement + pics 10/3, Will notify hall users about roofing - OK for April meeting 28/3,  
Vicki St Lawrence: Notice of successful grant application pending Labor forming government 22/3,  
Nav Fox: Contact no. for structural engineer 28/3,  
Graham Morrison: Notice of work – reroofing hall 28/3, reply to painting / roofing update request 29/3,

OUT:

355: Fwd email re new hall keys 9/3, Fwd email regarding Labor gov't grant 22/3, CVC foreshore S.M.P. update 26/3, April meeting coordination + P. Francis apology 28/3, Fwd email regarding hall roof 28/3, Roofing / painting update 29/3,  
Gavin Beveridge: Thanks for keys + pics as requested, Request for CVC management details for Scout Hall 11/3, Update request keys & Scout Hall 30/3,  
Marina Popko: Fwd Carpet Court Invoice (Shutters) 22/3, Raffle money (\$275) transferred to BCU 29/3,  
Nav Fox: Follow up regarding BBQ plans – Nav suggests we call engineer 28/3, Engineer sending plans to Nav ASAP 28/3,  
Graham Morrison: Confirming roofing instal – request for painting schedule 29/3,  
Sue Ellem: Feb / March minutes 30/3,  
Bligh Grant: Acknowledgement re CVC minutes - change of com membership 30/3,

### Correspondence – February 2023

#### IN:

Leon Ankersmit: Grant assessment criteria /application 6/2, Application clarification 6/2,  
Marina Popko: Yugaaman Festival -include in application 7/2, Meeting change OK 2/3, Meeting apology 3/3,  
Jo Winwood: Enjoyed meeting welcoming – Labor party grant 7/2,  
Sue Ellem: Labor party grant – Emu festival, BBQ community impact 7/2, Resignations included in minutes 12/3, Garden group doing food at event – need to post on WAT 12/3, Meeting reminder – 4:00pm start 2/3, Feb Treasurer’s report 4/3, Feb minutes 4/3,  
Navrin Fox: Engineer suggests steel posts for bracing BBQ shelter – no cross bracing required - will complete 13<sup>th</sup> Feb 8/2, Plans finished-with engineer to sign -has been busy -will remind 3/3  
Bligh Grant: Requires minutes of resignations 9/2,  
Stephan Shulze: Steel posts OK 9/2,  
Hugh Murray: Promo for gig ready to roll 12/3,  
Vicki St Lawrence: Request for budget estimates for application 27/2  
Dom Ferry: Meeting change OK 2/3,

#### OUT:

355: Grant application criteria / template – ideas? 6/2, Add Garden group& 355 fundraisers to advertising? 12/2,  
Leon Ankersmit: Application clarification 6/2, BBQ project plans / submission material 9/2,  
Sue Ellem: Dec/Jan Correspondence 8/2,  
Navrin fox: Invoice paid – will there be extra for engineer? Angourie Constructions interested in quoting for work 8/2, BBQ plans – update 2/3,  
Bligh Grant: Committee resignation 9/2, Feb minutes – resignations 5/3,  
Vicki St Lawrence: BBQ budget estimates 27/2,

**WOLOWEYAH PARKS & RESERVES MANAGEMENT COMMITTEE  
TREASURERS REPORT MAR 2023**

**PARKS COMMITTEE:**

Opening Balance as at 01/03/2023 \$16,624.88  
Plus Income \$ 275.00 fundraising Grace Hickey event

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\$ 275.00 \$ 275.00  
\$ 16,899.88  
Less Expenses: NIL

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NIL \$ NIL  
Balance Parks Committee 31/03/2023 \$ 16,899.88

**LANDCARE GROUP:**

Opening Balance as at 01/03/2023 \$ 1,025.63  
Plus Income: \$ NIL  
\$ 1,025.63  
Less Expenses: \$ NIL  
Balance Landcare Group as at 31/03/2023 \$ 1,025.63

**COMMUNITY EDIBLE GARDEN:**

Opening Balance as at 01/03/2023 \$ 1,033.64  
Plus Income: NIL \$ NIL  
\$ 1,033.64  
Less Expenses: NIL \$ NIL  
Balance Community Edible Garden Group as at 31/03/2023 \$ 1,033.64

**TOTAL FUNDS HELD BY COMMITTEE 31 MARCH 2023 \$ 18,959.15**

**BANK RECONCILIATION**

**Balance as per Bank Statement 31 MAR 2023 \$18,959.15**

PLUS Outstanding Deposits \$ Nil  
LESS Outstanding Cheques \$ Nil

**BALANCE \$18,959.15**

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