

**MINUTES OF THE MEETING OF  
THE BAROSSA BUSHGARDENS S 41 COMMITTEE  
held in the Council Chambers on Friday 10<sup>th</sup> April 2015 commencing at 1.00pm**

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1. **WELCOME** K Jenkins, Chairperson, welcomed everyone to the meeting.
2. **PRESENT** D Armstrong, B Simons, R Dawkins, K Jenkins, B Lillecrapp  
P Payne, Nursery Manager, S Barrett NRC Coordinator,
3. **APOLOGIES** A Randell, R Johnstone, T Waldhuter. Cr T Hurn.
4. **GUESTS** S Simons, K Wohlers
5. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**  
**MOVED B Lillecrapp** that the Minutes of the meeting held on 1<sup>th</sup> March 2015 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.  
**Seconded B Simons** **CARRIED**

**SALA in Bush Gardens**

The Chair invited K Wohlers and S Simons from Friends of the Barossa Bushgardens (FoBB) to address the committee on two issues:- the upcoming SALA event in August and the Sensory Garden signage.

See 10.1 below for the information.

S Simons and K Wohlers left the meeting at 1.15pm.

6. **MATTERS ARISING FROM PREVIOUS MINUTES**
  1. **Action Plan - Operating in a bubble** – discussion – R Johnstone to prepare and circulate brief with discussion points for SWOT discussion on a paper at the meeting. In his absence K Jenkins will follow through this issue with R Johnstone and report at the next meeting.  
**MOBED B Simons** that the Committee do the True North initiative, and accept the offer to do it with I Baldwin in the way we function as a committee.  
**Seconded R Dawkins** **CARRIED**

**MOVED B Simons** that the matters arising from the minutes be received and that any recommendations contained within it be adopted.  
**Seconded K Jenkins** **CARRIED**
7. **WORK HEALTH AND SAFETY REPORTING**
  1. Hazards – *none reported* -  
P Payne reported that a risk assessment had been done for tours and event application forms for open days and weekend work. The process that will take a number of month to complete.  
S Barrett – Reported that a Risk Assessment had done for garden and nursery, asked staff if it could consolidate however it needs to be done for each event. This is not addressing the needs so discussion has been had with staff re a blanket risk assessment being done open days and events.  
External hire people will still have to do a Risk Assessment. Events with food is OK but if involving other outside parties then it has to be done.

2. Incidents – A volunteer arrived for work injured. Under duty of care P Payne sent the volunteer to hospital with another volunteer. This is nothing to do with the BG. All volunteers have been advised accordingly not to come to work if they are unwell or injured.

**MOVED R Dawkins** that the information items contained in the WORK HEALTH AND SAFETY Report be received and that any recommendations contained within it be adopted.  
**Seconded D Armstrong** **CARRIED**

## 8. CORRESPONDENCE

### 8.1 Correspondence in:

NRM Education  
National and State Landcare Awards  
Nominations for SA Regional Awards  
Bird life highlights  
NRM Sustainable Agriculture workshops  
Open Day Correspondence

### 8.2 Correspondence out:

Open Day Correspondence  
Barossa Brunch Stallholder  
New Initiative Shed

**MOVED B Simons** That all correspondence be received  
**Seconded B Lillecrapp**

**CARRIED**

**MOVED D Armstrong** that Correspondence in and out be received.  
**Seconded B Simons**

**CARRIED**

## 9. REPORTS

### 9.1 Financial Sub Committee Report:

1 March report

2 Budget Changes need approval.

**MOVED B Lillecrapp** That the budget for Sales estimate be reduced from \$30,000 to \$25,000 for 20115-16 budget.

**Seconded R Dawkins**

**CARRIED**

**MOVED D Armstrong** That we approve the changes to the Feb 2015 financial report to reflect advice from finance staff.

**Seconded K Jenkins**

**CARRIED**

**MOVED D Armstrong** that the information items contained in the Financial Sub Committee Report be received and that any recommendations contained within it be adopted.

**Seconded K Jenkins**

**CARRIED**

### 9.2 Nursery Report: P Payne

Reported that a meeting with Mitre10 staff. Arranged signage for projects and discussed the opportunity to:-

- a. Organise and finance two gardening workshops in conjunction with Yates and,
- b. One with children in the Mall in the September school holidays. There is an opportunity for friends to do a BBQ on that day.

Working on drawing up a plan for work for the dole.

### Community Nursery No report

**MOVED K Jenkins** that the information items contained in the Nursery Manager's Report be received and that any recommendations contained within it be adopted.

**Seconded R Dawkins**

**CARRIED**

### 9.3 Coordinator's Report including NRC report: S Barrett

The bat night was booked out and will have another one later in the year. Up to 40 people turned away.

Scarecrows – we need to drum up support to vote for them.

11 children have registered for a scarecrow making workshop at the BG.  
NRC alliance meeting – suggesting a plastic free July.  
Autumn Open Day – stall holders have booked.  
Suggested we visit St Hallet's winery to view their recycling program.  
Organising a movie night on food waste in August on the Gourmet Weekend  
Grassy ground covers presentation to volunteers  
Grant for first aid 12<sup>th</sup> may 10 places. Need to clarify times  
Work for the Dole  
DVD on in the foyer Barossa Mall.  
Budget adjustments need to be done for the last quarter.  
Weekly program and events on the website along with the video  
Volunteers week on 11-17<sup>th</sup> may.

**MOVED B Simons** that we put on a BBQ for volunteers to recognise the valued work they do for the BG.

**Seconded** R Dawkins

**CARRIED**

**MOVED B Simons** that the information items contained in the Coordinator's Report including NRC Report be received and that any recommendations contained within it be adopted.

**Seconded** D Armstrong

**CARRIED**

#### **9.4 Site Management SC Report: Bill Simons**

**MOVED B Simons** that the information items contained in the Site Management SC Report be received.

**Seconded** B Lillecrapp

**CARRIED**

#### **9.6 Tours**

**No report**

#### **9.7 Labyrinth Report**

**No report**

### **10. GENERAL BUSINESS**

#### **10.1 SALA in BG**

K Wohlers and S Simons reported they have a commitment from seven metal artists to present works for this year's event. The artists are prepared to share the cost of registration fees.

The opening will be listed in the main SALA event book. Aiming to get more people into and aware of the BG so are planning to do 3 workshops.

Signage (designed to the guidelines), for placement in public places throughout the vicinity, eg Coulthard park; A large sign painted onto shade cloth to be attached to the fence along Research Rd; Encourage people to upload images to social media. Paint something on the green shed – to be interactive.

Funding will be requested from Yalumba to cover costs for the workshops, which will be run during Sala but not the first weekend.

**MOVED** D Armstrong **Seconded** B Lillecrapp that we support the friends request to be involved in SALA **Carried**

Sensory garden. Identified the plants. Manning family have donated metal plant signs. Suggest use a QR code containing websites with more information about the individual plants.

T Bateman and B Rice have been instrumental in identifying the plants in that garden and will be consulted in which website is best for which plant for further information. There will be few examples of the signs in the garden by Open Day.

**10.2 Entrance Road Sealing**

**MOVED B Lillecrapp** That we proceed with the sealing of the road from the entrance to the roundabout in front of the building

**Seconded B Simons** **CARRIED**

**11. NEXT MEETING**

Friday 8<sup>th</sup> May at 1pm in the Bush Gardens  
R Dawkins recorded an apology.

**12. CLOSURE**

There being no further business, the meeting closed at 2.50pm

Confirmed

**Date:** .....

**Chairperson:** .....