

**MINUTES OF THE MEETING OF THE
NURIOOTPA CENTENNIAL PARK AUTHORITY
Held in the Office Board Room
On 11th June 2014 commencing at 7:30pm**

WELCOME

Guy Martin, Chairperson, welcomed everyone to the meeting.

PRESENT

Chairperson, Guy Martin; Deputy Chair, Roger Leske; CEO, Ian Klæbe; Community Members, Peter Rosenberg, John Reusch, Ian Mader, Chris Linke, Kerry Milne; High School Representative, John Nash; Barossa Bush Gardens Representative, Ray Duance; Park Managers, Jeff and Julie May; Business Manager, Tanya Pumpa.

GUESTS

Barossa Council CEO, Martin McCarthy; Barossa Council Strategic Manager, Jo Wilson.

APOLOGIES

Daryl Semmler, Luke Longbottom, Tom Brug, Matthew Sitters, Grant Daniel and Andrew Reusch.

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

MOVED R. Leske that the Minutes of the meeting held on 14th May 2014 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

SECONDED J. Reusch

CARRIED

MATTERS ARISING FROM PREVIOUS MINUTES

P. Rosenberg raised the quote for removal of cabins and asbestos. To be discussed in Managers report.

CORRESPONDENCE

IN

Nuriootpa Cricket Club – Endorsement of their application for a limited club liquor licence to the Liquor Licence Commission during Cricket season. 12noon to 8pm game days, 5pm to 8pm training days.

MOVED P. Rosenberg we support the cricket club with their licence application.

SECONDED R. Leske

CARRIED

OUT

Barossa and Lights Darts – 6th annual tournament is approaching and are seeking donations to raffle.

MOVED R. Leske

SECONDED C. Linke

CARRIED

REPORTS

FINANCE

- Accounts for payment \$ 32,902.42
- Balance at 11.6.14 \$ 95,573.30
- Loan \$ 650,000.00 Dr

MOVED I. Klaebe that the finance report be accepted.

SECONDED K. Milne

CARRIED

FOOTBALL

Chris Linke reported that the plumbing issue continues at the Sports Function Centre. A fault with a t-junction in the foyer area causes a blockage when large groups use the Function Centre. Jeff May to arrange repairs. We will need to seek matching tiles. All approved to go ahead. The Sports Centre has a large booking in October and it is important the problem be fixed well before this date.

CRICKET

No Representative.

NETBALL

No Representative.

TENNIS

Poles have been collected in readiness for proposed shade area. The Club questioned if there was a preference to the colour of shade cloth and who is responsible for levelling the area. The Chair advised the Club is to prepare and present a Work and Development Approval to the NCPA. Council consent to the DA will also need to be obtained. Peter Rosenberg advised re-surfacing of the courts will commence on 8.9.14, subject to weather. MBM Sports will complete 4 courts at one time as not to cause too much disruption on Netball and Tennis. The drainage is to be completed prior to the re-surfacing by Gavin Judd. Peter Rosenberg to liaise with Jeff May.

SOCCER

Queried approval of \$10,000.00 invoice for lighting and shelters. Confirmed invoice has been paid. The two permanent shelters will be installed on 5.7.14 on the junior pitch.

SPORTS CENTRE

A Sports Centre meeting was held on 3.6.14. Passing on thanks to the Managers and team for effective cleaning of the wheelie bins. A new TV has been ordered and to be installed after moving antenna points and power points. A new gas heater has also been ordered and will hopefully be installed by 9.6.14. Bookings are good for the Centre.

BUSH GARDENS

The Barossa Bush Gardens have been busy with TAFE courses proceeding well and schools visiting. Volunteers have been planting at the Rec Centre. Have been pruning and mowing. Orders for the season have been steady. The cool room for storage is complete, with seed storage just below zero degrees.

BUSH CHAPEL

No Report.

HIGH SCHOOL

The new principal, Neil White, would like to attend future meetings. The park has been used several times already this year for various sporting events. The High School Business Manager has requested the lease arrangement be amended. Currently it is an annual fee plus three cases of wine. The suggestion being to increase the fee and the NCPA purchases their own cases of wine. Peter Rosenberg requested the High School send a letter regarding the changes in terms of lease.

SCOUTS

Thanking Groundsmen for spraying the weeds. Busy Bees will be held on the 1st of each month and Scouts plan on cleaning up down the High School fence line at the next working bee. There will be a couple of sleep over's in the hall this month with the Managers to be advised of these dates.

MANAGERS

Julie May advised the meeting that the renewal of Star Ratings is due, with more than 50% of parks pulling out in previous years. Last year the board voted against renewing the licence however following discussions it was suggested it stay as it was a good benchmarking system to highlight the areas in the park that need attention. Reference to Star Rating has also been included in the Business Case to Council.

MOVED P. Rosenberg that we renew the Star Rating system for the next 12 months.

SECONDED I. Klæbe.

CARRIED

Workmen have damaged powerlines and water pipes in Coulthard Reserve. Martin McCarthy advised that this was a Hickinbotham Estate problem and Council would be taking it up with them to resolve this issue. Access to the site was meant to be through Hickinbotham Estate, but the entrance to Coulthard Reserve is being used. At present the power and water are off but should be back up in the next day.

It was suggested a new paved BBQ area be set up at the northern end of the Park, adjacent to the new cabins, as occupancy at that area is on the increase. It was suggested to include a shelter, BBQ, tables and chairs. Minor capital spending has a limit of \$5,000.00. Jeff May is to put forward a proposal.

Watt's Asbestos has submitted a further quote for the demolition and removal of asbestos of the old standard cabins. The demolition will have to wait for the approval of the Grand Plan by Council. The cabins can be available for bookings up until the end of 2014 and for this to be reviewed in the January 2015 meeting. Demolition is not due to commence until March/April 2015. Concerns are this will be during peak season and we must ensure this creates no interference with bookings.

A request for security over long weekends and special events given the trouble in June. The Committee resolved that at the discretion of the Managers security guards can be engaged.

The WHS document is still a work in progress. Julie May and Tanya Pumpa will be meeting with Alan Jackson of the Barossa Council on 12.6.14.

A quote to repair the ceiling in the Sports Centre has been received from Goers Ceilings for \$968.00. All agreed the repairs need to be done.

MOVED P. Rosenberg we accept the quote and repair the ceiling in the Sports Centre.

SECONDED R. Leske

CARRIED

The Sports Centre alarm is being serviced on 12.6.14 after it being activated several times on the football side.

We received an approximate quote of \$902.00 to print 3,000 BVTP flyers from Pullman Printing. This is an annual print run. To be discussed and reviewed in future marketing plan. The option of local printers is to be considered. In the interim it was resolved to only order 1,000. Peter Rosenberg is to investigate a new design for the brochure incorporating the BVTP logo as used in the Welcome brochure.

It was agreed Jeff and Julie May will attend both the SA Parks Conference in August and the Top Tourist Conference in September. Park Assistants to cover their shift.

A quote of \$33,000 from Class A Energy Solutions for solar panels was tabled. Martin McCarthy suggesting to discuss with Jo Thomas as Barossa Council is considering going solar in quite a big and complex project.

AUDIT COMMITTEE

The Audit Committee was meant to meet last Wednesday but due to the change in Charter this has been postponed until such time the new Charter has been bedded down in approx. 1 to 2 months.

OUTSTANDING BUSINESS

GRAND PLAN

Layout of "Village Green" swimming pool / recreation area was presented. Various discussions took place on the value of a jumping pillow.

The Business Case was circulated to all authority members. This was presented to a Barossa Council workshop last week. A special Council meeting is to be held on the 24.6.14 to adopt budget, subject to finance. Special thanks to Martin McCarthy, Jo Wilson, Leonie Boothby and others from committee as appreciation for the work involved. Thanks were also expressed to Peter Rosenberg, Ian Klæbe and Managers.

MOVED P. Rosenberg moved the report be received.

SECONDED I. Mader

CARRIED

MARKETING PLAN

Peter Rosenberg advised he has drafted a preliminary marketing plan for 14/15. It was suggested we should initially engage the services of an external consultant for professional input, firstly to analyse what we are doing electronically and secondly to advise how we can improve. The consultant used by the Vine Inn to be approached for a submission in this area. The 14/15 budget figure of \$41,400.00 requires a specific breakdown of advertising expenditure. Peter Rosenberg is to continue with the project and report back at the Executive Committee meeting. Jeff and Julie May to liaise with Top Tourist Australia.

CHARTER

Martin McCarthy advised the NCPA the Charter has been adopted and gazetted. Martin discussed legal implications of the Charter after seeking legal advice. There is a recruitment / nomination process involved to elect the next Board from September 2014. The new Board will be approved by Council, and on a 1year or 2year rotation process. Dates discussed as follows:

- 2nd July 2014 – Advertisement to go out in the local press.
- 10th July 2014 – Council to run workshop with potential members highly encouraged to attend.
- 28th July 2014 – Applications / Submissions to close.
- 8th August 2014 – Recommendations to be completed. A group to review nominations.
- 19th August 2014 – Council Meeting.

A standard application form / nomination form to be available and possibly emailed out to current members.

GENERAL BUSINESS

Internet banking options were briefly discussed. The Chair asking for this to be discussed at an Executive Committee meeting.

MOVED J Reusch to review signatures on account to allow internet banking and payroll.

SECONDED I. Mader

CARRIED

Kerry Milne advised there are no wheelie bins near the soccer pitch. Jeff advised a number of wheelie bins had been vandalised. New wheelie bins are to be sourced through the Council as they can secure them at a lower price. Martin McCarthy to discuss with Ian Klæbe, and then Ian will liaise with Jeff May.

Peter Rosenberg requested YTD occupancy reports though RMS. RMS system to be reviewed down the track as discrepancies with permanent occupancy figures.

NEXT MEETING

To be held on the second Wednesday of July, being the 9th of July 2014 at 7:30pm.

CLOSURE

There being no further business, the meeting closed at 9:15pm.

Confirmed:

Date:

Chairperson: