

MINUTES OF MEETING
Williamstown Queen Victoria Jubilee Park Committee
Held at the Caravan Park Office at 7.30pm on the 10th of March 2014

WELCOME Acting Chairperson Graeme Randall, welcomed everyone to the meeting.

PRESENT

Margaret Harris, Shannon Kunst, Graeme Randall, Ivan Smith, Ingrid Eidam, Simon Taylor

APOLOGIES

S Zachopoulos, Rose Ross

IN ATTENDANCE

Dani Wheadon (Park Manager), Malcolm Wheadon (Park Manager)

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING held 10th February 2015

MOVED: Shannon Kunst

SECONDED: Ingrid Eidam

MATTERS ARISING FROM MINUTES

10 Feb 1. Marg Harris: Grants for Park To follow up quarterly. Working with Netball on grant for resurfacing of the Netball Courts to be submitted in current round of ORS Grants. **Action: 10 Feb 1. Continuing.**

10 Feb 2. Park Manager. Oval Weed spraying. Spraying completed. **Action complete.**

MANAGERS REPORT- Report Attached.

Swimming pool:

- **Pool Kiosk.** There have been two attempts of break-in to the Pool Kiosk that have been reported to Police. **Action: 10 Mar 1. Park Manager.** Repair door jamb and roller door.
- **Pool Vandalism.** Toilet rolls have been thrown into the pool, coincidentally on netball training nights. **Action: 10 Mar 2. Simon Taylor.** To advise Netball of vandalism.

Residence/Office:

- **Upgrade of residence. Motion:** That a Verandah be installed after asbestos removal at a cost of \$4,800, backyard paving be installed at a cost of \$4,260 and the kitchen cupboards be upgraded at a cost of \$2,476 as noted in the Park Manager's report. **Moved Ivan Smith, Seconded Marg Harris. Passed. Action: 10 Mar 3. Park Manager.** Progress residence upgrades.
- **Replacement of shed. Action: 10 Mar 4. Park Manager.** Provide a quote for replacement of shed with concrete floor. Simon Taylor to provide names and number of local shed manufacturers.
- **WI/FI.** Discussed installation of WI/FI to attract customers. **Action: 10 Mar 5. Park Manager.** Provide quote for installing internet and WI/FI.

Caravan Park:

- Caravan park use and income for February 2015 approximately double that of February 2014, well done by Park Managers.

Recreation Park:

- **Bore.** Council are looking after repairing bore power cable damaged due to wear. Cost to date is \$2,200. Oval is being watered from mains supply. **Action: 10 Mar 6. Park Manager** – Liaise with Council on repair.
- **Oval Sprinklers.** Ten sprinklers replaced and additional 10 with risers purchased. **Action: 10 Mar 7. Park Manager, S Taylor** – replace defective sprinklers.
- **Oval Surface – Weeds.** Wire weed sprayed leaving large bare areas. **Action: 10 Mar 8. Park Manager, S Taylor** – insert kikuyu cores in bare areas.
- **Oval Drainage.** Water is pooling in NW corner of oval. Renoturf has recommended installing sumps. **Action: 10 Mar 9. S Taylor** – to provide Sump Drainage Project Plan.
- **Pavilion Fridge.** Fridge has failed and BDFNC replacement fridge was damaged during transportation. Dani offered to provide a loan fridge, awaiting repair of BDFNC fridge. **Action: 10 Mar 10. Park Manager** – Provide loan fridge.
- **Pavilion Kitchen Upgrade.** Park manager to provide a plan to upgrade the Pavilion Kitchen to commercial standard to promote hiring out facility as well as ensuring facility meets Food Safety and Handling Regulations. **Action: 10 Mar 11 Park Manager** – provide pavilion kitchen upgrade plan.

General Business

- Budget 2015-2016 was submitted on time with great support from Marg Harris.
- Noted that Craig Grocke will meet with the Committee in April – May to discuss the Redefining Community Committees Project. **Action: 10 Mar 12. Simon Taylor** – provide update of WQVJP Strategic Plan.

BARROSSA BULLDOG FOOTBALL & NETBALL CLUB REPORT:

- First Trial game is scheduled for Saturday 28th March and SCCC has advised that the last cricket game is on the 14th March. BDFNC to arrange covering of the pitch and installation of turf early in the week of 16th March. Installation to be carried out by BDFNC. Marg Harris to establish Council’s policy on payment of turf purchase and transport costs noting that this has been paid by the WQVJP Committee for the past two years. **Action: 10 Mar 13. Marg Harris** – obtain advice from Council on who funds the cricket pitch turf purchase.

FINANCIAL REPORT

- Reports attached. Noted good income from Caravan Park in February and amount of funds remaining for Residential Upgrade.

CORRESPONDENCE

Incoming :
 Outgoing: 27th February Budget input to Council.

NEXT MEETING: Tuesday 14th April 7.30pm at the Caravan Park Office

CLOSE

They’re being no further business, the meeting closed at 9:15pm

DATE:

Chairperson :.....

Action List.

10 Feb 1. Marg Harris: Grants for Park

10 Mar 1. Park Manager. Repair door jamb and roller door pool kiosk.

10 Mar 2. Simon Taylor. To advise Netball of vandalism.

10 Mar 3. Park Manager. Progress residence upgrades.

10 Mar 4. Park Manager. Provide a quote for replacement of shed with concrete floor.

10 Mar 5. Park Manager. Provide quote for installing internet and WI/FI.

10 Mar 6. Park Manager – Liaise with Council on repair of bore.

10 Mar 7. Park Manager, S Taylor – replace defective sprinklers.

10 Mar 8. Park Manager, S Taylor – insert kikuyu cores in bare areas.

10 Mar 9. S Taylor – to provide Sump Drainage Project Plan.

10 Mar 10. Park Manager – Provide loan fridge.

10 Mar 11. Park Manager – provide pavilion kitchen upgrade plan

10 Mar 12. S Taylor – provide update of WQVJP Strategic Plan.

10 Mar 13. Marg Harris – obtain advice from Council on who funds the cricket pitch turf purchase.