

Dungowan Hall Committee

A Section 355 Committee of Tamworth Regional Council

Committee Mailing Address: [c/- Alison Leckie, 445 Ogunbil Road, Dungowan NSW 2340]

Contact Information:

Chairperson:

Name: Alison Leckie

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Booking Officer:

Name: Marie Goodwin

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Secretary:

Name: Liz Lollback

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MINUTES of Meeting held February 20th 2023

At Dungowan Hall

Meeting commenced at 7.10pm

Chairperson: Alison Leckie welcomed all to the meeting including Lyn Sommerville and passed around the sign on sheet

Present: Alison Leckie, Di Brown, Margaret Brady, Jacqui Gidley-Baird, Liz Lollback, Michael Lollback, Lyn Sommerville, Marie Goodwin,

Apologies: John Thompson, Robyn Thompson, Wendy McRae, Karen Herring

Risk Awareness Statement: tabled

Minutes of previous meeting read (21/11/22): Moved: Margaret Brady seconded: Di Brown that minutes be accepted.

Business Arising from previous meeting:

- The Bingo evening was an enjoyable night raising - \$1002.81
- There are enough 'books' to hold another night. Children's games were a bit noisy. We could reach more people via Facebook next time. Alison thanked all the volunteers who helped before and, on the night, The live music was well received
- The Facility Improvement Funding Application was submitted on 24/1/23. We are waiting on the outcome.

DUNGOWAN HALL COMMITTEE CORRESPONDENCE – IN NOVEMBER 23RD – FEBRUARY 20TH 2023

<u>DATE</u>	<u>FROM</u>	<u>SUBJECT</u>	<u>COMMENT</u>
23/11/2023	Maree Young TRC	RU Volunteering – An added extra opportunity. Sharing another volunteering opportunity	Forwarded to Committee Closes 30/11/22
23/11/22	Marie Goodwin	Float and card reader for Bingo	Followed up with J G-B
25/11/22	Jodie Archer	RE: Facility Improvement Fund 2022-2023 – meeting confirmation	Meeting with Jodie A, Don Grant Alison L and Michael and Liz L at 1pm on 29/11/22
25/11/22	Jodie Archer Placement Management	Dungowan Hall Committee - Bingo Night 26-11-2022 - event approval	Forwarded to Committee Sign on sheets printed Risk assessment and pre event analysis printed
28/11/22	Jacqui G-B	Bank balance for the minutes	Added to the minutes

DATE	FROM	SUBJECT	COMMENT
1/12/22	Jodie A to Alison L	TCMF Camping at Dungowan Rec Ground-Temporary Camping Approval	Alison following up Forwarded to Marie G and Jacqui G-B
2/12/22	Place Management	Are you interested in future town signage and entrances? Have your say! Closes 21-12-2022	Forwarded to Committee
2/12/22	Di Brown	Thankyou to all for successful Bingo night	Sent to Committee
7/12/22	Jodie Archer Place Management	S355 Halls Fire Service Register	Council is working on developing an asset register for fire services in our Section 355 Halls. Council staff plan to visit S355 halls to undertake an audit over the next few weeks between 8am-3pm.
16/12/22	Maree Young TRC	Acknowledgment -Minutes of Dungowan Hall Committee, meeting held 23 May 2022. Presented to Council	These minutes were presented to Council at its Ordinary Meeting held 8 November 2022
22/12/22	Place Management	Christmas wishes	Merry Christmas & Happy New Year! Thank you everyone for all your contributions throughout the year.
3/1/23	Marie G	Camping for the Country Music Festival	Decided not to go ahead too few bookings DRGC secretary did get in touch with TRC re. slashing
6/1/23	Alison L to Liz L	Re: funding application	Hugh L will organise quote from Ranbuild
9/1/23	Alison L from Laura MTG Ranbuild	Fwd: MTG Ranbuild Gable Carport Quote	Printed and filed to submit with application
10/1/23	Alison L	Re. Spanline quote (verbal)	Too expensive
16/1/24	Maura Burke	RE: Dungowan Hall outdoor BBQ facility	Quote to prepare site for slab – acknowledged by email
20/1/23	Alison L forwarded phone call information from Lisa TRC	Hall access for TRC automated water metre data project Monday 23 January 2023	FYI
23/1/23	Alison L from Laura MTG Ranbuild	Updated quote including insulation	Filed with correspondence Quote acknowledged by email
23/1/23	Alison L to Liz L	Proposed grant costings Arial photo Photos of proposed site	Tabled ready to attach to application
23/1/23	Place Management	Service NSW - Mobile Service Centre opportunities	Table at meeting
24/1/23	Jodie Archer Acknowledged receipt of application	Dungowan Hall s355 Funding application 2023	Re. costings to amend
24/1/23	Jodie A Placement Management	FW: Show us how you reflect, respect and celebrate on Australia Day 2023	Forwarded to Committee Re. photo competition
31/1/23	Jacqui G-B	Treasurers report	\$23 865,87 \$106 owing
2/2/23	Place management Forwarded by Alison L	MEDIA UPDATE - Changed Traffic Conditions, Port Stephens Cutting	Forwarded to Exec Tabled at meeting

<u>DATE</u>	<u>FROM</u>	<u>SUBJECT</u>	<u>COMMENT</u>
November 22nd 2022 – February 20th 2023 CORRESPONDENCE - OUT			
21/11/22	Liz L to Committee	Meeting Reminder tonight FW: Facility Improvement Fund 2022-2023	
23/11/22	Liz Lollback	Bingo night, minutes from November 21 st meeting	Forwarded to Committee Treasurer's report to be included
23/11/22	Jodie A Place Management	Meeting to discuss the requirements for the facility improvement grant	Meeting scheduled for 29/11/22 with Jodie A and Don Grant attending.
25/11/22	Mal Donald, Barry Pratten	Bingo night running sheets and information	Arriving by 5.30pm to set up
1/12/22	Liz Lollback	Draft letter to Susanne O'Keeffe to Alison L and Marie G	Sent and filed
1/12/22	Liz Lollback	Thankyou letter to send to sponsors	Forwarded to Committee to follow up with sponsors
1/12/22	Liz L on behalf of Committee to The Pluckers band	Thankyou letter for playing at the Bingo night and generous donations	Posted to Mal Donald
1/12/22	Liz L on behalf of Committee to Barry Pratten	Thank you for calling at the Bingo night. It was greatly appreciated	Posted
4/12/22	Jan Hahn	Thankyou for hand sanitisers and cleaning product donation	Letter emailed
24/1/23	Alison L to Jodie Archer	Updated financials	Acknowledged by Jodie A
24/1/23	Liz L to Place management Kay Burnes and Jodie A	Application for Facility improvement Fund	Emailed to Place Management. Updated financials emailed separately
25/1/23	Place Management Forwarded by Liz L	Chubb Inspections at S355 Halls - Fri 27-01, Mon 30-01, Tue 31-01	Reply from Marie G
31/1/23	Liz L	To Committee notice of meeting 20/2/23	Minutes sent meeting at 7.00pm
20/2/23	Liz L to Committee	Reminder for meeting on 20/1/23	

Treasurer's Report: \$23 865.87 credit

\$106 owing

Booking Officer's Report:

- Country Music Camping at the Dungowan Recreation Grounds was cancelled this year due to lack of bookings
- Discussion regarding input from the Recreation Grounds Committee prior to the Festival – we need to meet prior to the 2024 Festival Camping re. costs such as power, slashing, cleaning the amenities and general tidiness of the area.
- There is a Hall Booking for the NSW State election on March 25th 2023
- There is a wedding booking for January 2024

General Business:

- Discussion re. updating chairs – leave until BBQ area is completed
- Remove old brick BBQ – Request that Joe Burke do it when preparing the area for the new BBQ facility
- Update the 2021 – 2026 Strategic Plan to reflect the removal of the concrete water tank – Liz L
- Discussion re. selling pavers to raise funds for the hall – consider later in the year
- Discussion around future toilets, showers and ramp access – ongoing
- The ride on mower and shed placement will be considered when the outdoor BBQ area is completed.
- **Moved:** Marie Goodwin, **Seconded:** Jacqui Gidley-Baird
That we purchase a \$100 grocery voucher to thank Graham Leight for mowing the grounds at short notice. Michael L to purchase
- It was decided to hold another Bingo evening on Saturday September 16th commencing at 5.00pm with a sausage sizzle and Bingo commencing at 6.00pm.
- Alison L. is following up the purchase of table trolleys
- Discussion re, TRC Automated water meter data project which means the power is turned on at the hall all the time. Jacqui will check usage of power to see if there is an increase. The water pressure pump is coming on and off regularly which means there could be a leak.
- Liz L to email Jodie Archer at Place Management to advise her of this

Date, time and venue for next Dungowan Hall Committee Meeting:

Next meeting: Monday 15th May, 2023 at 7.00pm

Meeting closed at: 8.15pm