

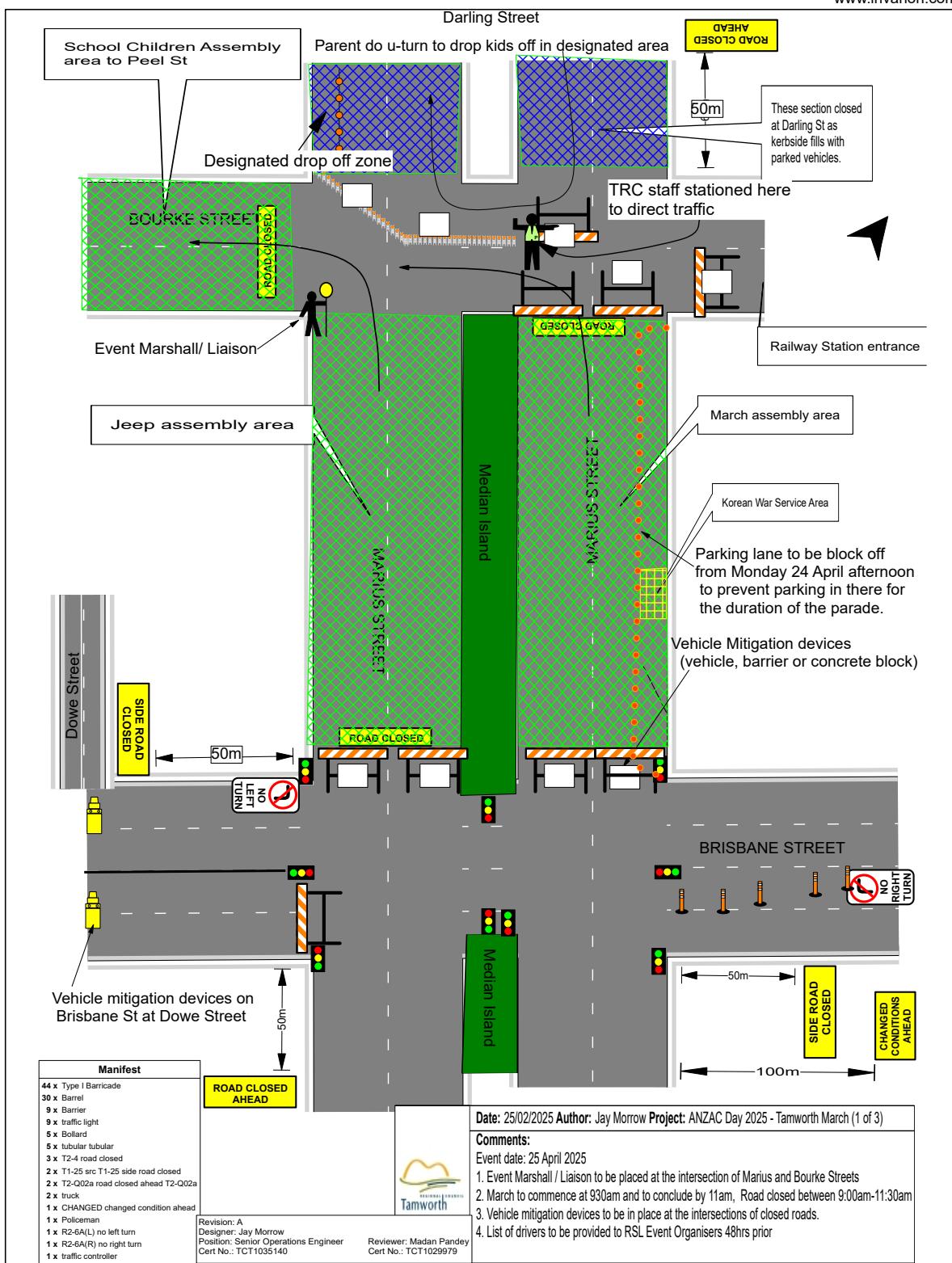
TAMWORTH REGIONAL COUNCIL

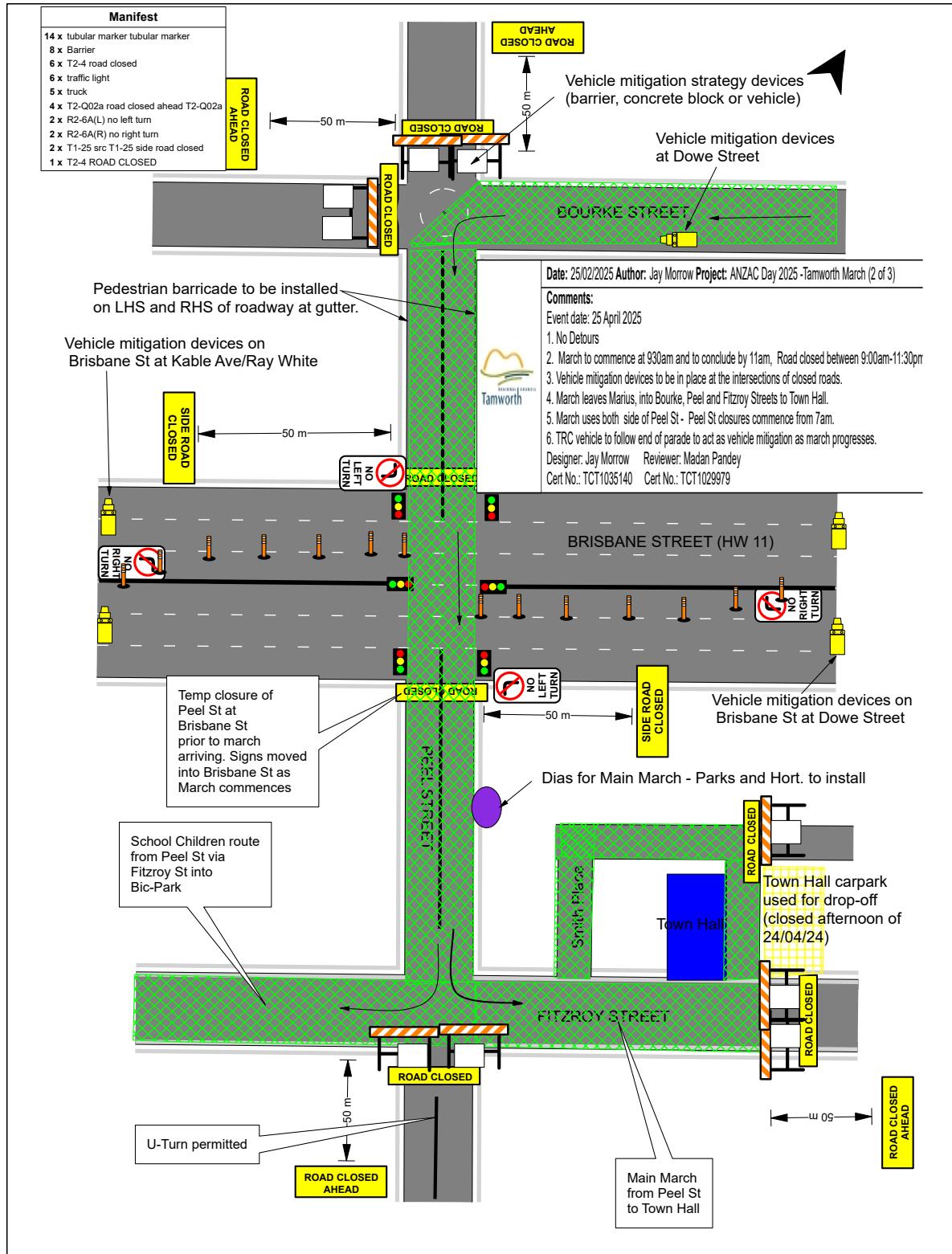
ANNEXURES for ORDINARY COUNCIL AGENDA

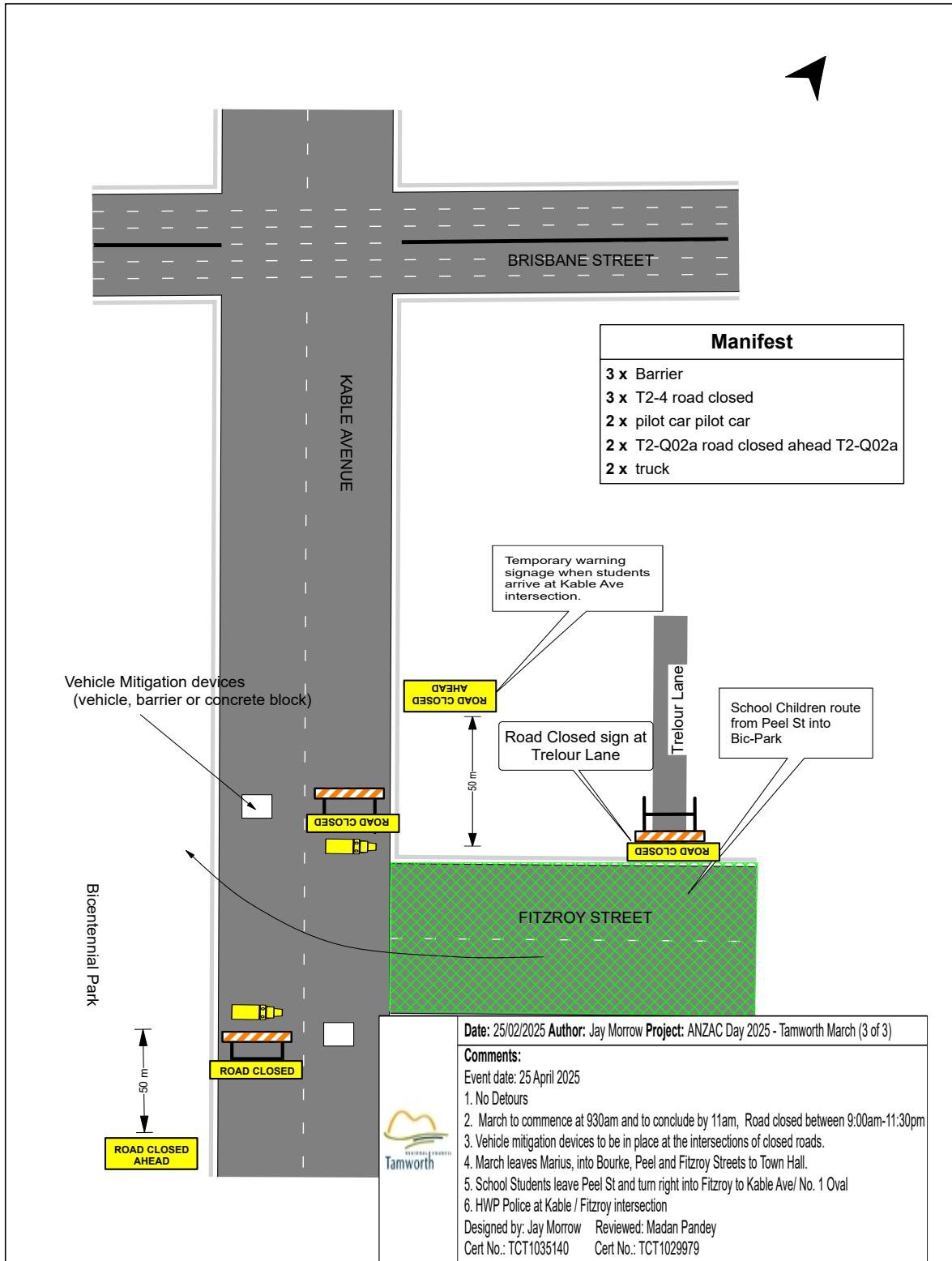
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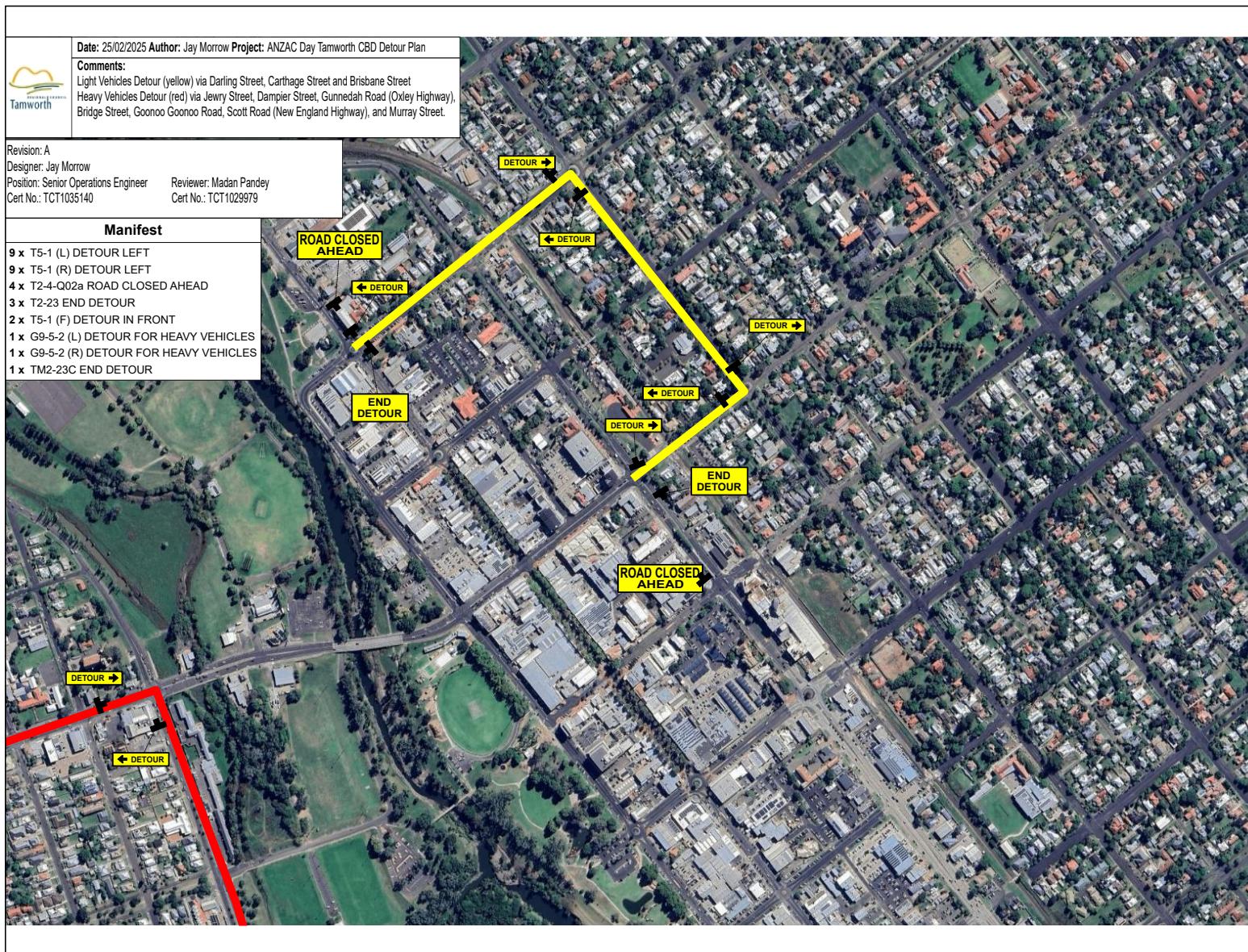
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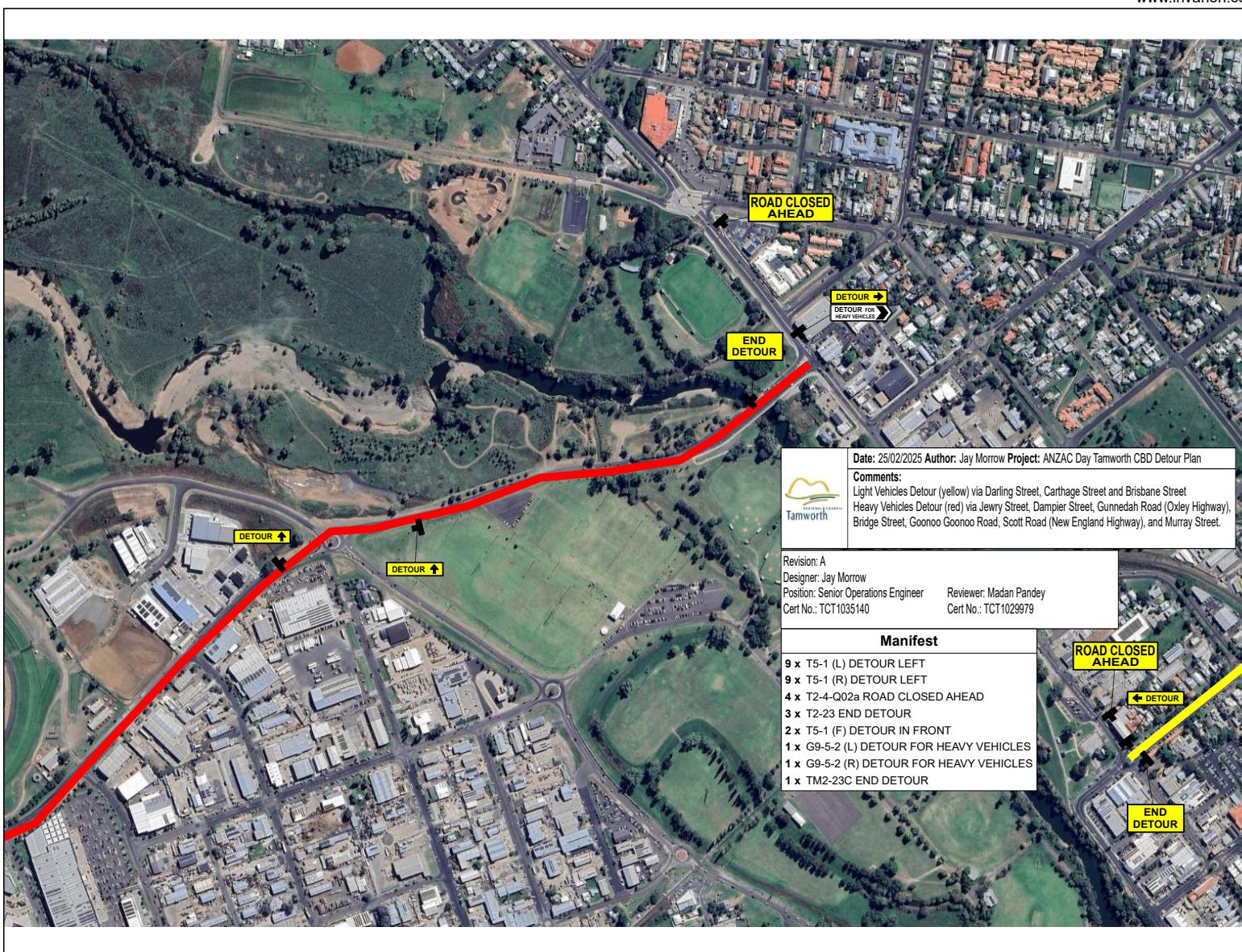
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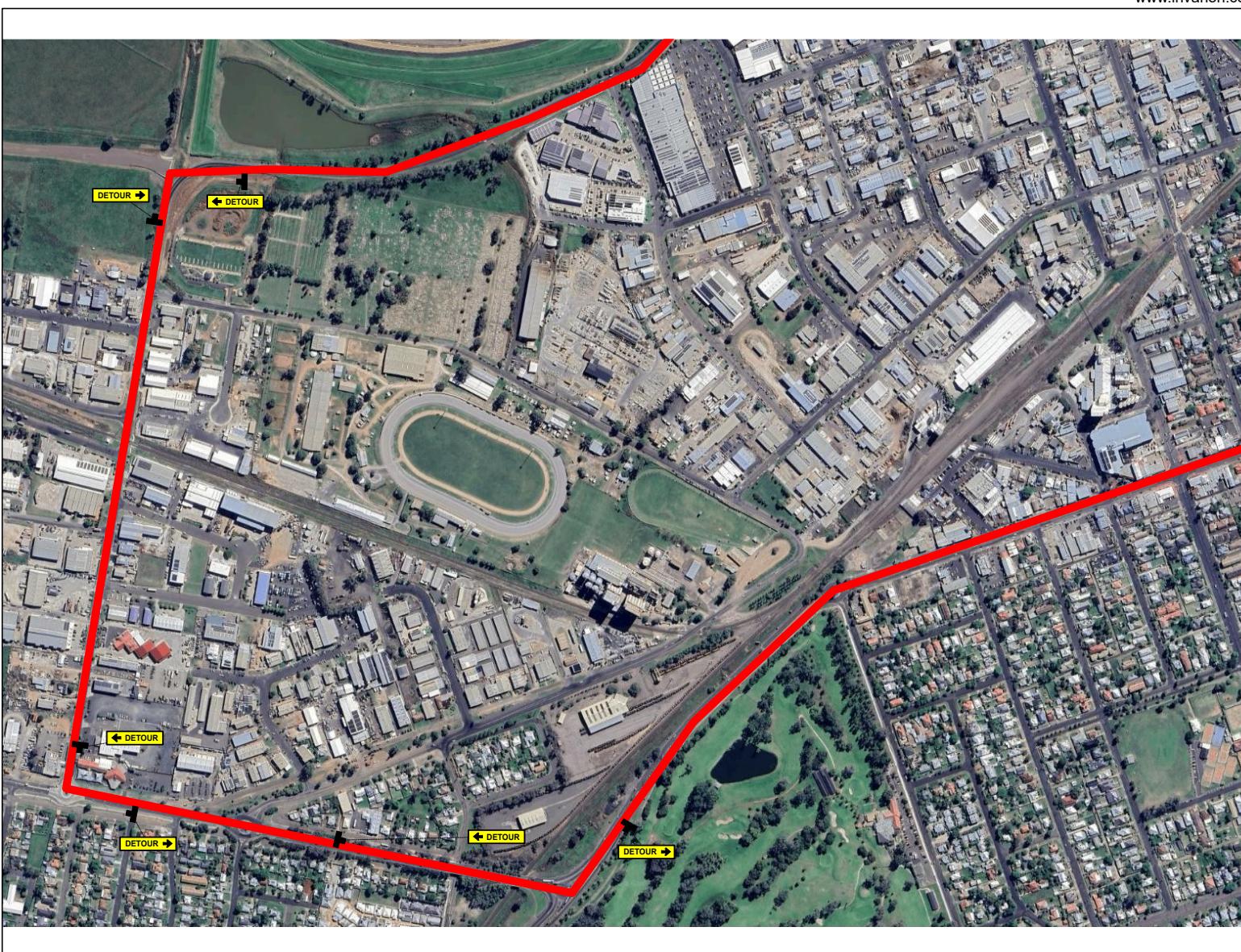




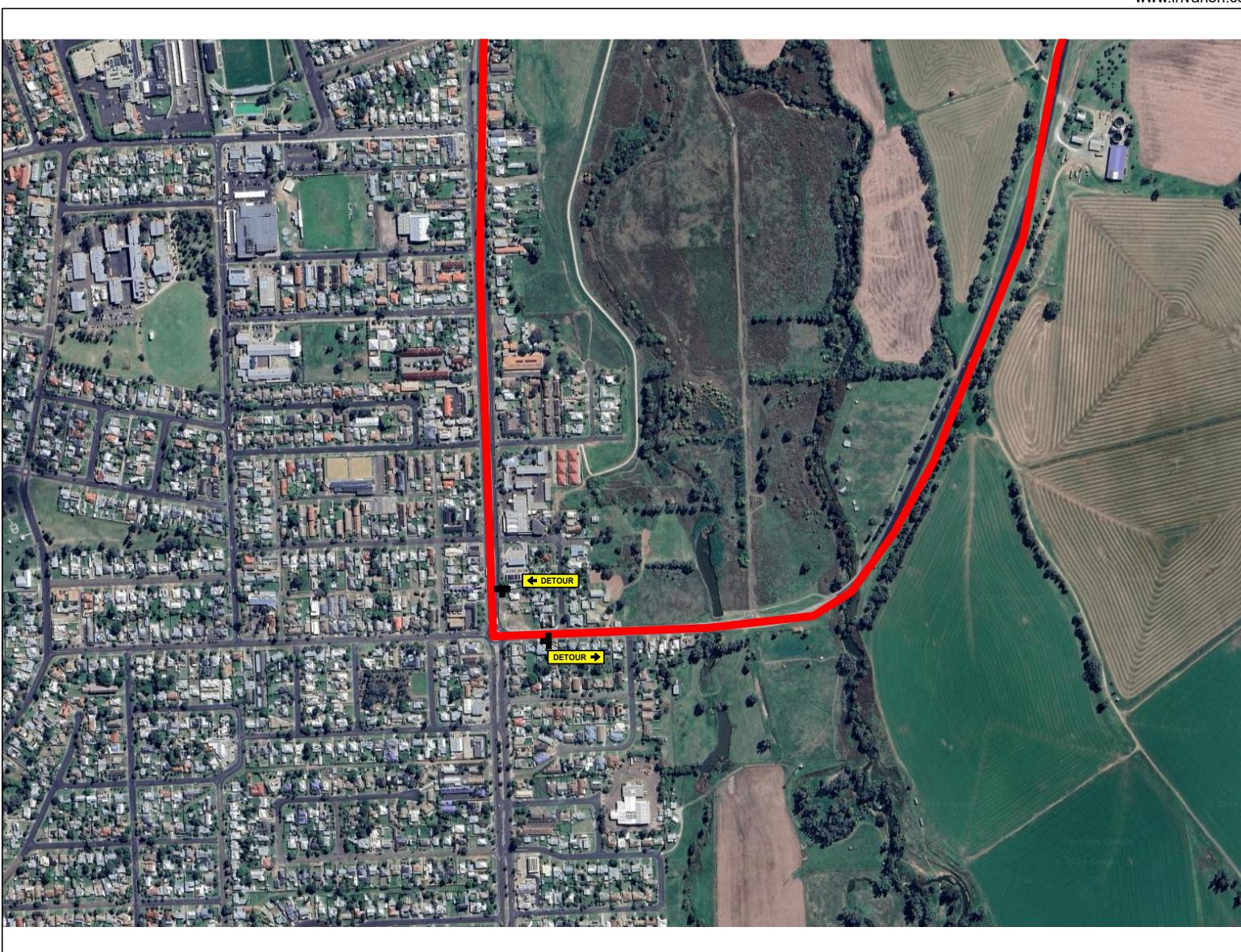






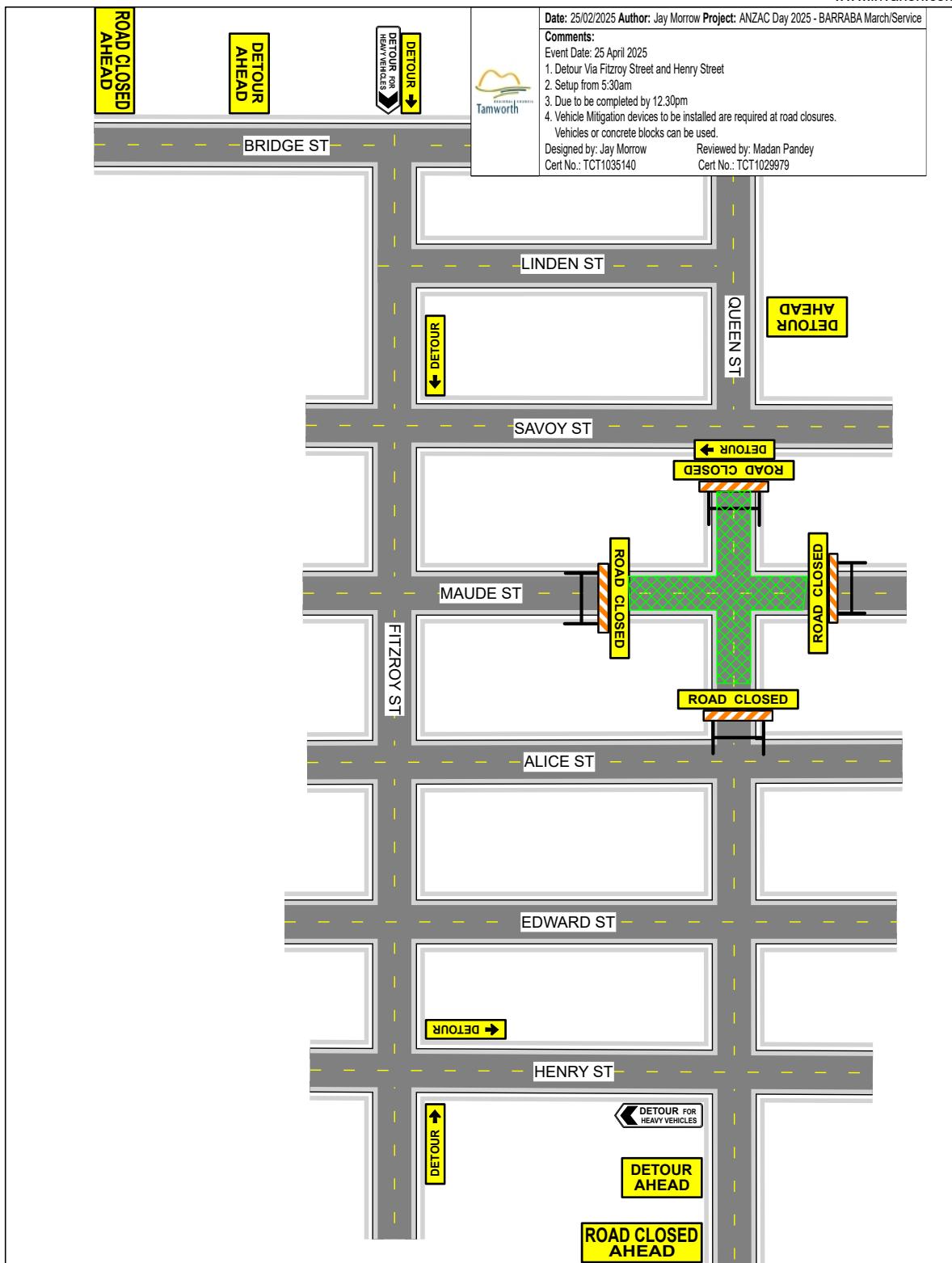


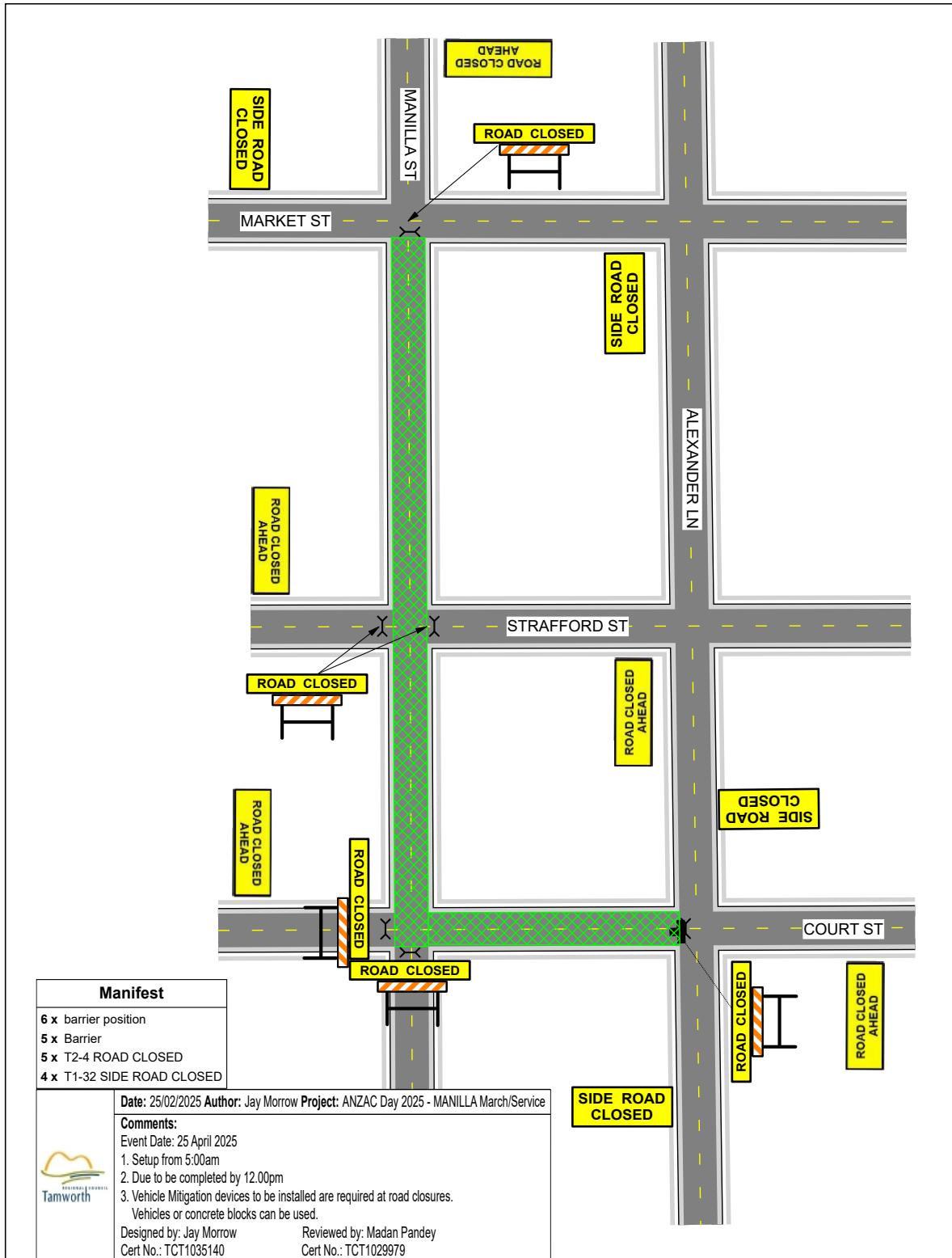


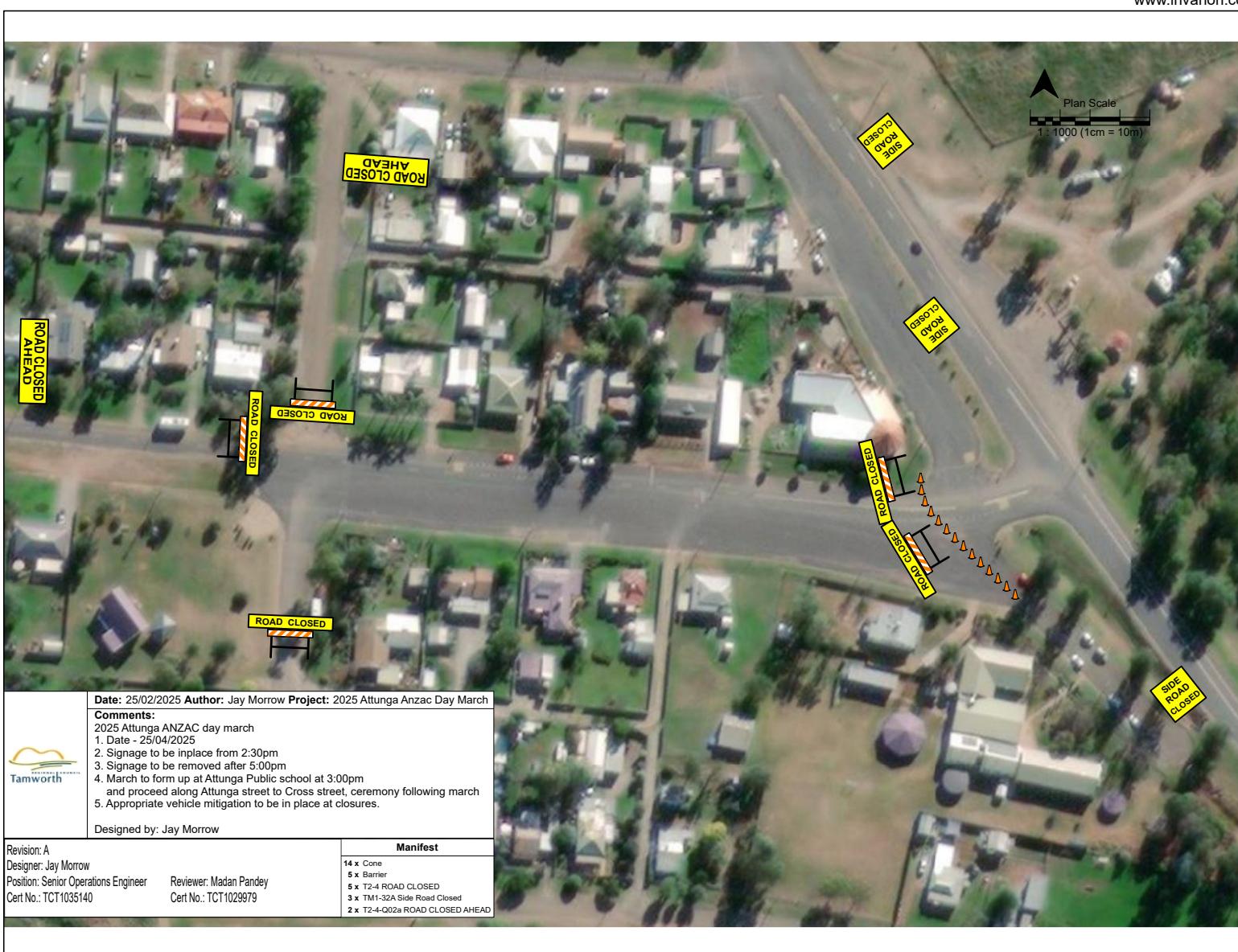


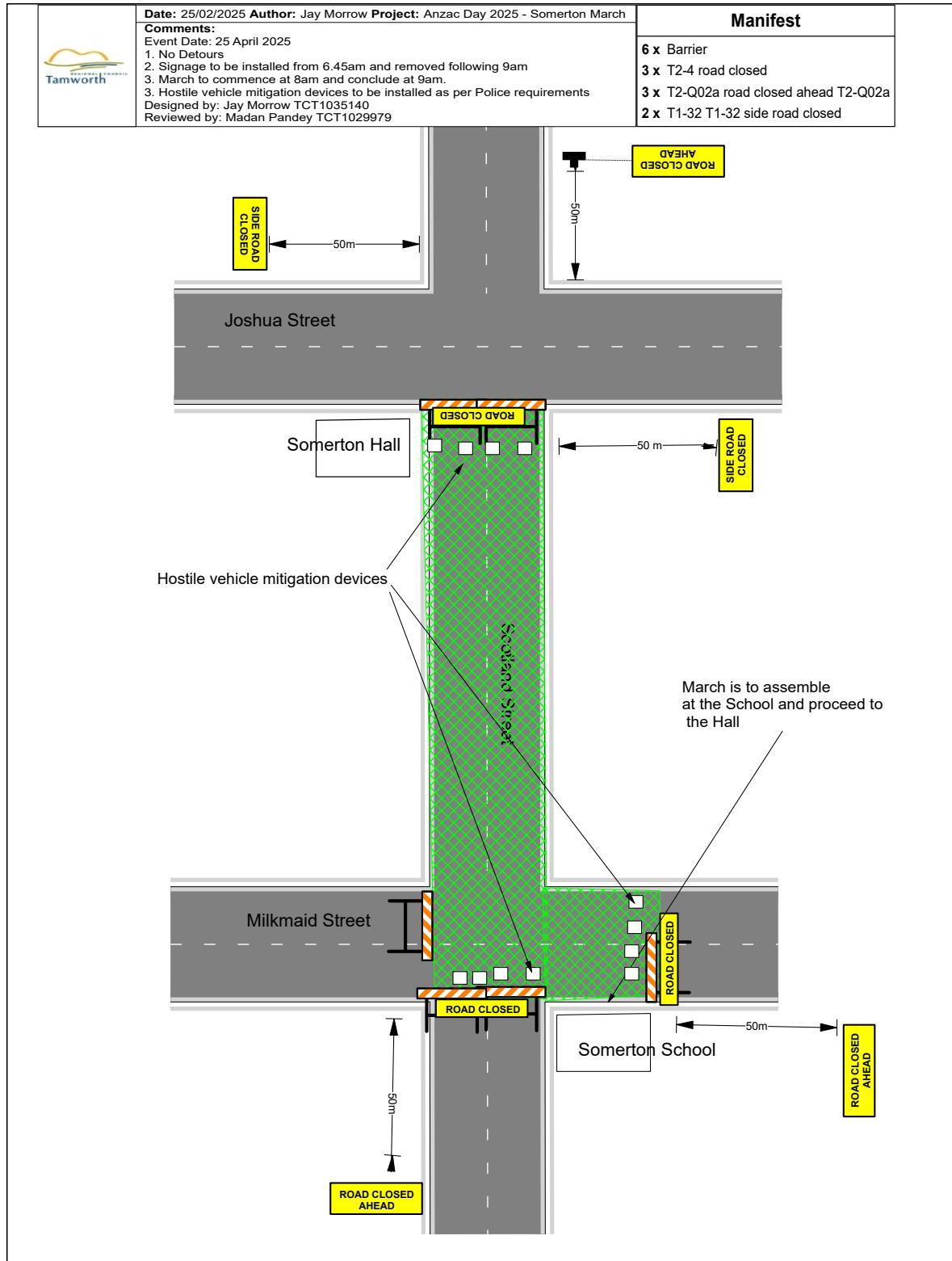


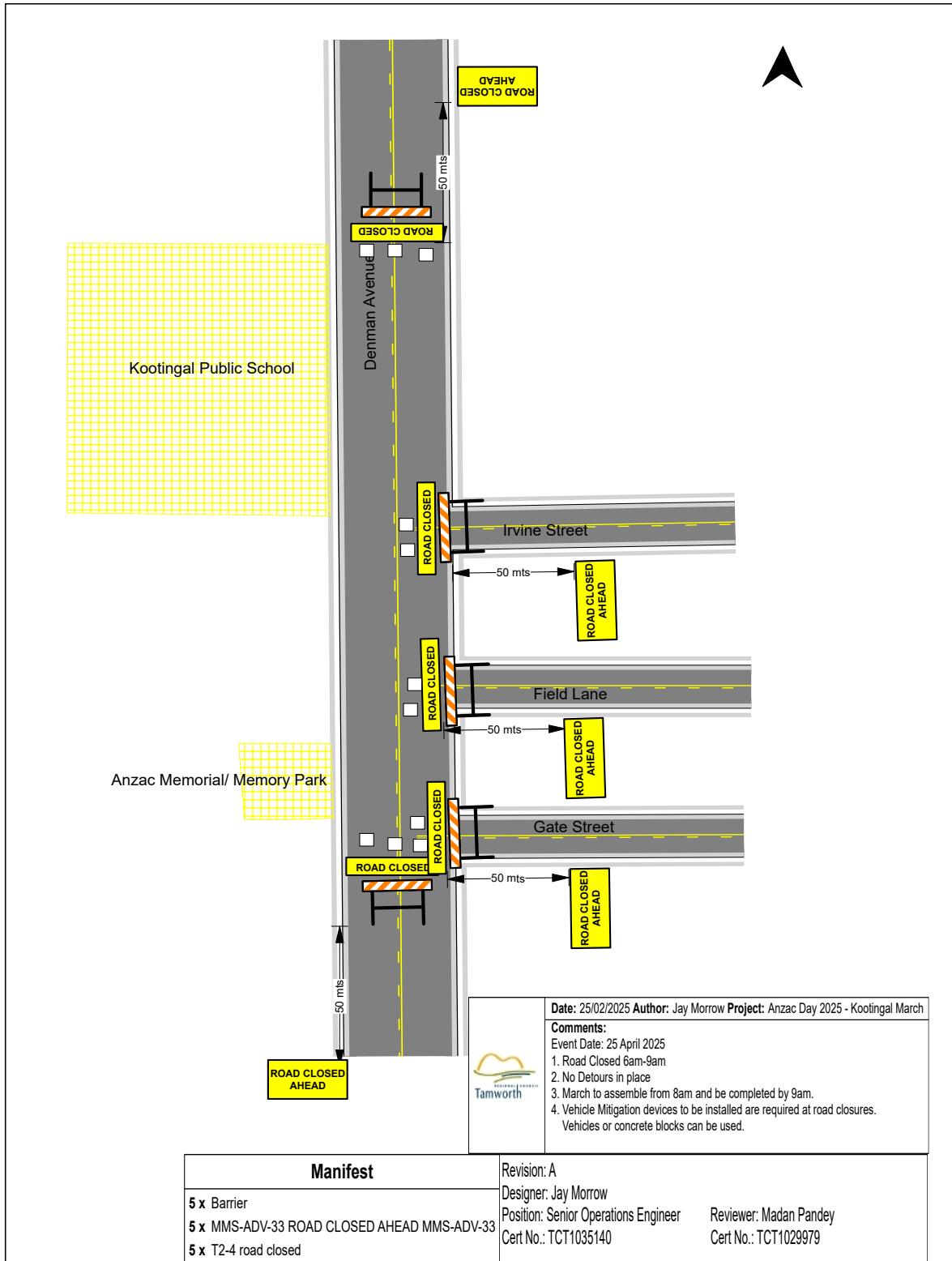


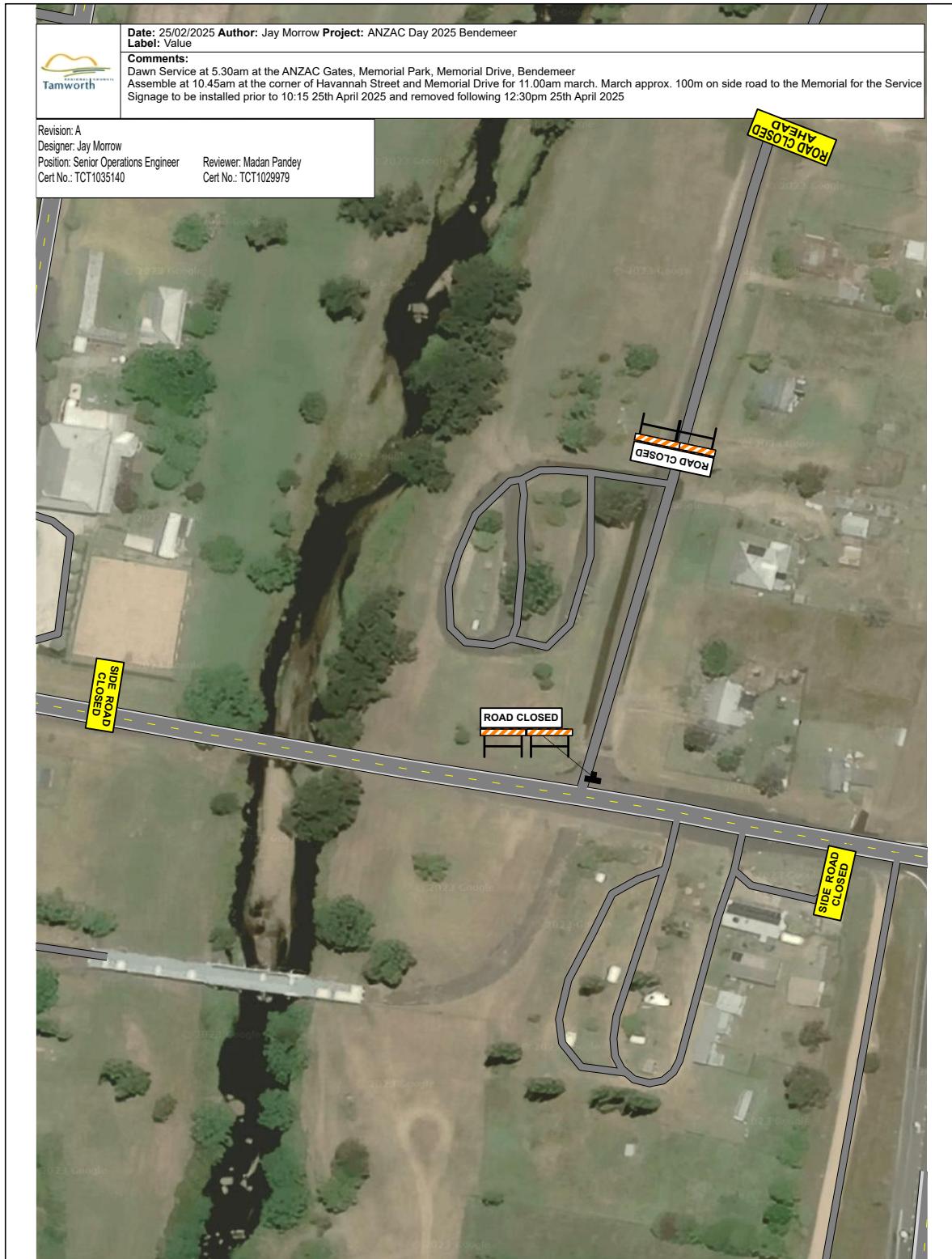


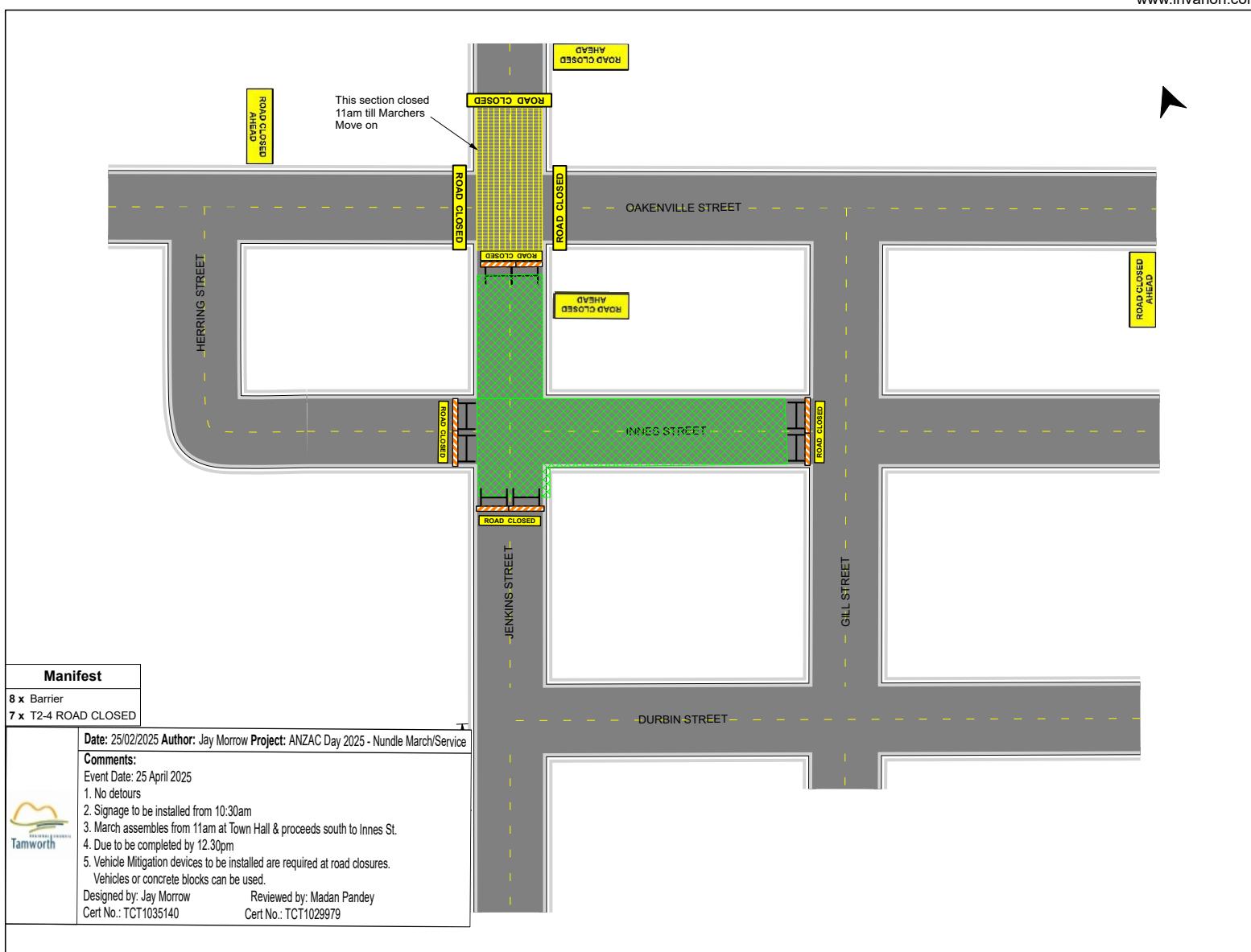


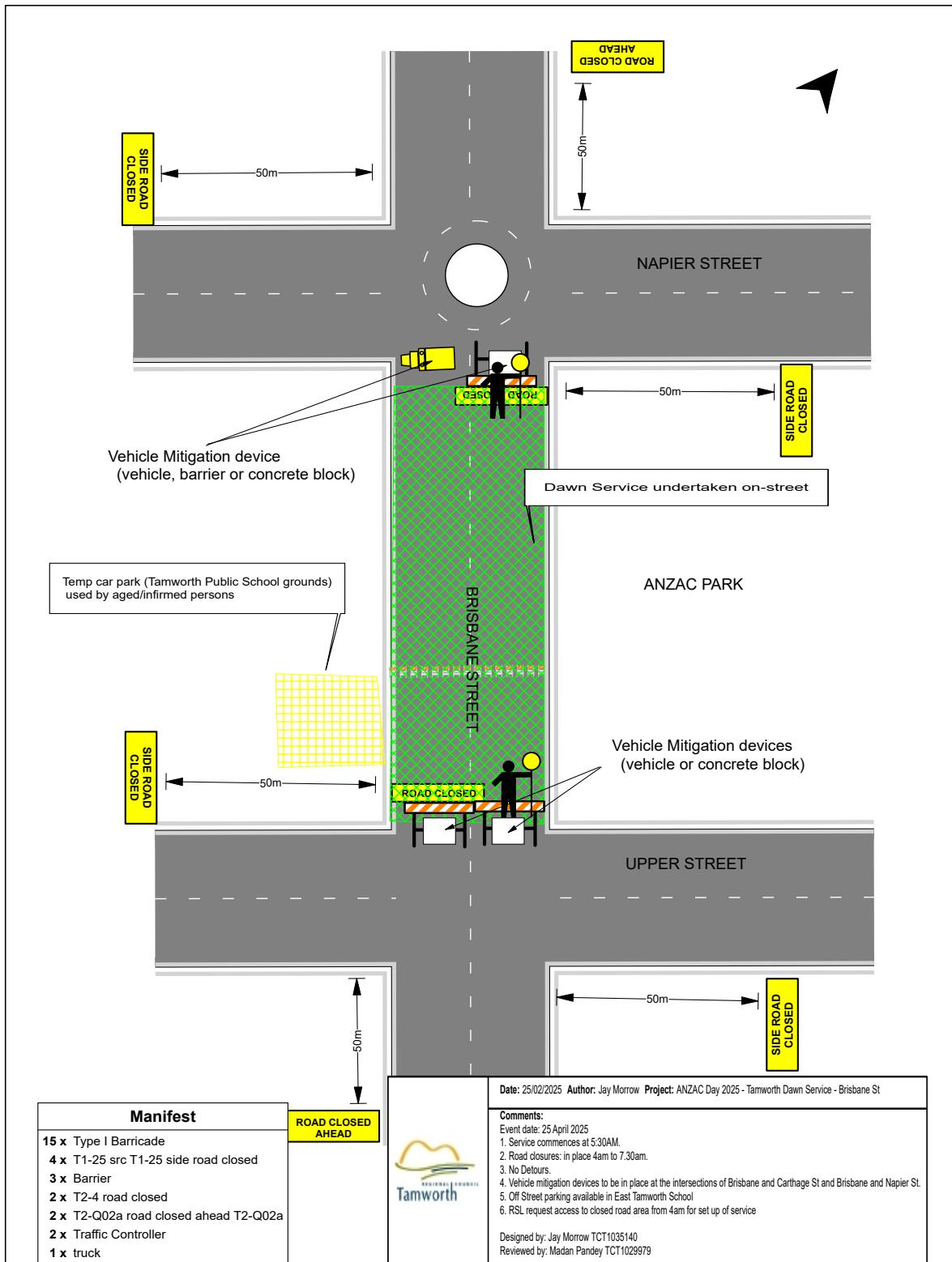






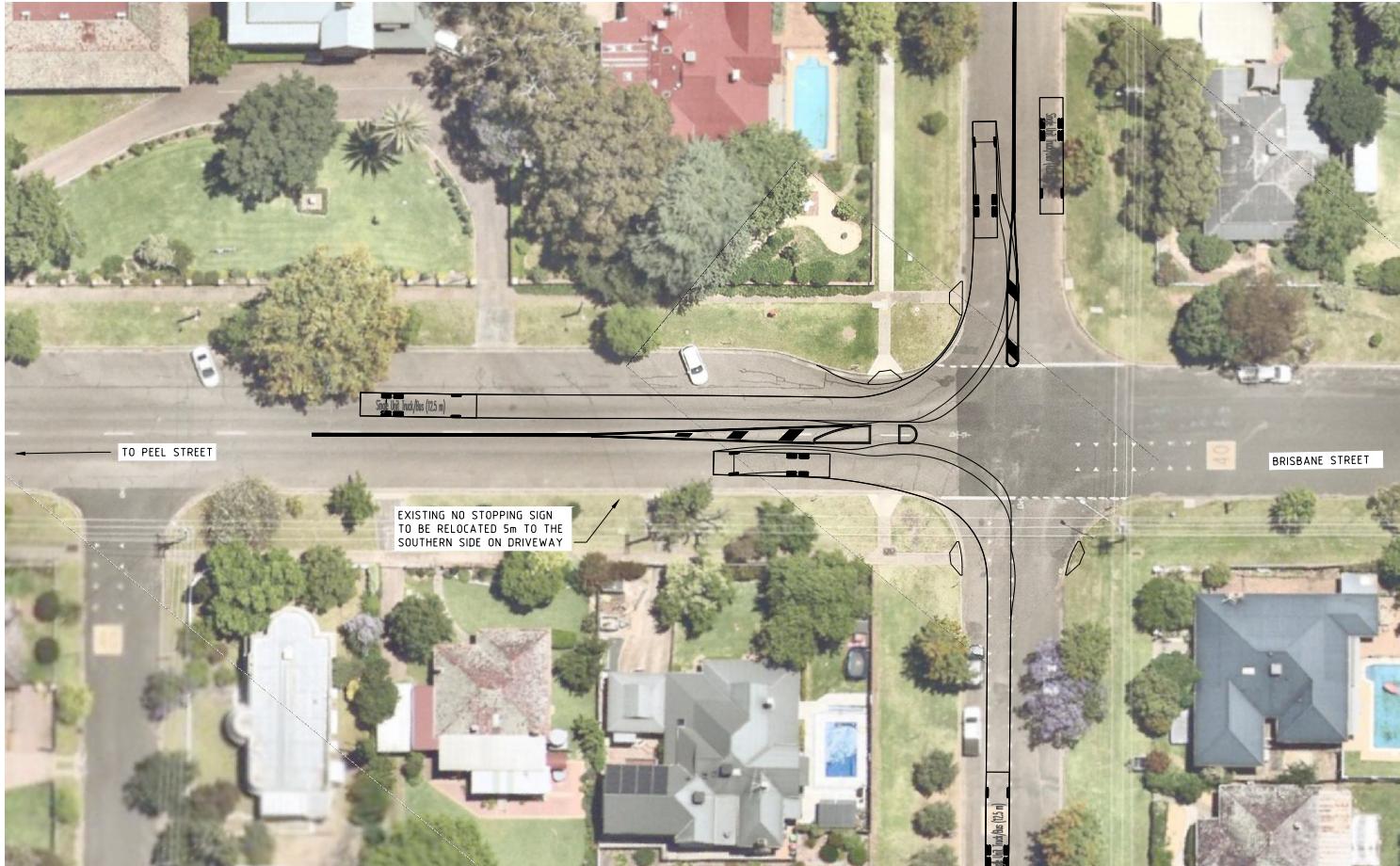












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12.5m SWEEP PATH

SURVEYED: N/A CLIENT REP: LB DESIGNED: HG JOB NO: DSJN1402

TAMWORTH REGIONAL COUNCIL

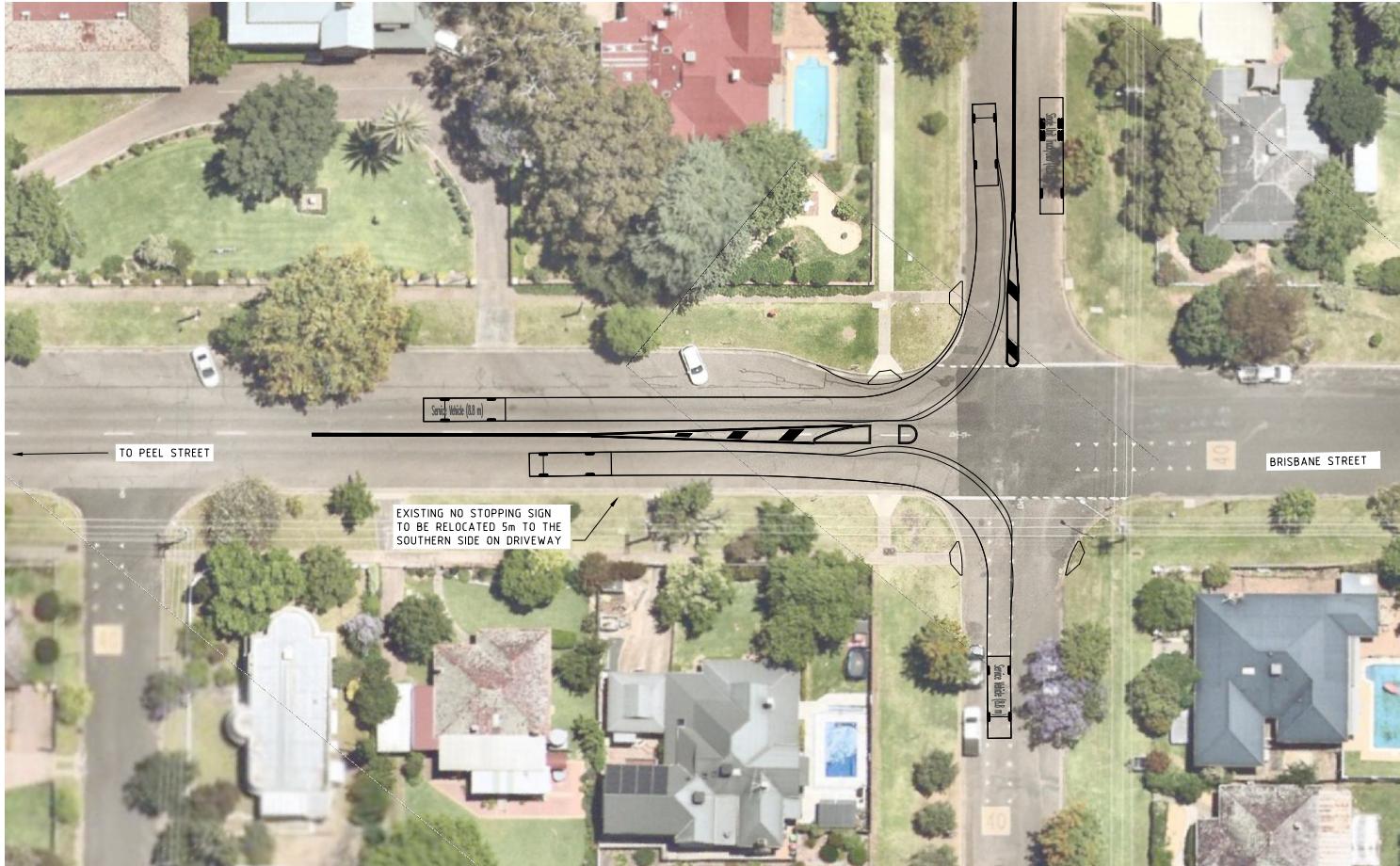
PEDESTRIAN INFRASTRUCTURE AROUND
SCHOOLS - BRISBANE STREET/RAGLAN STREET

DATUM SCALES AS SHOWN

A.H.D. DRAWING NO.

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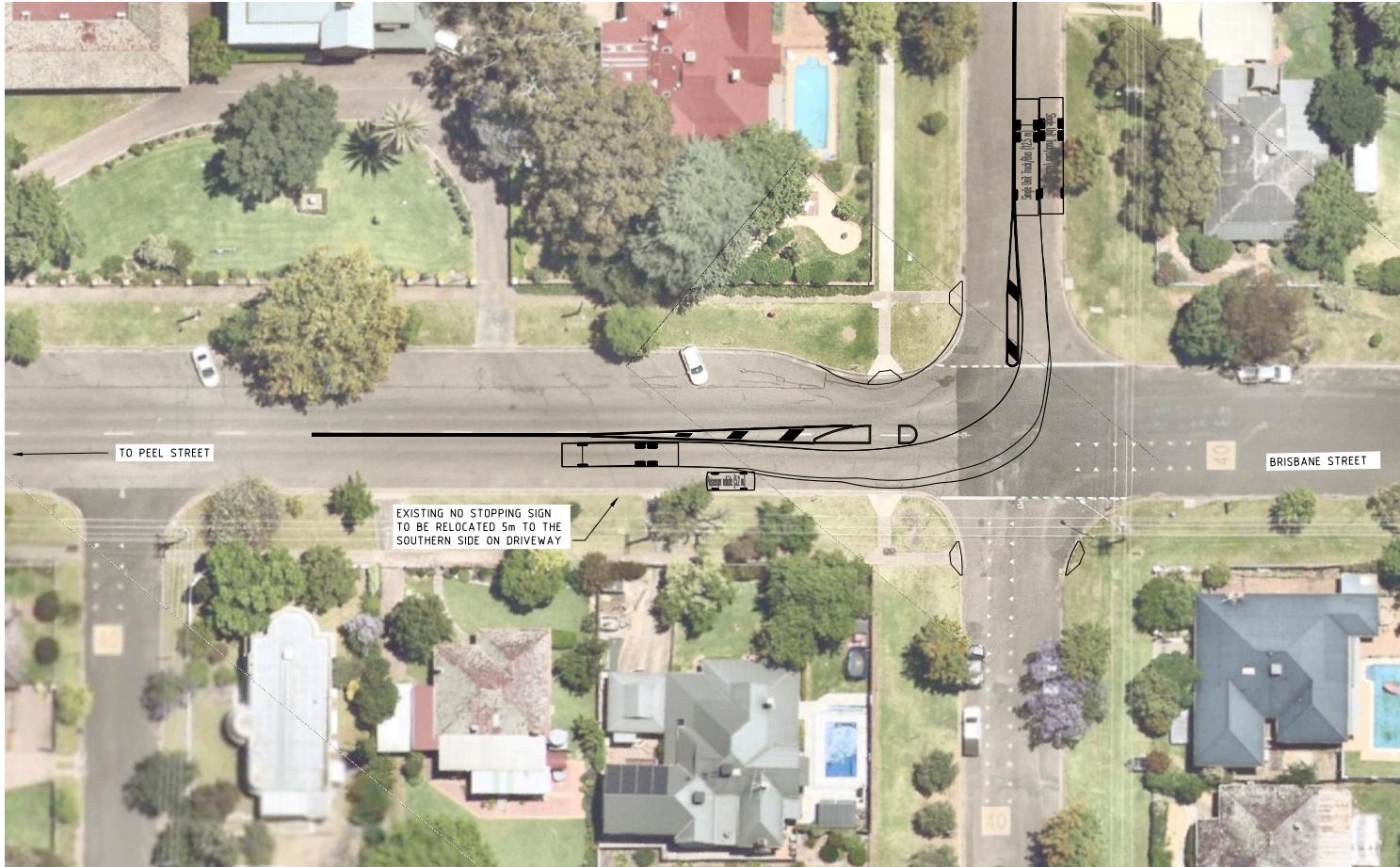
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ISSUED FOR CONSTRUCTION		ISSUED FOR REVIEW		DATE		DESCRIPTION		CHECKED: DESIGNER		DATE:		12.5m SWEPT PATH		TAMWORTH REGIONAL COUNCIL		DATUM	SCALES AS SHOWN	
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(4)

REDUCTION IN WATER CONSUMPTION CHARGES

OBJECTIVE: To ensure Council applies a consistent approach when considering reductions in water charges due to internal leaks or unexplained increases.

POLICY

From time to time a property owner will request Council reduce the total water charge levied for a period because the amount of water consumed, as indicated by the meter reading, is significantly greater than has been used at the property previously and the property owner indicates they are unaware of the reason for this increase, or the reason for this increase is due to an internal leak within the property downstream of the water meter. This Policy details the procedure to be followed when such a request is made. The Director Water and Waste is authorised to approve any refunds or crediting of accounts as required under this Policy.

1. FOR INCREASES WHICH THE PROPERTY OWNER IS UNABLE TO EXPLAIN

1.1 Meter Test

A property owner requesting a reduction in water charges due to an unexplained increase in water consumption must first pay for a meter test to ensure the water meter is reading accurately – See Council Policy Water – Stopped or Inaccurate Water Meters; except where the consumption is based on the last reading of the old manual meter servicing the property. In this circumstance Council will waive the necessity of having the old meter tested.

1.2 Conditions where Council will consider reducing charges

If the water meter is found to be reading accurately and;

- The water meter reading has been checked and no obvious error in reading is apparent;
- there is at least three years of water consumption records for the same property regardless of property ownership;
- the property has used on average less than 4 Kilolitres of water per day for the previous 3 years regardless of property ownership;
- Council staff agree, based on daily water consumption at the same property over the previous three years, regardless of property ownership, during similar periods as the period in question, that the daily consumption figures indicated by the water meter reading, the subject of the complaint are significantly higher (for example greater than 100% higher) than previous readings taken during similar periods at the same property;
- The property owner has undertaken investigation in an effort to ascertain whether there is an internal leak in water plumbing downstream of the water meter servicing the property – and no leak is found;
- The property owner agrees to allow Council staff to undertake on site investigations, where necessary, to ascertain whether there is an internal leak - and no leak is found.

1.3 Replace the water meter

Council will replace the water meter on the subject property, even if testing indicates that it is not faulty, at no cost to the property owner.

2. FOR INCREASES WHICH THE PROPERTY OWNER CLAIMS IS DUE TO AN INTERNAL LEAK

2.1 Council to investigate

A property owner requesting a reduction in water charges due to an internal leak must allow Council staff to undertake on site investigations to ascertain the nature of the leak and, if required, proof that the leak has been repaired.

2.2 Conditions where Council will consider reducing charges

If Council is satisfied an internal leak has occurred and:

- there is at least 3 years of water consumption records for the same property regardless of property ownership;
- the property has used on average less than 4 Kilolitres of water per day for the previous 3 years regardless of property ownership;
- Council staff agree, based on daily water consumption at the same property over the previous 3 years, regardless of property ownership, during similar periods as the period in question, that the daily consumption figures indicated by the water meter reading, the subject of the complaint are significantly higher (for example greater than 100% higher) than previous readings taken during similar periods at the same property;
- The property owner has identified and repaired the leak thought to have caused the increased consumption.

3. HOW WILL THE CHARGES/CONSUMPTION BE REDUCED

Regardless of the reason given for the increase in consumption, and assuming the criteria listed in 1.1 and 1.2 or 2.1 and 2.2 above are met, Council may reduce the water consumption charge and water consumption figures, for the disputed period, as follows;

3.1 Charges

The charge levied will be withdrawn and replaced with:

The average daily consumption for similar periods in the preceding three years (regardless of ownership of the property), multiplied by the number of days during the period in question, multiplied by the appropriate charge.

3.2 Year to date consumption figures

If the charge is withdrawn as per 3.1 above then the total consumption figures on the subject property for the subject financial year will be adjusted, as if the lesser quantity of water had been consumed in the disputed period. If necessary subsequent charges for the remainder of the financial year in which the disputed consumption occurred will also be amended.

4. LIMIT ON SIMILAR CLAIMS

To prevent property owners from repeatedly claiming discounts in water consumption under this Policy Council will not consider such requests from property owners if a similar request, whether due to an internal leak or an unexplained increase, has been made for the same property within the previous 5 years.

5. LIMIT ON WHEN CLAIMS CAN BE MADE

Property owners must make a claim for reduction in water consumption charges within 3 months (90 days) of the date of Council's invoice which details charges based on increased consumption. Except when the invoice under dispute is dated before 30 June 2023 and relates to the last reading of the old manual meter servicing the property. In this case the period for making a claim under this Policy will be 120 days.

* **History:** Reviewed– Ordinary Council Meeting 22 October 2024 – Min No 281/24

Reviewed August 2023 – Updated – Ordinary Council Meeting – Min No 189/23

Reviewed July 2020– Updated – Ordinary Council Meeting – Min No

Adopted as Tamworth Regional Council Policy at Ordinary Meeting 27 May 2014; Min No: 127/14



Attunga Public Hall and Youth Hall Committee

A Section 355 Committee of Tamworth Regional Council

MINUTES

ANNUAL GENERAL MEETING

1:00 pm on Tuesday 4th August 2024

At the Attunga Public Hall

1. **AGM: Welcome by Returning Officer** Lisa Hannaford TRC
2. **AGM: Present** (as noted on Sign on/ Sign off Register) Warren Brinkley, Noel Hollis, Daron Johnson, Margaret Markwick, Robyn Mowbray, Ian Regan, Lavinnia Todd, Jackie Blanch, Ken Blanch, Lisa Hannaford TRC, Jodie Archer TRC
3. **AGM: Apologies** Lorraine Abra,
4. **AGM: Confirmation of Minutes** of the Public Hall AGM held 08 th August 2023. Approved.
5. **AGM: Chairperson's Report** Copy to be provided for next General Meeting
6. **AGM: Financial Report** Copy attached. In summary, Working Account \$3,962.63 credit and Term Deposit \$5,416.86 credit.
7. **AGM: Business Arising/ Questions**, if any, in relation to the Chairperson's Report and/or the Financial Report. Nil questions.
8. **AGM: Election of Office Bearers/Executive** to be conducted by Returning Officer
(Existing members only can vote. Members can only vote once for each position.)
 - a) **Election of Office Bearers:**
 - **Position of Chairperson:** Lorraine Abra. Although not present Lorraine Abra had informed Ian Regan that she would be available to stand again. Nominated Ian Regan, 2nd Daron Johnson Re-elected unopposed
 - **Position of Deputy Chairperson:** Margaret Markwick. Nominated Ian Regan, 2nd Robyn Mowbray. Re-elected unopposed
 - **Position of Secretary:** Ian Regan. Nominated Robyn Mowbray , 2nd Vinnie Todd. Re-elected unopposed
 - **Position of Treasurer:** Lavinnia Todd. Nominated Daron Johnson 2nd Noel Hollis. Re-elected unopposed
 - **Position of Booking Officers** Daron Johnson and Margaret Markwick re-elected unopposed
9. **AGM: New Members** – Ken Blanch and Jackie Blanch have been accepted as new members.

Committee Postal Address: PO Box 17 ATTUNGA NSW 2345

10. **AGM:** Returning Officer hands the 'chair' to the newly elected Chairperson
11. **AGM:** Thank the Returning Officer
12. **AGM:** Welcome new committee
13. **AGM:** General Business- relating to matters relevant to AGM only.
 - 13.1 **Review Committee Strategic Plan** The Strategic Business Plan was discussed and it was noted that funding had been requested for the installation of ceiling fans as per the SBP. Separate copy is available.
 - 13.2 **Set Fees and Charges for up-coming year** Confirmed hire charges as:
18 th and 21 st Parties \$1,000 bond and \$250 Hire rate.
All other events \$400 bond and \$250 Hire rate. Unchanged.
14. **AGM1:** **Proposed date, time and venue of meeting dates for the coming year**
General meetings to be held every 2 months with next General Meeting to be held on Tuesday 1 st October 2024. Afternoon times are preferred for winter.
15. **AGM:** **Proposed date, time and venue for 2025 AGM (to be held in July/August)**
To be advised as above
16. **AGM:** **Closing time of the 2024 Annual General Meeting**
Meeting closed at 1:20 pm and was immediately followed by the August General Meeting.

Minutes prepared by Ian Regan



Attunga Public Hall and Youth Hall Committee

A Section 355 Committee of Tamworth Regional Council

MINUTES of Meeting held

Tuesday 4 th February 2025

Attunga Public Hall

Meeting commenced at 1:00 pm

1. **Chairperson** Lorraine Abra – Welcomed all to the meeting.
2. **Present:** Noel Hollis, Vinnie Todd, Warren Brinkley, Margaret Markwick, Jackie Blanch, Ken Blanch, Ian Regan, Lorraine Abra, Daron Johnson
3. **Apologies:** Jodie Archer TRC
4. **Membership:** Possible new member: Haley Ferguson, 1-3 Manilla Road Attunga (ph 0431 440 442) requested to become a new member of the Halls Committee. This was accepted and the application is forwarded to TRC for confirmation.
5. **Risk Awareness Statement:** No risks identified including general good health confirmation expressed by all present
6. **Minutes of previous meeting:** Held 10 th December 2024 were read and accepted. Moved Ian Regan and 2 nd Jackie Blanch
7. **Business arising from the previous meetings:**
7.1 Emergency plumbing repairs (broken cistern) completed by Warren Brinkley the day before the Trivia Event. Moved Ian Regan and 2 nd Noel Hollis that Warren be reimbursed for his cost of repairs; Warren did not wish to accept payment.
8. **Correspondence In**
8.1 Electoral Commission requesting hire of the Hall for the upcoming Federal Election. The committee agreed to offer hire subject to the Commission completing Hall Hire Application, and terms to be the same as previously agreed i.e. \$500 hire charge and \$50 recyclable material removal fee to be carried out by the committee.
8.2 Email from TRC stating that Jodie Archer will replace Lisa Hannaford as their representative on the TRC Place Management section. Thank you to Lisa Hannaford for her assistance over many years.
8.3 Local Member Kevin Anderson has advised that the Community Building Partnership Fund for 2025 opened on 25 th January 2025 and community groups can apply for a share of funding on the web site. The Hall Committee is interested in making an application. See item 13 for an updated list of the Strategic Business Plan which will be forwarded separately.
9. **Correspondence Out:**
9.1 Copies of meeting minutes from August 2024 and December 2024 have been sent to TRC as requested.

Committee Postal Address: PO Box 17 ATTUNGA NSW 2345

10. **Treasurer's Report:** Accounts as per Treasurer's Report for 4 th February 2025
The report presented was briefly discussed. The opening balance was \$9252.69 credit in the Hall's General Account and the final balance is \$8,890.72. This increase is largely due to financial proceeds from the Trivia Night. Term deposit remains with the Greater of \$5486.22. Full written report to be forwarded separately

11. **Booking Officer's Report:**
11.1 A successful booking was completed on 17 th January 2025, with \$250 proceeds being separately banked.
11.2 Nil future booking confirmed at present.
11.3 Booking Officer Daron Johnson enquired if it might be possible to strengthen booking requirements conditions e.g. confirmation of personal security presence and completion of all hirer conditions at least 3 days prior to the planned event. Perhaps a discussion with TRC staff? For further discussion please.

12. **General Business:**
12.1 Margaret Markwick had requested TRC to provide a contractor pest inspection for spiders in the Hall and possible termite presence in the building. This will be followed up by the Secretary.
12.2 Fees totalling \$1,621 have been deposited following the successful booking of campsites at the Rec Ground during Country Music Thank you to Margaret Markwick for all her efforts in achieving this result.
12.3 Fallen branches on the Rec Ground following January storms require removal by TRC
12.4 Jackie and Ken Blanch will be absent for the next two General Meetings.

13. **Committee Projects:** (ongoing – can be added to at any time)
13.1 A revised list of projects has been under discussion and is being prepared for the Strategic Business Plan 2024- 2025 and will be forwarded separately.
13.2 Warren Brinkley enquired about the committee organising a 50-50 dance night at the Hall (possibly with a theme). Warren is to get a quote for a live band to be performing and committee to discuss supper arrangements etc. If it is achievable this would occur in cooler months.

14. **Business Without Notice:** included above.

15. **Next Meeting:** Proposed General Meeting for Tuesday 1 st April (!) 2025 at the Hall at 1:00 pm. Meeting Closed at 2:10 pm. Minutes taken and prepared by Ian Regan.

.....
Signature of Chairperson

.....
Signature of Secretary



Manilla Matters Committee

A Section 355 Committee of Tamworth Regional Council

ANNUAL GENERAL MEETING

Meeting scheduled for: 12 Sep 24

Commencing: 4pm

At the Mechanics Institute, Manilla

1. **Welcome by Returning Officer**
2. **Risk Awareness Statement:** Nil Identified
3. **Present:** (as noted on the Sign on/ Sign off Register)
4. **Apologies:** Jane Martin, Richard Bell, Emily McDonnal
5. **Confirmation of Minutes** of the AGM held 12 Oct 2023
6. **Chairperson's Report:** The chair reported that we have had a successful year with the various activities that we have held and hoped to see another successful year ahead.
7. **Financial Report** There was no report available.
8. **Business Arising/ Questions**, if any, in relation to the Chairperson's Report and/or the financial report.
9. **Election of Office Bearers/ Executive** to be conducted by Returning Officer (Existing Members only can vote. Members can only vote once for each position.)
 - a) **Chair person** - Kate Phelps
 - b) **Secretary** – Tamara Phelps
 - c) **Treasurer** – David Ridgewell
10. **Correspondence In:**
 - 10.1. Email from Leah Hyles reference Halloween Disco
11. **Correspondence Out: Nil**
12. **Treasurer's Report:** No report available
13. **General Business:**
 - 13.1. Australia Day awards nominations will open ASAP and will close 21 Nov.
 - 13.2. Pioneer Park location, Gwen to enquire about entertainment.
 - 13.3. Lisa to look into grant for food & entertainment. Dinner to go ahead
 - 13.4. Kate to invite Barraba
14. **Business Without Notice:** Nil
15. **Next AGM Meeting:** 11 Sep 25

Meeting closed at: 4:20 pm



Moore Creek Hall and Reserve Committee

A Section 355 Committee of Tamworth Regional Council

AGENDA

Meeting scheduled for: 10.10.24

Commencing: 18.30

At the Moore Creek Hall

1. **Welcome by Chairperson**
2. **Present:** Megan, Emma, , Judy & Sonia, Doug, Grant, Teresa
3. **Apologies:** Phil, Jody
4. **Membership:** Grant & Teresa welcome to the hall committee
5. **Risk Awareness Statement**
6. **Minutes** from previous minutes read, all in favour
7. **Business Arising** from the Minutes of Meeting held 12.2.24
 - 7.1. Trees trimmed.
 - 7.2. *Toilets on going issue – talks with Richard willis*
 - 7.3. *People parking on the septic tank- pipe broken, putting in a job to get it fixed*
 - 7.4. **Mower now fixed**
 - 7.5. Flag pole now up – put flag up for ANZAC day
 - 7.6. **Lightening to be looked at**
 - 7.7. BBQ ?\$5.00 charge if not related to the hall hire.
8. **Correspondence In:**
9. **Lots of bookings – bdays, photo shoots, weddings, plus more**
10. Place management – re AGM
11. BYO Alcohol policy – new , we send the policy with every booking
12. Emma Spoke with Richard Willis sport & rec development officer re fixing the toilets, parking fixing the front tennis courts, BBQ area.
13. Tennis courts surface – lisa getting someone to come out, the roller not working ? grant regarding the surface.
14. Sonia's don has a kitchen he wants to donate to the hall
15. **Correspondence Out: Nil**
16. **Treasurer's Report:** opening balance \$13,325, closing balance \$12,937.73 - \$387.27 power bill

MINUTES

Committee Postal Address: 113 Fiona Drive MOORE CREEK NSW 2340

17. **Booking Officer's Report:** – lots of booking enquires.

18. General Business:

- 18.1. Emma spoke about the communication issues with the RFS, re drive way & fence – hall is reasonable for everything on the grounds, things need to be documented eg via email, letter then gets taken to the meeting to get approved, then forwarded to council. Getting lots of push back from the RFS
- 18.2. Sonia spoke about ? spilt system in the club house
- 18.3. Megan made a motion to put plants etc under the flag pole & lightening – All in Favour
- 18.4. Megan made a motion to buy more tables, chairs & fairy lights for the hall – All in favour.
- 18.5. **Hire chairs \$2.50, \$5 per table**
- 18.6. Doug asked if the signs where getting sorted
- 18.7. Sally has planted more trees along the fence & rocks – emma to talk to lisa re spraying or whipper snipping along the fence, also to ask sally to turn off the electric fence when playing cricket.
- 18.8. Roster for different groups to mow – doug to give us receipts for fuel
- 18.9. Bigger mower
- 18.10. AGM date set for the 24.10.24
- 18.11. ?Trivia night march 25
- 18.12. .

19. **Business Without Notice:**

20. **Next Meeting:** not set

Meeting closed at: 19.44



Moore Creek Hall and Reserve Committee

A Section 355 Committee of Tamworth Regional Council

AGENDA

AGM Meeting scheduled for: 24.10.24

Commencing: 18.32

At the Moore Creek Hall

1. **Welcome by Chairperson**
2. **Present:** Megan, Emma, Grant, Ben, David, Tom, Matt, Nick, Ian, Adam, Col, Brad, Doug, Mick, Jamie, Sonia, Judy, Teresa, Lisa, Jodie & Kay
3. **Apologies:** Norm, Phillip
4. Emma welcomed everyone to the AGM, little later than normal. Thank you to the current committee.

Lisa – at the AGM you can't vote if you are not a member, can be voted in if any vacant positions are to be filled.

5. **Minutes** from previous meeting held 2023 AGM minutes from previous meeting read, moved by Sonia & Judy
6. **Chair person-** Really busy year with bookings, we have bookings thru to September 2025, cricket club booked.

Improvements – play ground, number of items to get fixed including the toilets, fence line, garden around the flag pole, ? new kitchen.

Thank you to the outgoing committee.

7. **Treasurer's Report:** we were not able to access the bank, around \$12,000 in bank ? \$1000 profit.

Declare all positions vacant

Lisa took over the meeting.

Chairperson – Emma nominated by Megan – second Doug

Emma accepted the position

Deputy Chairperson – Teresa nominated by Megan – second Emma

Teresa accepted the position

Secretary – Emma nominated Megan – second by Judy

Megan accepted the position

Treasurer – Emma nominated Megan – second by Doug

Megan accepted the position

Booking officer – Judy nominated Emma – second by Sonia

Emma accepted the position.

New members

Committee Postal Address: 113 Fiona Drive MOORE CREEK NSW 2340

From the cricket club – Colin, adam, Jamie, Michael, Brad

From the RFS – Ben, Tom, Matt, Nick, Hon, David

Emma moved to accept the new members – moved by Judy & Sonia

Emma welcomed the new 24-25 committee.

General Business.

Emma followed up with Richard Willis regarding the toilets to get up grade.

At the AGM we set up stragtic planning for the next few years fo plans that need to be done.

Plans

1 upgrade the toilets- all in favour

2 parking – plants trees to stop people parking on the septic tank – all in favovur

3 front tennis courts – upgrade, resurface, basketball court, pickle ball, etc – all in favour

4 fence all the oval – pull out old fence and replace with a new fence – evac area, needs to be a safe area – all in favour – ben asked that there be no gate.

5 improving the BBQ area, more sitting – all in favour.

Fees & Charges 24-25'

Went thru the current cost – all in favour to keep the current fee's

AGM date for 2025 – 23.10.25 @ 18.30

Meetings every 2months

Next meeting 12.12.24 @ 18.30

Meeting closed 1900



Piallamore Recreation Reserve Committee

A Section 355 Committee of Tamworth Regional Council

MINUTES - PICKERS MARKET - JUNE 2024

Date | time Wednesday 19th June 2024 | 10:00am *Location* Camp Kitchen Meeting called to order by Mark Stass

Welcome - Mark Stass (Chairperson)

Meeting Opened at 10.03am

Mark welcomed everyone.

In Attendance

Mark Stass, Sue Stass, Francene Hutt, Robert Hutt, Jo-Anna Heenan, John Clifford, John Wood, Jack Domis, Colin McCormack, Bob Abra, Rod Bath

Apologies

NIL

Risk Management Awareness Statement

- Read by Mark Stass.

Memberships

- New Member Jack Domis
- All in favour

General Business - Pickers Market

- Food preparation - Francene Hutt
 - o 40kg sausage
 - o 20kg bacon
 - o 8 trays eggs
 - o 150 rissoles
 - o need 14 bags of onions
 - o order another drum of cooking oil

- o order 8 boxes of frozen chips
- o Bread - Nemingha Store - more than 70 + 4 extra for cheese toasties
- o Milk - Nemingha Store
- o Soup - Wendy making 2 pots. Serve in cups
- o Check sauces, drinks, gloves, kitchen cleaning - Sue & Fran to suit.
- [REDACTED] coming needs power (agreed \$110 min fee may give extra depending on sales)
- Safety vests
- Need walkie talkies (UHF)
- Square - x 3
- Mark has organised toilet hire - to collect Friday
- Cleaning schedule organised.
- Mark to provide social media contact for Sponsors
- signs for Pickers going up this week.
- Letterbox drop - Jo to organise printing, Sue & Fran to deliver next week.
- Agreed that only people over 16yo on front counter dealing with cash.
- Increase the amount of the floats
- Devonshire Tea - Nickie Hamilton & Jo Heenan to organise.

Other Business

- NIL

Action Items

Next Meeting

OGM/AGM Tuesday 6th August 2024 | 7:00pm, At School House.

Meeting Closed 10:45am. Minutes taken and prepared by Jo-Anna Heenan.



Signature of Chairperson



Signature of Secretary



Piallamore Recreation Reserve Committee

A Section 355 Committee of Tamworth Regional Council

MINUTES - AGM - AUGUST 2024

Date | time Tuesday 6th August 2024 | 7:00pm *Location* School House *Meeting called to order by* Jo Heenan

Welcome - Jo-Anna Heenan (Secretary)

Meeting Opened at 7.12pm

Jo-Anna welcomed everyone.

In Attendance

Richard Cheetham, Wendy Cheetham, Colin McCormack, Sue Stass, Robert Hutt, Barry Moss, Stuart Garland, Megan Kahn, Jo-Anna Heenan.

Apologies

Mark Stass, Allan Moss, Nicolette Moss, Kay Burns, David Heenan, Kate Garland, Francene Hutt, Bob Abra, Tony McClelland.

Risk Management Awareness Statement

- Read by Jo-Anna Heenan.

Previous Minutes

- Tabled minutes from the previous AGM held 31st August 2023.
- August 2023 AGM minutes accepted by Sue Stass & seconded by Wendy Cheetham.

Business arising from the Minutes of meeting held 31st August 2023

- NIL

Chairpersons Report - Mark Stass

- Read by Sue Stass - As per attached "Chairman's Annual AGM Report 2023-2024". Accepted by All.

Financial Report

- As per attached.
- Accepted by Richard Cheetham & seconded by Barry Moss.

Booking Officer Report

- All applications have been streamlined and are now completed using online forms.

Business arising/questions if any in relation to the above reports

- Camping \$27.50 incl GST (2024/2025 year) with an increase for 2025/2026 year to \$33.00 incl GST
- Hire venue \$150 + GST (Bond \$200) Committee members \$88.00
- Site Fee PM - \$20+GST
- Hire of Courts \$15/hr during daylight, \$30/hr at night (using lights)
- Strategic Plan - Draft attached to be finalised. All agreed.
- Asset Register - to be completed.
- Members List - to be updated. Draft attached.

Election of Office Bearers/Executive to be conducted by Returning Officer

- All positions are declared vacant and Sue Stass stood in as Returning Officer.
- All positions became vacant:

Chairperson:

Nomination for Mark Stass to be Chairman by Wendy Cheetham & seconded by Richard Cheetham.

All in favour. Elected unopposed. Accepted to the position

Deputy Chairperson:

Nomination for Robert Hutt to be Deputy Chairman by Sue Stass & seconded by Barry Moss.

All in favour. Elected unopposed. Accepted to the position

Secretary/Treasurer:

Nomination for Jo-anna Heenan by Stuart Garland & seconded by Wendy Cheetham.

All in favour. Elected unopposed. Accepted to the position

Booking Officer:

Nomination for Mark Stass to be Booking Officer by Jo Heenan and seconded

Richard Cheetham

All in favour. Elected unopposed. Accepted to the position

Returning officer hands the chair to the newly elected Treasurer - Jo Heenan.

Thanks

- Jo Heenan thanked the Returning Officer, the retiring committee and the new committee for all their hard work and dedication.

General Business

- NIL

Action Items

- NIL

Next Annual General Meeting

AGM Tuesday 12th August 2025 | 7:00pm, At School House.

Meeting Closed 7.40pm. Minutes taken and prepared by Jo-Anna Heenan.



Signature of Chairperson



Signature of Secretary



Piallamore Recreation Reserve Committee

A Section 355 Committee of Tamworth Regional Council

MINUTES - OGM - AUGUST 2024

Date | time Tuesday 6th August 2024 | 7:00pm *Location* School House *Meeting called to order by* Jo Heenan

Welcome - Jo Heenan (Secretary)

Meeting Opened at 7.43pm

Jo welcomed everyone.

In Attendance

Richard Cheetham, Wendy Cheetham, Colin McCormack, Sue Stass, Robert Hutt, Barry Moss, Stuart Garland, Megan Kahn, Jo-Anna Heenan.

Apologies

Mark Stass, Allan Moss, Nicolette Moss, Kay Burns, David Heenan, Kate Garland, Francene Hutt, Bob Abra, Tony McClelland.

Risk Management Awareness Statement

- Read by Jo Heenan.

Memberships

- Megan & Martin Kahn. Nominated by Sue Stass & seconded by Stuart Garland. All in favour.

Previous Minutes from meeting held Wednesday 19th June 2024

- June 2024 Pickers minutes accepted by Bob Hutt & seconded by Wendy Cheetham.

Business arising from the Minutes of meeting held Wednesday 19th June 2024

- all items were completed prior to Pickers Day Market.

Correspondence In

- TRC - forms & sponsorship

Correspondence Out

- TRC - re grants

Chairman's Report – Mark Stass

- No report.

Treasurer's Report – Jo Heenan

Closing bank balance 6/8/24

S1 Account Balance	\$18,863.05
S1.1 Account balance	\$ 925.33

- Pickers Day Market results:
 - o Total Income \$10,679.15
 - o Total Expenses \$1,429.72
 - o Profit \$9,249.43
- Report accepted by Wendy Cheetham & seconded by Richard Cheetham.

Booking Officer's Report

- Nothing to Report.

General Business

- Pickers Market Wrap Up
 - o No cakes at all were donated only scones for Devonshire Tea.
 - o Nundle Pies did a great trade. Did have an impact on our canteen sales.
 - o Megan suggested a “concert”/entertainment.
 - o Overall sales slightly down.
 - o Parking was handled even better again this year
 - o A huge thank you to the RFS for their help with parking. Mark suggested we donate \$1000 to the RFS from our profits as a thank you. Accepted by Sue Stass & seconded by Colin McCormack.
 - o RFS wood raffle did well, approx \$1600
- Improvements to the School House
 - o Look at insulating roof & western wall

- o building needs painting
- o outside wall
- o consider extra lighting inside
- o We received a quote from McKnights to install a reverse cycle air conditioner to the School House. Quote was \$3278.00 including GST. Accepted by Bob Hutt & seconded by Colin McCormack. All in favour.
- Toilet Block
 - o waiting on TRC
 - o completion date: ?
- Memorial Garden
 - o 85-90% complete
 - o waiting on corton steel designs
 - o framework completed
- Melbourne Cup
 - o 5th November 2024
 - o Mark to organise sweeps
 - o TV to be out in alfresco dining area.
 - o BYO plate to share
 - o Jo to do a Facebook event/invite from 11am.
- Christmas Party
 - o Saturday 7th December 2024 from 6pm
 - o Let Rod Smith know as Fire Chief
 - o Bob Abra to be Santa. All in favour.
- Biggest Morning Tea
 - o 2025 May to organise. Official dated is 23/5/25.
 - o Discussed donating funds to a local cancer charity.
- TCMF - Camping
 - o booking form in live
 - o entries coming in and monies being banked.
- 2023 Accounts
 - o TRC have asked for a petty cash reconciliation for 2023 accounts.

Other Business

- NIL

Action Items

1. Melbourne Cup - Event/invite
2. Christmas Party - flyer to go out/ Event on Facebook
3. Petty cash reconciliation

Next Meeting

OGM Tuesday 29th October 2024 | 7:00pm, At School House.

Meeting Closed 8:37pm. Minutes taken and prepared by Jo-Anna Heenan.

.....
Signature of Chairperson


.....
Signature of Secretary



Tamworth Regional Film and Sound Archive
Committee

A Section 355 Committee of Tamworth Regional Council

MINUTES of Meeting held

Tuesday 10th December 2024

Community Centre, Tamworth

Meeting commenced at 10.20 am

1. **Chairperson** – John welcomed all to the meeting
2. **Present**: Ian Austin, Ces Ledwos, Dan Alderson, John Vickery, Miranda Heckenberg, Allan Alderson (late)
Guests: Dave Locklee
3. **Apologies**: Vic Kolesnikoff, Jodie Archer
4. **Membership**: Currently 8.
5. **Risk Awareness Statement**: Presented, and no hazards/risks reported.
6. **Minutes of previous meeting**: Held 17th September, 2024 at Tamworth Community Centre. As forwarded to members, were moved to be accepted by Dan, seconded by Ian.
CARRIED
7. **Business arising from the previous meeting**:
 - 7.1 John announced to the public via Facebook as **new Chairperson**
 - 7.2 Jodie Archer informed of **Archive's preferred signage** option. Awaiting funding to install
 - 7.3 **Borrowed Equipment Book** made available for all equipment used by members off-site.
 - 7.4 Request has been sent for TRC's **glass display cabinets** should approval be gained to install same in location such as Gallery, Information Centre, Capitol Theatre etc
 - 7.5 Members were emailed copies of **TRC's Museum Collection Policy** to be aware of the need for TRF&SA's Policy to be aligned with Council's. It was generally agreed that targeted collecting could be undertaken if safe and appropriate storage was available, but that acquisition of objects being subject to documented provenance was likely to be off-putting to potential donors.
 - 7.6 Lu Danieli's 2nd offer of TV studio **equipment** has not proceeded to date.
 - 7.7 **TRC's Guidelines** meant to cover expectations of **volunteers**, including diversity and inclusion issues, were emailed to members.
8. **Correspondence In**:
 - 8.1 Presented by Ces in summary form
9. **Correspondence Out**:
 - 9.1 Presented by Ces in summary form including:
 - 9.11 Checking with Jodie Archer the ownership of a Nikon camera and lens Archive did not have listed as an asset. Jodie confirmed our ownership and Miranda explained it was a special purchase and was currently held at the Gallery.
 - 9.12 Following discussion with some members before today's meeting, and including the Chairperson's approval, Ces prepared and has submitted an article for publication in the NDL celebrating the founding of the Archive 30 years ago this month.

Committee Postal Address: C/- PO Box 555 TAMWORTH NSW 2340

10. **Treasurer's Report:** Miranda reported expenses totalling \$3844.61, income of \$50 leaving a balance of \$2823.75 Moved Miranda, seconded Dave that report be accepted. CARRIED Members also advised that accounts for the financial years ending 2022 and 2023 are awaiting audit.
11. **Chairperson's Report:** John congratulated Dave Locklee on becoming an inducted member, and expressed disappointment at Robyn Byrnes' departure. Thanks were offered to members for continuing their respective work, helping with the acquisition of Lu Danieli's donated equipment, and concluded with best wishes to all for 2025.
12. **General Business**
 - 12.1 Jodie Archer and Luke Macdonald called in earlier in the meeting to congratulate and welcome Dave Locklee as a new member.
 - 12.2 In presenting members with the Archive's Collection Disaster Plan Ces acknowledged that there appeared to be some resistance to a formal document, but that others saw no downside to such a plan, and therefore moved that it be adopted as the **TRS&SA's Collection Disaster Plan**, to be reviewed as further information comes to hand. Seconded Dan Alderson. CARRIED
 - 12.3 **2025 Heritage Week:** Agreement was noted to hold an Open Day during the month designated for celebrations, and interest was expressed re projection of film on a wall in Fitzroy St Tamworth during the first week.
 - 12.4 **Robyn Byrnes' membership** was advised as lapsed as she had informed she was no longer able to continue as a volunteer.
 - 12.5 **TRC Policies:** Ces advised he would seek advice from Jodie on a number of policies received without explanation.
 - 12.6 **Copyright Agreement draft:** TRF&SA awaiting further information on its approval.
 - 12.7 **Risk Assessment Visit:** a written report has not yet been received, but recommendations were made to procure shelving to store materials off the floor and a suitable ladder to reach high equipment safely, and, to replace out-of-date first aid supplies. Applications in respect of each have been made to Jodie. A check of testing/tagging of the Archive's equipment revealed that requirements had been met.

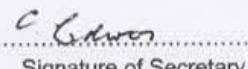
13. Business without Notice

- 13.1 Ian reported a discussion with Bridget Guthrie informing her of 2 potential volunteers coming on board, with Archive work waiting and available to be done, but still with insufficient space to begin. A suggestion to open the Archive a second day was rejected as that did not appear to create the extra space needed, nor would it lead to increased interest/visitation from the public as we still wouldn't have room to display any items from our collection.

14. Next Meeting: tba

Meeting Closed at 11.45 am

(minutes taken and prepared by Ces Ledwos (Secretary)


Signature of Chairperson
Signature of Secretary

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MINUTES OF THE ANNUAL GENERAL MEETING OF WEABONGA HALL AND RECREATION
RESERVE LOCAL COMMITTEE HELD ON SUNDAY 7TH JULY 2024 AT COMMUNITY SHED
WEABONGA RECREATION RESERVE LIMBRI ROAD WEABONGA COMMENCING AT 3.00PM

PRESENT: Mia Jenkin; Shane Thompson; Howard Webster; Paul Rumble; David Jones; Evon Yule; Dennis Chenoweth; Ian (Bert) Robertson; Alison Pitt; David Pitt; Garry Mahoney; Billy Mann; Simon Abrahams; Marilyn Max; Peter Max; Caleb Edmonds; Brayden Rumble; Troy Cooper; Serato Cooper; Cai Leigh Rumble; Kayla Ferily; Ruth White

APOLOGIES: Sara Rumble

DECLARATION OF INTEREST: There were no Declarations of interest.

QUORUM: Quorum present.

RISK AWARENESS: Passed

CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING HELD ON TUESDAY 12TH
SEPTEMBER 2023

Moved Ewon Seconded Paul that the Minutes of the 2023 Annual General Meeting be accepted as true and correct.

TREASURER'S REPORT

Sara unable to be present however sent all Treasurer's Financials which were professionally prepared by her to the meeting with her husband Paul. The current Bank Balance at 30th June 2024 is \$3900

Moved Ewon Seconded Mia that the Treasurer's report be received and accepted.

AGENDA

All positions were declared vacant.

Position of Chairperson

Paul nominated Mia who accepted this position.

Moved Paul Seconded Shane that Mia remain as Chairperson of the Committee for 2024/25 year.

Position of Treasurer

Mia nominated Sara. Sara unable to be here however sent her wishes to remain as Treasurer.

Moved Mia Seconded Ruth that Sara be Treasurer of the Committee for 2024/25 year.

Position of Secretary

Shane accepted Gary's nomination to remain as Secretary.

Moved Garry Seconded Bert that Shane be Secretary of the Committee for 2024/25 year.

Booking Officer

MOVED Billy, Seconded Paul that Garry and Bert be elected as 2024/25 year contacts for any Reserve/Shed Bookings. Garry is 1st Contact, Bert is second contact.

Fees and ChargesFees for Shed Hiring:

MOVED Garry that the Fees be set at \$25.00 per one night/day for up to 50 persons; \$50.00 per one night/day for up to 100 persons; \$100 per night/day for over 100 persons.

SECONDED Bert that the above Fees for hiring of the Shed be accepted and passed by the Meeting and they be submitted to Council for endorsement.

MOVED Billy Mann that a compulsory \$1.00 fee be charged for impromptu functions for example a local family gathering; if an arranged event and musicians need to set up and “warm up” for performance then they are to be permitted to practice fee free.

SECONDED Ruth White that the above Fees for impromptu and arranged functions be accepted and passed by the Meeting and they be submitted to Council for endorsement.

Strategic Plan

With the valued assistance and support from TRC Place Management Team during the last one year some goals submitted in our previous Strategic Plan have been met. We are very grateful for their ongoing interest in our Reserve/Shed which is used often and much appreciated by the Community.

After discussion the Strategic Plan for this Committee will be:

- Toilets/Amenities is Number One Priority urgently needed
- Defibrillator, Fire Extinguisher and First Aid Kit to be purchased and left in the Community Shed at all times
- Plumbing to be completed where kitchenette is installed
- Heating, if permissible, for the Community Shed to be considered.
- Treeplanting to be considered for shade and aesthetic appearance around the ground
- Heritage Signs for positioning around the Village
- Weabonga Hall which at present is mothballed with Council May we obtain funding via Tamworth Regional Council and Heritage Assistance

Asset Register

Asset Register was discussed and Secretary Shane will forward same to Council as soon as he discusses the completion of forwarded templates with Place Management Staff at Tamworth Regional Council.

Business Arising from the Meeting

Garry asked if signatories of the Committee cheque book are up to date 2023/24 Signatories are Sara, Shane and Mia however it seems that to date they are still as previous Committee

Signatories being last year's 2022/23 Garry, Shane and Bert. Called to update as soon as possible for 2024/25.

Business Arising from the Meeting Cont'd

Cash Raised from Social Gatherings

Dennis advised that Tamworth Regional Council must be notified of any cash raised during Sunday Social Gatherings as well as other Gatherings held at the Weabonga Community Shed. Sunday Social Gatherings are proving popular in the Community. These are held on the 1st Sunday of each month.

The date for the next Annual General Meeting be set as Sunday 13th July 2025 at 3pm

Business Concluded.

The meeting was declared closed at 3.55pm.

MINUTES OF THE MEETING OF WEABONGA HALL AND RECREATION RESERVE LOCAL
COMMITTEE HELD ON SUNDAY 7TH JULY 2024 AT WEABONGA RECREATION RESERVE SHED
COMMENCING AT 4.00PM

PRESENT: Mia Jenkins; Shane Thompson; Howard Webster; Paul Rumble; David Jones; Evon Yule; Dennis Chennoweth; Ian (Bert Robertson); Alison Pitt; David Pitt; Garry Mahoney; Billy Mann; Simon Abrahams; Marilyn Max; Peter Max; Caleb Edmonds; Brayden Rumble; Troy Cooper; Serato Cooper; Cai Leigh Rumble; Kayla Ferily; Ruth White

APOLOGIES: Sara Rumble

DECLARATION OF INTEREST: There were no Declarations of Interest

QUORUM: Quorum present.

RISK AWARENESS: Passed.

Chairperson Mia warmly welcomed All to the meeting including our special visitors from New Zealand and wished them a very happy visit to Weabonga staying with our Treasurer and her family.

CONFIRMATION OF MINUTES OF MEETING HELD ON 3RD MARCH 2024

Moved Bert Seconded Evon that the Minutes of the meeting held on 3rd March 2024 be passed as true and correct.

BUSINESS ARISING FROM THE MINUTES

Shane advised that the fence along the road has been finished and thanked all concerned for their valued help in constructing the fence. Our Shed is looking all the better for it. The fence materials were funded by Tamworth Regional Council and our appreciation goes to Place Management Team for their assistance in obtaining funds for fencing materials.

Dennis asked if any more fencing is to be attended to and advised that Tamworth Regional Council and the neighbouring McDonald Family must be advised that this fence which is now completed is not in alignment. They will all need to be alerted to this in case any future fencing is to be considered at this location.

TREASURER'S REPORT

Treasurer Sara was not able to be at the meeting however sent advice that the accounts for the year to date were completed – These were emailed previously to members and were professionally presented and very easy to read – The Committee thanks Sara for her continued work as Treasurer. The Balance in the Bank was \$3900 which is much more than one year ago.

Moved Evon Seconded Ruth that the Treasurer's Report be received and noted.

GENERAL BUSINESS

NEW MEMBERS

Mia advised that we are delighted to have four new Community members present with us today who would like to join our Committee. These are Troy Cooper; Serato Cooper; Cai Leigh Rumble; Kayla Ferrily.

MOVED Dennis, SECONDED Howie that these four new members being Troy, Serato, Cai Leigh and Kayla be accepted with pleasure and welcomed to our Committee. New members have given their details to Secretary Shane.

Shane advised the pressure pump on the water tank has been installed – a big thank you to all who helped with this task.

Shane asked for some help with the plumbing concerned with the installation of our Kitchenette. To be attended to.

Howie asked for a working bee one afternoon to tidy up and stick pick a rough corner on the Reserve – Members decided that maybe this could be done throughout the gathering at the Community Shed on some Social Sundays. To be attended to.

At the last meeting Brayden suggested a movie night might be able to be scheduled at some time in the near future –

It was noted and is still mindful for warmer times. David Jones indicated that it could be quite simply put together.

For mindfulness we have asked Len Walters some time ago to come and read the Stars with us one night in warmer weather -Len is still keen to come and we will make a date with him soon.

The Christmas Gathering was mentioned and we will plan it at the next meeting in the final quarter of this year.

At the previous meeting today which was the Annual General Meeting Billy Mann asked for a Defibrillator, Fire Extinguisher and First Aid Kit to be left in the Community Shed – Mia will enquire into these – they are listed in the Strategic Plan for the year as well.

The next meeting of Weabonga Hall and Reserve Committee will be decided upon in the final Quarter of 2024 Social Sunday of September or October at the Community Shed. Social Sunday is the first Sunday of each month of the year.

BUSINESS CONCLUDED.

The Meeting was declared closed at 5.05pm.

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