

Date Registered 4/08/2021
Record Number D/21/74968
Container F/20/449



Coleraine Sporting Grounds Committee Minutes

Community Asset Committee
20 April 2021

held at 7.30pm at Baudinette Pavilion

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The Meeting opened at 7.30pm

1. Present

Members

Bonnie Farrugia
Lou Grinham
Marg Ferguson (Treasurer)
Leigh Peterson
Kate Dorahy
Barbara Waldron-Hunter (Secretary) ,
Owen McClure,
Bobbie McLean
Steve Cooper (President)

Officers

Darren Ames

2. Welcome

The Chair welcomed members.

3. Apologies

Lynn Brown, Ashley Lambert

4. Confirmation of Minutes

Minutes moved by Lou and seconded by Owen

RECOMMENDATION

That the Minutes of the Coleraine Sporting Grounds Committee held on 22 March 2021 be confirmed as a correct record of business transacted.

MOVED: Lou
SECONDED: Owen

CARRIED

5. Declaration of Conflict of Interest

None declared.

6. Guest Speaker

N/A

7. Correspondence

Letter from bank to roll the term deposit

Application from Coleraine Hockey Club to use Turnbull St, moved Bobbie,
seconded Owen

8. Reports

8.1 Treasurers Report

Opening balance \$9954.08 Closing \$6580.73

Monthly Bills

Murrihy Demolitions \$990 reimburse footy club who accidentally paid it

Alister Bailey \$4928 2 hockey goals

Total \$5918

Check we received 2020 payment from Shire. Darren to follow up.

Last payment received 13 Dec 2019 \$40,982

Tennis hockey \$41,576.92 term deposit interest rate 0.1% review date 18 July 2021
leave for one month

Fund raising \$10,005.95

Skate Park \$2421.28

Move Skate Park funds into General account when it becomes due in June.

Move Fund raising account funds into General account when it becomes due.

Take \$10,000 out of Tennis hockey account and roll remaining amount for 7 months
at 0.3%.

RECOMMENDATION

That the Treasurers Report be received and accounts be passed for payment.

MOVED: Barb

SECONDED: Marg

CARRIED

9. General Business

- 9.1 Leigh – oval has been spread with fertiliser and sprayed for capeweed. Kitchen is going ahead slowly, stop start, as they find more asbestos. They are hoping to have it ready by the first game. Bonnie – wheel chair access has started. Bob cat earth moving with some blue stone behind umpires room. \$200 plus cost of blue stone. Footy Club to pay for it.
- 9.2 Coleraine Hockey Club -requested access to Turnbull St for training and use Footy Club for break-up.
- 9.3 QR codes – record attendees not necessary QR code. Keep records for month.
- 9.4 Lights for Turnbull Street – received design, assessment and cost plan. Can't retro fit lights at Turnbull St. Given pricing models that are 2 years old and construction costs have gone up. Should be able to get it done for the money there and with money left over.
Need advertising period of 4 weeks starting this Friday, then need evaluation team that Darren has organised. Early June organise contract, commencement there after. Criteria for tender, price significant, previous experience and willingness to deliver and their construction program.
- 9.5 Darren met with fire extinguisher man that inspects Turnbull St, he has been given a list to audit and test.
- 9.6 Doorway for Turnbull St – Darren proposes we tackle these projects with excess fund left from lighting.
- 9.7 Hockey & Tennis to put together on a list of priorities for Turnbull St Owen, Ashley, Bobbie, Lynn & Kate to catch up before next meeting to agree on what they want at Turnbull st, and what they want in user agreement with priorities.
- 9.8 Ashley, Leigh & Bonnie to email the same list of priorities for Footy and netball.
We can then discuss User Agreements for all Clubs.
- 9.9 Hockey lines to be marked at Turnbull st. Tennis happy as long as they aren't the same colour and don't follow their lines. Lou and Barb to organise with Kate.
- 10.0 Footy goal nets, Footy Club (Ashley) got a grant, and is chasing up someone to do it. Darren has approved erection of nets.
- 10.1 Score Board, is still not erected by Simon Edge/ Jono's. Footy Club to give Jono's business notice that the score board needs to be operational by the 1st May 2020. Please call and put this request in writing.
- 10.2 Lou to contact CFA on behalf of our committee to remove tower just after bridge as it is an eye sore.
- 10.3 No hand sanitizer in Turnbull St, bathroom. Darren to follow up.

RECOMMENDATION

MOVED: Owen
SECONDED: Bonnie

9.9 Final Minutes to be distributed by 4th May

10. Close of Meeting

This concludes the business of the meeting.

Minutes will be confirmed at the next meeting, 18th May 2021 at The Coleraine Hotel

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Chairperson

Date Registered 4/08/2021
Record Number D/21/74971
Container F/20/449



Coleraine Sporting Grounds Committee Minutes

Community Asset Committee
18 May 2021

Held at 7.30pm at
Coleraine Hotel.

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9. General Business	4
MOVED: Owen.....	5
10. Close of Meeting.....	5

The Meeting opened at 7.30pm

1. Present

Members

Steve Cooper (President)
Bobbie McLean
Owen McClure,
Lou Grinham
Marg Ferguson (Treasurer)
Leigh Peterson
Barbara Waldron-Hunter (Secretary) ,
Bonnie Farrugia
Ashley Lambert

Officers

Darren Ames

2. Welcome

The Chair welcomed members.

3. Apologies

Kate Dorahy

4. Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Coleraine Sporting Grounds Committee held on 22 March 2021 be confirmed as a correct record of business transacted.

MOVED: Bobby
SECONDED: Owen

CARRIED

5. Declaration of Conflict of Interest

None declared.

6. Guest Speaker

N/A

7. Correspondence

Letter from SOSG stating that documents required by 7th July for End of year audit.

8. Reports

8.1 Treasurers Report

Opening balance \$6580.73

We transferred \$10,000 to operating account while waiting for our allowance, which we received two days later, \$40,982.00. We incurred bank charges \$2.10 so our balance was \$57,560.63.

Accounts on hand for payment = McDonald Rural Services for spray \$269.05, and John Kane for spraying \$245.00.

We have been debited \$179.94 for electricity.

Tennis hockey \$41,576.92 term deposit interest rate 0.1% review date 18 July 2021 leave for one month

Fund raising \$10,005.95 plus interest \$0.08 = \$10,006.03

Skate Park \$2421.28 no change

Move Skate Park funds into General account when it becomes due in June.

Move Fund raising account funds into General account when it becomes due.

RECOMMENDATION

That the Treasurers Report be received and accounts are passed for payment

MOVED: Marg
SECONDED: Leigh

CARRIED

9. General Business

- 9.1 Agreements – Each group to review their agreement, make changes they think necessary and bring to next meeting,
- 9.2 Scoreboard – got it back, but not working due to antennae problem, now apparently the “white box” is not working..
- 9.3 Tennis courts – new stones in gateway over drain. We feel this should be sealed. Gates blow open and kids have pulled with pin dragging on surface.
- 9.4 There was a beehive found near light tower. Neil Trotman attempted to seal most up but not able to do all. European wasps are also very prevalent. Barbara to email Darren to chase up for us.
- 9.5 Blue lines for hockey – Darren has been asked to sort for us.

- 9.6 CFNC has developed their list of priorities.
- 9.7 Septic tank at Silvester has been emptied, shower heads have been replaced, and the loose stones near the terrace seating are a problem. Nigel Sparrow to be asked by Lou to come and quote on sealing between seats.
- 9.8 Tennis Club queried paying the electricity account, and the lights are not working in the toilets, clubroom or storeroom, and there is still no sanitizer or hand cleaner available. How much time the cleaner needs to maintain the public toilets was discussed. Barbara and Steve to talk with cleaner. Bobbie moved that we purchase and install light globes, Marg seconded and was carried.
- 9.9 Signage to keep dogs of tennis courts to be sourced by Darren and will be installed when received.
- 10.0 Tennis and Hockey Clubs have formulated their "wish list", which Bobbie read out. She will email to all.
- 10.1 Leigh moved that the Play Group be given permission to use the Netball Pavilion for terms 2 & 3. They will make a contribution to the running costs. Bonnie seconded, and was carried.
- 10.2 There are netball goal posts in the storeroom at Tennis/Hockey shed. It was suggested that we offer to the schools.
- 10.3 Darren believes we should gather and compile the "wish lists" to sort priorities and get started on solving some of these problems. Darren will keep us advised re time frames and funding etc..
- 10.4 The light tender will be closing next week.
- 10.5 As a thank you to Roger Armstrong for use of his cherry picker for scoreboard access, Steve purchased a slab of beer \$45, which he then passed the docket to Marg for reimbursement.

RECOMMENDATION

MOVED: Owen
SECONDED: Bonnie

- 9.9 Final Minutes to be distributed by 1st June.

10. Close of Meeting

This concludes the business of the meeting at 8.31pm.

Minutes will be confirmed at the next meeting, 15th June 2021 at The Coleraine Hotel

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Chairperson

Date Registered
Record Number
Container

4/08/2021
D/21/74972
F/20/449



Coleraine Sporting Grounds Committee Minutes

Community Asset Committee
15 June 2021

Held at 7.30pm at
Coleraine Hotel.

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The Meeting opened at 7.30pm

1. Present

Members

Steve Cooper (President)
Owen McClure,
Marg Ferguson (Treasurer)
Leigh Peterson
Barbara Waldron-Hunter (Secretary),
Bonnie Farrugia Gleeson
Ashley Lambert
Kate Dorahy
Lynn Brown

Officers

2. Welcome

The Chair welcomed members.

3. Apologies

Bobbie McLean
Lou Grinham
Darren Ames

4. Confirmation of Minutes

Minutes moved by Bonnie and seconded by Ashley, and carried.

RECOMMENDATION

That the Minutes of the Coleraine Sporting Grounds Committee held on 22 March 2021 be confirmed as a correct record of business transacted.

MOVED: Lou
SECONDED: Owen

CARRIED

5. Declaration of Conflict of Interest

None declared.

6. Guest Speaker

N/A

7. Correspondence

- European Wasp Issue- Darren has written to tell our Committee that this is our Committee's issue. Leigh has rung DELWP and they said it was a Shire issue. Leigh then rang the Shire and spoke with Pauline Porter and was told we are the Shire's caretakers so it comes back to our Committee.
Action: Steve to follow up Bugger Off and organize Wasp Controller.
- Side lines for hockey, Shire want to cut them in. The Committee think this is a good idea for 2022, but needs lines painted on immediately for 2021, then cut them in for 2022.
Action: Steve is going to follow up with Darren and Barbara is going to put it in writing.
- 11/6/21 Darren tender for lights for Turnbull Street lights has been awarded will commence early July finish mid- August. Coleraine Hockey Club will continue training during this time as we assume all work will be outside the courts, but will need notice if there are any issues.
- Need to organise a Strategic Planning Meeting to define the facilities this Committee are in charge of and what any short medium or long term plans The Shire Assets Department has before any User Agreements are signed..
- Reference email sent 4th September 2020 from Karlie Document that outlines the buildings and assets we are responsible for, maintenance schedule re - instated 9/9/21 accordingly. From this Meeting we need to form a document that defines the above and it must underpin formal structure of this Committee.

8. Reports

8.1 Treasurers Report

Opening balance \$57560.63 Closing \$51003.64

Income: \$100 from Diane Dixon

Monthly Bills

Water Bills: \$2149.44, Tennis \$208.51, Cricket \$299.38

Golf Club \$1032.33 plus invoice from plumber

Skate park account \$2421.28 earned \$1.53, close account and transfer to general account – Bendigo business account.

Pass and payment of all accounts moved by Marg, seconded by Lynn

RECOMMENDATION

That the Treasurers Report be received and accounts be passed for payment.

MOVED: Marg

SECONDED: Lynn

CARRIED

9. General Business

- 9.1 Fitness -Diane Dixon wants to continue Term 3 & 4 letter to be sent to grant permission
- 9.2 Bonnie reported that a member of the public had a fall at the footy ground, and made request for safety rails. A quote has been sought as per Darren's request.
- 9.3 A quote has been obtained to upgrade lighting at football ground, there is a current grant of \$110k to apply for this grant. Request was made to Darren and this Committee for a grant application to be considered for upgraded lighting at Silvester Oval. The grant has closed but another is opening in September.
QR codes – record attendees not necessary QR code. Keep records for month.
- 9.4 Owen – need electrician for Turnbull St. Owen to organise electrician and fix.
- 9.5 Leigh- toilets and showers blocking up, Ed McClure and Leigh pressure cleaned pipes and there was three breaks in pipes that need fixing properly in future they have been patched for now. Leigh to forward invoice to Barbara for payment.
- 9.6 Doorway for Turnbull St – Darren proposes we tackle these projects with excess funds left from lighting.
- 9.7 Ashley greater grants – should we go for one for a line marker. Ashley to get quote on marker.
- 9.8 Score Board- is fixed.

RECOMMENDATION

MOVED: Owen
SECONDED: Bonnie

- 9.9 Next Meeting 20th July 2021

10. Close of Meeting

This concludes the business of the meeting.

Minutes will be confirmed at the next meeting, 18th May 2021 at The Coleraine Hotel

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Chairperson