



Ordinary Meeting of Council

26 October 2016

**UNDER SEPARATE COVER
ATTACHMENTS**

Item 8.17 Les Reardon Reserve s.355 Committee Minutes - 16 May 2016 and AGM 19 September 2016

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

26 OCTOBER 2016

ITEM 8.17 LES REARDON RESERVE S.355 COMMITTEE MINUTES -
16 MAY 2016 AND AGM 19 SEPTEMBER 2016

ATTACHMENT 1 LES REARDON RESERVE COMMITTEE - MINUTES 16
MAY 2016

Palerang Council Les Reardon Reserve – Section 355 Committee

Minutes – General Meeting 16 May 2016

Meeting Opened 7:40

Attendees: Ann Sloan, Toni Parkes, Jan Creswell. Anne Goonan, Kerry Cox, Peter McCullagh, Steve Walker, Merle Ketley and Jennie Curtis attended for the discussion on the proposed playground and Master Plan.

Apologies: Keith France and Hans Bachor

Confirmation of Minutes 15 February

The minutes of the previous meeting held on 15 February were approved subject to the following correction:

Correction: amend Roger Good to Roger Goode

Moved: Jan Creswell Seconded: Toni Parkes

Items arising from previous Minutes

1. Grant update

Keith Churchill accepted \$14500 grant on behalf of the GGPC. \$3800 is allocated for fencing balance is for cross country upgrade and car park. We are still awaiting advice on a grant from Bendigo bank. The upgrade of the cross country will be discussed as part of the master plan. GGPC is to submit to the 355 committee once the design is finalised.

Action: GGPC to submit cross country design to s355 committee.

2. Playground Grant

The playground design is with Jennie. We can't get Smartygrants until we have a DA. Merle trying to find out what to do now that Council has amalgamated. Anne suggested talking to the Council planner and that Jennie should also attend. Approx cost of playground will be \$35000. Construction will be a timber structure to blend with the aesthetics of the grounds. Playground will be suitable for all age groups. Cost does not include excavation, landscaping or soft fall (tan bark). The playground will be constructed in a staged approach. Jennie will provide some ideas on edging for the soft fall playground.

Committee agreed with placement, cut and fill, DA, paved path, stairs and drainage underneath.

Motion: The Committee recommended someone from committee meet with Council and Jennie to determine the process. Committee agreed to a staged approach and Merle and Jennie to bring back to the committee for consideration at each stage.

Moved: Anne Goonan

Seconded: Peter McCullagh

Action:

- Merle and Jennie to approach Council for meeting and member of s355 committee to attend meeting.
- Merle and Jennie to consult with s355 committee at planned stages.
- Jennie to provide ideas for edging for soft fall playground

3. Memorial Seat

The committee agreed to the placement of the seat which has been incorporated into the Master Plan. Jennie to check if the installation will need to be included in the DA. Seat will be installed after playground. Jennie agreed to supervise ground works.

Action: Jennie Curtis to supervise groundworks

4. Master Plan

A copy of the Masterplan will be provided to go with the minutes.

Additional items to be included in the Master Plan

Gate on the far side to be changed to horse/pedestrian gate

Extend gateway at entry to carpark to 14ft – ask Council to widen culvert. Need new posts and stays on gate.

Work required on the Greenway near the gateway on the top corner - Anne to send a request to the Greenways committee.

5. Outstanding items

Some items were carried over until the next meeting including:

- Upload of 25th anniversary DVD
- Volunteer to water plants on the Normandy Bank

6. Electricity Usage

\$140 approved as payment to Hans for replacement energy efficient light globes.

Jan is happy to donate a fridge that will be more energy efficient.

Action: Ann to reimburse Hans for light globes.

Hans to arrange installation of fridge from Jan

Steve to arrange removal of old fridge

Moved: Anne Goonan Seconded: Jan Creswell

Treasurer's Report

Current balance \$5084.51. BCA have an outstanding account from the Car Boot Sale.

Action: Ann S. to prepare a table of fees for the Committee to consider at the May meeting.

Moved: Ann S. that the treasurer's report be accepted Seconded: Peter McCullagh

Revised Fees

Ann submitted the revised fee structure to Debby Ferguson at Council (copy attached).

Moved: Peter McCullagh Seconded: Jan Creswell.

Additional Signature

The Committee agreed that Antonia Parkes be a signatory at the Bendigo Bank. Ann S. will arrange for the relevant papers and signatures.

Correspondence In/Out

Email from Wonderful Women of Wamboin want to hire hall on 18 September for their 10th anniversary party. Agreed to charge of \$25.

Action: Tone to respond and cc Anne Goonan.

Email from View Club – hot water switch not working and mouse droppings in the hall. Anne advised that the switch was tripped.

General Business

Hiring Policy. The hiring policy is unclear. Hall cleaning component is also unclear.

Action: Toni to prepare a written hiring policy document and updated hiring form to discuss at the next meeting.

Motor bikes on the ground

Motor Bikes are sometimes being ridden on the grounds. This is contrary to current policy of no vehicle access except with special permission.

Action: Jan to follow up with Council regarding signage.

Council amalgamation

This will have no impact on the committee at this stage we will continue with business as usual.

Clean Up Australia

Steve to email BCA regarding insurance coverage.

Action: postpone

AGM

Date for the AGM set as 19 September 2016.

Meeting closed 9.25 pm.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

26 OCTOBER 2016

ITEM 8.17 LES REARDON RESERVE S.355 COMMITTEE MINUTES -
16 MAY 2016 AND AGM 19 SEPTEMBER 2016

ATTACHMENT 2 LES REARDON RESERVE COMMITTEE ANNUAL
GENERAL MEETING - MINUTES 19 SEPTEMBER 2016

LES REARDON RESERVE S355 COMMITTEE – ANNUAL GENERAL MEETING

Minutes - AGM – Monday 19 September 2016

Meeting opened 7.40pm

Attendees: Anne Goonan, Ann Sloane, Peter McCullagh, Pete Harrison, Jan Creswell

Apologies: Kerry Cox, Hans Bachor

Confirmation of minutes of 2015 AGM

The minutes of the 2015 AGM were confirmed.

Moved: Peter McCullagh

Seconded: Ann Sloan

Matters arising from minutes

There were no matters arising from the minutes.

Reports

Chair

A report from the 2016 chair, Anne Goonan is attached. Of particular note is the completion during the year of the Master Plan following extensive community consultation, the use of the facilities by community groups including Geary's Gap Pony Club, View Club, Bywong Community Association and the Dinner Club and the annual car boot sale. The hall was also used for private functions and the grounds by the general public for recreational purposes as well as extensive use by Geary's Gap Pony Club.

User groups (GGPC and the Bywong Community Association) received grants which will enhance the facilities including a grant for the perimeter fencing and for a playground.

Treasurer's report

A vote of thanks was expressed to the treasurer for her work throughout the year. The treasurer's report was accepted.

Moved: Anne Goonan

Seconded: Peter McCullagh

Fees

The fees were reviewed and new fees set at the May meeting. The Council has been advised of the fees for 2016-17. Fee schedule attached.

Nominations for 2016-17 Committee

Chair: There were no nominations. Toni Parkes will be approached. Anne Goonan agreed to continue to chair the meetings in the absence of a nominee.

Secretary: Kerry Cox

Treasurer: Ann Sloane

Booking officer: Antonia Parkes

Members: Hans Bachor, Peter McCullagh, Jan Creswell

Next meeting

The next AGM will be held on 19 September 2017.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

26 OCTOBER 2016

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| ITEM 8.17 | LES REARDON RESERVE S.355 COMMITTEE MINUTES -
16 MAY 2016 AND AGM 19 SEPTEMBER 2016 |
| ATTACHMENT 3 | LES REARDON RESERVE COMMITTEE - CHAIRPERSONS
REPORT TO AGM 19 SEPTEMBER 2016 |

PALERANG COUNCIL SECTION 355 COMMITTEE
LES REARDON RESERVE/BYWONG HALL MANAGEMENT COMMITTEE
ANNUAL GENERAL MEETING

MONDAY 19 September 2016, BYWONG HALL

Report from the Chair

It has been a busy year, with projects initiated by facility users and uncertainty about the future of the s355 committees resulting from the Council amalgamation. Since that process, the committee has run without a Council representative, hence my position as temporary Chair.

A major undertaking for the Hall Management Committee was the agreement to develop and pay for an overarching Master Plan for the facility (grounds and hall). This was undertaken (with in kind work) by a local designer who met and consulted extensively with all frequent community users of the facility. The Master Plan is a guide for future improvements and better management of the facility, and includes the new playground project initiated by the Bywong Community Association (BCA), as well as the upgrade works to be undertaken by the Geary's Gap Pony Club (GGPC).

The projects to be undertaken at the Les Reardon Reserve are :

- BCA design and professional installation of a children's playground near the hall. The installation of the playground will include better pathway access between the grounds and the Hall.
- upgrade of the GGPC cross country course for horse riders, and repairs to gateways and fencing around the grounds.

The projects are assisted by grants independently secured by the community groups, and works will be overseen by the Hall Management Committee

The rate of hall hire has not altered significantly, and the committee agreed to a small increase in hire fees after several years at the same rate. Addition of a playground may encourage another type of hire - attracting many of the young families with the possibility of a local playgroup. It will be an interesting year ahead with the impending additions and change, along with the twentieth year of the Car Boot Sale. .

Regular maintenance and cleaning have kept the hall in good condition. There are some minor improvements to the Hall itself that will be followed up in the new year. So as to avoid inefficient and partial emptying of both gas cylinders at the same time, gas usage has been monitored, and controls and instructions added for users.

The Les Reardon Reserve remains as a major focal point for the community, and is fortunate that the committee volunteers share their precious time for the community. The committee is keen for some new members and will be seeking volunteers. Special thanks goes to each of the committee for their dedication and energy.

Anne Goonan

QUEANBEYAN-PALERANG REGIONAL COUNCIL

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| ITEM 8.17 | LES REARDON RESERVE S.355 COMMITTEE MINUTES -
16 MAY 2016 AND AGM 19 SEPTEMBER 2016 |
| ATTACHMENT 4 | LES REARSON RESERVE COMMITTEE - TREASURER'S
REPORT TO AGM 19 SEPTEMBER 2016 |

	Receipts					Expenditure						
		Hire	Donation	Annual Fees	Interest		Maint/Serv	Gas	Elect	Refund	GST	Misc
July					\$5.62				1137.90			
August		\$85.00			\$5.17		\$132.00	\$79.20				
September		\$235.00		\$715.00	\$4.62		\$519.70		140.24			
October		\$235.00		\$165.00	\$4.54		96.46		185.47	\$385.00		
November		\$235.00		\$165.00	\$4.78		429.00					
December		\$140.00		\$165.00	\$4.38		100.00		131.14	\$150.00		
January					\$4.58							
February					\$4.50		159.95		103.55			
March					\$4.08							
April			\$150.00		\$4.28				136.61			
May					\$4.21				61.30			
June					\$4.03							
		\$930.00	\$150.00	\$1,210.00	\$54.79		1437.11	\$79.20	1896.21	\$535.00		

Les Reardon Reserve AGM 19/09/2016

Financial Year 2015-2016

Opening Balance	\$6,629.97
Income	\$2,344.79
Expenditure	\$3,947.52
Closing Balance	\$5,027.24

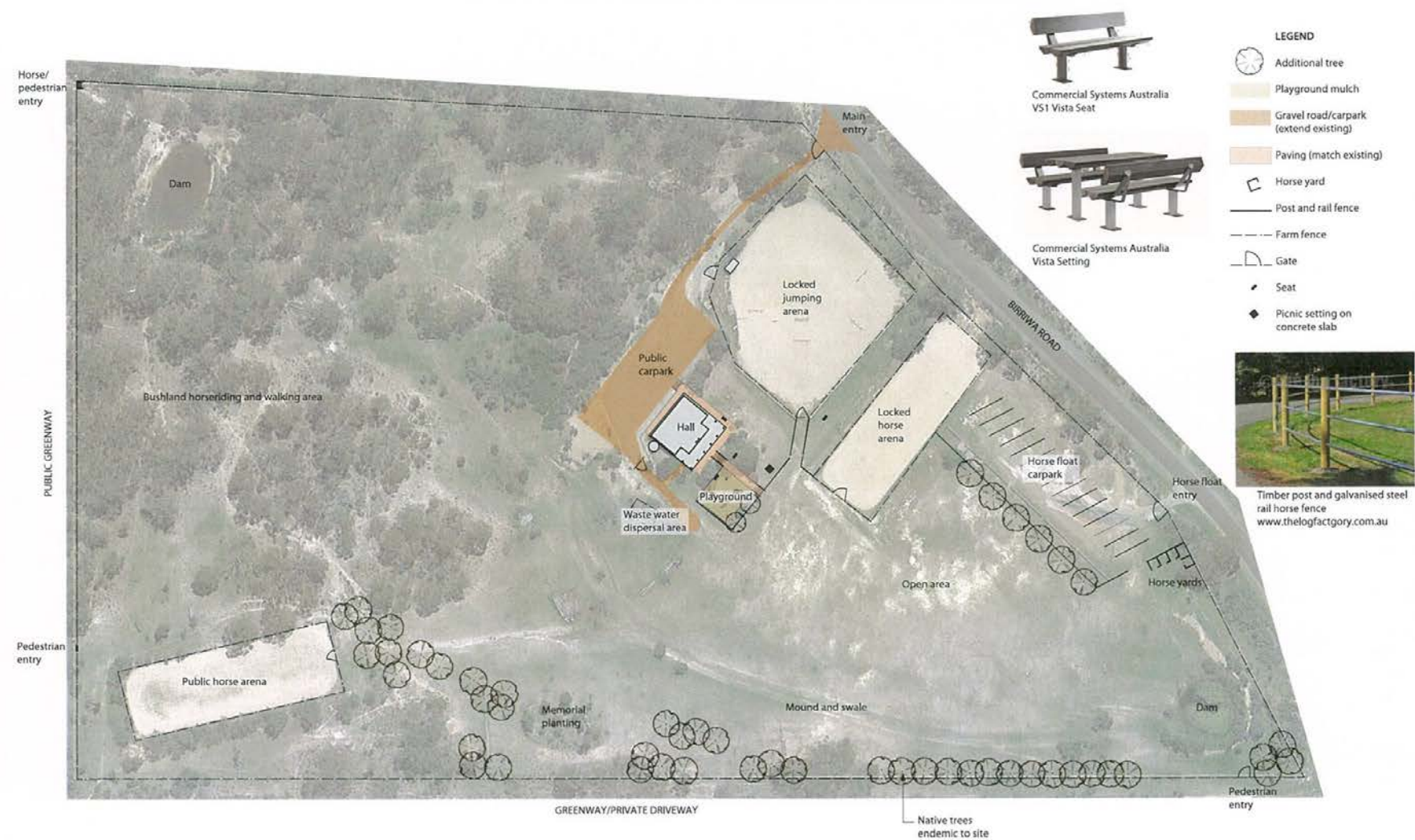
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

26 OCTOBER 2016

ITEM 8.17 LES REARDON RESERVE S.355 COMMITTEE MINUTES -
16 MAY 2016 AND AGM 19 SEPTEMBER 2016

ATTACHMENT 5 LES REARDON RESERVE - THE RESERVE'S MASTER
PLAN



Masterplan

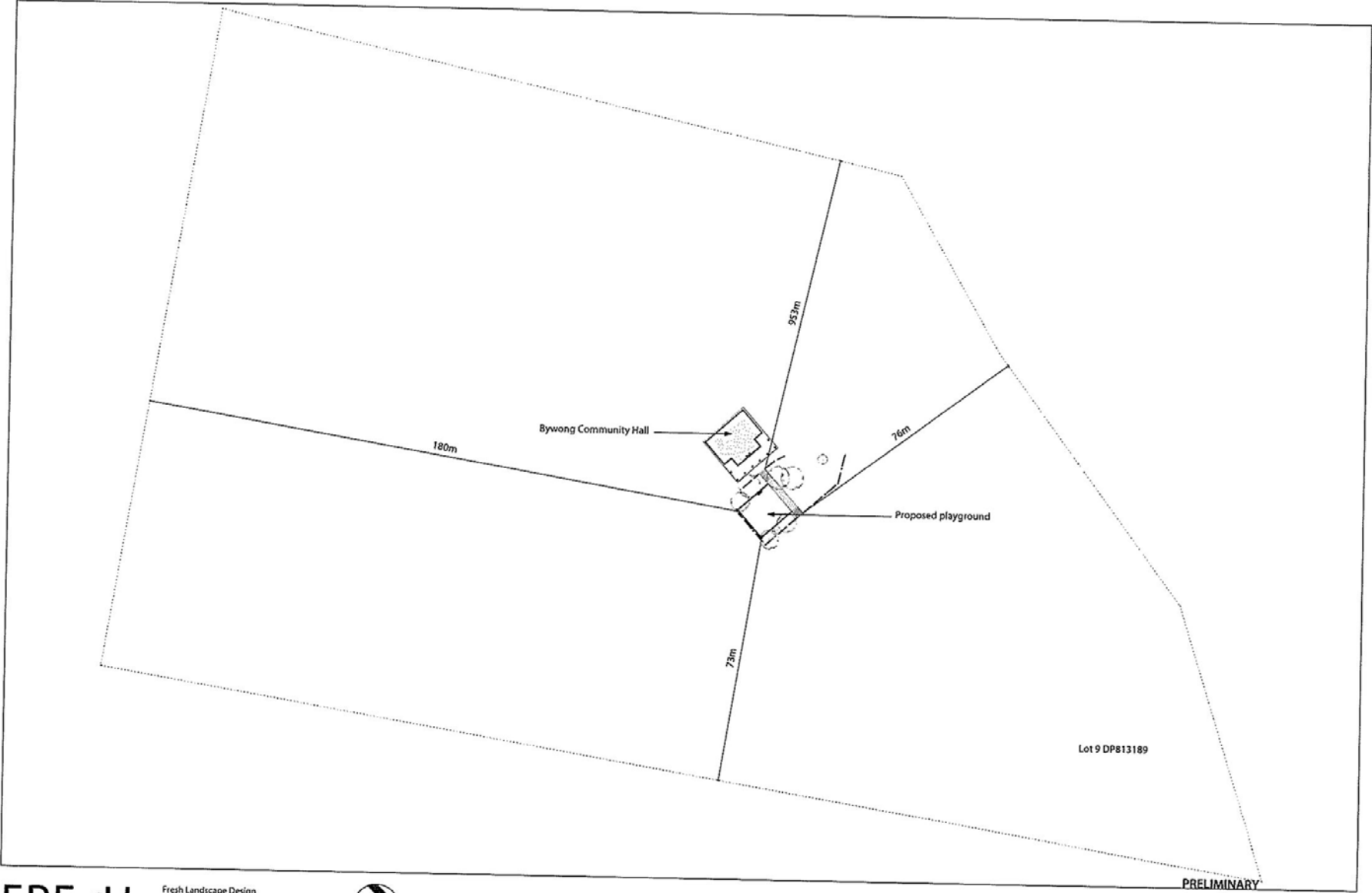
Les Reardon Reserve Master Plan

1:1000 at A3 21/9/16 368-M5



FRESH
landscape design

www.freshlandscape.com.au

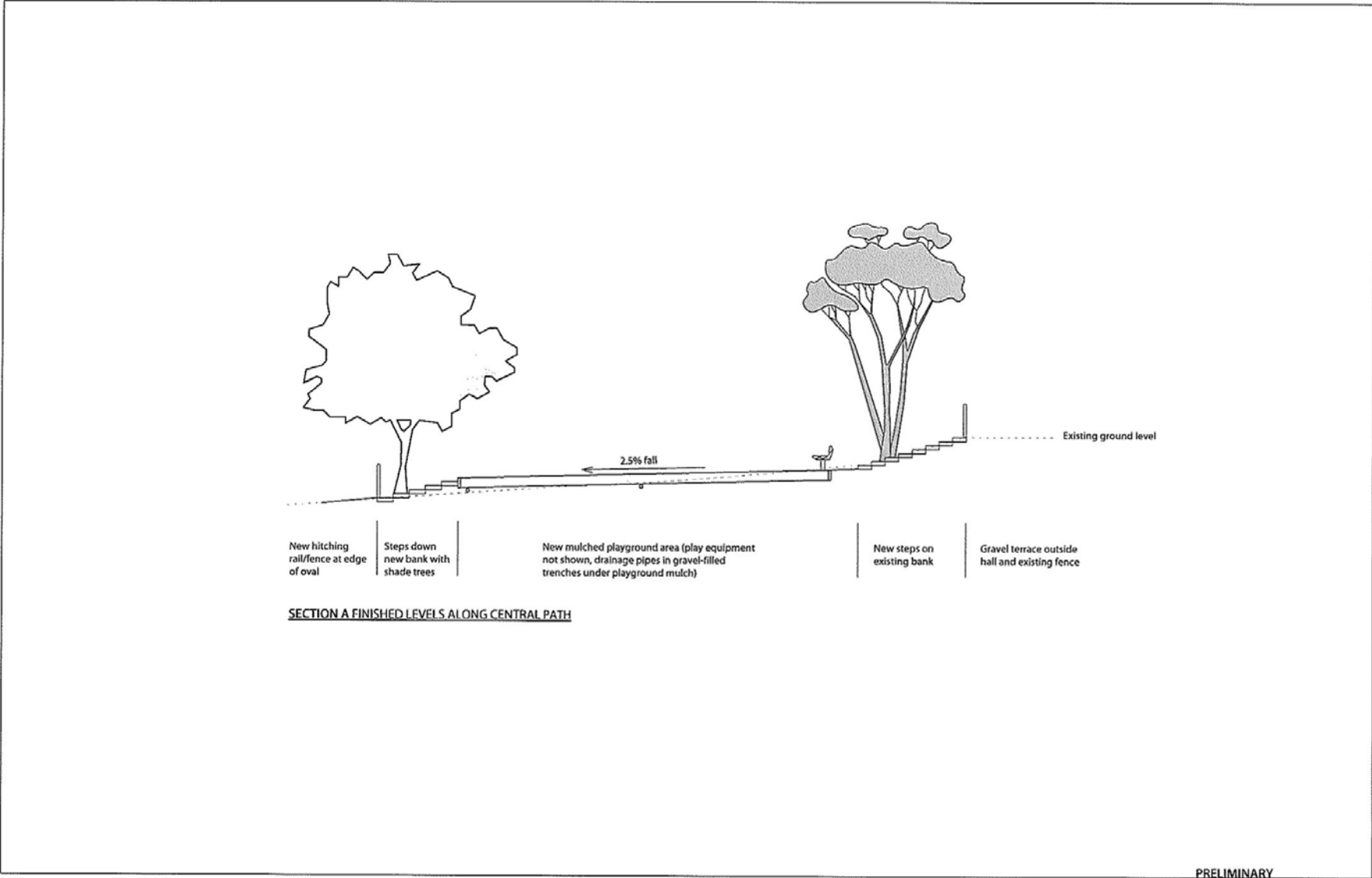


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landscape design

Fresh Landscape Design
Landscape Architects
ph (02) 6112 8617
office 45 Glendale Lane Bywong NSW 2621
web www.freshlandscape.com.au



PRELIMINARY
Drawing
Location plan
Project
Bywong playground
Les Reardon Reserve, Bywong
Designs Design Date Version
361-S1 CC 17/8/16 B

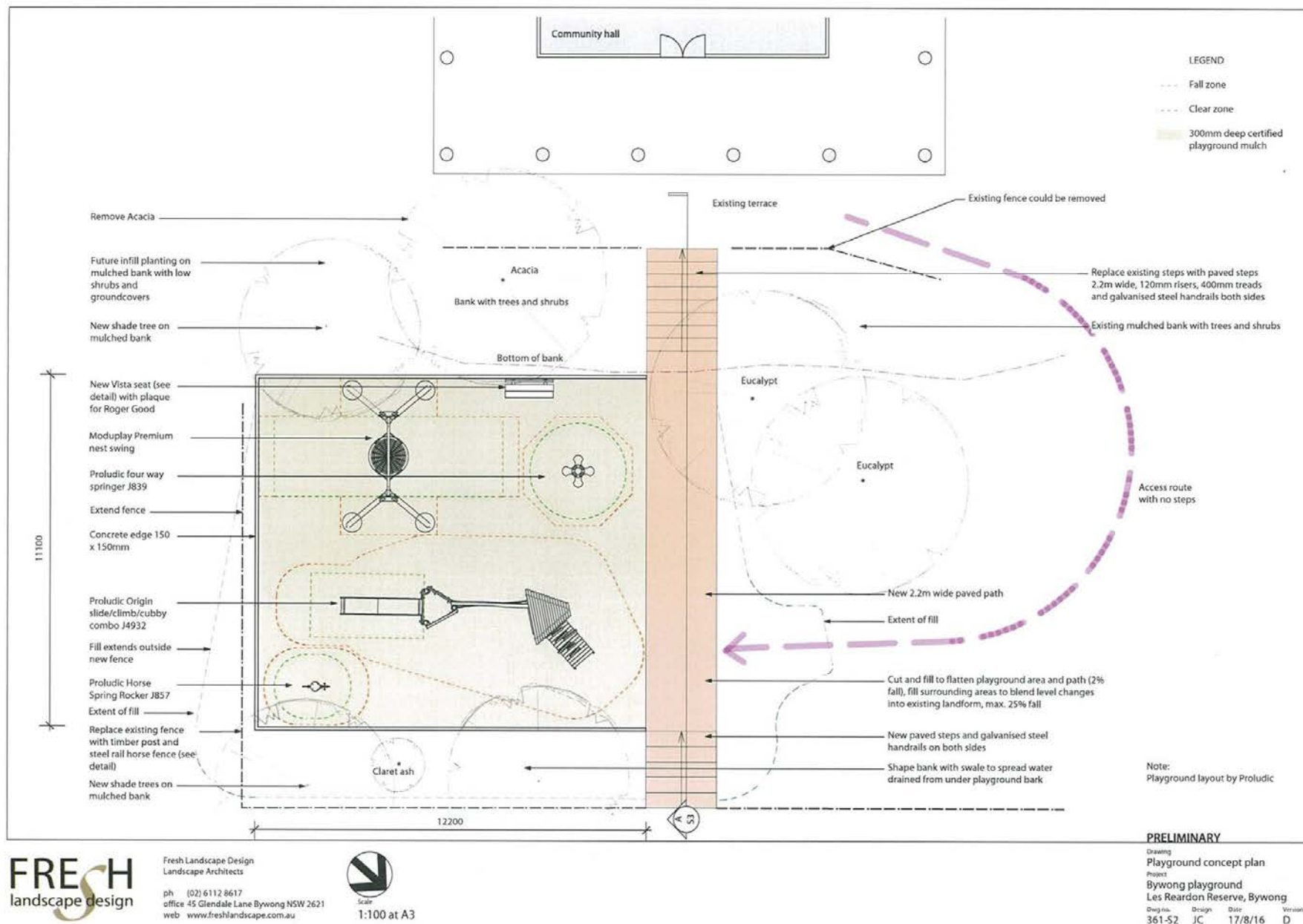


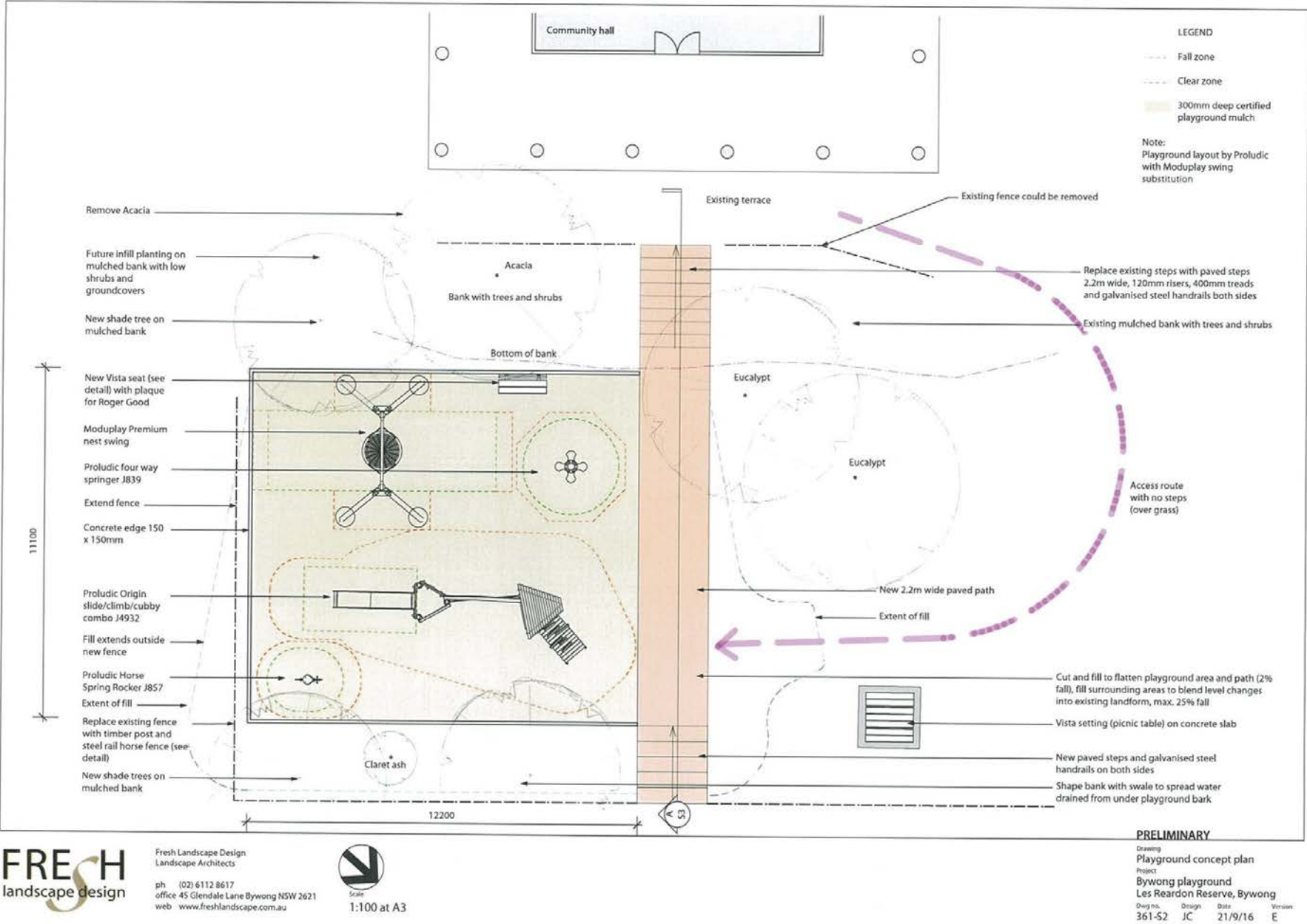
Fresh Landscape Design
Landscape Architects
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web www.freshlandscape.com.au

Scale
1:100 at A3

PRELIMINARY

Drawing
Playground section
Project
Bywong playground
Les Reardon Reserve, Bywong
Designers Design Date Version
361-53 JC 17/8/16 C







Typical timber post and galvanised steel rail horse fence
www.thefactory.com.au



Commercial Systems Australia VS1 Vista Seat with galvanised steel frame and composite timber battens



Commercial Systems Australia Vista Setting with galvanised steel frame and composite timber battens



Proludic Origin slide/climb/cubby combo J4932



Moduplay premium nest swing



Proludic Horse Spring Rocker J857



Proludic four way springer J839

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landscape design

Fresh Landscape Design
Landscape Architects
ph (02) 6112 8617
office 45 Glendale Lane Bywong NSW 2621
web www.freshlandscape.com.au

Scale

PRELIMINARY

Drawing
Elevations
Project
Bywong playground
Les Reardon Reserve, Bywong
Drawn by Design Date Version
361-54 JC 21/9/16 C



Image by Proludic

FRESH
landscape design

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Scale

PRELIMINARY

Drawing
Perspective
Project
Bywong playground
Les Reardon Reserve, Bywong
Dwg No. Design Date Version
361-55 JC 17/8/16 B