



Scotts Head Community Group Meeting 10 September 2024

Ordinary meeting Minutes

Time: 5.59pm

Location: Reserve Hall

Agenda items

Acknowledgement of Country

Apologies: Louise Ryall, George and Elizabeth Driussi, Jacki Middleton, Andrew Johnson

Present: Janet Watts, Margaret Burns, Moira Ryan, Simone Rudolph, Fiona Waddy, Mary Webb, Raymond Fowke, Richard Collins, Claire Forbes, Janine Gaven, Ray Green, Briony Magoffin, John Schmidt, Tony Crimmins, Janet Granek, Colin Moore

PART A - STANDARD ITEMS

1. **Minutes of Previous meetings** - moved by JG, seconded by BM.
2. **Disclosure of interests** – Refer page 4 for table showing previously declared interests. Nil further.
3. **Correspondence & Communications** - items of interest not discussed elsewhere in agenda)
 - 1) Correspondence (refer Annex A)
 - a) Inwards
 - i) Email from Grants Officer NVC seeking letter of support from SHCG for application for funds to construct a bus shelter in Vernon Street near the SHPS. TC liaised with principal SHPS prior to providing letter of support back to council. In covering email highlighted concern raised by school re need to upgrade pedestrian crossing. **ACTION:** NFA
 - b) Outwards
 - i) Follow up call to Environmental Project Officer NVC re current status of projects:
 - (1) Hopeful that commencement of construction of beach access ramp near storm water outlet will occur Oct/Nov this year. Part of a series of

similar projects through Valley and hence taking time to finalise details prior to commencement.

- (2) Council weed management work completed at Scotts Head. No funds received at this stage from Reflections despite previous indication of support. **ACTION:** RF to include in letter to Reflections regarding outstanding tasks/projects.

2) Communications

- a) Margaret Burns to prepare article on the launch of 1993 World Surfing Champion Pauline Menczer's book 'Surf like a Woman' at Driftwood Café. **Completed**
- b) TC to remind members to submit articles when emailing minutes and agendas.
- c) TC to speak with Wave Editor AC re storage and access to Wave article contributions. **Completed**
- d) JG to remind SH Leadership team to contribute to Wave.

4. Reports

a) Chairperson

- i) Reflections items captured in Action Tracker this month.
- ii) Since last meeting - Open Garden Day and Website (refer General Business)
- iii) Thanks to Briony and Janet for coordinating the Open Garden Day, it was a great initiative and had a nice friendly village vibe throughout
- iv) Extensive communication on a range of matters with council this month. Very positive development given they are such an important stakeholder for the SHCG
- v) Great to get support from Club Scotts (Treasurer to provide details)

b) Treasurer

	Balance Sept 10
Main Account	7433.52 (4 new members, 1 lapsed member)
Gardening Account	2055.35
Term Deposit	
Total	9488.87
Balance August 13	\$9257.52

- i) Support from Club Scotts of \$500 for ½ page advertisement each month for the next 10 months in the Wave with any remaining balance to be treated as a donation. Indication that this would be an ongoing commitment. Great to get such good support from a local organisation.
ACTION: TC to prepare letter of thanks to Club President.

- c) Gardeners Subcommittee
 - i) Apologies are travelling to Toowoomba.
 - ii) Community garden is at spring change over stage. Have secured a local manure /soil supply free.
 - iii) A large work bee will be organised within next 2 to 3 weeks to get all veggies growing again. Cheers SHG TEAM.

- d) Open Space & Access Subcommittee
 - i) The bike/walkway petition was presented to the meeting of NVC on 25 July and formally submitted to Council in writing on 26 July. Follow-up will be needed after the Council elections to seek a motion of support from Council to progress a feasibility study.
 - ii) At the same Council meeting the submission for a new Master Plan for Crown Reserve 65963 was considered and endorsed by council.
 - iii) Also on the agenda was a request to revisit an earlier proposal for the creation of a memorial/remembrance wall at Little Beach. This proposal is separate to the Anzac Memorial previously proposed for the same location. Council voted to prepare a report on the proposal.
 - iv) Council have committed \$50,000 to support the next stage of the Skatepark project which should increase the likelihood of funding being successfully obtained from Government or Non-Government funding sources.
ACTION: RF to arrange a formal meeting with Reflections to check in on progress of key initiatives. Follow-up strategy to be developed to escalate actions requiring Reflections commitment.
ACTION: JS and MR to research date of MOU

- e) Strategy & Community Subcommittee
 - i) No further action has been taken regarding the Strategic Plan document or process. Outstanding tasks/projects that are already underway need to be completed, before new projects are initiated.
 - ii) A call out to all community members to be in touch if there is a particular strategic area of interest that they can offer their skills and time.

PART B - NEW OR ONGOING ITEMS

5. General Business

a) New Memberships

New member	\$10 (1 member)	Michele	Vicario
Lapsed member rejoining	\$10 (1 member)	Lynne	Ebert
New member	\$10 (1 member)	Colin	Moore
New member	\$20 (2 members)	Andrew and Raelene	Oliver

Moved by BM, seconded by TC

- b) Garden Open Day Wrap Up/Lessons Learnt – Great day all round, with good attendance at the Community Garden for tea and cake afterwards. Will consider reviewing timing next year to not coincide with Father’s Day and also when to schedule any presentations.
- c) Skatepark Update – Advice received from Manager Infrastructure Services NVC ready to proceed to next stage with project once funds received. Project with Council Grants Officer awaiting funding opportunities. SHCG NFA at this stage.
- d) Conversation Pit (Yarning Circle) - Manager Infrastructure Services NVC also advised that funds have been received for Yarning Circle Project previously proposed by SHCG in 2021 and to be located on the Village Green opposite the Bakery. JS has provided copies of previous design ideas to council. At this stage, unlikely that council will have opportunity to execute prior to early 2025.
- e) Website – Progressing well and currently on track for launch in early October. Special thanks to Glen Schaefer, Elizabeth Bond, Crina Belevi and Zahn Pithers. The SHCG is very fortunate to have the support of such a talented group of local residents without whose efforts/generosity this project would not be possible.
- f) Reserve Hall Project Team/Sub Committee Formation – TC raised the idea of the formation of a project team to consider the short, medium and long term plans for the Reserve Hall. After considerable discussion it was decided to liaise with Reflections about provision of skip bins and Reflections staff resources to lead the clean-up of the back storeroom (as it is Reflections responsibility and there are potential risks to volunteers), with some limited scope for community assistance (where safe). Discussion also needed with Reflections about essential maintenance for storeroom (leaking roof) , with further action deferred until after the master planning process is completed.
- g) Beach Access Buggy – MB reported on the current storage arrangements for her buggy at the surf club. After considerable discussion the meeting agreed that it would be preferable for the buggy to be in a location more easily accessed. Action – TC to discuss with JM (Reflections) the option of locating a buggy in the disabled toilets
 - JG to address this issue with the SH Leaders in Nov meeting.

Actions Tracker

Meeting	Owner	Description & Status
10 Sept	Exec	RF to arrange a formal meeting with Reflections to check in on progress of key initiatives. Follow-up strategy to be developed to escalate actions requiring Reflections commitment.
10 Sept	Exec	JS and MR to research date of MOU between Reflections and council
13 Aug	Exec	Submit the SHCG Strategic Plan as a formal submission on behalf of the SHCG to the NVC Community Strategic Plan review - Completed
13 Aug	Exec & Members	Newsletter - encourage community to contribute articles – Ongoing , include reminder with distribution of meeting papers.
13 Aug	Reflections	Drainage upgrades to Headland Reserve hardstand areas. Refer recent advice that upgrades unnecessary to John Schmidt. Update - JS and TC met with JM to discuss and explained the background to the proposed updates. Action - JM to report back to Reflections Management. JS to liaise with NVC to obtain details of preferred contractors - Ongoing
13 Aug	Reflections	Installation of boom gate at entrance to Headland Reserve, awaiting receipt of quotes - Ongoing
13 Aug	Reflections	CCTV on Recreation Hut & Headland Reserve. Awaiting outcome of Reflections meeting - Ongoing
13 Aug	Reflections	Public toilets – revision of opening hours following repeated vandalism overnight. Further discussion with local user groups - Ongoing
13 Aug	Reflections	Rockfall fence – Geotechnical assessment of headland by Reflections required to determine need for current fence Ongoing
13 Aug	SHCG & Reflections	Recreation Hall - Form project team with Reflections to develop a plan to address current maintenance issues and future upgrades. Update - JM arranged pest control for later this month. Action – SHCG in liaison with JM about approach to clean out and initial maintenance of storeroom – noting safety risks may limit community involvement.
13 Aug	TC	Discuss current access arrangements to Beach Access Buggy with Margaret Burns (refer General Business) Action - TC to discuss with JM (Reflections) the option of locating a buggy in the disabled toilets
9 July	TC	Take up with Harry Lynch (local resident, accountant) on his return from holidays to progress new ATO requirements for Community Groups. Ongoing

Initials – Janet Granek (JG), Briony Magoffin (BM), Ray Fowke (RF), Claire Forbes (CF), Tony Crimmins (TC), Moira Ryan (MR), George Drussi (GD), Paul Nowland (PN), Allan Turner (AT), John Schmidt (JS), Jacki Middleton (JM).

PART C – Next SHCG meeting dates

- ~~8 Oct 2024~~ cancelled due to absence of committee members
- 12 Nov 2024
- 10 Dec 2024

Meeting end 7:34pm