



Douglas Park Recreation Reserve Management Committee  
PO Box 13  
DOUGLAS PARK NSW 2569

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## MINUTES APRIL 2022 –CARETAKER 355 COMMITTEE MEETING

**NB: ALL ATTENDEES LISTED BELOW EXCEPTING SIMON HARRISON (WSC) ARE CARETAKER MEMBERS AWAITING WSC TO HOLD QUADENNIAL ( ACTUALLY 5 ½ YEARS) ELECTION.**

**Date:** Tuesday 12th April 2022

**Time:** 7pm

**Location:** Douglas Park Community Centre.

**Chaired By:** Christine Towndrow

**Present:** Max S, Melissa W, Leah H

**Apologies:** Liz W

**Guests:** Danny Stewart – Community member, Simon Harrison – Wollondilly Council Manager, Stacey – Douglas Park Little Athletics President, Brooke – Douglas Park/Wilton Football Club President, Jodie – Douglas Park/Wilton Football Club Secretary  
Stephen Mc Knight - Douglas Park Tennis Club

The committee held over agenda business to discuss Cola update With Simon Harrison WSC recreation and facilities Manager.

**COLA UPDATE:** Simon Harrison explained that Council is responsible for the delivery of these projects as it's on crown land. He also advised that Council has the skills and knowledge to deliver these projects. Simon mentioned the Camden Council event that led to the death of a volunteer and the implications of this and for this reason, it is best for Council to manage the Cola Project.

He advised that Council will help with the reporting and deliver a good outcome on our behalf. Council will continue to engage with the 355 Committee about the project and it was suggested that the 355 Committee nominate people for Council to liaise with regarding the Cola. Simon feels it's best to manage the project to protect the committee. There is apprehension from the committee for council managing the project due to past issues with other big projects. Simon is confident that council can manage project and is strong on good communication with the 355 committee. Simon agreed to chase up where the Cola project is up to and to get back to the 355 committee next week.

**COLA FUNDS:** Melissa is past the acquittal date for funds/grants from some companies.

The cost for the cola may have increased and there will possibly be a funds shortage. The 355 Committee are asking council to cover the shortfall. The 355 Committee are requesting council to raise an invoice for the funds we have received from grants before the committee will transfer the funds. It is also requested by the 355 Committee that an email be sent from council stating that the project has approval and that all the funds transferred from the 355 Committee will be used solely on the Cola project.

Simon was thanked and congratulated for the initiative of the user group rules and obligation forum held at council, much appreciated by members present.

The president thanked Simon Harrison who then left the meeting.

Stephen McKnight also left the meeting to take part in the tennis competition .

**MINUTES OF PREVIOUS MEETING:** Moved Melissa seconded Max carried

**Business arising from the minutes:** Quote was obtained for blinds on back windows on either side of door - \$550 no action until committee election.

**TREASURERS REPORT:** As circulated moved Christine seconded Max carried.

Melissa reported all accounts paid to date. Invoices sent out are mostly up to date.

Picton High school invoice was paid to Tahmoor 355 Committee but Tahmoor was under construction and they had to use Douglas Park Oval, so a credit for their account has been raised.

There is a Bingo account to be paid.

Naomi from yoga to receive a credit for 1 week as she couldn't access the hall due to the lock box for the key not working – Melissa to raise CR.

**CORRESPONDENCE IN/OUT....**as circulated.

**GENERAL BUSINESS:**

Council to install Crimsafe shutters by end of April 2022

Lock boxes have been bought and Christine to be reimbursed.

Air conditioning has been requested for the meeting room – quotes to be obtained and ideas for timers or key/ button so unit can't be left on. Christine to obtain quotes.

Soccer to take a photo of the meter for lights as it is the beginning of the season and send it to Melissa.

Another photo to be taken at end of season so they can be invoiced for electricity usage.

A Projector Screen has been requested for the meeting room – Christine to obtain a quote.

Another possible option maybe a smart TV so all user groups could use a USB for presentations if required.

**USER REPORTS:** Little Athletics are asking if Wollondilly Council could fix the Long Jump pit Long. Other groups who hire the oval for carnivals use the Long Jump pit also and it shouldn't be up to Little Athletics to fix and maintain. Quote received is \$4460.00 to fix long jump pits.

Quote to be sent to Danae and Simon to discuss the costs and respond to Little Athletics request.

Stacie then left the meeting to attend Little Athletics meeting

**GUEST REPORTS:** N/A

**COMMITTEE MEMBERSHIP:** The 355 committees are appointed within 3 months of elections. Simon advised that the committee can move forward on memberships now and we are no longer a caretaker committee. The 355 Committee will endeavour to get applications to new members and have them submitted so inductions can happen. Danae will be in touch with regards to this.

**FUTURE PROJECTS:**

Solar Panels

Skate Parks

Next meeting to be held on Tuesday 10th May 2022

There being no further business the meeting closed at 9pm

