

## **Meeting Minutes Douglas Park Reserve Management Trust**

**MEETING:** 6<sup>th</sup> October, 2015 at Douglas Park Community Centre

**OPENED:** 7:45 pm

**CHAired BY:** Christine T

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**PRESENT:** Christine T, Max S, Karl C, Michelle S, Travis M, Simon C, Keith D, Maryanne M & Melissa W.

**GUEST:** Kim H (DP Little Athletics)

**APOLOGIES:** Robert S

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Welcome to Kim H from DP Little Athletics.

Motion was moved by Karl C to approve the Douglas Park Little Athletics storage shed in its proposed location as shown on the plans by the committee. Seconded by Simon C.

In discussions held it was confirmed by Karl C & Kim H that;

- The committees concern about the distance from the existing light poles has been addressed.
- Solar electricity would be used so power was not needed.
- Only one tree would need to be removed.

Objections to the proposal surrounded;

- Alternative site works better for all user groups – refuted as for Little A's the alternative site in on an incline, has no road access, away from amenities and is located where the tiny tots are run.
- Prohibits future expansion of the tennis club.
- Dispute of the measurements used in the plan.

Voted was taken. Motion was carried.

Karl requested confirmation of the motion being carried to be emailed. Melissa W to arrange.

Motion was carried by Christine T that no more further discussion be held in relation to the storage shed issue. Seconded by Mary-anne M. All in Favour. Motion carried.

### **Minutes from the Previous Meeting:**

August Minutes moved by Simon C and seconded Mary-anne M noting that it should be recorded that Karl C left the meeting at 7.45pm and Michelle S at 8pm.

### **Business Arising from the August Minutes:**

Travis confirmed the netball storage cupboards quote was \$10,000.00 + GST. Third quote expected 7/10/15. Simon C to chase D&D.

Amendment to the Minutes that the contributions towards the Netball Cupboards will be \$1,100.00 from the 355 committee and \$1,100.00 DPark Netball. Moved by Max S and Seconded by Christine T.

Screen fixed. Canteen door repair completed in external toilet.

Defibrillator all paid for. It was moved that the defibrillator be housed in separate metal box in the breezeway accessible from the outside. Moved Christine T Seconded Keith D. 159 Keys and padlock to be arranged by Christine T. Simon S to arrange & install. ALL IN FAVOUR. Keith D requires 2 keys, Netball also need a key.

## Correspondence In/Out:

From	Subject
Keith D	Response re proposed shed - Third Tennis Court to be discussed.
Christine T	Requested Letter be sent to CPP Board as per August Minutes for Netball Application as per minutes.
Karl C	Agenda item request to be discussed at the beginning of the meeting - proposed athletics equipment storage shed
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Michelle S	Emergency Use of the Oval Lights - Cost determined to be \$10 for the use.
Mary-anne M	Emergency Use of the Oval Lights - Discussion to be had on charging for this use.
Mary-anne M	Retaining extra key used for Soccer in their season.
Mary-anne M	Insurance Update received from Douglas Park Little Athletics.
simon C	Soccer Final Light Meter Reading advised.
Mary-anne M	Douglas Park Little Athletics Hire Application received.
Mary-anne M	Request to Douglas Park Little Athletics Requesting Hire Agreement & Updated Insurance details.
Mary-anne M	DP Soccer Club advised hand over by the end of the week.
Karl C	Douglas Park Little Athletics advised WSC 18th Dec 2015 to 29th Jan 2016 is the best time.
Danae L	RE: Douglas Park Oval topdressing planned best time for users email sent to Douglas Park Little Athletics
Michelle S	Common file storage for DP reserve
D Park Reserve (via Google Drive)	DP Reserve Documents - Invitation to collaborate to store all committee information centrally
Michelle S	Electricity bill
DPark Netball Club	Insurance Update received from Douglas Park Netball Club
Michelle S	Report for DP Hall audit - Insurances Needed
Amber C	RE: Letter of Support from WSC forwarded- Douglas Park Sportsground Terrace Area
Mary-anne M	Hall Cancellation notice received from the Yoga Group.
Mary-anne M	Insurance Update received from Macarthur Greens
Mary-anne M	Insurance Update received from Douglas Park Tennis Club
Steve L	Quote for terracing received from Lamond Contracting for \$35,739.
Christine T	Letter sent to Secretary DP Little Athletics in relation to issues surrounding the storage shed proposal
Mary-anne M	Insurance Update received from Douglas Park Evangelical Church
Mary-anne M	Email requesting All Users to supply Insurance Details
Michelle S	Insurances letter from council - Requiring updated Details

## Business arising from correspondence:

It was agreed that Soccer retain the extra key that was used in their season.

Emergency lighting used by ambulance; Time used was 1hr 10 minutes. Moved Travis M and seconded by Simon C that this should not be charged to the ambulance service as the cost is minimal. But the time needs to be taken off Little A's electricity account. All in Favour. Carried.

Treasurers Report:

Tabled by Michelle S.

Council has forwarded a key invoice and GST Bill. Melissa W to review the GST amount.  
Invoice for the Dryers to be supplied by Travis M.  
Electricity to be billed to Soccer for their season. Bond to be returned after their presentation.

Soccer Invoice Query: Michelle S to review and issue an amended account. It was confirmed that when the hall is hired all user groups pay the specified fees as outlined in the council's fees and charges that were adopted by the committee at the March Meeting.

Treasurers Report moved by Melissa W & seconded by Christine T.

**General Business:**

- No update pathway waiting on request on site meeting. Follow-up.
- Oval maintenance – goal mouth repair to be carried out by soccer. Rehabilitate the areas. Watering will be required in November.
- Exit lights working. Bugs to be cleaned out Church on next working bee.
- Keith to check the multi-purpose court electricity.
- Soccer Presentation – Jump Castle - Kicko – insurance details to be supplied to Mary-Anne M.
- Letter to Little Athletics’ sent in September – No response received. Follow up.
- Upcoming hirers for the hall included DP Netball & Soccer presentation days; Netball AGM & Thermomix.
- Letter of support required for DPark Netball’s application to the CPP Board for the storage cupboards.

**Future Projects – Priority List:**

1. Pathway/Running Track around oval.
2. Covered seating area – Grand stand.
3. Clear up crown land south of the reserve along Nepean Street (possible BMX track).

**Items for Council Action:**

**Next meeting: Tuesday 10<sup>th</sup> November, 2015 at 7.30pm**

**No meeting for September.**

**Close:** Chairperson, Christine T closed the meeting.

There being no further business the meeting concluded at 9:12pm.

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Chairperson

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Date

cc: Wollondilly Mayor/Councillor Col Mitchell, Councillor Kate Terry, Councillor Ray Law