

Pigeon Bay Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting Held:

Date: Friday 11 October 2024

Time: 4.00 pm

Venue: Pigeon Bay Settlers Hall, Pigeon Bay

Present: Murray Walls (Chair), Heather Walls, Helen van Workum, Brenda Graham, Peter Barron, Vince Luisetti

In attendance: Colin Jacka, Chris Figg, Dane Moir, Asif Hussain

1. **Apologies:** Charles Stewart-Robinson
2. **Declarations of Interest:** Nil
3. **Public Forum:** Nil
4. **Confirmation of Minutes:** Minutes from the meeting held on 12 September 2024 as circulated.

Brenda/Peter
Carried.

5. **Matters Arising:**

- Playground Rings – No progress, keep on matters arising.
- Hall Hire Fee – Pam Richardson offered to send invoice to CCC.
- Mowing – Colin to clarify with contractor re way forward. Mower has been handed over to caretaker. Potentially Parks and caretaker to mow. It was suggested that doubling up would not work. Caretaker and Colin to sort.

6. **Health and Safety:** Low risk hanging tree limb should be taken care of within next few weeks.

7.

Inwards

- Paul Devlin – inundation will be an ongoing problem
- Pam Richardson – confirming advertisement of meeting
- Linda Burkes – receipt of minutes
- Asif – apology for meeting(incorrect date)
- Chris Figg – Caretakers report and ASH stay night report.

Outwards

- Committee – Circulated reply from Mike King(Pigeon Bay Society), articles to be attached to PBBC submission, triennial goals(final draft)
- Pam Richardson – request to advertise meeting
- Asif – confirming correct meeting date
- Paul Devlin – planting losses
- Garry McFarlane – thanking for service & way forward
- Colin, Asif, Dane & BP Governance team – minutes from September meeting
- Committee – Forward caretakers report and ASHs stay nights

Correspondence accepted

Brenda/Helen
Carried

8. **Finance/Operational Report:** No financial report. Colin reported finances are tracking well.

9. **Caretakers Report:** As circulated. Colin to check traps are appropriate for a reserve.

10. General Business:

- **Triennial Plan** – Moved that we submit the Triennial Plan and reserve schedule to the BP Community Board.

Brenda/Peter
Carried

- **ASH Accounts** – Colin to send accounts out including clear information re potential for changes to the operating system and changes to the rule 4.2 and payment of account is acknowledgement of adherence to the Camp Rules.

Moved that we support the council to keep the Annual Site holders fees at the current rate but suggest an adjustment for CPI next year.

Vince/Heather

Helen vW and Brenda abstained.

Carried

- **Stay Nights** – Those Annual Site holders who have not met the requirements of Rule 4.2 will be sent an email on 1 November 2024 requesting the removal of their caravan and all personal belongings in accordance with the camp rules.

Brenda/Peter

Carried

11. Update from Working Groups:

- **Management Structure/Strategic Plan** – Murray, Helen v W, Helen F
- **Waste Water Overflow** – Peter, Chris
- **Shelter** – Peter, Heather
- **Inundation** – Charles
- **Ongoing Plant Maintenance** – Paul Devlin stated that inundation would be an ongoing problem.

12. Next Meeting:

Date: Monday 18 November 2024

Time: 1pm

Venue: Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

Meeting Closed : 5.50pm