

Pigeon Bay Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting Held:

Date: Tuesday 15 April 2025

Time: 1.30pm

Venue: Pigeon Bay Settlers Hall, Pigeon Bay

Present: Murray Walls (Chair), Heather Walls, Charles Stewart-Robinson, Brenda Graham, Peter Barron, Helen Van Workum

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

- 1. Apologies:** Nil
- 2. Declarations of Interest:** Nil
- 3. Public Forum:** Nil
- 4. Confirmation of Minutes:** Minutes from the meeting held on 3 March 2025 as circulated.

Brenda/Peter
Carried

Matters Arising:

- Edging for Paths – completed
- Holding tank – Quote for 5000ltr tank to be obtained and subject to price installed before summer season.
- Timeline for submissions – Public consultation over next summer.
- Mower storage – Moved that Colin purchase a 10ft container, arrange delivery and installation.

Heather/Charles
Carried

- Annual Plan - Was not submitted. Works will still be in the system.
- Conflict of interest – Dane clarified the situation. It needs to be noted those committee members have a conflict but are able to vote.

5. Health and Safety: Nil

6. Correspondence

Inwards:

- C Figg – updated quote for extra wastewater tank. Occupancy of camp over summer. Report on local dirt bike rider in the reserve. Caretakers report and stay night stats.
- C Jacka – reply re dirt bike rider email.
- H Walls – correction to draft minutes. Thoughts on submission.
- D Moir – reminder re workshop.
- BP Governance – acknowledge of minutes.
- Info@Pigeonbay – forwarded email from caretaker to casual camper who had a dog onsite. Waiting list enquiry from No 8 re position on list.
- No 4 on waiting list- asking their position on list.

Out:

- C. Figg – acknowledgement of appreciation.
- Committee – draft minutes and meeting notes. Quotes re wastewater tanks. Reminder re workshop. Final minutes. Caretakers report and Stay Night stats.
- BP Governance – minutes.
- H Walls – comment on submission notes.
- Waiting list No 4 & 8 – stating their position on list

Correspondence accepted

Brenda/Helen
Carried

7. Finance/Operational Report: Tracking well.

8. Caretakers Report: As circulated.

9. General Business:

- Caravan Standard - Committee to do a site inspection before next meeting to assess each site with a view to improving the

appearance of the onsite caravans. Email to be sent to site holders explaining there will be an audit on all Annual Sites and individual site holders will be sent an email detailing any work that needs to be done on their site.

- Generators – Moved to change the wording of Rule 6.1 to state that generators are not permitted on sites. Solar and battery systems are acceptable.

Murray/Heather
Carried

- Draft Submission – Moved that discussion of submission document be deferred until next meeting.

Helen/Heather
Carried

10.Update from Working Groups:

- **Management Structure/Strategic Plan** – Murray, Helen v W, Helen F
- **Waste Water Overflow** – Peter, Chris. Actioned – to be removed from working groups
- **Shelter** – Peter, Heather.
- **Inundation** – Charles.
- **Ongoing Plant Maintenance** –

11.Next Meeting:

Date: Tuesday 17 June 2025

Time: 11am

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

Meeting Closed : 3.30pm