



## COMMITTEE MEETING – MONDAY 7 SEPTEMBER 2020

### MINUTES

**Meeting commenced 7.05pm** Allan Baptist chaired the meeting.

**1. Welcome - Allan Baptist**

- 2. Attendance** - Liza Butler, Allan Baptist, Barrie Ellis, Des Nicholls, Carrie Jansma-Smith, Mel Croan, Beverley Saunders

**Apologies** - Kerry Callaghan, Roger Lucas, Moira Heath

**3. Minutes last Committee Meeting conducted on Monday 3<sup>rd</sup> August, 2020**

**Amendment** – Item 8 c) a. Gannet Beach Viewing Platform – reduce negative comments from 4 to 1. Specifically re the natural beauty of the area

Amendment - Item 8 d) b. Boomer Crescent Reserve Table & Chairs – add 3 negative comments which required clarification about minor issues regarding concerns about effecting the natural beauty of the area.

**Amendment proposed:** Des Nicholls

**Amendment seconded:** Barrie Ellis

**Adopted. Minutes altered to reflect the changes.**

**Motion “That the amended minutes be accepted”**

**Moved:** Barrie Ellis

**Seconded:** Beverley Saunders

**Business Arising from minutes.**

See relevant sub headings

- a) **Emails** -Concern that not everyone is receiving emails. Beverley Saunders to create a new “group” and email it to everyone. All future emails to use this “group” for executive correspondence.

**Moved:** Beverley Saunders

**Seconded:** Allan Baptist

- b) **The inclusion of the word Termeil to be added to the organization name.** This cannot be done until the proposal has been to a Public Meeting. Now on hold until further notice.

- c) **ABN** Whilst it was agreed that the delay in the name change could delay obtaining the ABN it was agreed unanimously to go ahead with ABN because of the application for grants on several fronts. Make the name changes when the new name has been adopted after agreement is obtained at next Public Meeting.

**Moved:** Barrie Ellis

**Seconded:** Des Nicholls

- d) **Receipt Books** to be delayed until the name change is affected.
- e) **Advertising proposals to go to the public** To enquire about the possibility of including some public notices with rates mail out.

**Moved: Liza Butler**

**Seconded: Allan Baptist**

**Allan Baptist to action**

#### 4. Correspondence In / Out

- a. **IN** Letter from John Donovan re Merry Beach Table and chairs  
**IN** Email from Michael re Merry Beach Table and chairs  
**IN** Email from Kathy Clifton re Skate Park Committee
- b. **OUT** Response from Kerry Callaghan to John Donovan  
**OUT** Response from Kerry Callaghan to Michael  
**OUT** Response from Beverley Saunders to Kathy Clifton  
**OUT** email to council from Mel Croan re the future management of Willinga Lake  
**OUT** Roger Lucas invoice to council re \$500 grant

5. **Finance Report - Roger Lucas.** Finance report tabled and accepted. Roger Lucas not in attendance.

#### 6. Community Projects –

##### a) **Gantry Historical Walk – Allan Baptist**

On track for \$150k grant at the end of October. Allan has called for volunteers for a Park Care Group to be formed to take care of the light maintenance of the walk e.g. keeping the edge of the track tidy. There were about 7 volunteers. There will be a group formalized through council channels. The council will include the “big jobs” in their maintenance cycle.

Dr Sue Feary has prepared a 1 page summary about the impact of forestry on the local indigenous People. Also their involvement and participation the industry.

b) **Watts Reserve - Allan Baptist.** Looks fabulous. Thanks to Allan for his persistence in bringing this project to completion. Unanimous decision to remove from future agendas.

##### c) **Gannet Beach Viewing Platform – Des Nicholls**

Des Nicholls emailed a draft of the proposal to all members of the executive committee. Also emailed a 1 page summary to be used on notice boards and letter box drops in the immediate area.

**Motion: “To consider the proposal for the observation/viewing platform as presented by the email from Des Nicholls on 28 August 2020”**

**Moved: Des Nicholls**

**Seconded: Beverley Saunders**

**Adopted**

Des advised that Mark Armstrong designer of the Olympic Torch for 2000 Olympics, has had a hand in assisting with the design.

Allan Baptist has spoken to the Deputy Mayor.

Allan will also arrange 40 – 50 flyers for the letter box drop and placement on the notice boards Time line is tight as the deadline for the grant application is 12 October 2020.

The grant requires letters of support form 3 different groups. Suggestion that the groups are as follows:

Us - BPKCA  
Sport & Rec  
Council

Des will follow this up with the assistance of Allan Baptist

It is noted that the Coastal Walk are strongly in favour of the viewing platform as an enhancement to their project

**d) Boomer Crescent Reserve table and chairs** – Kerry Callaghan. This project is well under control. Following the advertising for this project Kerry has responded to any concerns that members of the public raised and even met with some of the people. These were predominantly concerns that the natural beauty of the area was not impacted. The outcomes were overall favorable. He has also met with council on several occasions. Kerry will present a more detailed report at the next meeting.

7. **Community Connect – Barrie Ellis** Barrie has been in further contact with council. There is a new engineer in charge of this project – Troy Punnet. Both Barrie and John Nelson attended the meeting to try get a breakthrough on the next stage. The result is that Council will redraw plans to use both sides of Murramarang Rd for future widening. 2 metres will be required from John Nelson’s property on the eastern side and 1.5 metres from Wonga located on the western side of the road. The route will be surveyed again before being presented to John Nelson and Wonga for agreement. The project will then pass to Council’s Southern District work team to issue a tender and award and schedule the work. The delay means that there will be no action until FY2021

There are no issues with the Federal Funds of \$300k as that is valid for 3 years.

John Nelson is happy with the outcome

Thanks to Barrie for his persistence. It has been amazing.

8. **Coastal Management / Willinga Lake – Mel Croan** Mel has emailed council asking that they adopt an individual Coastal Management Plan for Willinga Lake which includes regular testing of water quality and the restriction of vegetation removal around the edge of the lake. There are concerns that the use of chemicals and fertilisers and the removal of vegetation is impacting the quality of the water which has previously tested very high levels of bacteria. Mel will stay with this.

9. **Rabbit Control – Moira Heath** report at next meeting

10. **Skate Park – Des Nicholls** There has been a meeting held with the committee of the Skate Park.

Minutes are available and Bev will email to all members of the executive committee.

**See Attachment A for our records**

It is proposed that we ask the council to accept the proposal in principal.

We received an email from Kathy Clifton asking to be involved in the next meeting. Annie Haughey is also keen to be part of the project. Beverley Saunders to send the email from Kathy Clifton to Roger for future reference. Also to email minutes to both Kathy and Annie. Request that Kathy & Annie be advised of future meetings

**See Attachment B – Email Kathy Clifton**

11. **GoFundMe – Roger Lucas** Financial report tabled

12. **Reserve Sub Committee – Unanimous agreement to be removed from agenda until further notice**

13. **Micro Grid – Unanimous agreement to be removed from agenda until further notice**

14. **Emergency Plan Meeting - Unanimous agreement to be removed from agenda until further notice**

15. **Bushcare - Unanimous agreement to be removed from agenda until further notice**

**16. Defibrillators - Unanimous agreement to be removed from agenda until further notice**

**17. Murramarang Coastal Walk** – Allan Baptist. Minutes of the meeting held on Wednesday 5<sup>th</sup> August 2020 tabled. Bawley Point can offer the Gantry Historic Walk and the proposed Gannet Beach Viewing Platform as points of interest on the walk. It is worth noting that these projects have the support of the walking committee in principal. There also may be the opportunity receive upgraded toilet and BBQ facilities at Bawley Reserve.

**See Attachment C**

**Motion: “to advise council that we agree in principal with the proposal for the Coastal Walk”**

**Moved: Mel Croan**

**Seconded: Beverley Saunders**

**Mel Croan to action**

**18. Inclusion of the word Termeil in the associations’ name** - To be delayed until after the next General Meeting. See 3 b)

**19. AGM** – postponed until further notice

Public Officer – Thanks to Barrie Ellis who has agreed to take on this position.

**Motion: “To discuss the current executive staying in their roles until the date of the next AGM which may be some months away”**

**Moved: Barrie Ellis**

**Seconded: Beverley Saunders**

**Adopted**

**20. General Meeting** – postponed until further Notice

**21. Other Business**

- a) **Barrie Ellis** to look into insurance cover / risk assessment for the committee in view of the number of projects and the large amount of money that we are now involved in
- b) **Barrie Ellis** to proceed quickly with obtaining ABN number for the same reason as 21 A). If we include the name Termeil down the track we will take the necessary steps to change things then
- c) **Liza Butler** commented on the illegal camping on the headland the and the ramifications
- d) **Liza Butler** to train Beverley Saunders and Moira Heath on the maintenance and management of the website
- e) Ensure signage goes onto the notice board re the new AGM date. – also website and FB. **Beverley Saunders**

**22. Summary of Actions to be taken**

- a) **Beverley Saunders** to ensure that all executive have correct email addresses
- b) **Barrie Ellis** to work towards obtaining ABN
- c) **Allan Baptist** to enquire about inclusion of advertising material in rates notices
- d) **Beverley Saunders** to ensure new AGM date when decided upon is placed in Notice Board, emailed to all members, placed on website and FB
- e) **Des Nicholls and Allan Baptist** to finalise Gannet beach Viewing Platform proposal to council and to do letter box drop
- f) **Beverley Saunders** to place proposal Gannet beach Viewing Platform on FB ad website
- g) **Mel Croan** to advise council that we agree in principal to coastal walk.
- h) **Beverley Saunders** to communicate with Roger Lucas re the inclusion of Kathy Clifton and Annie Haughey in future skate park meetings. To advise Kathy Clifton and Annie Haughey

23. **Next meeting** Monday 12<sup>th</sup> October 2020 (public holiday Monday 5<sup>th</sup> October 2020). To be advised if ZOOM or face to face.

**Thanks to Allan Baptist for chairing the meeting in Liza Butler's absence**  
**Meeting Closed 8.35pm**

## ATTACHMENT A

# BAWLEY POINT KIOLOA COMMUNITY ASSOCIATION – SKATE PARK SUB-COMMITTEE Minutes of Meeting 19 July 2020

In the absence of the President of the BPKCA, Michael Skwarko opened the meeting at 3.30pm and outlined the scope of our project

**Attendance (as per the attendance register):** Michael Skwarko, Cec Skwarko, Renae Skwarko, Terry Nicholls, Melinda Croan, Shane Leitch, Rory Betts-McCrae, Lucian McDowell, John Kovar, Roger Lucas

**Apologies:** Nil

**Sub-Committee Nominations:** All attendees completed a nomination form

**COVID Challenge:** Members present complied with COVID restrictions in the occupation of the hall and during the meeting. Members also agreed that COVID should not have a negative effect on our progress, in fact, might be a benefit in terms of the availability of government infrastructure spending initiatives.

**Terms of Reference/Code of Conduct:**

- Terms of reference dated 2 September 2019 were tabled
- Code of Conduct: The document “Guidelines for the Conduct of Community Consultative Bodies” is available online at the Shoalhaven City Council’s website. Although this is a sub -committee of the BPKCA Community Association members of this sub-committee are bound by this code of conduct and should become familiar with the guidelines.

**Election/Nomination of Executive Members:**

<b>BPKCA Chair:</b>	Liza Butler
<b>Chair (Skate sub-committee):</b>	Michael Skwarko
<b>Deputy Chair:</b>	Lucian McDowell
<b>Secretary:</b>	Roger Lucas
<b>Assistant Secretary:</b>	Mel Croan
<b>Treasurer:</b>	Terry Nicholls

It was agreed that we ask the Kioloa Bawley Point Sport & Recreation Club Inc to appoint a member to the executive.

**Working Party:**

The Notice of Motion that “the working party will consist of members of the executive and those individuals responsible for the key issues outlined below” was adopted.

### **Key Issues and allocation of Responsibility**

**DESIGN:** Rory Betts-McCrae

**SITING:** Cec Skwarko

**DEVELOPMENT APPLICATION:** Deferred

**COUNCIL LIAISON:** Mel Croan, Roger Lucas

**VISITS TO OTHER SITES/LIAISON:** Lucian McDowell, John Kovar

Mel Croan (Government and grants), Cec Skwarko (Private & corporate sector)

**FINANCIAL MANAGEMENT:** Terry Nicholls

It was agreed by all members present that the collaborative model for planning and delivering this project should be adopted.

### **GENERAL BUSINESS**

- Members were referred to 3 Shoalhaven City Council documents;
  - Provision of Local Skate Parks,
  - Community Infrastructure Guidelines, and
  - Sports Grants Program (Capital Works),all available on the SCC website or from the working party Secretary.
- Lucian tabled the Council document detailing how to progress the project – the Secretary will forward this document to all working party members
- The Secretary will begin developing a document that will form the basis of a submission to meet the Council's guidelines
- A preliminary design can be formulated that can be adjusted once a site is chosen and provision should be made in case the project needs to be constructed in stages
- It was agreed that we would work towards conducting a public forum on the project to coincide with the scheduled BPKCA public meeting scheduled for 8 November 2020.

### **MEETING CLOSED**

## ATTACHMENT B

### SKATE PARK - EMAIL FROM KATHY CLIFTON

Thu, Sep 3, 5:20 PM (8 days ago)

to presidentbpkca, me

Hi Liza and Beverley,

I have thought long and hard before deciding to send this email.

I spoke to you Liza a few weeks ago about the sub committee for the Skate Park and expressed my concern and disappointment at the lack of 'doing the correct thing ' by not involving the people who were elected onto that sub committee in November 2019.

Not once have I received an email or phone call about when meetings were being held.

Why? It also seems to be that people have been co-opted onto that committee - namely Ces Skwarko. From the minutes of the 3 August 2020 meeting, it seems a Sub committee and bank account has been set up for the proposed Skate Park - Item 12 of the 3 August 2020 minutes states that Minutes of a meeting of the 'Skate Park committee are tabled and are on Attachment 4 which I don't seem to be able to access (regarding the Skate Park). I have also heard in the 'local gossip' and from other reliable sources that 5 sites for the proposed Skate Park have been decided upon. How can this happen without those officially on the subcommittee being involved? I'm not sure if you agree, but it feels like some are 'paddling their own canoe' as far as 'who decides what 'on various subjects and projects in our community.

I would appreciate both of your thoughts on these comments. I don't send this email to find fault with anyone or to cause trouble , just need some answers about how the transparency seems to be a 'bit dull'.

Kind regards,

Kathy Clifton, Kioloa.





## **ATTACHMENT C**

### **SOUTH COAST WALK- MEETING – WED 5<sup>th</sup> Aug 2020- MINUTES**

1. Meeting at 16 Lurnea Ave Bawley Point - commenced 10.30am – and closed 11.30am
2. COVID social distancing observed- Hand sanitizing offered.
3. Attendance Kerry Callaghan, Barrie Ellis, Des Nicholls, Allan Baptist, NSW NP&W Manager Michael Phelan & staff member Dave Cunningham
4. Welcome and Introductions – Allan Baptist

#### **Business**

1. Michael Phelan provided an overview of the Draft South Coast Walk
  - a. 5 day walk, Maloney’s Beach to Bawley Point
  - b. Overall Funding \$3.4M- Start Dec 2020 and finish June 2021 Consultation
  - c. Masterplan and REF Info on the website- and Feedback / responses sought
  - d. SCC has announced State Gov funding to extend from Bawley to Narrawallee
  - e. Implications for Bawley Point
    - i. Concept designs for the Trail Head- ie a shelter and Info display wall at Bawley Point Reserve
    - ii. concept Signage presented
2. Discussion
  - a. Viewing/Rest Points and local infrastructure consideration in the plan
    - i. Inclusion of potential local package deals for accommodation for walkers
- I. Possible integration/dovetailing of design aspects into the plan and NP&W budget of
  - a. the Gantry Historic Walk and viewing platform
  - b. the proposed Gannet Beach Viewing Platform
  - c. the Bawley Beach Reserve electric BBQ, shelter and seating
  - d. A Bawley Point App for local history walks and info, drinking water , stays.
  - e. Upgrade of Bawley Reserve Toilet Block
3. Next Steps
  - a. Master Plan Submissions by August 23<sup>rd</sup> 2020
  - b. BPKCA Exec Submission made by Allan Baptist
  - c. Facebook page posted for BPK Community to make a submission.
4. Further liaison and communication-
  - . Kerry Callahan - [k.callaghan06@hotmail.com](mailto:k.callaghan06@hotmail.com)
  - a. Allan Baptist OAM - [allanbaptist@bigpond.com](mailto:allanbaptist@bigpond.com) m: 0434 560 096

b. **Michael Phelan** Manager, Shoalhaven Area South Coast Branch NSW National Parks and Wildlife Service **M** 0428 215 369

## NOTES

### SCC Sustainable Tourism Infrastructure Projects



Shoalhaven City Council is pleased to announce funding for seven sustainable tourism projects to improve infrastructure around some of the City's most popular tourist destinations. Earlier this year, Council successfully obtained grant funding of \$5.3 Million under the NSW Government's Restart NSW Infrastructure Grant. The \$5.3 Million together with \$1.63 Million of Council funding and an \$80,000 in-kind contribution from the Ulladulla Local Aboriginal Land Council (ULALC) will see the following projects undertaken within the next three years:

**Plantation Point** – construction of accessible loop pathways linking the beach, playground and amenities to the existing shared pathway. The grant funding will also provide a financial contribution to the new amenities building including a lift and change table, carpark improvements and accessible parking. For further details visit the **Upgrades at Plantation Point Reserve, Vincentia** Get Involved web page.

**Palm Beach/Sanctuary Point** – accessible pathways, BBQ's and picnic shelters and carpark improvements. For an overview of this project please refer to the **Palm Beach Concept Plan D2(External link)** published in the Document Library on this Get Involved web page.

**St Georges Basin/Sanctuary Point** – Basin Walk – construction of over 2kms of accessible concrete path, improvements to the Basin Walk track including boardwalks, gravel paths and bridges. For an overview of this project please refer to the **Basin Walk Concept Plan D3(External link)** published in the Document Library on this Get Involved web page.

**Sanctuary Point/Bherwerre Wetland** – construction of paths, boardwalks, accessible parking, paths, seating and signage. For an overview of this project please refer to the **Bherwerre Wetland Concept Plan D4(External link)** published in the Document Library on this Get Involved web page.

**Hyams Beach** – upgrade to the existing amenities, improved pedestrian access, upgrade of BBQ's picnic shelters and beach access. For an overview of this project please refer to the **Hyams Beach Get Involved Page**

**Ulladulla Headland and Warden Head Walking Trails** – resurfacing of existing tracks, construction of boardwalks and gravel paths, improvements to viewing areas and signage, sculpture by ULALC. For an overview of the project please refer to the **Ulladulla – Warden Head and North Head Walking Trails Concept Plans D6, D6-1, D6-2(External link)** published in the Document Library on this Get Involved web page.

**Murramarang Coastal Walk Extension** – upgraded beach access, improvements to existing tracks and wayfinding signage. For an overview of the project please refer to the **Murramarang Coastal Walk Extension Plan D7, D7-1, D7-2, D7-3, D7-4, D7-5, D7-6(External link)** published in the Document Library on this Get Involved web page. To deliver the projects, Council has appointed Michelle Green as the Tourism Project Manager.