



## COMMITTEE MINUTES

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HOWARD PARK RESERVE  
COMMITTEE MEETING

**Minutes of the Howard Park Reserve  
Committee meeting held at Howard  
Park Reserve, Howard Park on  
Monday 18 October 2021 at 5.15pm**

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### 1 Opening of meeting

5:18pm

### 2 Attendees

Mathew Salter	Litchfield Council Deputy Mayor (Chair)
Gerry Wood	Resident
Gerard Maley	Resident, Member for Nelson
Gerard Rosse	Resident
Fletcher Austin	Resident
Maxine Way	Resident, Howard Springs Volunteer Fire Brigade
Sarah Thomas	Reserves and Community Programs Officer
Nicky McMaster	Manager Communications and Engagement
Rodney Jessup	Manager Infrastructure and Assets

### 3 Apologies and leave of absence

Nil

### 4 Acknowledgement of traditional ownership

We acknowledge the traditional custodians of this land on which we meet. We pay our respects to the Elders past, present and future for their continuing custodianship of the land and the children of this land across generations.

### 5 Disclosures of interest

The Chair advised that any member of the Committee who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at the Committee meeting should declare the conflict of interest to enable the Committee to manage the conflict in accordance with its obligations under the Local Government Act.



No conflicts were declared.

## 6 Confirmation of minutes

That the Committee confirm the minutes of the meeting held on Monday 12 July 2021.

Moved: Maxine Way

Seconded: Gerard Rosse

## 7 Business Arising from the Minutes

Meeting Date	Action	Responsible	Notes	Status
11/4/2017	Leases – NTPFES and Scouts	Council Maxine Gerry	Leases provided and requiring signatures. Following up.  Maxine to follow up with NTPFES – Maxine has passed the leases on, and they are awaiting further advise  Gerry to follow up with Scouts – Gerry has passed it on, and they are awaiting further advise from the head office	Ongoing
12/10/2017  18/10/2021	Source BBQ options and suitable location	Council	Council to liaise with Rotary to see if they are still keen to finance the new BBQ. Ellie to refer to Jess's emails to find contact.  See if there are other groups that use the Reserve would be interested in applying for a grant.	Ongoing
17/06/2019	Pedestrian Access to Reserve	Council and Committee members	Gerard's figures from ADG on costs for walkway. Plans provided and discussed. Plans not correct – Rodney	Ongoing



Meeting Date	Action	Responsible	Notes	Status
18/10/2021			<p>to assess. Council to determine whether funding is available for this project.</p> <p>Invite Rodney to the next meeting to walk through the planned proposal and obtain feedback.</p> <p>Rodney to investigate options, plans and estimates of costs and report back to the next meeting if possible</p>	
10/04/2021	NT Cricket – Gerry Wood prices on cricket nets. 3.6m high (27m)	Gerry Wood	<p>CDPL see Council’s support in principle for the updated nets based on Committee obtaining full funding.</p> <p>Gerry to draft grant application for new nets.</p> <p>Gerry met with Council and Darren from NT Cricket. Darren requested an extra metre on nets for left-handed batsman.</p> <p>Darren advised on grass roots funds available for up to \$10,000 in funding. However this grant needs to be through a club.</p> <p>Gerry spoke with Alison for Southern Districts to apply.</p> <p>Gerry to report back to the next meeting.</p> <p>Letter of support from Council</p> <p>November 30 grants, must be expended by March 2022.</p>	Ongoing
18/10/2021				



Meeting Date	Action	Responsible	Notes	Status
10/04/2021  18/10/2021	Malak Pop Up Market Contact	Council	<p>Council to continue working with Malak markets to confirm proposed market dates.</p> <p>Committee acknowledged that the advertising wasn't the best.</p> <p>Council spoke with contact.</p> <p>Letter to be sent asking for dates and more variety and increase stalls. Engage in rural local businesses (invite freds pass markets)</p> <p>Suggest to contact sponsors for lights etc.</p> <p>Send draft letter to committee for approval.</p> <p>Two events, May and August.</p>	Ongoing

## 7 General business

Manager Communications and Engagement to investigate excessive water use.

Gerry to look at the trees that are touching buildings.

Gerry has reordered a new graffiti sign. Will let Council know when it has been complete.  
Possibility of setting up temporary cameras to see the offenders.

Softfall being pulled away deliberately. Council to investigate to ensure no further damage.

## 8 Other business

Captain of Bushfires wanting to look at installing an awning in front of the engine bays. Create shade and cover the personal access doors. – Advised they need to submit plans to Council for approval.



Mathew Salter would like to investigate the opportunity to refurbish Whitewood Hall as a longer-term project. Council to investigate the stages and options. Possible grant, plans, engineering viewing the building. Need to try and locate the original plans and current status of the building. Consider asking the user groups if they are moving and why and if they would use it if it was refurbished?

## 9 Next meeting

Monday 6 December 2021 at 5.15pm

Howard Hall, Howard Park Recreation Reserve

## 10 Close of meeting

6:10pm

Unconfirmed