



COMMITTEE MINUTES

HOWARD PARK RESERVE MEETING

**Minutes of Committee Meeting
held at Howard Park Reserve, Howard Park
on Monday 12 July 2021 at 5:15 pm**

Present

Mathew Salter	Litchfield Council North Ward Councillor (Chair)
Gerry Wood	Resident
Gerard Maley	Resident, Member for Nelson
Gerard Rosse	Resident
Fletcher Austin	Resident
Maxine Way	Resident
Ellie Cuthbert	Community Development Program Leader

1. OPENING OF THE MEETING

The Chair opened the meeting at 5:15 pm and welcomed members.

2. APOLOGIES

Nil.

3. 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 disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

THAT the Committee confirm the minutes of the Meeting held on Monday 12 July 2021.

Moved: Gerry Wood

Seconded: Maxine Way

5. BUSINESS ARISING FROM THE MINUTES

THAT the Committee receives and notes the Action List.

Meeting Date	Action	Responsible	Notes	Status
11/4/17	Leases – NTPFES & Scouts	Council Maxine Gerry	Leases provided and requiring signatures. Following up. Maxine to follow up with NTPFES. Gerry to Follow up with Scouts.	Ongoing
12/10/17	Source BBQ Options & suitable location	Council	Council to liaise with Rotary to see if they are still keen to finance the new BBQ. Ellie to refer back to Jess's emails to find contact.	Ongoing
17/6/19	Pedestrian Access to Reserve	Council & Committee Members	Gerard's figures from ADG on costs for walkway. Plans provided and discussed. Plans not correct – Rodney to assess. Council to determine whether funding is available for this project. Invite Rodney to next meeting to walk through the planned proposal and obtain feedback.	Ongoing
22/02/2021	Site Survey (Detailed) for the area	Council	Council does not have any site surveys.	Complete / Remove
10/4/2021	NT Cricket – Gerry Wood prices on cricket nets. 3.6 meters high (27m).	Gerry Wood	CDPL seek Council's support in principal for the updated nets based	Ongoing

			on Committee obtaining full funding. Gerry to draft grant application for new nets.	
10/4/2021	Malak Pop Up Market Contact	Council	Council to continue working with Malak markets to confirm proposed market dates.	Ongoing
10/4/2021	Terms of reference. HPRR Management Committee is a Committee of Council.	Council	Adopted	Complete/Remove

6. GENERAL BUSINESS

6.1 Monthly Finance Report

6.2 Terms of Reference for Howard Park Recreation Reserve Committee.

- Copies of the Adopted Terms of Reference provided to committee members for their reference.

7. OTHER BUSINESS

7.1 Cricket Matting Issue discussed.

7.2 Fireworks – Close Reserve and turn sprinklers on in early afternoon.

7.3 Septic Tank lid smashed behind NTPFES.

8. NEXT MEETING DATES

Monday 13 September 2021 at 5:15pm Howard Hall, Howard Park.

Monday 8 November 2021 at 5:15pm Howard Hall, Howard Park.

9. CLOSE OF MEETING

The Chair closed the meeting at 6:05 pm.

Howard Park Recreation Reserve: Financials

Operating results to the end of **30 June 2021** are summarised below.

	Annual 2020/21 Budget	2020/21 YTD Actuals	2020/21 YTD Commitments	Variance to Budget [Annual Budget – (YTD Actuals + YTD Commitments)]	% Spent (Actuals + Commitments / Annual Budget)
Revenue					
User Fees & Charges	\$24,000	\$28,878	\$0	\$4,878	120%
TOTAL	24,000	\$28,878	\$0	\$4,878	
Expenditure					
Operational Expenses	\$90,00	\$99,591	(\$1,326)	(\$8,265)	109%
Repairs & Maintenance	\$24,000	\$20,477	\$0	\$3,523	85%
Tree Maintenance – Council Land	\$10,000	\$4,880	0	\$5,120	49%
TOTAL	\$124,000	\$124,948	(\$1,326)	\$378	