



Knuckey Lagoon Reserve Committee Meeting

Held in the Knuckey Lagoon Recreation Reserve
on Thursday 7 April 2022 at 5:45pm

1 Opening of Meeting

5.48 pm

2 Acknowledgement of Traditional Owners

3 Attendees

Tara Intarapanya	Berrimah Scouts
Saramat 'Tou' Ruchkaew	NT Thai Association
Lorna Blake	Running Club / Knuckey Lagoon Resident
Russ Swan	Top End Gem & Mineral Club
Kate Townsend	Community Development Officer (CDO)

4 Apologies and Leave of Absence

Councillor Rachel Wright (Kate Townsend, CDO Litchfield Council to chair meeting in her absence), Tove Tagell

5 Disclosure of Interest

None disclosed

6 Confirmation of Minutes

3rd February 2022

Moved Tou Accepted: Russ

7 Monthly Finance Report

Moved: Tou Accepted: Russ

8 Business Arising from the Minutes

ATTACHMENT B

<p>8.1 Open Day</p>	<p>CDO Advised there is no budget allocated for Promotion/Open Day. As an alternative, user groups are welcome to apply for an Annual Community Grant of up to \$5000 from Council open in September to conduct a Come and Try event. Only one application per club can be received per year and event would need to occur after successful awarding of grants (end of 2022/2023)</p> <p>CDO recommended a separate subcommittee of user groups be created to plan and coordinate this as a collaborative effort. User groups to discuss further, closer to opening of grant applications in September.</p>
<p>8.2 Promotion</p>	<p>The Community Development Team at LC generated a Kids Adventure Map for Knuckey Lagoon (and McMinns Lagoon) with left over grant funding in 2021 which can be used to promote the Reserve.</p> <p>CDO will email PDF to all user groups to share via their social media channels for the school holidays.</p>
<p>8.3 Entrance Signs</p>	<p>CDO Reported Council will provide specs for signage at the front of the reserve. User groups will be responsible for purchasing own signs according to the specifications, from their preferred supplier, Council will then arrange installation.</p> <p>NTG has not responded to any correspondence regarding signs for the highway.</p> <p>CDO to email Specs for signage to all user groups</p>
<p>8.4 Storage</p>	<p>CDO Reported Equipment from the Scouts and Amateur Radio club has been removed from the internal storage area.</p> <p>CDO has approached user groups to begin removal of all equipment from the upstairs function room to make the space more versatile and attractive for other casual and regular bookings to generate income for the reserve. Glass cabinets and expensive equipment is vulnerable to damage, clutter is also a big deterrent to new users.</p> <ul style="list-style-type: none"> • Scouts resolved to condense the space being utilized before the next meeting but identified some of their equipment might go mouldy if stored in the shed. • TEGM Club will move as much as possible before the next meeting, but one of their specialised pieces of equipment requires a quiet space to operate and glass cabinets are difficult to move. <p>CDO and user groups will explore possible resolutions.</p>
<p>8.5 Solar Panel Grant</p>	<p>Thai Association to work with CDO to approach council for support.</p>
<p>8.6 Container Fees</p>	<p>Container fees will be incorporated into Lease discussions with the Thai Association.</p>

<p>8.7 Masterplan</p>	<p>CDO Reported: User groups have identified many items and areas for future improvement at the reserve. To ensure capital works and improvements are planned cohesively, and prioritised appropriately, the Management Committee could investigate making a recommendation to council to establish a Masterplan.</p> <p>CDO to bring more information on a Masterplan to the next meeting.</p>
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9 Other Business

Issue	Resolution
Members would like to discuss adjusting Meeting starting time to 5.30pm	CDO will facilitate an email discussion to occur with Councillor Wright before the next meeting.
Issues and maintenance	Please email CDO – Kate Townsend, with any maintenance requests or issues as they occur/are identified.
Fallen trees.	CDO to log a job with LC Parks Program Leader
Master switch not working downstairs lights.	CDO to arrange electrical contractor
Basketball Court Surface needs a high-pressure wash	CDO to action if any residual budget left in repairs and maintenance at EOFY
Large wooden tables in disrepair.	<p>User groups to collaborate to resolve before the next meeting.</p> <p>CDO to arrange removal if repairs unable to be carried out as trestle tables are now available.</p>
Fans in downstairs areas	CDO to investigate – may be an issue to discuss with regards to a Masterplan.

10 Next Meeting

Next meeting Thursday 2nd of June 2022 at time pm Knuckey Lagoon Recreation Reserve.

11 Close of Meeting

6.54 pm