



# Howard Park Recreation Reserve Management Committee Meeting

## **MINUTES**

**Thursday 14/08/2023**

Meeting held commencing 5:15pm  
At Howard Hall, Howard Park Recreation Reserve  
325 Whitewood Road, Howard Springs

**Ashleigh Young, Community Participation Officer**



# COMMITTEE MINUTES

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## Howard Park Reserve Committee Meeting

Held in the Howard Hall, Howard Park Reserve  
on Monday, 14 August 2023 at 5:15pm

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### 1 Opening of Meeting

5:23 pm

### 2 Present

Mathew Salter	Litchfield Council North Ward Councillor (Chair)
Gerard Maley	Resident, Member for Nelson
Gerard Rosse	Resident
Evan Johns	Howard Springs Scouts
Ashleigh Young	Community Participation Officer (CPO)

### Attendees

Doug Barden	Mayor (Observer)
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### 3 Apologies and Leave of Absence

Gerry Wood	Resident
Fletcher Austin	Resident
Maxine Way	Howard Springs Volunteer Fire Brigade

### 4 Disclosures of Interest

Nil

## 5 Confirmation of Minutes

That the committee confirm the minutes of the meeting held on Monday 5 June 2023

**Moved:** Councillor Salter

**Seconded:** Gerard Rosse

## 6 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
05/06/2023	Committee Members to meet with the Manager for Cemetery, Parks and Reserves to discuss future in line with tree maintenance, irrigation and car-park re-design	Committee has requested CPO to invite Manager for C,P & R to next committee meeting in October	CPO	Ongoing
05/06/2023	Proposed Master Plan –	Committee has agreed that use of “masterplan” could be misleading. Main goal is to get feedback from current user groups to determine any suggestions for improvements via a survey.	CPO to review current Howard Park Recreation Reserve Masterplan community engagement strategy document as outlined by previous CPO/SRO.	Ongoing
05/06/2023	CCTV Surveillance and Wi-Fi - COMPLETE	Re-circulate the scope of works for HPRR to committee members.	CPO	Ongoing
05/06/2023	Whitewood Hall	<ol style="list-style-type: none"> <li>1) Seek building certification</li> <li>2) Investigate the cost of engaging a consultant to</li> </ol>	CPO to investigate building consultant	Ongoing

## 7 Presentations

Nil

## 8 Accepting or Declining Late Items

Nil

## 9 Officers Reports

### 8.1 Bi-Monthly Operations Report

Concerns were raised over June Power & Water Bill. CPO explained all risks of leaks were investigated. Cost determined to be typical of dry season charges.

As an individual lot, HPRR has the right to install a bore under the new legislation. Committee agreed to investigate the possibility and costs of installing a bore on HPRR by first determining what type of licence is required.

**Moved:** Gerard Maley

**Seconded:** Gerard Rosse

THAT committee member Gerard Rosse to send an email to Water Resources to inquire about what type of extraction licence is required for HPRR.

**CARRIED**

BMX Soft Fall – CPO confirmed the cost for replacement of BM soft fall track would be funded through council reserves as an asset renewal project. Committee members expressed their desire to replace the entire track rather than repair it in patches to extend the longevity of the track. It was agreed that Cr Salter write to council, requesting information about their plans regarding the end-of-life soft fall issue.

**Moved:** Gerard Maley

**Seconded:** Gerard Rosse

**CARRIED**

## 10 Other Business

Evan Johns inquired about the status of addressing irrigation leaks under the scout hall's log pile. CPO confirmed fixing the previously identified leak by the

Manager for Cemetery, Parks, and Reserves. New leaks, including a reticulation pipe crack, were discovered. Concerns arose regarding dying vegetation due to potential irrigation issues around the scout hall. CPO will notify the Manager C,P and R for an on-site assessment.

## 11 Next Meeting

Monday October, 2023, at 5:15pm Howard Hall, Howard Park Recreation Reserve.

## 12 Close of Meeting

6:30 pm

UNCONFIRMED