



# Howard Park Recreation Reserve Management Committee Meeting

**MINUTES**  
**Monday 8/04/2024**

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, 8 April 2024 at 5:15 pm

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### 1 Opening of Meeting

5:18 pm

The chair acknowledged the Larrakia People as the traditional owners of the land on which we meet.

#### Present

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

### 2 Apologies and Leave of Absence

Gerard Rosse	Resident
Fletcher Austin	Resident
Gerry Wood	Resident

### 3 Disclosures of Interest

Nil

### 4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 4 December 2024

**Moved:** Gerard Maley

**Seconded:** Evan Johns

**CARRIED**

## 5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
4/12/2023	Proposed "Master Plan"	Main goal is to get feedback from current user groups and residents to determine any suggestions for improvements via a Community survey (have your say) to scope ideas from the community about future projects.	CPO to scope ideas to get the "have your say" survey underway.	Not started
05/02/2024	Boundary Fence	Scope quotes for a new boundary fence on the Hamilton Roadside of the Oval. Garrison-style fencing like village green	CPO	Not Started
08/04/2024	BBQ	Committee expressed interest in pursuing quotes for a BBQ at Howard Park. CPO has suggested this to be a suggested item on the survey .	CPO	Have your say survey
08/04/2024	Electrical Faults	Several instances of electrical faults at Howard Park, specifically in Howard Hall.	CPO	CPO contacted an electrician to attend site on 09/04/2024.
08/04/2024	Re-Paint Howard Hall	The committee requests re-painting of Howard Hall be put back on the action item list (was deferred to EOFY due to budget).	CPO	CPO to scope quotes for touch-ups to door frames and general paint on walls.

## 6 Officers Reports

### 8.1 Bi-Monthly Operations Report

**Moved:** Gerard Maley

**Seconded:** Matthew Salter

THAT the Bi-Monthly Operation Report be received and noted.

**CARRIED**

## 7 Other Business

The committee has raised concerns regarding the procedure for after-hours "emergency calls." This comes in light of the power outage at the HS Fire Brigade on Saturday, April 6th, caused by a tripped circuit. CPO to discuss the correct procedure with the Senior Leadership Team and advise the committee of the correct protocol.

## 8 Next Meeting

Monday 3 June 2024, at 5:15 pm Howard Hall, Howard Park Recreation Reserve.

## 9 Close of Meeting

6:10 pm