

Minutes of the Mount Somers Reserve Board held on the 9<sup>th</sup> November 2021, at 7.30pm in the Mount Somers Hall.

### Present

Heath Heaven, Maryann Heaven, Colleen Stanley, Ian Beach, Nathan Huggins, Rhonda Huggins, Kristin Stace, Chris Murphy, Leen Braam (Councillor),

### Apologies

Clare Harden (Community Administration Officer)

Kristin moved apologies.

No speaking rights required.

	Action List.	By Whom	Status
1	Bring coffee to meeting. Sugar. Colleen, remember your glasses. 😊 😊	Colleen	Done
2	Contact Project Manager from Council regarding toilet block.	Clare	Done
3	Memorial garden – design and development	Leen	Ongoing
4	Starting the process of painting the public toilets.	Maryann	Ongoing
5	Mower Service	Heath	Done
6	Purchase water pipes and fittings to go in camping ground.	Heath	
7	Tree Block – Council to be notified that they need to complete work as quoted		
8	Domain signs and new camp kitchen sign	Chris	Ready to go
9	Contact RSA regarding memorial garden		
10	Liase with J Lamb to complete Evacuation and Emergency Procedures for the Hall/Camping Ground, Pool, Contractors sign in book, Accident Information forms, Hazards Register, Working Bees Hazard Managements form.	Clare	Ongoing
11	Camping ground sites. Sites to be marked out and power boxes to be updated and shifted.	Heath Chris Leen Steve	Ongoing

Toilet Block – Pan size for the reserve, Max 150 people for the toilets. If it is two showers then total is 60 people and if you have four showers it is 150 people.

Purchased the fittings but not pipes yet. Heath still happy to dig a trench for the water pipes to provide more taps. Single tap on each site with a double fitting.

Lawn Mower blew its pulley. The service will be done at the same time as this being fixed.

Looks like the trees have been planted on the cutover behind the domain, 3,300 trees planted @50c = \$1,650. The Block was not cleared like the board asked. Clare is happy to follow this up if we want to. We need to renegotiate payment. Asking Clare to look into this. Chris will ring her.

Maryann rang the RSA and he put us onto the names we need to help us with the memorial garden. Also details for the remembrance army. They will help us with stuff that they already have. RSA will have funding to help us.

**Minutes of the last meeting were taken as read and were moved as a correct record of that meeting.**

**Moved: Kristin**

**Secunder: Colleen**

Matters arising from the last meeting.

Trees in camping ground were cleared.

Correspondence

Covid 19 Public Health Response

Vaccination implications

Caretakers report No written report

Tap fixed in domain.

Stick removed from ground in camping area.

Hall report

No report.

Finance Report

Maryann shared a draft finance report for June. She is working with Clare to confirm actual figures and cash reserves as currently these do not match expected figures.

Clare has confirmed today that a credit of \$16,271.96 will be credited to our November 2021 Financials for invoices covered by the Board for the Grant Funded hall repairs.

Quote for two more power points – \$9003.00. Maryann moved to accept the quote but with two double points, not two quadruple points. Kristin seconded. Carried.

Community Administration Officer report.

Septic tanks- Rhonda from Open Spaces empties the Public Toilet at Christmas time.

She doesn't know about the domain one. Kristin will get Wendy to get the camping ground septic tank empty and Rhonda will tell Clare that this is being done.

Staff Management information from open spaces has not come yet. Clare is on to this. Hopefully will be available for December meeting.

Kristin was asking about the stock water race and where it goes. Clare would like a drawing of what is wanted so that she gets it right. Rhonda will tell Clare to not worry about it. Water race people wanted this done.

## General Business

Mower tractor has a diesel leak and the blades need sharpened. After discussion the Rugby club is responsible for repairs and maintenance because they are the sole users. Rhonda will write a letter to rugby club.

Campground renovations – No water been put on yet. There are eighteen power sites that are workable. Heath will get hold of Pete tonight and he should have poles by the 3<sup>rd</sup> December for other power boxes. They will be spraying the sites to mark them out. Nathan is getting more spray.


Working bee – Tennis Court garden needs done. Plum trees need removed. Sunday 21<sup>st</sup> November, 1.00pm.

8.40pm – 8.50 pm, Went In Committee regarding statutory holidays and staff.

License to occupy – Clare has sent us a copy from another board to look at. Suggestion was for everyone to look at it at home, and bring back to next meeting with any ideas.

Meeting closed 9.06pm.

	Action List.	By Whom	Status
1	Bring coffee to meeting. Sugar. Colleen, remember your glasses. 😊 😊	Colleen	
2	Memorial garden design and development.	Leen	
3	Starting the process of painting the public toilets.	Maryann	
4	Purchase water pipes and dig a trench in camping ground	Heath	
5	RSA and Remembrance Army	Maryann	
6	Letter to Rugby Club	Rhonda	
7	Domain signs and new camp kitchen sign	Chris	
8	Contact Clare about the block that hasn't been cleared.	Chris	
9	Contact Clare about Septic tank and Water Race	Rhonda	
10	Purchasing more spray	Nathan	
11	Liase with J Lamb to complete Evacuation and Emergency Procedures for the Hall/Camping Ground, Pool, Contractors sign in book, Accident Information forms, Hazards Register, Working Bees Hazard Managements form.	Clare	
12	Camping ground sites. Sites to be marked out and Power boxes updated and shifted.	Heath Chris Leen Steve	
13			

 Rhonda

 Clare

 Maryann

 Heath


 Leen

 Chris

 Colleen

 Ian

 Kristin

 Nathan

### Mount Somers Reserve Board Wish List

- Upgrading Hall Toilets.
- New cabinetry in Kitchen.
- Stainless Steel Work Benches in Kitchen.
- Playground Upgrade.
- Reseal Driveway.
- Commercial Dishwasher – Steriliser.
- Washing Machine with Coin Slot.
- Paving outside Camp Kitchen.
- Sanding of Hall Floors.
- Painting Hall Toilets.
- Backing Board on Back of Stage.
- Laundry Tub.
- Memorial Garden around Flag Pole.

### Jobs to be done.

- Remove Metal Piles over by the Shed.
- Insulate Water Tank.