



Coleraine Sporting Grounds Committee Minutes

Community Asset Committee
17 November 2020

Held at 7.30pm at Coleraine Hotel

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The Meeting opened at 7.30pm

1. Present

Members

Ashley Lambert
Lou Grinham
Steve Cooper (Chairperson)
Kate Dorahy
Bobbie McLean

Bonnie Farugia
Marg Ferguson (Treasurer)
Leigh Peterson
Barbara Waldron-Hunter (Secretary)

Officers

Darren Ames (Recreation)
Darren Barber (Governance)
Karly Saunders (Governance)

2. Welcome

The Chair welcomed members.

3. Apologies

Lyn Brown.

4. Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Coleraine Sporting Grounds Committee held on 1 October 2020 be confirmed as a correct record of business transacted.

MOVED: Ashley

SECONDED: Leigh

CARRIED

5. Business Arising from Minutes.

Soil erosion Silvester Oval has been done

Suzannah Milne held a meeting on Tuesday 20th October. Notification, agenda and minutes from this meeting were not circulated to the Coleraine District Grounds Committee, only to invitees.

Invitees for meeting on the 20th October 2020 were Ashley, Steve and Owen. There was no consultation with the current delegates from the Coleraine Hockey Club at any stage. Reference keeps going back to historical conversations with Mark Templeton some years back, not the current delegates representing the Coleraine Hockey Club. It was agreed that we move on from this.

Future delegates from this Committee need to reflect what the different Community Sporting Groups require. All communication needs to be circulated via the Secretary.

Some background on meeting -Shire going to get quote lights for Turnbull St when they did Pedrina Park quote. They were also going to ask if existing infrastructure was suitable.

The drafted lighting design has been made for club competition tennis and hockey training in winter months. Drafted request for quotation. Develop specs and estimate costing. Procurement process, undertake assessment and design job. Assess power supply.

Council requested delegates for meeting.

Planning to be advertised on Friday. End of November tenders will be submitted.

What is the budget ? it is \$110,000 from which the design has to be done.

Award design mid December. Inspect power etc

Based on value, will depend on how the procurement process will go.

Request minutes from meeting, and that hockey be involved.

6. Declaration of Conflict of Interest

None declared.

7. Guest Speaker

Darren Barber and Karly Saunders spoke about and provided information on governance relative to our new structure.

Darren

How we spend the money for our Community?

When you go to a meeting you need to represent the community and what they want.

Need to have an agenda and minutes.

Note- it is extremely difficult to minute this meeting without having and following an agenda.

Karly

Best possible process for making the decision. Knowing and observing a legal obligation.

Having the right policies and procedures in place. Knowing roles and responsibilities.

Know buildings and responsibility.

Circulate Minutes and Agenda 5 to 7 days before the meeting.

Need quorum 7 of 12 members to have a meeting.

Need to have approved minutes available for the next council meeting.

Monthly reporting of approved minutes to council.

If you have a Conflict of interest- remove yourself from the decision making process examples in presentation.

Conflict of interest needs to be declared and when at what time the person left meeting and the time they returned. If in doubt declare it.

Procurement- subject to the Council's procurement policy. \$5000

Grey areas for Committee- what are they?

Developing document that outlines the buildings/assets

Input from Committee will be sought.

Agree to put in place a strategic plan

8. Correspondence

There was none.

9. Reports

9.1 Treasurers Report

Discussion

\$16407.54 includes payment from footy club

Electricity bill \$174.83 come out 19thNov20

RECOMMENDATION

That the Treasurers Report be received and accounts be passed for payment.

MOVED: Marg Ferguson
SECONDED: Ashley Lambert

CARRIED

9.2 Christmas Carnival/Party at Silvester Oval

Discussion

Request from the CDDA that the Christmas Street Party be moved to Silvester Oval. Discussion with Council representatives present determined would be unlikely to get permission.

RECOMMENDATION

That the Committee reject this request.

MOVED: Owen McClure

SECONDED: Bobbie McLean**CARRIED**

10. General Business

- How much did we pay council ? For mowing we paid \$1335.62 17/4 to 11/6, don't understand area.
- SW Sport says we can use change rooms, Vic says we can't.
- Can we get a permit to burn behind netball tennis courts ?
- Procurement of asbestos removal at Pavillion– what is the process?
- Ask someone to get an estimate, liaise with Darren, work out the procurement process. If it's more then we look at process.
- Kitchen in Pavilion - asbestos found. Darren to make enquiry to assets dept regarding asbestos treatment.
- What is the scope of works of Committee?

11. Member Reports

Guidance note: Members can provide a report / overview of matters pertaining to their represented group and a summary provided here.

Ashley - Goal post netting – getting it installed.

Owen - Junior Tennis has started and we nearly didn't have enough courts.

Owen – Senior tennis is being played. Thursday night Silvester Oval & Turnbull St.

Kate - Hockey goals – bring quotes to the next meeting for approval Estimate \$8250

Kate - Hockey lines- will be marked on the pitch by April.

Darren - has spoken to Works to stop balls going under fence. Action to keep following up.

12. Close of Meeting

This concludes the business of the meeting.

Meeting closed at 8:40pm.

Minutes will be confirmed at the next meeting, 15th December 2020.

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Chairperson