

S355 General Community Hall

Committee Meeting

28 August 2018



Minutes

HELD AT Bega Valley Commemorative Civic Centre

Present

Cr Robin Bain (Chair)	Karen Terwin (BVSC Cemetery & Hall Officer)	Gary Scott-Holland (BVSC Manager Community & Cultural Assets)
Tanya Pearce (Brogo)	Howard Stanley (Murrah)	Margaret O'Connor (Wandella)
Vivian Herriot (Wyndham)	Veronica Abbott (Quaama)	Dave Rugendyke (Cobargo)
Sue Horton (Eden)	Kim Armstrong (Tarraganda)	Keith Frew (Wolumla)
Sam Martin (Candelo)	Margaret Harrap (Rocky Hall)	Ray Tynan (Nethercote)
Warren Howard (Wolumla)		

ADDITIONAL MEMBERS IN ATTENDANCE

David Gattrell, Wayne O'Connor, Rhonda Margetts

Apologies

Annette Evelyn (Kiah), Michelle Preo (BVSC Property & Facilities Coordinator), Tony Jarman, Belinda Peel, Keith Frew.

Absent

Tony Ovington (Towamba), Tanja Rep, John Trevena (Bemboka)

1. Confirmation of minutes

The Minutes of 29 May 2018 General Community Hall Committee meeting were taken as read –

Moved – Sam Martin Seconded – Howard Stanley

2. Action Items from the previous meeting

ACTION – BVSC to put together process for vandalism/break-ins at halls.

Paperwork was handed out and has been emailed to committees, basic process to follow –

- Assess damage; take photos and notes of damage.
- Notify the police and get a report number.
- Notify Council and forward a WHS Risk & Near Miss report with all details, photos and police report number.

ACTION – BVSC to get costing on lock boxes for keys.

BVSC recently had a box installed at the Tathra Hall for \$77.00; the boxes allow ease of access and less stress on committees to meet people at the hall. If you do have reservations around a particular person hiring the hall and you don't want them to have the code the old process can be followed. The boxes are great for those trusted regular users.

There are a number of committees that have this system already, if you would like to organise one this can be done through Council or by contacting Bega Valley Locksmiths.

ACTION – BVSC to forward recommendations to committees on Maintenance Funding.

Below are the recommendations for the 2018/19 Maintenance Funding. The items in yellow for Wandella and Tarraganda Halls have funding applications in with Crown Lands; we are still waiting to find out if these applications have been successful, if they have been this will allow further projects to be funded with this money. Any committees that have projects on the back burner could have these funded, please have a think and let us know.

The items in blue are larger or projects or in the case of Tanja fall outside of what is allowable with these funds, we can no longer fund driveways and external works not attached to building itself.

All items in pink have been funded. Staff will be in contact to get the quoting process underway, if this has not already been done.

Hall Projects

smartsheet

2018/19 Maintenance Funding Project Recommendations

Task Name	Assigned	Status	Progress	Due Date	Qty	Budget	Comments
2017-2018							
2018 - 2019							
Bemboka Hall							
Brogo Hall							
Candelo Hall							
Cobargo Hall							
Eden Log Cabin							
Kiah Hall							
Murray Hall						\$14,604.00	Upgrade accessible ramp
Nethercote Hall							
Pambula Hall							
Quama Hall							
Possum Proof - box eaves						\$5,500.00	
Stage Stairs						\$800.00	
External Painting						\$29,810.00	
Line walls in storage area						\$2,500.00	
Internal Painting						\$5,500.00	
Rocky Hall Hall						\$6,000.00	Replace windows, install handrail, stage steps and wall lining
Tanja Hall						\$22,000.00	Upgrade driveway
Install reverse cycle air conditioning						\$7,000.00	
Tarraganda Hall						\$8,250.00	External repairs and painting - Funding application in with PRFMP
Towamba Hall						\$6,000.00	Replace guttering and install water tank
Wandella Hall						\$3,265.00	Replace/repair external stairs - Funding application in with PRFMP
Wolumla Hall						\$6,000.00	Replace/repair ceiling/roof in kitchen area upgrade lighting - committee \$2000.00
Wyndham Hall							
Total						\$67,119.00	
Contingencies/overruns						\$12,881.00	
Funded Amount						\$70,000.00	

Brogo Hall enquired about possibly including upgrading the external staircase; this will have to be engineered. Staff to look into have these assessed and a scope put together.

Nethercote Hall enquired about driveway/carpark works; again this will need to be engineered by Council staff.

ACTION - BVSC to look in to tip vouchers for committees.

The question has been asked without response as yet, staff to follow up with the Waste Department. Committees looking for mulch could potentially approach arborists that are working in the area. Staff will mention it to regular contractors as well.

3. Standing Business

3.1. Risk Management and Workplace Health & Safety for Committees

NIL

3.1 Policy & Procedure

NIL

4. Business Arising

4.1 Funding Status Updates

Stronger Country Communities Funding Round 1 –

Pambula Hall Kitchen – work has been awarded and is due to start in September.

Tanja Hall Kitchen – work has been awarded.

Eden Log Cabin Kitchen and Roof Replacement – we have quotes for the kitchen work being assessed. We are currently waiting on an engineer's report regarding the roof and structure.

Kiah Hall Kitchen – the committee are seeking quotes from trades.

Wolumla Hall Kitchen – have met with committee and Health Officers, putting together scope of work to go out for quotes.

Stronger Country Communities Funding Round 2 – Currently we have an application in to upgrade five more kitchens – Brogo, Candelo, Wyndham, Rocky Hall and Tarraganda Halls make up this application.

Heritage Access Grant – Cobargo Hall was unfortunately unsuccessful.

There could be some funds available through the Access Committee, Cr Bain will discuss with the relevant Officer.

The Candelo Arts Society are applying for some funds through the NSW Arts Infrastructure Grants, items will be used at the hall. Council will supply the Arts Society with a letter of support to add to the application.

5. Meeting close –

5:45pm

6. Next meeting

27 November 2018

ACTION ITEMS –

ACTION – Committees to think about potential projects.

ACTION – BVSC to follow up on engineer assessments and reports for Brogo Hall stairs and Nethercote Hall driveway.

ACTION – BVSC to follow up on tip vouchers for committees and contact arborists regarding mulch.