

MINUTES FOR THE MEETING OF THE PIGEON BAY RESERVE COMMITTEE HELD ON THURSDAY 28  
SEPTEMBER 2023, 4.00 PM AT PIGEON BAY SETTLERS HALL, PIGEON BAY

Meeting Opened: 4pm

Present: Murray Walls (Chair), Sandra Innes (Vice), Brenda Graham (Secretary), Heather Walls (Treasurer), Charles Stewert-Robinson, Helen van Workum, Pam Richardson, Peter Barron, Vince Luisetti, Asif Hussain.

Apologies: Matt Rowley, Chris Figg, Colin Jacka

Brenda / Pam

Minutes of the previous meeting dated 18 August 2023, as circulated were confirmed.

Brenda/ Sandra

Matters arising from the minutes of the previous meeting:

1. Netball hoop – to be done by caretaker this week.
2. Newsletter/Rules sent to Annual Siteholders.
3. Planting – completed with great community support.
4. Report to Community Board – done.

Correspondence in:

1. Phillipa Hay – informing of her resignation
2. Natasha McDonnell – reserve committee handbook hardcopy ready to collect
3. Emily Jolie – Booking/ time frame for site

Correspondence out:

1. Annual siteholders - Newsletter/ Rules
2. Waiting List applicants – confirming their acceptance
3. Emily Jolie – explaining booking system and annual site timeframe

Approved the correspondence.

Brenda /Helen

Finance: As circulated

The transfer of funds to the CCC held account was discussed.

Murray moved that 'We send a formal request to the council to clarify a range of issues relating to finances and request an in person meeting'.

Murray / Sandra

Moved that the financial report as tabled be accepted.

Heather/Charles

Caretakers Report: As circulated

Accepted report.

Pam/Charles

Health and Safety:

1. Incident – 23/09/23 there was a non-injury slip.

General Business:

1. Waste tank groundwater ingress - this issue has been rectified.
2. Mulch – some locals have been invited to help themselves. The remainder will be distributed through the reserve.
3. Site exclusions – due to heavy rainfall. Some sites have been excluded on the website and will be made unavailable next winter.
4. Annual site holder stay nights to be followed up by Murray.
5. Annual sites that require tidying to be followed up by Murray.
6. Rule change for next year. Vince moved that

‘Prior to annual accounts being sent in 2024 the rules to be amended to the Annual Site Holder to accrue 10 nights on site.’ Vince/Pam

Working Group Reports:

- Management Structure/Strategic Plan – Murray/Sandra/Pam/Helen

Progress is being made. The Community Board is extending the reporting timeline for Reserve Committees.

- Wastewater Overflow – Matt/Peter

Investigation is continuing.

- Site Plan – Murray/Brenda

Almost complete

- Rainwater Tank – Chris/Matt

Vince has offered a tank.

- Shelter – Heather/Peter

Working group to bring a recommendation to the next meeting

- Inundation – Chris/Charles

Progress is being made – likely to be expensive.

- Planting Plan – Murray

To be updated

Deferred Items/Ongoing Projects:

- Item added – Clearing around the new planting and last years plants.

Next Meeting: 4pm Thursday 23 November 2023 @ Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

Meeting Closed: 6pm