

**MINUTES
ABORIGINAL LIAISON COMMITTEE**

WEDNESDAY, 16 OCTOBER, 2019

MEETING COMMENCEMENT:

PRESENT:

Participants:	Present:	Apology:	Absent:
Clr G Pritchard (Council Delegate)			X
Community Development Rep. (Delegate) mark Mazzini	X		
Sue Bulger – Elder (Chairperson)	X		
Shirley Marlowe – Community Transport (Deputy Chairperson)	X		
Margaret Berg – Elder		X	
Coral Bulger – AECG		X	
Winnie Bulger – Tumut High School			X
Meegan Cameron	X		
Lenard Connolly – Community Health			X
Pat Connolly – Elder			X
Mary Greenhalgh – Brungle/Tumut LALC	X		
Sonia Piper – Elder		X	
Stan Russell – Coo-ee Cottage		X	
Mary Williams – Community Rep.			X
Bernadette Radford – Director of TKNIC		X	
Rhonda Casey - Director of TKNIC	X		
John Casey - Director of TKNIC	X		
Lorna Casey - Director of TKNIC	X		
Sandra Casey - Director of TKNIC			X
Craig Wilesmith	X		
Shane Herrington			X

Council staff in attendance were Mark Mazzini.

John Casey provided a Welcome to Country.

APOLOGIES:

AL09. RESOLVED that the apologies from Marg Berg, Coral Bulger, Sonia Piper, Stan Russell and Bernadette Radford be received.

Meegan Cameron / Sue Bulger

CONFIRMATION OF MINUTES:

AL10. RESOLVED that the minutes of the **Aboriginal Liaison Committee** held on **21-August-2019** be accepted as read.

Craig Wilesmith / Mary Greenhalgh

BUSINESS ARISING FROM MINUTES:

- Rhonda Casey wanted information as it relates to the Elsa Dixon grants. Mark Mazzini and Sue Bulger explained details of the grants.

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- Meegan Cameron advised the committee that only 4 SVC staff have identified to date as Aboriginal.
- Sue Bulger questioned Mark Mazzini as to the previous meetings question from Marg Berg as to not completing a Committee Application form. Sue asked Mark if this was for the 4 year or as Marg was a founding member that she does not need to complete this form.
- Rhonda Casey Office of Environment & Heritage asked Sue Bulger if she had contacted Ray Baker regarding Crown Lands Map. Sue advised that she did not yet have the opportunity and will contact Ray and then advise John.
- Frequency of meeting was raised in the meeting of 21 August 2019 by John Casey and further discussion was had at the meeting today. Sue Bulger advised that if the meetings are changed from bi-monthly to quarterly before the Reconciliation Action Plan (RAP) is developed then the Terms of Reference for this Committee will need to be amended. The Terms of Reference does allow for "Special Meetings". Discussion was had with Mark Mazzini and Rhonda Casey regarding 1 off meeting to discuss NAIDOC Week then that could be covered under the current Terms of Reference as a special meeting.

DECLARATION OF INTEREST AND REPORTABLE POLITICAL DONATIONS:

Nil

COMMITTEE REPORTS:**Aboriginal Liaison Committee - October (.)**

Mark Mazzini provided a draft RAP Action Plan and the Committee discussed moving forward in the development of the RAP and it was felt that a subcommittee be formed and suggested the committee consist of:

- 2 representatives of the of Aboriginal Liaison Committee who reside in the Tumbarumba area
- 2 representatives of the of Aboriginal Liaison Committee who reside in the Tumut area
- 2 SVC staff (2 identified as Aboriginal or Torres Strait Islander)
- 1 Senior Member of SVC staff
- 1 Councillor
- It was discussed that the subcommittee report back to the Liaison Committee.
- Mark mentioned that the RAP needs to be meaningful and measurable.

GENERAL BUSINESS:

- Rhonda Casey raised the creek scape near the Tumbarumba Bowling club and that 6-8 trees on the creek scape have ivy growing up and through the trees and she is worried that the ivy may destroy the trees. As this is an operational matter Rhonda was encouraged to visit the Council offices and report this matter to Customer Service staff who will raise this matter on a CRM and operational staff will review this request.
- Discussion held around previous Council support for NAIDOC week included new flags each year for the flag ceremony. Both Aboriginal and Australian flags.

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- Brungle/Tumut LALC and TKNIC should both receive flags each year for their respective NAIDOC celebrations/ceremonies.
- Further discussion held around Council putting the flags up and down each day/night at both council buildings as a sign of respect. Unsure if there is a policy preventing this from happening.

RECOMMENDATION 1

That Council view and assesses the ivy affected trees near the Tumbarumba Bowling Club Creek scape.

Rhonda Casey / John Casey

RECOMMENDATION 2

That Council provides both Tumbarumba and Tumut Aboriginal communities with new flags each year for NAIDOC week.

Shirley Marlow / John Casey

RECOMMENDATION 3

That Council flags at Tumbarumba and Tumut Offices are raised and packed away daily.

Craig Wilesmith / Mary Greenhalgh

NEXT MEETING

The next meeting will be held on 19 February 2020 (Tumut)

CLOSED:

The meeting closed at 11.20am.

BATLOW DEVELOPMENT LEAGUE
GENERAL MEETING 2nd October 2019
MEETING COMMENCED: 7.00 pm



PRESENT: R Sweeney, N Shaw, T McDonald, C Agate, T Billing, R Billing, C Dawson, K Dawson, A Dickinson, C Smit, P Stone (SVC), D Wiltshire.

APOLOGIES: D Killeen, K McLaren, H Teitze.

MINUTES:

It was RESOLVED that the Minutes of the **Batlow Development League (BDL)** meeting held on 4th September, 2019 be accepted as read.

Moved: T McDonald/Seconded T Billing/Passed

TREASURER'S REPORT:

It was RESOLVED that the Treasurer's Report of the **BDL** accounts to 2nd October, 2019 be accepted as tabled.

Moved C Agate/Seconded D Wiltshire/Passed

CORRESPONDENCE:

- Council papers

Moved D Wiltshire/Seconded T McDonald/Passed

BUSINESS ARISING

Memorial Park Gates:

Restoration is ongoing. A suitable site to be found to erect gates.

COUNCIL MATTERS - P Stone

School Bus Parking:

A local bus company has been contacted. Batlow School will now line pupils up inside school gates before boarding school buses.

Note: Committee confirmed that the problem is not with the schools in Batlow but with the Tumut/Batlow bus company double parking in Pioneer Street to allow children to disembark safely. P Stone to follow up.

Pedestrian Refuge on Batlow Road:

No answer from RMS re lights.

40 kph Zone in CBD:

The Traffic Committee are willing and keen to keep revisiting this. The Committee will address the CBD as a high pedestrian zone. If recognised, the CBD will automatically become a 40 kph zone.

WIFI:

A copy of the public WIFI map was tabled. Equipment has still not arrived.

MOU Literary Institute:

Money from the sale of the old chemist shop to be guaranteed to be used for the Literary Institute to be added to MOU. R Billing to meet with P Stone to discuss further.

Hides Park 'Sound Shell': (The Cannery)

There is \$60,000 left to build the Sound Shell. The design cost is \$6000. Construction is ready to commence. The plans look good. R Billing to check the dimensions and follow up.

Cannery:

Quotes have been called for demolition of unsafe buildings. The bow truss building has been marked to make structurally sound. The aim is to make the site a tourism hub. A business study is going ahead and the aim is to have the development plan finalised by Christmas.

CBD masterplan:

The project will start early October and take four to six weeks to complete. Pioneer street will see most of the improvements, with new footpaths, refacing gutters, new bins and street furniture, plants and planters. A pedestrian refuge will be built on Batlow Road.

Caravan Park:

Rubbish and asbestos have been removed. New buildings are being constructed. Council is hopeful there will be enough money for removal of vegetation on creek bank.

Library:

The design has been finalised. Construction to be finished April/May 2020.

Tourism Project:

Still ongoing, hopefully finalised by Christmas.

GENERAL BUSINESS:**Literary Institute:**

R Sweeney still has not been paid an account sent to Council late August.

Showground Lights:

The lights were unable to be turned on for the emergency helicopter because the council worker on call did not respond to phone calls.

Recommendation:

SVC to investigate use of lighting for emergency helicopter. Who pays for the electricity and who holds the keys to unlock the lights needs to be sorted?

Moved: T McDonald/Seconded: D Wiltshire/Passed

Tree Removal:

Council has now adopted a tree removal policy. Only dangerous trees will be removed.

Community Meeting:

A community meeting will be held on the 30th October. SVC will update residents on progress of projects. Dr J McGirr will also be in attendance. The meeting will commence at 6.00pm in the Literary Institute.

Hangi:

Will be held at the Bowling Club on the 16th November. Cost will be \$25 for over 15 years and free for under 15 years. Payment to be made online.

Volunteer Inductions:

These need to be filled in annually.

AGM:

The AGM will be held on the 6th November, 2019.

Meeting Closed at 9.05 pm.

Next Meeting: Wednesday November 6th, 2019, 7.00pm in the Batlow RSL Club.

BATLOW DEVELOPMENT LEAGUE
MONTHLY FINANCIAL REPORT
2nd October 2019

Apple Blossom Festival:	Opening Balance	\$ 16,182.11
	Income	\$ 2,780.00
	Expenditure	\$ Nil
	Balance As At 30/09/19	\$ 18,962.11
CiderFest:	Opening Balance	\$ 20,373.06
	Income	\$ 340.00
	Expenditure	\$ 1,505.00
	Balance As At 30/09/19	\$ 19,208.06
CiderFest Fixed Deposit		\$ 60,000.00
Development League Main Account:	Opening Balance	\$ 3,379.98
	Income	\$ 1.29
	Expenditure	\$ 297.87
	Balance As At 30/09/19	\$ 3,083.40

Prepared by Col Agate – Treasurer Batlow Development League 2019.

THE MINUTES OF THE FESTIVAL OF THE FALLING LEAF COMMITTEE MEETING
held on TUESDAY 15TH OCTOBER 2019
at Tumut River Brewing Co, Cnr Capper Street and Snowy Mountains Highway

COMMENCING AT: 1735hrs

PRESENT: Sam Phillips, Julie Camilleri, Margaret Hillier, Peter Jones, Tracey Jones, Amanda Mullins and Roger Williams

Council Representative: Evan Saunders

Chamber of Commerce Representative: Joanne Richards

APOLOGIES: Tracy Martin, Amanda Withers, Lyndal Cass, Sam Lucas and Doris Crain.

RESOLVED: The apologies be received and accepted.

- Moved – Sam Phillips, 2nd – Tracey Jones

DECLARATION OF PECUNIARY INTEREST: Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

AMENDMENT: An amendment to the previous minutes with the main specific FOFL theme to be corrected as World's Fastest Water, and the Entertainment budget of \$3,500 to be corrected to include the Proper main stage amounting to \$1,000 (on top of grant), \$1,000 PA system and \$1,500 for another Support Act only. An *additional* \$1,200 would be required for the Montreal Theatre and the workshop.

RESOLVED: The minutes of the Festival of the Falling Leaf Committee's meeting, held on Tuesday 10th September 2019, with the amended theme and Entertainment budget, be accepted and confirmed as a true and accurate record.

- Moved – Sam Phillips, 2nd – Roger Williams

TREASURER'S REPORT:

- Bank Reconciliation Report and Profit/Loss Statement from Margaret
 - The \$2,800 that was received by the SVC as partial deposit for applied Art and Cultural Grant was paid into the incorrect account. Funds to be moved to correct account ending in 1470.
 - No outstanding withdrawals/deposits due with bank balance as at 15/10/2019 is \$1634.32. Nothing has changed much.
 - Confirmed Sponsorships have come through from VISY, Crawfords, Snowy Hydro, Club Tumut, PRD, David Fletcher, G&J Groves, Goods Coaches – with invoices to be sent out once letter finalised. First Super to have their board meeting the next day.

RESOLVED: That the Treasurer's Report for Year to Date dated 15/10/2019 be accepted.

- Moved – Julie Camilleri, 2nd – Sam Phillips

- Lyndal's update on bank account stance (*via emailed correspondence*)
 - Rod removed from online banking access.
 - SVC Council funds requested to be moved from main account to street festival account – Julie to approve.
 - Margaret and Julie's profiles added to main account.
 - Rock the Turf has moved their account out from ours.

BUSINESS ARISING**Volunteer Application Forms**

- Volunteer Application Forms received from Tanya Gaul (follow up) and Jeannie Moran-Fahey.

RECOMMENDATION that council accept the applications of Tanya Gaul and Jeannie Moran-Fahey as members of the Festival of the Falling Leaf 2019 - 2020 Committee.

- Moved – Amanda Mullins, 2nd – Sam Phillips

Traffic Management Plan

- Lyndal's update (*via emailed correspondence*)
- Risk assessment completed, with notifications sent to Ambulance, NSW Fire and Rescue and Tumut Police. No response as yet.
- Following up with Geoff Neill at council and Event Management plan.
- Next Traffic Committee meeting 27th November.

Publicity

- Publicity Budget as per Lyndal's *emailed correspondence*, "if possible \$3500 (TV advertising \$2200 and I think this has been promised to the sponsors. The rest of the budget can be used across social media, print media etc and will include flyers, posters)"
- Amanda M advised that TV promotion has not been promised to Sponsors.

RESOLVED: That the Publicity Budget will not allocate funds for the TV advertising of the Festival.

- Moved – Tracey Jones, 2nd – Amanda Mullins

Entertainment Update

- No word back from Akmal – Sam P to keep following up
- Luke O'Shea on Main Stage.
- Sam P been in contact with Tumut public and Franklin's combined choir performing on stage.
- May ask a Tumut Takes 2 to fill-in on stage
- Waiting for a quote for the stage – truck as a back-up if too expensive.

Sponsorship and Fundraising

- VISY and Snowy Hydro (Main Stage sponsor) confirmed as Major Sponsors. First Super has board meeting next day and has requested Gala Day instead of fireworks. Amanda M to follow up with Audrey after the VISY shut to ask if they want parade or Gala Day. Amanda M working on AKD as a Major sponsor, and have told all businesses to get back to her by the end of October.
- Amanda M advised that Sam Lucas has organised the first weekend of November for the Santa photo at the back room of Mitre 10, with various photo packages available

Tumut Regional Chamber of Commerce w/Joanne Richards

- The Tumut Regional Chamber of Commerce issues Gift Cards with preloaded dollar amounts for people to use at participating local businesses (list to come) and are valid for 3 years.

RESOLVED: That the previously resolved prize form for the Local Window Display competition will have \$450 worth of Tumut Regional Chamber of Commerce Gift Cards instead of Festival Dollars.

- Moved – Roger Williams, 2nd – Sam Phillips

- Julie to organise invoice to be received from the Chamber of Commerce and paid by EFT
- The Chamber produces quarterly newsletters to all businesses (next one around December) and we can include a FOFL advertisement. The Chamber can advertise on their Facebook page and local community radio.
- Notifications to the businesses re: the Festival, e.g. Street closures and details can be emailed to Joanne at admin@tumutregionalchamber.org.au for forwarding on.

Market Stalls

- Committee made amendments Tracy Martin's Stallholder Application Form but will need to get back with further information – Julie to send amended copy by Committee to Tracy
- Stallholder fees to be further investigated with comparisons made to Lanterns on the Lagoon, Rock the Turf, Tumbafest (\$90-\$120 for two days), etc.
- Tracey J advised that previously stalls were not happy with high fees charged.

NEW BUSINESS:**Publicity – Volunteer Consulting**

- Julie received an email regarding Alexandra Osgood offering support on a volunteer basis to the PR/content management for the Festival. Email forwarded to Lyndal whom has been in contact with Alexandra.

Warby Update

- Sam P been in contact with Rowan and definitely would like to be involved –working out the finer details
- Wil try to work in the trials around the Festival and they can help in any way they can – stall, parade, merchandise giveaway
- Peter advised of Parade order as follows – banner, mascots, bands, Fire and Rescue then Major Sponsors, etc... Fire and Rescue needs to be early in order to be ready to attend emergencies if needed.
- -Suggestion made not to charge the Warby Marquee

CORRESPONDENCE:

- Nil

REVIEW OF ACTION TO BE TAKEN

- Sponsorship and invoices
- Stallholders
- Evan to send Parade Form Application to Peter

NEXT MEETING - Next meeting to be scheduled for Tuesday 12th November 2019 at 1730hrs at Tumut River Brewing Co, Cnr Capper Street and Snowy Mountains Highway.

- Peter Jones and Tracey Jones have advised that they are apologies for the next meeting.

There being no further business to discuss, the meeting closed at 1857hrs

BANK RECONCILIATION REPORT

Date of Bank Statement: 15/10/2019

Bank Account: Festival of the falling leaf

Outstanding Withdrawals		
Total A		0.00

Outstanding Deposits		
	Total B	0.00

Reconciliation

Closing Cash Book Balance at 30/9/2019	<u>16334.32</u>
Add: Outstanding Withdrawals (Total A)	<u>0.00</u>
Sub-total	<u>16334.32</u>
Less: Outstanding Deposits (Total B)	<u>0.00</u>
Expected Bank Statement Balance	<u>16334.32</u>

Profit and Loss Statement

Year to Date 15/10/2019

Income

Description	Amount		
Business donations	0.00		
Sponsorship	0.00		
Fundraising	0.00		
Gala day stalls income	0.00		
Sundry income gen	4.34		
		Amount	
			4.34
			Amount
			4.34
		(Total Income less Cost of Sales)	

Expenses

Description	Amount		
Advertising	61.60		
Marketing	0.00		
gala day sundry expenses	150.00		
gala day stage	0.00		
gala day kids	0.00		
gala day youth	0.00		
gala day hire	0.00		
admin	1,375.00		
fundraising expenses	0.00		
parade	0.00		
fireworks	0.00		
		Total Expenses	1,586.60
		(Gross Profit less Expenses)	Net Profit <u><u>-1,582.26</u></u>

**MINUTES OF THE ANNUAL MEETING OF GLENROY HERITAGE
RESERVE COMMITTEE HELD AT GLENROY ON SATURDAY 2ND
NOVEMBER 2019 AT 1.30**

Present: Kathy Lyons, Brenda Wiggett, Elren Weeks, Sue Livermore, Stephen Weeks, Annelies Lever, Anne Thoroughgood, Neil Christie, Colleen McAuliffe, Julia Ham SVC Rep.

Apologies: Yvonne Albert

Minutes of the previous annual meeting held 3rd. November 2018 were read and confirmed.

Moved by Brenda Wiggett Seconded by Kathy Lyons. Resolved that the minutes of Glenroy Heritage Reserve Annual meeting 2018 be accepted as true and correct.

Presidents Report: Report presented by Neil Christie (Copy attached) The committee resolved to accept Neil's report and thank him for his work. Moved Sue Livermore Seconded by Brenda Wiggett.

Treasurer's Report: Sue Livermore presented her report. Income for the year. Cr. Balance 1/7/2018 \$41,168.99 . Income \$12,595.05; Expenses \$7,400.47 Cr. Balance 30/06/2019 \$46,263.57. (Copy attached) Resolved the committee accept the financial report. Moved Sue Livermore Seconded Neil Christie.

Pioneer Women's Hut Report; Kathy Lyons presented her report. (Copy attached) Resolved the committee accept the Pioneer Women,s Hut report. Moved Anne Thoroughgood Seconded Brenda Wiggett.

Pioneer Women,s Hut Financial Report presented by Anne Thoroughgood. (Copy attached)
Credit Balance 30/06/2019 \$19,343,34. Resolved the committee accept the Pioneer Women,s Hut report. Moved Anne Thoroughgood Seconded Kathy Lyons

Bus Report: Anne Thoroughgood presented the report (Copy attached). Resolved the committee accept the report as read. Moved Anne Thoroughgood Seconded Annelies Lever.

All positions were declared vacant and nominations were called to fill positions for this year.

CHAIRPERSON; Neil Christie nominated by Brenda Wiggett Seconded Sue Livermore. No other nominations. Neil accepted. Carried.

TREASURER; Sue Livermore nominated by Anne Thoroughgood Seconded

by Brenda Wiggett. No other nominations. Sue accepted. Carried.

SECRETARY; Annelies Lever nominated Lottie Tuilau Seconded Neil Christie; Lottie accepted the position (Copy of email attached. She cannot attend meetings on a Saturday). Resolved the committee would meet on Sundays at 1.30pm. Moved Colleen McAuliffe Seconded Anne Thoroughgood.

Other members of Glenroy Heritage Reserve Committee Brenda Wiggett. Colleen McAuliffe, Kathy Lyons, Yvonne Albert, Annelies Lever, Julia Ham SVC Representative.

NEXT MEETING Sunday 1st, November 2020 at 1.30pm

Meeting closed at 2.00 PM

Tumbarumba Office: Bridge St (PO Box 61), Tumbarumba NSW 2653 • P 02 6948 9100 • tumbaadmin@snowyvalleys.nsw.gov.au
Tumut Office: 76 Capper St, Tumut NSW 2720 • P 02 6941 2555 • tumutadmin@snowyvalleys.nsw.gov.au

ABN 53 558 891 887



GLENROY HERITAGE RESERVE

SECTION 355 COMMITTEE

1ST JULY 2018 – 30TH JUNE 2019 FINANCIAL AUDIT

I have conducted a review of the 2018/2019 financial statements.

Attached are Income & Expenditure Statements, also a balanced Reconciliation to the Bank Statement for the financial year.

Council has acquitted the GST payable, on behalf of your committee.

No issues were identified during the audit.

In my opinion, the financial reports of the Glenroy Heritage Reserve are consistent with the group's accounting records and have been properly drawn up. No material deficiency in the accounting records has come to light in the course of the audit.

Yours faithfully

A handwritten signature in black ink, appearing to read "Tanya Wilesmith".

Tanya Wilesmith
Accountant

GLENROY HERITAGE RESERVE COMMITTEE
Bank Reconciliation
as at 30 June 2019

Opening Balance 1 July 2018		
Westpac A/c 11-6925	41,168.99	
Plus: Unpresented Deposits from previous year		
Less: Unpresented Cheques from previous year	- 100.00	
		41,068.99
Add: Income	12,595.05	
Less: Expenditure	- 7,400.47	
Add: GST Payable	-	
		5,194.58
Closing Balance 30 June 2019		46,263.57
Balance per Statement as at	30/06/2019	
Westpac A/c 11-6925		46,263.57
		46,263.57
Less: Unpresented Cheques		
Plus: Unpresented Deposits		
Out of Balance		-
		46,263.57

GLENROY HERITAGE RESERVE COMMITTEE
Statement of Income and Expenditure (INCLUDES GST)
For the year end 30 June 2019

Income		
Catering	11,784.00	
Craft Shop Rent	-	
Other Rents	-	
Donations	340.10	
Grants	-	
Other	428.00	
Interest maxi direct	-	
Cheque Acct Interest	42.95	
Total Income		12,595.05
Expenditure		
Catering Supplies	2,054.99	
Catering Hardware	356.90	
Catering Wages	92.30	
Electricity/Gas	2,207.25	
Ground Maintenance	-	
Building Maintenance	2,516.83	
Admin/Publicity	136.90	
Stationary/Phone	35.30	
Cleaning Supplies	-	
Tumbarumba Shire- Solar Panels	-	
	-	
Total Expenditure		7,400.47
NET INCOME		5,194.58
Capital Expenditure		
NET CASHFLOW		5,194.58

GLENROY HERITAGE RESERVE COMMITTEE

<u>Sales - GST</u>		GST Payable ?	GST	
Catering	11,784.00	No	-	11784.00
Craft Shop Rent		yes	-	0.00
Other Rents		yes	-	0.00
Donations	340.10	No	-	340.10
Grants		No	-	0.00
Other	428.00	No	-	428.00
Interest maxi direct		No	-	0.00
Cheque Acct Interest	42.95	No	-	42.95
Total Sales	12,595.05		-	12,595.05
GST Free Sales	12,595.05			
<u>Purchases - GST</u>				
		Tax Invoice	GST claimable	
Catering Supplies	2,054.99	No	-	-
Catering Hardware	356.90	yes	-	-
Catering Wages	92.30	No	-	-
Electricity/Gas	2,207.25	yes	-	-
Ground Maintenance		yes	-	-
Building Maintenance	2,516.83	Yes	-	-
Admin/Publicity	136.90	yes	-	-
Stationary/Phone	35.30	yes	-	-
Cleaning Supplies		yes	-	-
Tumbarumba Shire- Solar Panels			-	-
Total Purchases	7,400.47		-	-

GLENROY HERITAGE RESERVE COMMITTEE
Statement of Income and Expenditure
For the year end 30 June 2019

Income		
Catering	11,784.00	
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Admin/Publicity	136.90	
Stationary/Phone	35.30	
Cleaning Supplies	-	
Tumbarumba Shire- Solar Panels	-	
	-	
Total Expenditure		7,400.47
NET INCOME		5,194.58
Capital Expenditure		-
GST Payable		-
NET CASHFLOW		5,194.58



neil christie <neil.christie50@gmail.com>

*Presidents***Report.**

1 message

neil christie <neil.christie50@gmail.com>
To: neil christie <neil.christie50@gmail.com>

Tue, Oct 29, 2019 at 5:57 PM

This past year hasn't been a bumper one, but it's been a steady one. Getting final approvals through for the Button Hut seemed to dominate some of our time. At last it's well on the way. We are very pleased to have some new volunteers. Hope they settle in and enjoy themselves. I would like to thank all the volunteers. And a special mention to Yvonne for being my right hand man. Hopefully we have a Secretary at last. And I hope it won't be long before you find a new President. It won't be long till it's Xmas so all the best and have a happy and healthy new year.

<https://mail.google.com/mail/u/0?ik=e9cb1179b8&view=pt&search=all&permthid=thread-a%3Ar-4088129974311499208&simpl=msg-a%3Ar-4086...>

Report for Meeting *Pioneer Womens Hut* **2.11.19**

- Annette did a “statement of significance” for Budget Women’s Magazine collection. Annette and Jill Taylor to explore matter with Anya Dittman of Canberra National Library. The end result of all this is the magazines will be digitalised and handed to a more suitable New Home, to better protect the magazines due to their rarity in Australia.
- Clearing, cleaning and downsizing of items on shelves in workroom (PWH) completed.
- Rhonda Diffey of Wangaratta borrowed and returned - ‘Lace making pillow/kit’ (2599).
- Glenroy Heritage Reserve committee met with Button Hut builder. PWH committee requested screen door, picture rail and U.V. friendly skylights to be added.
- Thank you to Col Lyons for repainting on site signs and quilt room sign.
- Thank you card sent to Visitor Centre for ongoing help.
- \$5000 grant secured (Community Grant) for shelving in Button Hut. Now prepare for \$7500 grant from Museums and Galleries (also for shelving display).
- Think about Quilt change over and couple display changes. Before too busy with Button Hut.
- Button Hut - discussing shelving, perspex, velcro if needed, frames, interpretive panels etc. – getting ready for cabinet maker. Also outdoor signage and awning/blind etc.. The ‘Jackie Fox’ Button Hut to a **closed** collection (her buttons only). Thanks to Hyne Mill and Bendigo Bank for \$5000 towards this project.
- Penelope Greenhalgh has abandoned her ‘Midwives of Tumbarumba’ project.
- Button Hut – roof on and cladding ordered. Confirmed Bostocks to go ahead with cabinetry.
- Withdraw Term Deposit put into working account to pay bills from Button Hut.

PIONEER WOMENS HUT
Statement of Income and Expenditure (INCLUDES GST)
For the year end 30 June 2019

Income		
Euco Sales	475.00	
Donations	800.20	
Shop Sales	-	
Midwives of Rosewood	52.50	
Midwives of Tumbarumba	135.00	
Memories	99.50	
Never too old	10.00	
Interest	2.39	
Quilt Room Donation	1,365.00	
Term Deposit Interest	366.10	
Total Income		3,305.69
Expenditure		
Euco Costs GST free	350.00	
Conservation & Display GST	698.00	
Building maintenance	18.98	
Stamps + admin GST	1,530.00	
Catering & Cleaning GST free	456.70	
Catering & Cleaning GST	52.22	
Total Expenditure		3,105.90
NET INCOME		199.79
Capital Expenditure		-
NET CASHFLOW		199.79

**PIONEER WOMENS HUT
Bank Reconciliation
as at 30 June 2019**

Opening Balance 1 July 2018			
Westpac 112676			3,347.46
Less Unpresented cheques from previous year	-		121.29
Westpac Term Deposit			15,917.38
			<u>19,143.55</u>
Add: Income		3,235.51	
Less: Expenditure	-	2,896.88	
Add: GST Payable	-	138.84	199.79
Closing Balance 30 June 2019			19,343.34
Balance per Statement as at		30/06/2019	
Westpac 112676			3,059.86
Less unpresented cheques			
Term Deposit 253075		opened 23/10/14	16,283.48
Balance per Statement as at		30/06/2019	19,343.34
		Out of Balance	-



neil christie <neil.christie50@gmail.com>

Bus Report

1 message

neil christie <neil.christie50@gmail.com>
To: neil christie <neil.christie50@gmail.com>

Tue, Oct 29, 2019 at 7:01 PM

Tour Groups and Coaches were a little down this past year, but we managed to pick up some new ones. A company from WA brought one group and then changed schedule for a second group to include Tumberumba, very heartening. We had an international car club with visitors. (cars came from all parts of Australia, New Zealand and the UK). We welcome a new approach to our booking service at the Visitors Centre, which is ~~shere~~^{SURE} to streamline the process. Thanks to all the volunteers and staff who contribute to the smooth running and congenial atmosphere during the visits.

Anne T.

<https://mail.google.com/mail/u/0?ik=e9cb1179b8&view=pt&search=all&permthid=thread-a%3Ar1484394156207253204&simpl=msg-a%3Ar-16431...>

**MINUTES OF THE GLENROY HERITAGE RESERVE COMMITTEE HELD
SATURDAY 2ND NOVEMBER 2019 AT GLENROY**

PRESENT: Kathy Lyons, Brenda Wiggett, Elen Weeks, Sue Livermore, Anne Thoroughgood, Neil Christie, Stephen Weeks, Annelies Lever, Colleen McAuliffe and Julia Ham (SVC Rep)

Apologies: Yvonne Albert

Minutes of the previous meeting held Saturday 4th May 2019 were read by Colleen McAuliffe and Seconded by Kathy Lyons. Confirmed it was a true record of the meeting. The meeting in August was not held due to lack of numbers .

Business arising from the minutes.

1. Service of men's urinal Mark Bradley has been notified.
2. Mowing of grounds will be done by council as staff travel to Rosewood to mow, 6-8 times annually. Email from Shirley Williams.
3. Terms of reference. P. Greenhalgh has abandoned her project
4. Tourist sign : Recommendation to follow up.
5. Signatures for cheques has been resolved with Westpac Bank

Correspondence In/out:

1. Email from Shirley Williams re mowing and men's urinal.
2. Letter from Bendigo Bank confirming grant to support The Jackie Fox Button Collection for \$5000.
3. Email re incident report 26th October 2019
4. Copy of incident report
5. Email from Shirley Williams re payment to Ben Blencowe
6. Tax invoice for SVC for 1st payment Ben Blencowe
7. Report from food safety assessment
8. Email from SVC Lisa McAuliffe re volunteer contribution

Treasurers Report: Cr. Balance 1/8/19 \$46,104.82 Income \$1225.58
Expenditure \$748.52 Credit at bank 31.10.19 \$46,581.88 as per bank statement.
(Copies of report and bank statement attached) Accounts for payment Anne Thoroughgood catering supplies and first payment for Ben Blencowe \$21,750 incl GST. Sue Livermore moved these reports be accepted plus payment of any incoming accounts before the next meeting. Seconded Brenda Wiggett. Sue Livermore moved if remainder of account for Ben Blencowe comes in before the next meeting Pioneer Women's Hut Committee transfer extra money into reserve account to meet the commitment. Seconded Colleen McAuliffe. The committee has resolved to agree. Julia Ham and Sue Livermore to follow up regarding GST.

Pioneer Women,s Hut Report : As per annual meeting

Bus Report: As per annual meeting.

General Business:

- a) Update on the Button Hut: The building is at lock up stage, 4 skylights to go in, lining to be done and a small ramp outside the door. The committee accepts the update on the Button Hut Moved Neil Christie Seconded Annelise Lever.
- b) Outdoor signage for Button Hut :The committee has resolved to have a photo taken of button hut and take to Kahn Signs to create a design. One will go facing road entrance one facing Pioneer Women's Hut. Sign on the door "Jackie Fox Collection" Signs to be approved by SVC. Moved Anne Thoroughgood Seconded by Brenda Wiggett.
- c) Toilet sign in garden: To be relocated at the same time ramp is being installed. The

committee has resolved to organise Neil Christie to meet with Phil Stone to discuss present ramp and door into craft shop. Julia Ham sent Phil Stone an email regarding same. Moved Anne Thoroughgood seconded Colleen McAuliffe.

- d) Purchases for catering. The committee has resolved we set up an account with IGA and Tumbarumba Bakery due to Foodworks closure. Moved Sue Livermore Seconded Kathy Lyons.
- e) Emergency gathering point sign has been damaged in winds. This needs to be replaced either through SVC or one to be purchased. Moved Neil Christie Seconded Colleen McAuliffe.
- f) Sue Livermore ask if electrical equipment check has been carried out. Sue moved SVC to follow up. Equipment needs to be checked and tagged if safe. Seconded Anne Thoroughgood. The committee resolved this should be checked.
- g) The committee has resolved that once the button hut building is signed off and approved by SVCouncil that some volunteer painting will be required. Moved Neil Christie. Seconded Brenda Wiggett.
- h) Discussion re cost of meals. The committee resolved to leave prices as are. Moved Anne Thoroughgood Seconded Colleen McAuliffe
- i) The committee has resolved to hold meetings on first Sunday of the month to suit new secretary Lottie Tuilau. Moved Colleen McAuliffe Seconded Anne Thoroughgood.

The next meeting of Glenroy Heritage Reserve Committee is Sunday February 2nd, 2020 at 1.30pm.

Meeting closed at 3.15p.m.



Tumbarumba
Community Bank® Branch  Bendigo Bank



30th June 2019

Mr Neil Christie
Glenroy Heritage Reserve

Dear Neil

Thank you for your recent grant application request to support Glenroy Heritage Reserve.

We are pleased to confirm that we are able to assist you with funds of \$5,000 for The Jackie Fox Button Collection.

We have attached a request for funds form which must be returned by 30th June 2020 with a copy of paid invoices and photographs of your project or event.

Projects or events must clearly identify and formally recognise and promote the level of assistance provided by Tumbarumba Community Small Grants in all publications, promotional materials, media releases and newsletters as well as at program launches and/or the event itself. If you require the logo's of Hyne Community Trust, Snowy Valleys Council and Tumbarumba Community Bank please contact the undersigned.

Please join us on Thursday 18th July at 10.30am at Wenoma Studio to celebrate your successful grant application and morning tea.

We will invite each successful community group to share a brief outline of your project at our grant celebration.

For catering purposes, please RSVP how many committee members will attend (maximum 2 per community group) to Samantha Machell via phone 02 6948 3399 or email samantha.machell@bendigoadelaide.com.au by Monday 15th July 2019.

On behalf of the Tumbarumba Small Grants Committee we would like to congratulate you and wish you all the best with your project.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Sully".

Samantha Machell
Tumbarumba Small Grants Committee on behalf of

Hyne Community Trust
Snowy Valleys Council
Tumbarumba Community Bank® Branch of Bendigo Bank



FOOD PREMISES ASSESSMENT REPORT (FPAAR V.6, 01/18)

Trading name
Proprietor/Company
Business details

Pioneer Womens Club

Tumbarumba Rd, Tumbarumba

Reference#
Phone
ABN
FSS name
FSS Cert no.

*Volunteer
Helen*

Indicate the following - compliance ✓, noncompliance ✗, or not observed -

General requirements

Table with 2 columns: Item number and Description. Items 1-4 regarding food business notification, FSS appointment, food handler skills, and food safety standards.

Food handling controls FSS 3.2.2

Table with 2 columns: Item number and Description. Items 5-13 regarding food protection, PHF control, processing, reheating, and supervision.

Health and hygiene FSS 3.2.2

Table with 2 columns: Item number and Description. Items 14-21 regarding hand washing, contact surfaces, and food handler hygiene.

Cleaning and sanitising FSS 3.2.2

Table with 2 columns: Item number and Description. Items 22-23 regarding cleanliness and sanitising methods.

Temperature measuring device / single use items FSS 3.2.2

Table with 2 columns: Item number and Description. Items 24-25 regarding temperature measuring devices and single use items.

Animal and pests FSS 3.2.2

Table with 2 columns: Item number and Description. Items 26-29 regarding animal access, pest exclusion, and signs of infestation.

Design and construction FSS 3.2.3

Table with 2 columns: Item number and Description. Items 30-39 regarding design and construction of premises.

Maintenance FSS 3.2.2 cl 21

Table with 2 columns: Item number and Description. Items 40-41 regarding maintenance of premises and utensils.

Miscellaneous

Table with 2 columns: Item number and Description. Items 42-45 regarding labelling, nutrition information, and allergen awareness.

Total points (4 or 8 point items may significantly impact food safety and should be addressed as a priority)
★★★★ (0-3) □ ★★★★★ (4-8) □ ★★★★★ (9-15) □ *not in operation at time*
No grade (>15 or any critical 8 point food safety failure) □

Scores on Doors certificate issued □

Notes: *Provide a digital probe thermometer to regularly check fridge temp - and any potentially hazardous food.*

Provide a (no rinse) food grade sanitiser for sanitising of food contact surfaces of equipment that cannot be placed into the dishwasher. ie. bench tops

FPAAR Left onsite emailed posted

Business satisfactory or further action required

Re-inspection Warning Letter

Improvement Notice Prohibition Order Penalty Notice

Other

I have read this report and understand the contents.

Owner/Employee Name: *St. Smythe*

Owner/Employee signature: _____

(02) 6941 2532

Ludlia Borg

Officer's Name

Officer's signature

[Signature]

Date/Times

26/06/19


NB: Assessment report contains findings from date/time of inspection only

November Meeting 2019**Treasurers Report**

Sue Livermore

August, September, October.

Balance b/f/ \$46,104.82

Income					
Date	Received from	For	Amount	Receipt no	Invoices
August		Interest	\$3.78		
September		Interest	\$3.88		
October		Donations	\$66.00	653175	
		Morning Tea	\$80.00	653276	351013
		Lunches	\$332.00	653177	351014
18		Lunches	\$736.00	D/D	1
		Interest	\$3.92		

Total Income for 3 months**\$1,225.58**

Expenditure			
	Payment to	Cheque no	Amount
Sep-10		200704	\$614.62
		200705	
October		200706	\$17.10
8th		200707	\$116.80

Total Expenditure for 3 months**\$748.52**

Book Balance \$46,581.88

Bank Statement Balance **31.10.2019** **\$46,581.88**



Electronic Statement

Statement Period
30 September 2019 - 31 October 2019

Westpac Community Solutions One

Account Name
GLENROY HERITAGE RESERVE

Customer ID
2004 5223 GLENROY HERITAGE
RESERVE

BSB Account Number
032-765 116 925

Opening Balance	+ \$45,497.86
Total Credits	+ \$1,217.92
Total Debits	- \$133.90
Closing Balance	+ \$46,581.88

TRANSACTIONS

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
30/09/19	STATEMENT OPENING BALANCE			45,497.86
03/10/19	Transfer/Replenishment From Account 259637 2766259637 Value-Date-02/10/2019		478.00	45,975.86
11/10/19	Withdrawal/Cheque 200706	17.10		45,958.76
11/10/19	Withdrawal/Cheque 200707	116.80		45,841.96
18/10/19	Deposit Bdcu Inv 01-19/20		736.00	46,577.96
31/10/19	Interest Paid		3.92	46,581.88
31/10/19	CLOSING BALANCE			46,581.88

CONVENIENCE AT YOUR FINGERTIPS

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more



The Secretary
P.O. Box 6
TALBINGO NSW 2720

Talbingo Progress And Ratepayers Association.



ABN 12 881 275 246

MINUTES OF THE GENERAL MEETING HELD WEDNESDAY 2 OCTOBER 2019

Meeting Opened: 7.35 pm

PRESENT: Regina Roach Frank McCorry Heinz Kausche Shelley Jones John Weckert Lorraine Oliver
Dana Martin Leanne Leggett Allan Leggett Jo Erskine Bob Erskine Terrance Patterson
James Smith Gary Bilton

APOLOGIES: Joy Otto, Ross Shield, Anne Brien, Bruce Brien, Melanie Weckert, Lindsay Raymond, Kevin Trevaskis.

NEW and RENEWED MEMBERSHIP:

CHAIRPERSON: Regina Roach.

ACCEPTANCE OF THE PREVIOUS MINUTES:

AGM Amendments: To include that John Weckert be registered as a signatory and Jo Erskine be de-registered.
September GM Amendments: 1. To change: "Dana from Wires expressed concerns with released kangaroos interacting with the public, particularly children in the village"; to "Dana from Wires expressed concerns with wild kangaroos interacting with the public, particularly children in the village". 2. To change "Rabbits - Moved Gary 2nd James **Recommend: That Council assess and address the huge increase in rabbit numbers both within Talbingo and the surrounding properties**". To "Rabbits - **Recommend: Council write to NSW Department of Primary Industries highlighting the issue and to ask for advice**".

3. To correct the Association's Bank account details from "A/c No:16-2907". To "A/c No: 212476".

RESOLVED: Moved Lorraine 2nd Bob that the amended minutes of the Talbingo Progress and Ratepayers Association general meeting held on 4 September 2019 be accepted. Carried.

WELCOME: Regina welcomed Council's Shelley Jones and Heinz Kausche.

BUSINESS ARISING FROM THE MINUTES:

Walking Tracks in Talbingo – Ongoing.

Gate at Church yard – Gary read a report of an informal meeting of the sub-committee with Rev Mark Evers. Also Jo reported she and Melanie Weckert also spoke with Mark and a community centre was discussed. Jo said Mark talked of a possible hole in the fence as

opposed to a gate. Moved Leanne 2nd Jo That a sub-committee of Allan, Gary and absentee members Melanie Weckert and Lindsay Raymond if they approve to co-ordinate with Mark as to the nature of access on to Church grounds.

Access to Batlow Link Road - Ongoing.

Wheelchair Access - 1. Rollover for wheelchair access on the north-west corner of Bridle and Lampe streets and 2. From Bike Path to Golf Club - Heinz reported there is likely to be some money from the Jack Bridle Path project which may be available for these rollovers. He will also look into the possibility of concreting the Path where it fronts the Club. Also advisory signs for motorists where the path intersects with Miles Franklin Drive.

Proposed Talbingo Community Energy Project - After discussion with Shelley Jones. Moved Gary 2nd Allan **Recommend: That Council facilitates a community meeting to discuss community energy initiatives and invites the Yackandandah Community Energy group to share their expertise.**

Proposed Cemetery for Talbingo - Ongoing.

No Public Toilet for Talbingo Library - Recommendation to Council - Ongoing.

Moving the Community Garden - Letterbox drop has taken place. Some interest has already been expressed.

Bill Byatt Remembrance Plaque - Talbingo Memorial Wall - Lorraine reported the plaque will be laid at 2pm on 3rd October.

Talbingo Talkabout (TT) - Bob E's foreshadowed rescission motion has been extended until next meeting.

Proposed Talbingo Community Centre Grant Application - Jo reported no success with this.

Letter of thanks to Council's Robyn Harvey - Gary still to do. Shelley said she will forward it.

Poplars branch falls risk - Heinz reported he will check re this.

Disaster Plan for Talbingo - Heinz reported he will check re this.

Talbingo Tattoo - 30 November 2019 - Ongoing.

TREASURER'S REPORT:

Lorraine distributed a copy of the September 2019 report to all those present. **Opening Balance:** \$10,384.56. **Income:** Book Trolley - \$138.90, 2 x Advertising on Talbingo Website \$400.00, Memberships - \$50.00. **Expenditure:** No expenditure. **Closing balance:** \$10,974.36 The cash reserve balance was \$10,690.58 after adding interest of \$1.36. An invoice from Talbingo Supermarket - Postage and Photocopies \$13.20 was presented. Moved Lorraine 2nd Frank That the outstanding invoice be paid and Treasurer's report as presented be accepted. Carried. Lorraine reported last months treasurer's report listing for Website advertising was incorrect, but is now corrected.

CORRESPONDENCE:

From Council's Amanda Hobson - emails re Volunteer inductions with replies from Regina.

From Church Gate sub-committee - report re meeting with Rev Mark Evers.

From TPRA - Copy of Community Garden Flyer requesting interested members.

From Heather Byatt - notice re Anglican Services at St Paul's.

From Council Minutes - It was noted that a copy of Council's minutes were not received for this meeting.

From Snowy Valleys Council - A Snowyhydro plan of proposed Talbingo Dam pontoon.

- Hard copies of Volunteer Induction form.

Moved Gary 2nd John that correspondence be accepted. Carried.

GENERAL BUSINESS:

Heinz Talk - Reported the pathway will be sealed within the next few weeks. The playground will be completed by December. He will check with Andrew Burke re the possibility of forming a pump track style with the excess dirt of the playground. He has been approached by SnowyHydro regarding the pontoon at Talbingo Dam as they said they want to close the spillway. A plan of the pontoon was distributed. Snowy are saying they will contribute \$500,000 and NSW Government \$500,000 and they want Council to head the project. The meeting discussed inadequate project funds if car-park extensions are to be included. Also questioned how the pontoon/swimming area would work when the Dam level is fluctuating by up to 9 meters. Council is expecting to hear more definitely by January 2020. NSW Dep't Plannings Anthony Ko will be holding a community meeting to discuss Snowy 2.0 Main Works EIS at the club date and time to be confirmed. Submissions will close on 6 November. Council negotiated getting a local community meeting at Talbingo. A hard copy of the EIS is held with Council in Tumut.

Dana left the meeting at 9 pm.

Volunteer Induction and Section 355 Committee's Code of Conduct Review - Some email correspondence re volunteer inductions from Council's Amanda Hobson with replies from Regina was read out. It was agreed a sub-committee of Regina, Jo, Allan and Gary meet with Council's Shelley Jones on Wed 9 November at the Club at 7.30 pm.

Heinz and Shelley left the meeting at 9.30 pm.

Australia Day Awards 2020 - Lorraine reported she has distributed nomination forms including at the Supermarket.

Police Community Engagement Session - Gary reported Snr Const Andrew Williams phoned to report this will take place at the Club on 21st October.

Anglican Services at St Paul's Talbingo - Heather Byatt emailed that Services will commence on the 20th October at 11.30 am then the 3rd Sunday of the month.

NEXT MEETING:

The next meeting will be held on Wednesday 6 November 2019 at the Country Club meeting room at 7.30 pm.

TERMINATION: Meeting closed at 9.45 pm.

Membership for 2019/2020 is now due.

Corrected Bank Details

BSB No:032766 A/c No:212476

A/c Name: Talbingo Progress & Ratepayers Association.

If paying for membership electronically please note that the payment is for membership and provide your name. If a new member please also provide an email address.

**Talbingo Progress & Ratepayers Association
Financial Statement 1/10/2019 to 31/10/2019**

DATE	ITEM	REC NO	CHQ NO	CREDIT	DEBIT	BALANCE
	Cheque Account					
1/10/2019	Opening Balance					\$10,974.36
9/10/2019	Book Trolley	9401323		\$221.20		\$11,195.56
31/10/2019	Interest			\$0.94		\$11,196.50
31/10/2019	Closing Balance			\$222.14	\$0.00	\$11,196.50

	Cash Reserve Account					
1/10/2019	Opening Balance					\$10,690.58
31/10/2019	Interest			\$1.25		\$10,691.83
31/10/2019	Closing Balance					\$10,691.83

Allocated Funds

Landcare \$1,000.00 less \$543.84 = \$456.16
 Snowyhydro Grant \$333.35 less \$131.96 =
 \$201.39
 Advertising Talbingo money left over = \$1,531.50
 2016 Tattoo money held = \$597.39
 2017 Tattoo = \$1500.00
 2018 Tattoo = \$856.52 = Total \$2,953.91
 Money held for STAGE - 2018 Tattoo \$1,000.00 +
 Donation Teajosdan P/L \$250.00 = \$1,250.00

Financial Year 2019 - 2020

	Talbingo Talkabout	Income	Exp.	Balance	
				-\$713.22	C/F
5/7/2019	J. Erskine - Raffle money	\$117.00		-\$614.22	
29/7/2019	Bruce Duff - Advertising	\$50.00		-\$564.22	

	Petty Cash	Income	Exp.	Balance	
				\$81.50	C/F
	Talbingo Supermarket - June Acc - Photocopies		\$1.60	\$79.90	
	Talbingo Supermarket - July Acc - Photocopies		\$4.40	\$75.50	
	Talbingo Supermarket - August Acc - Photocopies and Printing		\$3.00	\$72.50	
	Talbingo Supermarket - Sept. Acc - Photocopies		\$13,20	\$59.30	

Transactions for 2019

	Website - Advertising	Income	Exp.	Balance	
				\$385.00	C/F
2/7/2019	Mark Ward	\$200.00		\$585.00	
2/7/2019	Teajosdan Pty. Ltd - Caravan Park	\$200.00		\$785.00	
5/7/2019	PRMH P/L - PRDnationwide Tumut	\$200.00		\$985.00	
9/7/2019	Big Little Holdings - Web 123		\$1,188.00	-\$203.00	
11/7/2019	Talbingo Mountain Retreat	\$200.00		-\$3.00	
6/8/2019	Talbingo Country Club	\$200.00		\$197.00	
12/8/2019	Kinsan Pty. Ltd	\$101.00		\$298.00	
17/9/2019	Snowy Hydro Ltd	\$200.00		\$498.00	
27/9/2019	Talbingo Service Station	\$200.00		\$698.00	

DRAFT MINUTES OF MEETING

What: Tumbafest Committee Meeting
 When: Wednesday 02 October 2019
 Time: 5:00pm
 Where: Council Chambers



AGENDA

1. Attendance & Apologies

Andrew Rae (President)	Present	Ed Lauder	Present	Jackie Lauder	Present
Martin Burke (VP)	Present	Richard Cottam	Apology	Helen Taylor	Apology
Chris Blake (treasurer)	Present	Sue Goldspink	Apology	Martin Brown	Present
Irene Lauder (secretary)	Present	Julia Ham	Present	Julie Giddings	Present
Karly Fynn (co-ordinator)	Present	Tamimah Hoffman	Present	Desley Kendall	Apology
Allison Dennis	Present	Sophie Gaim	Present		
Ken Dale	Present	Marilyn Fredericks	Apology		
Andrew Getzendorfer	Present	Neil Bombardier	Present		

(Mr Phil Stone SVC attended for part of the meeting).

AGENDA

1. Apologies - see above.

2. Confirmation of past meeting minutes

Moved Martin Burke Seconded Tamimah Hoffman Carried

3. Correspondence

- Andrew received a request from the Tumbarumba Garden Club to borrow (ie; at no charge) around 10 tables.

Committee agreed as TGC is a not for profit community organisation.

- Karly continues to receive stallholder and food vendor enquiries. Details are being recorded for future years.
- Apple Thief made contact re being involved. We are looking into selling their product via the bar and purchased through IGA. Needs to be run by Sue and Ed.

4. Financial System Progress

Chris Blake advised that a bank account had been opened as reported last meeting. We are awaiting funds to be transferred from SVC.

SVC's Mr Stone advised that ~ \$41k was to be deposited tomorrow.

Chris reported that he has received a full financial reconciliation from SVC of the Committee accounts and funds and that this has been provided to the accountants. The accountants will from now on provide a monthly reconciliation of expenditure etc to the committee.

5. Ticket Update

Karly reported that;

ticket sales have opened, and will now be a regular agenda item.

Wolfe Bros will provide a video from their appearance at the "Deni Muster" for promotional use, as will Kate Ceberano.

Instagram profile is up, Facebook likes are now at ~3,000

6. Hiring of Tumbafest Equipment

Tumbafest owned equipment is no longer listed on SVC Fees and Charges schedule, therefore the Committee needs to decide on same. Karly to produce a draft fees and charges schedule for Committee consideration and approval.

Andrew Rae advised that Tumbafest electrical equipment ie; generators and coolroom have been removed from the SVC Schedule, the Committee needs to consider its position on these items.

Tumbafest Committee needs to put together an asset register of equipment that it owns, including a valuation of those items.

Karly to draft a price list for consideration at the next Committee meeting. (Consider applying a bond for key items (eg; generators, coolroom).

Committee also to consider a fee schedule with a "Base Rate", and variable / tiered discount rates depending on the nature of the hirer (eg; Commercial hirer, charity, Not for Profit etc).

7. Grants & Funding

Karly reported there has been no response so far from SVC to a grant application lodged for Tumbafest.

The Committee discussed grant applications to Festivals Australia, including Chris Blake's suggestion of a "Timberfest" themed element to Tumbafest, and to Destination NSW. Karly pointed out that Festivals Australia is arts focused; there may be a possibility to arrange for artists appearing at Tumbafest to give workshops. For further consideration.

8. Brand Refresh

Committee considered the document circulated by Karly that afternoon with final design concepts by the consultant.

The Committee agreed to accept the final design proposal.

Moved; Neil Bombardier Seconded; Tamikah Hoffman Carried.

9. Sub Committee Updates

a. Sponsorship -

- i. Chris circulated a listing of current and prospective sponsorships, and advised that further new sponsors continue to be pursued.
- ii. The Committee considered an approach made by Tumut River Brewing Co to sponsor and/or provide its products at a discount to the Tumbafest bar. As the Bar is a considerable revenue generator for the event the matter needs to be carefully considered, particularly in view of the current arrangement with Tumbarumba IGA as a sponsor. To be further considered at the next meeting.
- b. **Kids Activities** – Nothing to report, s/committee will be meet on 15th October.
- c. **Merchandise** – S/committee will re-commence activities now that brand refresh has been finalised.
- d. **Market Stalls** – Application forms are being updated- Friday "Bump-In" time to be changed to 2 pm at the earliest, with Sunday "Bump-Out" now commencing 4pm, and no earlier due to safety issues with vehicle movements. Committee agreed it is not practicable to offer stallholders rental of tables or gazebos.

- e. **Food Stalls** – Application forms being updated. Consideration to be given to attracting a “Kid Friendly” food operator, with an advertisement to be placed in Tumba Times for a BBQ
- f. The Committee considered the preference of the TVA to host a food and wine event. The Committee agreed to form a new subcommittee to oversee and plan the involvement of the TVA, such subcommittee to be chaired by Richard Cottam, with Ken Dale, Karly, and Tamikah with an invitation to be extended to Costa to participate as the sponsor of food events, and their preferences in this regard for their sponsorship.

Moved; Neil Bombardier Seconded; Martin Burke Carried

- g. Licencing –
 - i. Ken advised that the TVA positions need to be discussed and settled before he can progress discussions with Licencing Police. Ken advised he will attempt to meet with Richard prior to the next meeting.
 - ii. Chris advised he is arranging an RSA Course on 23rd November. If anybody is interested they should contact Chris. Cost is \$200/person and requires minimum of 10 people to proceed.

10. General Business –

The possibility of arranging a “SnapChat” Tumbafest filter was discussed with a view to the Committee considering this further.

Recycling opportunities – Martin Brown will enquire if Rotary is interested in running the recycling for the event.

Meeting closed 7:01pm

11. Next Meeting –Wednesday 13th November, 5pm