

**THE MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD IN
THE COUNCIL CHAMBER, BRIDGE STREET, TUMBARUMBA, ON WEDNESDAY 3
JULY 2019**

COMMENCING AT: 10:05 AM

PRESENT:

Matthew Christensen (Director Assets and Infrastructure), Anthony Carroll (Road Safety Officer), Fazlul Hoque (Roads & Maritime Services), Paul Dean (NSW Police Highway Patrol)

1. APOLOGIES

Mayor James Hayes, Councillor Margaret Isselmann, Councillor Bruce Wright, Ray (Dossie) Carr (Justin Clancy MP representative).

2. MINUTES OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Local Traffic Committee Meetings held on 1st March 2018 and the 3rd April 2019 be accepted as read.

3 BUSINESS ARISING

Matters raised at the 3rd April 2019 meeting will be discussed later in this meeting.

4. AGENDA ITEMS

4.1 SPEED ZONE REQUEST - TOOMA ROAD, TOOMA

DISCUSSION:

The community had not achieved consensus regarding the speed reduction request. Traffic data collected from south of the Possum Point Road intersection identified that traffic was travelling below the posted speed limit of 100km/hr.

Further data from traffic counters was recommended to be collected from between Possum Point Road and Mount Garland Road to determine the speed of south-bound traffic approaching the intersection. In addition it was recommended that the speed zone for the site be verified.

It was agreed that more images of the approach need to be included in the next report in order to submit a fully informed recommendation to Transport for NSW

RECOMMENDATION:

That Council note the Committee's discussion and that further discussion will be undertaken at the next meeting following additional traffic data.

4.2 SPEED ZONE REQUEST - MILES FRANKLIN DRIVE, TALBINGO **DISCUSSION**

A request was made at a community meeting for a speed limit be applied to Miles Franklin Drive.

Data was subsequently collected by Council and discussed at the Committee meeting. The data revealed that while the posted speed is 60 km/hr, the mean speed is 57 km/hr and 85% is 68.4 km/hr.

NSW Police Highway Patrol commented that the roads environment did not support the low speed limit as it was open countryside with an unfenced golf course bordering the road on one side and open grassland belonging to Water Resources on the other. Increasing the 60 km/hr zone towards the highway or power station would increase the likelihood of speeding in the town zone as road users would become frustrated by the prolonged zones of lower speeds. Prominent signage may be more effective in informing road users to adhere to speed limits

RECOMMENDATION:

That Council note the submission made by the Talbingo Progress Association and:

- 1. Request Transport for NSW to install more prominent Speed Limit signs.**
- 2. Share the data with the residents of Talbingo at the Talbingo Progress Association.**

4.3 RURAL BUS STOP APPLICATION - HUSSELL (N2452) - 519 TOOMA ROAD, BURRA

DISCUSSION:

To consider the suitability of a rural school bus stop situated on 519 Tooma Road, Burra.

Site distances suitable for 100 km/hr traffic and lack of lay by lanes made this site unsuitable for a school bus zone. The nearest bus stops that are suitable are 620 m north or 870 m south of the driveway to 519 Tooma Road. This is recognised by the Committee to be inconvenient for the young family.

Treatment could be provided for the Tooma Road to provide pick up and set down layby lanes for the school bus and these facilities would also improve sight distances for approaching traffic.

RECOMMENDATION:

That Council not approve a rural school bus stop situated at 519 Tooma Road, Burra, and that:

- the bus operator and the passenger's family be informed of the proximity of neighbouring bus stops; the determination of the Committee and the necessity of adherence to Austroads Guide.**
- Council investigate the installation of lay byes at 519 Tooma Road that satisfy the requirements of the "Supplement to Austroads Guide to Road Design Part 3, 4.12.3 Design of Bus Stops- Rural".**

4.4 **RURAL SCHOOL BUS STOP APPLICATION - (N2452) HUSSELL - 1236 TOOMA ROAD, BURRA**

DISCUSSION:

To consider the suitability of a rural school bus stop situated on 1236 Tooma Road, Burra.

Site distances suitable for 100 km/hr traffic and lack of lay by lanes made this site unsuitable for a school bus zone. The nearest bus stops that are suitable are 610 m North or 985 m East of the driveway to 1236 Tooma Road. This is recognised by the committee to be inconvenient for the young family.

Treatment could be provided for the Tooma road to provide pick up and set down layby lanes for the school bus and these facilities would also improve sight distances for approaching traffic.

RECOMMENDATION:

That Council not approve the rural school bus stop situated at 1236 Tooma Road, Burra, and that:

- **the bus operator and the passenger's family be informed of the proximity of neighbouring bus stops the determination of the Committee and the necessity of adherence to Austroads Guide.**
- **Council investigate the installation of lay byes at 1236 Tooma Road that satisfy the requirements of the "Supplement to Austroads Guide to Road Design Part 3, 4.12.3 Design of Bus Stops- Rural".**

4.5 **REQUEST FOR PEDESTRIAN FACILITY - BATLOW ROAD, BATLOW - LINKING (21-23 SELWYN STREET TO WEST BATLOW)**

DISCUSSION:

Batlow Development League has been approached by many businesses requesting the installation of a traffic facility across Batlow Road linking the IGA Supermarket, chemist and café with the western side of town, especially the Batlow Retirement Village.

The Batlow Development League applied to the RMS via the Local Traffic Committee for speed reductions and the installation of pedestrian facilities and the application for speed reduction was discussed at the 1st March 2018 meeting.

There are no pedestrian facilities across the Batlow Road and therefore residents including students from both schools and elderly residents currently need to cross the road without protection from traffic. The type and site for the proposed pedestrian facility was selected because of the proximity of the Senior Citizens Village and the commercial facilities making allowances for sight limitations and structure of the road.

RECOMMENDATION:

That Council seek approval from Transport for NSW to install a traffic facility across Batlow Road in the vicinity of the IGA and the Senior Citizens Village.

4.6 FUTURE LOCAL TRAFFIC COMMITTEE MEETING DATES**DISCUSSION:**

The terms of reference for Local Traffic Committees recommends that meetings be conducted four times a year to investigate issues for the Council Meetings.

RECOMMENDATION:

That Council schedule meetings four times a year for future Local Traffic Committee.

Schedules dates :

Wednesday 25th September 2019 (Tumut)

Wednesday 27th November 2019 (Tumbarumba)

Wednesday 26th February 2020 (Tumut)

Wednesday 27th May 2020 (Tumbarumba)

Wednesday 26th August 2020 (Tumut)

Wednesday 25th November 2020 (Tumbarumba)

5 GENERAL BUSINESS

There was no general business raised for discussion.

6 NEXT MEETING

The next meeting is scheduled for Wednesday 25th September 2019 in Tumut.

There being no further business to discuss, the meeting closed at 11.07AM.

Project
 Bus Bay Construction north
 bound lane 519 Tooma Rd

Cost Estimate For Council

		Internal Plant				
ID	Activity/Item	Plant Detail	QTY1	UOM1	Plant Rate	Plant Total
1 Supervision & Contingency						\$ 1,821.14
	Project Contingency - not on items in #1				#REF!	\$ 462.24
A		Ute	18	Hours	\$ 15.00	\$ 288.90
C		Float	8	Hours	\$ 125.00	\$ 1,070.00
D					\$ -	\$ -
E					\$ -	\$ -
					\$ -	\$ -
2 Traffic control					\$ -	\$ 205.44
A	Traffic Control	Traffic Lights	48	Hours	\$ 4.00	\$ 205.44
C					\$ -	\$ -
D					\$ -	\$ -
E					\$ -	\$ -
					\$ -	\$ -
3 Excavation and shaping of batter					\$ -	\$ 1,395.28
A	shape batter with toe 6m from	Excavator	8	Hours	\$ 85.00	\$ 727.60
B	line and incorporate 600 trape	Truck	8	Hours	\$ 78.00	\$ 667.68
C	Drain				\$ -	\$ -
D	Batter Slope, to be 4:1				\$ -	\$ -
E					\$ -	\$ -
					\$ -	\$ -
4 Pavement					\$ -	\$ 2,208.48
A		Water Cart	8	Hours	\$ 78.00	\$ 667.68
C		Grader	8	Hours	\$ 80.00	\$ 684.80
D		Roller	8	Hours	\$ 100.00	\$ 856.00
E					\$ -	\$ -
F					\$ -	\$ -
					\$ -	\$ -
Sealing					\$ -	\$ 813.20
A		Jet Patcher	8	Hours	\$ 70.00	\$ 599.20
C		Roller	2	Hours	\$ 100.00	\$ 214.00
D					\$ -	\$ -
					\$ -	\$ -
						\$ 6,443.54
Estimate of Cost to Council		\$ 11,441.66				
Contingency Component		\$ 828.38				

Project
 Bus Bay Construction north and south bound lane 1238 Tooma Rd

Cost Estimate For Council

		Internal Plant				
ID	Activity/Item	Plant Detail	QTY1	UOM1	Plant Rate	Plant Total
1 Supervision & Contingency						\$ 1,971.80
Project Contingency - not on items in #1						\$ 612.90
A		Ute	18	Hours	\$ 15.00	\$ 288.90
B	Float Roller	Float	8	Hours	\$ 125.00	\$ 1,070.00
C					\$ -	\$ -
D					\$ -	\$ -
E					\$ -	\$ -
2 Traffic control						\$ -
A	Traffic Control	Traffic Lights	40	Hours	\$ 4.00	\$ 171.20
B					\$ -	\$ -
C					\$ -	\$ -
D					\$ -	\$ -
E					\$ -	\$ -
3 Add Material to form lead in at 12.47						\$ -
A		Grader	8	Hours	\$ 80.00	\$ 684.80
B		Water Cart	8	Hours	\$ 78.00	\$ 667.68
C		Roller	8	Hours	\$ 100.00	\$ 856.00
D		Excavator	8	Hours	\$ 85.00	\$ 727.60
E					\$ -	\$ -
4 Place material at 12.36						\$ -
A		Water Cart	8	Hours	\$ 78.00	\$ 667.68
B		Grader	8	Hours	\$ 80.00	\$ 684.80
C		Roller	8	Hours	\$ 100.00	\$ 856.00
D					\$ -	\$ -
E					\$ -	\$ -
F					\$ -	\$ -
5 Sealing						\$ -
A		Jet Patcher	8	Hours	\$ 70.00	\$ 599.20
B		Roller	2	Hours	\$ 100.00	\$ 214.00
C					\$ -	\$ -
D					\$ -	\$ -
6						\$ -
A					\$ -	\$ -
B					\$ -	\$ -
C					\$ -	\$ -

D				\$ -	\$ -
7				\$ -	\$ -
A				\$ -	\$ -
B				\$ -	\$ -
C				\$ -	\$ -
D				\$ -	\$ -
8				\$ -	\$ -
A				\$ -	\$ -
B				\$ -	\$ -
C				\$ -	\$ -
D				\$ -	\$ -
9				\$ -	\$ -
A				\$ -	\$ -
B				\$ -	\$ -
C				\$ -	\$ -
D				\$ -	\$ -
					\$ 8,100.76
Estimate of Cost to Council		\$ 15,670.78			
Contingency Component		\$ 1,137.95			

**MINUTES
TUMUT REGION SPORTS COMMITTEE**

TUESDAY, 23 JULY, 2019

MEETING COMMENCEMENT: 5.30pm

PRESENT:

Participants:	Present:	Apology:	Absent:
Clr Andrianna Benjamin (Delegate)	x		
Coordinator Open Space & Facilities – Andrew Burke	x		
Adelong Swim Club & Adelong Horse Activity Group			x
South West Slopes Sporting Field Archers - John Whitley	x		
Batlow Swimming Club & Batlow Ladies Hockey			x
Little Athletics			x
Tumut Netball Association - Liz Crampton	x		
Tumut Rugby League Club - Libby Black	x		
Tumut Minor League			x
Tumut Rugby Union Football Club - Jon Carmody	x		
McAuley Catholic Central School			x
Tumut Public School			x
Tumut Clay Target Club Inc - Phil Green	x		
Batlow Tennis Club			x
James Hayes	x		
Tumut Junior Cricket Association - James Butt	x		
Tumut Hockey Association - Lyn Bathgate	x		
Tumut District Cricket Association			x
Lizabeth Smith			x
Tumut Lawn Tennis Club		x	
Tumut Basketball Committee - Jason Beavan	x		
Tumut Eagles Football Club - Michael Parker	x		
Tumut Pony Club			x
Tumut Valley Canoe Club			x
Riding For Dis-abled			x
Tumut Swimming Club			x
Adelong Cricket Club			x
Tumut Golf Club - Geoff Brain	x		
Whole Community Wellness Centre			x

ATTENDANCE:

Also in attendance was Fiona Mathews – Adelong Showground Trust, Mare Mastus – Adelong Tennis Club and Greg Warriar - Tumut Rifle Club Inc.

APOLOGIES:

TRSC.03 RESOLVED that the apologies from Bernadette Cahill be accepted.

James Butt / James Hayes

CONFIRMATION OF MINUTES:

TRSC.04 RESOLVED that the minutes of the **Sports Committee** held on **5 March 2019** be accepted as read.

Liz Crampton / Jason Beavan

**MINUTES
TUMUT REGION SPORTS COMMITTEE**

TUESDAY, 23 JULY, 2019

BUSINESS ARISING FROM MINUTES:

Nil

DECLARATIONS OF INTEREST AND REPORTABLE POLITICAL DONATIONS

The following Club representatives declared an interest as applicants for grants below:

Tumut and Adelong Junior Cricket Association – James Butt, Adelong Tennis Club Inc – Mare Mastus, South West Slopes Sporting Field Archers – John Whitley, Tumut Rifle Club Inc - Greg Warriar, Adelong Showground Trust – Fiona Matthews, Tumut Basketball Association Inc – Jason Beavan.

COMMITTEE REPORTS:

Sports Capital Projects Grant 2019/20 (.)

1. RECOMMENDATION

That Council adopt the Sports Capital Grant funds of approximately \$40,000 for 2019/2020 financial year as listed below noting that the Tumut & Adelong Junior Cricket Club and Tumut Basketball Association Inc. applications are not capital project.

Adelong Showground Trust have already applied for other grant money that is not approved of yet. Their funding will only be granted if successful in obtaining that funding.

2019/20 SPORT AND RECREATION CAPITAL PROJECTS – SUMMARY TABLE

No.	Applicant	Project Location	Brief Project Description	Funding Requested	Recommended Funding Allocation
1	Tumut and Adelong Junior Cricket Club	Sportsgrounds	Helmets	\$800.00	\$800.00
2	Adelong Tennis Club Inc	Nellis St Adelong	Nets & Lattice	\$1,281.00	\$1,281.00
3	South West Slopes Sporting Field Archers	Wee Jasper Road	Shipping Container	\$5,840.00	\$5,840.00
4	Tumut Rifle Club Inc	Rifle Range Road	Secure Facility	\$4,810.00	\$4,810.00
5	Adelong Showground Trust	Showground	Extend and Level Eastern Field	\$44,500.00	0.00
6	Adelong Showground Trust	Showground	Cricket nets	\$21,846.00	\$21,846.00
7	Tumut Basketball Association Inc	Basketball Stadium	Laptop & 4 iPads	\$4,514.00	\$4,514.00
			Total	\$83,591.00	\$39,091.00

Phil Green / Jon Carmody

**MINUTES
TUMUT REGION SPORTS COMMITTEE****TUESDAY, 23 JULY, 2019****GENERAL BUSINESS:**

The following applications have been received from interested community members for nomination and re-nomination to the Tumut Region Sports Committee:

- Fiona Matthews – Adelong Showground Trust
Applicant Qualifications: A member of the Adelong Progress Association & Adelong Showground Management Committee
Reasons for Membership: Entered 2 grants for the Adelong Showground
- Greg Warriar – Tumut Rifle Club Inc.
Applicant Qualifications: Club Secretary
- Mare Mastus - Adelong Tennis Club
Applicant Qualifications: We provide tennis courts for community & visitors use. Adelong School students use our courts as part of their sports program so encouraging the next generation of players for health & social benefits.
Reasons for Membership: To be involved in development of sporting facilities & give and receive support in running our club.
- Michael Parker – Tumut Eagles Football Club
Applicant Qualifications: Sporting association in Council area
Reasons for Membership: Interest in progressing sport in Council area
- James Butt – Tumut Junior Cricket Association
Reasons for Membership: Using sports Fields & Facilities in Tumut and Adelong.
- Libby Black – Tumut Rugby League Club
Applicant Qualifications: Treasurer Tumut Blues Rugby League
Reasons for Membership: We wish to have more input into sporting discussions in the Tumut Region.
- James Hayes.

2. RECOMMENDATION:

That Council approve the nomination and re-nomination from Fiona Matthews – Adelong Showground Trust, Greg Warriar – Tumut Rifle Club Inc., Mare Mastus – Adelong Tennis Club, Michael Parker – Tumut Eagles Football Club, James Butt – Tumut Junior Cricket Association, Libby Black – Tumut Rugby League Club and James Hayes.

Lyn Bathgate/Phil Green

NEXT MEETING

The next meeting will be held on mid 2020

CLOSED:

The meeting closed at 7:15pm.

**BATLOW DEVELOPMENT
LEAGUE
GENERAL MEETING 3 July
2019
MEETING COMMENCED: 7.00**



PRESENT: C Smit, T McDonald, D Wiltshire, K Dawson, C Dawson, D Killeen, T Billing, R Billing, G Cox (SVC) – via phone conference.

APOLOGIES: K McLaren, M Sedgwick, H Tietze, R Sweeney, A Dickinson, C Agate.

MINUTES:

It was **RESOLVED** that the Minutes of the **Batlow Development League (BDL)** meeting held on 5th June, 2019 be accepted as read.

Moved: T McDonald/Seconded K Dawson/Passed

PHONE CONFERENCE WITH G COX (SVC):

Update on council activities in Batlow:

- RMS looking at refuge on **Batlow Road**.
- **'Walk through' town** to be postponed until next week. Narelle Davis to contact R Billing.
- **Batlow Caravan Park** closed to public – clean-up to be done first. Current manager leaving at the end of July.
- **Cannery** – structural report is back but needs more clarification from the engineer. Bow-truss building and brick building are structurally sound however roof sheeting is required as an integral part of the structure bracing.
Working up business case.
Demolition and salvage of really redundant buildings being considered.
- **Library** – Narelle Davis will circulate plans next week (extension of library). Car parking has been taken out.
BDL members advised G Cox that storage space is required for 150 chairs, tables, art display panels and extra kitchen equipment. Also, that gas bottles for the Literary Institute need consideration in the Library plans. i.e. access and/or relocation. The need for car parking especially disabled parking was discussed.
No starting date as yet – plans to DA and tenders to be called for. Grants?
R Billing – Wi-Fi needs to be available in the Literary Institute when Library technology is installed.
- **Hides Park** – G Cox to look into Boggy Creek plans as a consideration for a sound shell structure.
- **Pioneer Street** – Master plan is measuring up.
- **Council tourism re-branding**. Now free to businesses and organisations within region. Check first with M Hewson.

TREASURER'S REPORT:

It was **RESOLVED** that the Treasurer's Report of the **BDL** accounts to 3rd July, 2019 be accepted as tabled.

Move D Killeen/Seconded T McDonald/Passed

Literary group need to finalise and close down their account as they intend to be no longer active. C Smit sought clarification on Batlow CiderFest account and term deposit.

CORRESPONDENCE:

- Council papers not available at time of meeting.
- R Billing – email re council grants.
- Rotary invitation to New Residents Dinner –6.00pm on 6th July – RSL Bowling Club. (R & T Billing attending along with D Wiltshire and T McDonald.)

BUSINESS ARISING

School Buses

Questions arose about what is happening with a school bus zone needed in Pioneer Street. The big Goodes coach has trouble parking and it is dangerous for the children when it has to double park on Pioneer Street to let children alight. R Billing suggested it could be discussed at the 'walk through' town next week.

Batlow Road

C Smit raised the need that in the CBD upgrade the high side of Batlow Road needed some retaining walls and widening of the footpath.

GENERAL BUSINESS

Public Toilets

T McDonald raised concerns that nothing is being done about the public toilets next to the Literary Institute and that they don't meet current regulations.

Recommendation:

That the public toilets in Pioneer Street next to the Literary Institute be inspected and an audit be conducted as to whether they currently meet health standards and regulations. The BDL also request a copy of the report and that any problems should be rectified and brought up to code.

Moved: T McDonald / Seconded: D Wiltshire

Traffic Island

The traffic Island on Batlow Road is planned to be opposite the Retirement Village driveway

Memorial Gates

K Dawson advised that the original gates for Memorial Park have been found and are being sandblasted in Wagga Wagga and are to be restored and then placed at the corner outside the RSL Bowling Club driveway into the car park. A community member has organised and is asking for financial assistance in the project. Rotary have/are donating \$500 but more is needed. D Killeen offered to look into the community grants that are available under the heading of Local Heritage.

Hangi

The offer from Talbingo Men's Shed for the BDL to rotate the staging of this event with it being in Batlow this year is awaiting further information from the organiser in Talbingo. This should happen next month. BDL members are keen to take this on.

Senior Citizens Village Fundraiser.

D Wiltshire advised that Coffee and more were donating 50 cents in every drink during July to the Batlow Senior Citizens Village.

Meeting Closed at 8.49 pm.

Next Meeting: Wednesday August 5th 2019, 7.00pm in the Batlow RSL Club.

BATLOW DEVELOPMENT LEAGUE
MONTHLY FINANCIAL REPORT
3rd July 2019

Apple Blossom Festival:	Opening Balance	\$ 20,247.48
	Income	\$ Nil
	Expenditure	\$ Nil
	Balance As At 30/06/19	\$ 20,247.48

CiderFest:	Opening Balance	\$ 81,411.52
	Income	\$ 160.00
	Expenditure	\$ 8,031.47
	Balance As At 30/06/19	\$ 73,540.05

CiderFest Fixed Deposit	\$ 25,000.00
-------------------------	--------------

Literary Group:	Opening Balance	\$ 2,179.84
	Income	\$ Nil
	Expenditure	\$ Nil
	Balance As At 30/06/19	\$ 2,179.84

Development League Main Account:	Opening Balance	\$ 4,147.47
	Income	\$ 1.41
	Expenditure	\$ 771.25
	Balance As At 30/06/19	\$ 3,377.33

Prepared by Col Agate – Treasurer Batlow Development League 2019.

Tumut's Festival of the Falling Leaf
Annual General Meeting
 Tuesday 9th July 2019
MINUTES

Meeting held at Tumut River Brewing Co, Cnr Capper Street and Snowy Mountains Highway

COMMENCING AT: 1732hrs

PRESENT: Rod Blundell, Julie Camilleri, Amanda Withers, Tracy Martin, Peter Jones, Tracey Jones, Amanda Mullins, Margaret Hillier, Sue Johnson and Roger Williams

Lions Club of Tumut Representatives: Noel Armour, Sue Franckiewicz and Gilda Torino

Council Representative: Evan Saunders

LATE ATTENDEES: Lyndal Cass (1735hrs)

APOLOGIES: Sam Phillips

RESOLVED: The apologies be received and accepted.

- Moved – Rod Blundell, 2nd – Julie Camilleri

DECLARATION OF PECUNIARY INTEREST: Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

RESOLVED: The minutes of the previous Festival of the Falling Leaf Committee's meeting, held on Monday 11th March 2019 be accepted and confirmed as a true and accurate record.

- Moved – Tracy Martin, 2nd – Peter Jones

CORRESPONDENCE: Snowy Valleys Council Letter of Appreciation to committee

FINANCIAL REPORT:

Treasurer's Report: Prepared by Adams Kenneally White (Wagga Wagga) – Carolyn Rosetta-Walsh (auditor) – *See Attached*

Year Ending 30 June 2019

Income \$8,409

Expenditure \$8,347

\$62 Profit

Sponsorship (2017/18) NOT paid by Coles \$5,000

Sponsorship (2016/17) NOT paid by Coles \$5,000 – Debt write off

Total in Bank \$17,525

Lyndal advised that we broke even, some donations have not come through, there are no outstanding bills and we are in a great financial position.

RESOLVED: That the audited Treasurer's Report be accepted for the Financial Year ending June 30th 2019.

- Moved – Rod Blundell, 2nd – Julie Camilleri

Peter advised that the SES' cheque donation cannot be accepted due to the SES' not being able to hold any bank accounts any more with cash donation, but can accept other forms of physical donation. Peter recommended the cheque to be re-issued to the RFS Cadets account in order to purchase much needed items.

RESOLVED: That the original SES' donation cheque be re-issued to the RFS Cadets.

- Moved – Lyndal Cass, 2nd – Julie Camilleri
- Lyndal to cancel and re-issue cheque.

AGM - 2019/2020 COMMITTEE:

Committee Format – POD System consisting of Executive Members, POD Leaders and Working Groups

RESOLVED: That the 2019/2020 Committee adopts a POD system format.

- Moved – Amanda Mullins, 2nd – Tracey Jones
- Amanda Mullins advised members that no Council employees can be executive members of a 355 committee.

Withdrawing and Change of Roles from Committee 2019/20

- Rod Blundell (stepping down as Festival Manager/Chair, but offered services to help out on the day), and Lyndal Cass (Change of roles).

Positions Available and Candidates names put forward

- | | |
|---|----------------------|
| | 1 st /2nd |
| - <i>Festival Manager/Chairperson</i> – NIL (yet to be filled) | n/a |
| - <i>Secretary</i> – Julie Camilleri (self-nominated) | Tracey J/Amanda M |
| - <i>Treasurer</i> – Margaret Hillier (self-nominated) | Tracey J/Sue |
| - <i>Sponsorship Coordinator</i> – Amanda Mullins (self-nominated) | |
| – There being no other nomination, the Chair declared.... Elected | |
| - <i>Fundraising Coordinator</i> – Sam Lucas (self-nominated via Evan) | |
| – There being no other nomination, the Chair declared.... Elected | |
| - <i>Gala Day Coordinator</i> – Amanda Withers (self-nominated) | |
| – There being no other nomination, the Chair declared.... Elected | |
| - <i>Publicity Officer</i> – Lyndal Cass (self-nominated) | |
| – There being no other nomination, the Chair declared.... Elected | |
| - <i>Entertainment Coordinator</i> – Sam Phillips (self-nominated via email) | |
| – There being no other nomination, the Chair declared.... Elected | |
| - <i>Festival Street Parade</i> – Peter Jones (self-nominated) | |
| – There being no other nomination, the Chair declared.... Elected | |
| - Advertising for the Festival Manager/Chairperson to follow on social media, newspaper and radio | |

Committee Nominations

RECOMMENDATION that council accept the applications of; Julie Camilleri, Margaret Hillier, Amanda Mullins, Sam Lucas, Amanda Withers, Lyndal Cass, Sam Phillips, Tracy martin, Doris Crain, Roger Williams, Tracey Jones and Peter Jones as members of the Festival of the Falling Leaf 2019 - 2020 Committee.

- Moved – Rod Blundell, 2nd – Amanda Mullins

Amanda Withers is excused from meeting @1757hrs.

GENERAL MEETING - BUSINESS ARISING**Festival Markets**

- Location – Bila Park or Railway Precinct
 - Gilda advised that the Lions Club of Tumut representatives showed interest in running the markets again but required the full conditions up front to discuss and be approved with the rest of the Lions Club before committing. The Lions Club market location preference is at the Railway Precinct mainly due to ease of accessibility and stallholder preferences.
 - Pros and Cons raised. Railway Precinct – flat, easy access for all means, weather, stallholders' preferred but location is too far from main street and power issues. Bila Park – Close to main street, local businesses to benefit, 'falling leaf' aspect at park but can be flooded, accessibility issues.
 - Peter suggested Festival across the weekend. Gala Day Saturday, Entertainment at Bila Park and Markets at the Railway. Motorcross people may still be around in Tumut.
 - Margaret suggested asking social media for feedback to vote what community wants – Markets at Bila Park or Railway Precinct ? Lyndal to organise.
 - Lions Club of Tumut were thanked for their meeting presence and the Committee expressed their appreciation in their input in the decision making process.

FOFL Volunteer Applications & Volunteer Induction Information

- Application Forms distributed to committee before meeting and during.
 - Received - 4 applications, which includes 2 applications for Festival Helpers.
 - Peter and Tracey J are already covered by SES.

Sponsorship

- Amanda M suggested all future sponsors to be paid up front.
- All 2018/2019 Sponsors have paid with preferences for next year's event. Sponsors to be offered to all. First Super for Fireworks and Snowy Hydro for Parade.
- Coles outstanding debt to FOFL Committee - \$10,000 initially, but \$5,000 has been previously wiped off. Julie advised that apparently a couple of years ago head office management changed procedures and issued sponsorship donations in the form of gift cards, instead of direct cash payments.

RESOLVED: That the committee allows to hand over Coles' non-payment of \$5,000 in sponsorship monies to be invoiced and collected by Snowy Valleys Council on behalf of the Festival of the Falling Leaf Committee.

- Moved – Tracey J, 2nd – Margaret Hillier
- Lyndal to organise.

NEW BUSINESS:**Terms of Reference**

- Festival of the Falling Leaf Committee is a Section 355
- Draft Terms of Reference has been amended and submitted to Evan. Members to look over and to be added for the next meeting's agenda.

NEXT MEETING - Next meeting to be scheduled for Tuesday 13th August 2019 at 1730hrs at Tumut River Brewing Co, Cnr Capper Street and Snowy Mountains Highway.

Apologies for next meeting received – Evan Saunders, Peter Jones and Tracey Jones.

There being no further business to discuss, the meeting closed at 1827hrs.

FESTIVAL OF THE FALLING LEAF

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2019

FESTIVAL OF THE FALLING LEAF
STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2019

INCOME	2019	2018
Sponsorship	6,000	16,364
Fundraising	1,736	4,263
Gala Day Stalls	-	6,418
Sundry	673	237
Total Income	8,409	27,282
Gross Profit	8,409	27,282
EXPENSES		
Administration	2,088	1,960
Advertising	16	3,437
Depreciation	-	1,631
Fireworks	4,500	4,091
Fundraising Expenses	100	573
Gala Day Hiring	-	5,711
Gala Day Stage Expenses	-	4,455
Gala Day Sundry Expenses	99	1,169
Gala Day Kids Expenses	-	3,904
Parade Expenses	1,544	909
Total Expenditure	8,347	27,840
Current Year Profit/(Loss)	62	(558)
Cash at Bank Balance	17,525	18,047

The accompanying notes form part of these financial statements.

FESTIVAL OF THE FALLING LEAF
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

1. Summary of Significant Accounting Policies

These financial statements are special purpose financial statements, comprising the statement of income and expenditure for the year then ended, and notes to the financial statements including a summary of significant accounting policies and the Committee declaration. These financial statements are prepared in order to satisfy the requirements of a section 355 committee.

BASIS OF ACCOUNTING

The statement of income and expenditure has been prepared on a cash basis whereby revenue is recorded when it is received, expenses are recorded when they are paid and no opening or closing balances of assets or liabilities other than cash and cash equivalents are recorded in the financial statements.

No Accounting Standards, Australian Accounting Interpretation or other authoritative pronouncements of the Australian Accounting Standards Board have been applied in the preparation of these financial statements.

Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

FESTIVAL OF THE FALLING LEAF
COMMITTEE DECLARATION
FOR THE YEAR ENDED 30 JUNE 2019

The Committee has determined that the Festival of the Falling Leaf section 355 committee is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in note 1 to the financial statements.

In the opinion of the Committee the Statement of Income and Expenditure and notes to the financial statements:

1. Presents fairly the Financial position of Festival of the Falling Leaf section 355 Committee as at 30 June 2019 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that the Festival of the Falling Leaf section 355 Committee will be able to pay its debts when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:


Signed: Rod Blundell (Chairman)
Dated: 4/7/2019


Signed Lyndal Cass (Treasurer)
Dated: 2/7/19.



INDEPENDENT AUDIT REPORT TO THE COMMITTEE OF FESTIVAL OF THE FALLING LEAF

Report on the Financial Statements

Qualified Opinion

We have audited the special purpose financial statements of Festival of the Falling Leaf, comprising the statement income and expenditure for the year ended 30 June 2019, notes to the financial statements including a summary of significant accounting policies and the Committee Declaration, giving a true and fair view of the financial position and performance of the Section 355 Committee.

In our opinion, except for the possible effects of the matter referred to in the Basis for Qualified Opinion section of our report, the financial statements present fairly, the cash and bank balances of Festival of the Falling Leaf as at 30 June 2019 and the cash receipts and payments for the year ended 30 June 2019, in accordance with the accounting policies described in Note 1 to the financial statements.

Basis for Qualified Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Parish in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial statements in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

As is common for organisations of this type, it is not practicable for Festival of the Falling Leaf, to maintain an effective system of internal control over income until its initial recording in the accounting records. Accordingly, our audit in relation to income was limited to amounts banked or recorded in the accounting records presented for audit.

Adams Kenneally White Pty Ltd
ABN 40 001 738 183

Associates
R M Fry CA
T A Brown CA

Partners
J W Mason CA
M J Wakeling CA
G M Obst FCA
M K Potts FCA
J A Debono CA
K E Coggan CA
A D Manton CA

Tumut Office
28 Merivale Street
PO Box 794
Tumut NSW 2720
t 02 6947 6947
f 02 6947 6949
e tumut@akw.com.au
w akw.com.au

Wagga 02 6937 7900
Gundagai 02 6944 1522
Griffith 02 6961 8600
Lake Cargelligo 02 6937 7900
Henty 02 6929 3204
Batlow 02 6937 7900


CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND
*Liability limited by a scheme
approved under Professional
Standards Legislation.*

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the financial reporting requirements of the Parish's Management Committee to the members of the Parish. As a result, the financial statements may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibility of the Committee for the Financial Statements

The Festival of the Falling Leaf Committee is responsible for the preparation of the financial statements in accordance with the accounting policies described in Note 1, and for such internal control as the Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, the Committee is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

The Committee is responsible for overseeing the financial reporting process of the Festival of the Falling Leaf.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of the users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our audit report.

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Festival of the Falling Leaf section 355 Committee in accordance with

the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial statements in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

ADAMS KENNEALLY WHITE PTY LTD

Adams Kenneally White



DIRECTOR

DATE: 5 July 2019

WAGGA WAGGA