



12th February 2024

MINUTES OF THE JEPARIT TOWNSHIP ADVISORY COMMITTEE MEETING OF THE HINDMARSH SHIRE COUNCIL HELD ON 12TH FEBRUARY 2024 at the Memorial Hall, Roy Street, Jeparit at 7.40pm.

Present: Mr. B. Ireland (Mayor HSC), Mr. P. King (Economic Community Development Manager - HSC), Jason Hutson (Chair-Person) Teresa Smith (Vice-Chair), Cheryl Quinn (Sec), Mel Wagener (CM), Annmarie Werner (CM), Craige Proctor (CM) Bec Schultz (CM) and Tara Paech (CM) Including Tony Simpson, and Colin Moore (Community Members).

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

We acknowledge that this meeting is being held on the lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations and we acknowledge them as Traditional Owners of Country.

We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past and present.

2. APOLOGIES

Sharon Reilly (Committee Member)

3. DECLARATION BY COUNCILLORS OR OFFICERS OF ANY DIRECT OR INDIRECT INTEREST IN ANY ITEM ON THE AGENDA.

- General conflict of interest; or
- Material conflict of interest

Declaration of general or material conflict of interest must also be advised by Committee Members at the commencement of discussion of the specific item.

Teresa Smith (Vice-Chair) and Craige Proctor (Committee Member) raised their hands to show that both are committee member of Jeparit Historical Society.

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the JTAC Committee Meeting held on 13th November, 2023 at 7.30pm at the Memorial Hall, Roy Street, Jeparit. circulated to Committee Members be taken as read and confirmed

(Attachment: 1)

Moved: Craige Proctor

Seconded: Annemarie Werner

Carried

5. BUSINESS ARISING FROM THE MINUTES

5.1 Craige Proctor (CM) **Moved:** that the JTA Committee defer the motion raised and recorded on the JTAC Minutes of 15/8/23 (8.2) for Community Garden financial assistance of \$1,995.00.

(“**8.2** W. Werner (Community Member) Bowling Club/Community Hub represented their financial request for Community Garden assistance.

After a discussion and explanation into the short term vision and long term goals of JDBCCH, Wendy Werner and John Knickholds were asked to leave the room to enable the JTAC to have an open discussion involving contribution of funding to Jeparit & District Bowling Club (Community Hub). Receipts of expenditure will be furnished to the JTAC. Funds will not be paid until a User Agreement between HS Council and J & D Bowling Club is signed. Upon correct documentation completion Craige Proctor (CM) **Moved:** that the JTAC furnish the JDBCCH with a cheque to the amount of \$1,995.00 to assist financially with the proposed programme.

Seconded: Annemarie Werner (CM) **Carried”)**

It is requested that the Bowling Club/Community Hub reapply for funding to the JTAC with greater clarity and an updated progress plan.

Seconded: Teresa Smith (CM) **Carried**

Letter to be sent to JDBCCH representative within seven days. **Completed**

5.2 Budget Submissions 2024 Circulated amongst members, proposal accepted copy to be forwarded to Phil King (Economic Community Development Manager - HSC) and Heather Boyd Manager finance & Customer Service (HSC). **Completed**

6. CORRESPONDENCE

INWARD:

6.1 J. Mendoza (Community Mem) – Strategic Pillar 3: Strategy 3.1 x 2 - 28/11/23

6.2 S. Johnson (HSC) Australia Day - 11/12/23

6.3 Jeparit & District Bowling Club Hall hire Account – 13/12/23

6.4 Phil King (HSC) Roy Street suggestion & Play equipment – 26/11 & 19/12/23

6.5 S. Johnson (HSC) Australia Day - 21/12/23

6.6 Grampian Tourism Industry News – 21/12/23

6.7 Clugston Butcher Account (New Res BBQ) -23/12/23

6.8 C McKenzie (Commun Mem) Tiny Town Community Grants x 2, 10 & 19/1/24

6.9 S. Johnson (HSC) Australia Day x 2 - 11 & 17 /1/24

6.10 H. Boyd (HSC) next JTAC meeting details – 17/1/24

6.11 C. Proctor (as Commun Mem) Support for Jeparit Historical Society – 20/1/24

6.12 P. Bell (Community Mem) re outstanding account 2/2/24

OUTWARD:

6.13 Phil King (HSC) Roy Street suggestion & Play equipment – 26/11/23

6.14 J. Mendoza (Community Mem) –Town Centre Strategic Pillar 3: - 28/11/23

6.15 Committee Mem 21/12/23

6.16 S. Johnson (HSC) Australia Day x 2- 21/12/23

6.17 Committee Mem Grampians Tourism - 23/12/23

6.18 Jeparit & District Bowling Club Hall re :hire Account – 23/12/23

6.19 JTAC Tiny Town Community Grants , 20/1/24

6.20 S. Johnson (HSC) Australia Day x 2 - 11 & 17 /1/24

6.21 JTAC Economic Development – 20/1/24

6.22 JTAC J. Hutson & T. Smith Re: Austra Day Events & Guest Speaker 20/1/24

6.23 H. Boyd (HSC) next JTAC meeting details – 20/1/24

6.24 JTAC Support for Jeparit Historical Society – 20/1/24

6.25 S. Reilly (Committee Mem) Refurbishment of trailer - 20/1/24

- 6.26 P. Bell (Community Mem) re outstanding account - 8/2/24
- 6.27 JTAC Min of Meet 13/11/23 and Agenda 12/2/24 – 8/2/24
- 6.28 H. Boyd – Financial Statement end 31/1/2024 – 8/2/24

That the Outward Correspondence be approved and the Inward Correspondence noted.

Moved: Mel Wagener

Seconded: Bec Schultz

Carried

7. EVENTS

Event:	Location:	Date	
<i>Relevant documents</i>			
	Responsibility	Due date	Status
Risk assessment			
Food permit			
Local Law permit			

8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR

8.1 Fay Goudes (Community M) Letter to be sent to thank Mrs Goudes for her updated communication. **Completed**

8.2 John Mendoza (Community Member) - Secretary to send email informing Mr. Mendoza of the tabling of his submission Re: Development Strategy 20224-2028 HSC at meeting held on 12th February 2024. **Completed**

8.3 Jeparit Historical Society Initiative & Support request. Background information was presented to the committee regarding the Historical Societies need to protect and correctly store along with preliminary sorting to correctly archive our History to date and future documentation. Mel Wagener **Moved:** That funding to the Jeparit Historical Society to the amount of **\$3,181.00** be allocated. **Seconded:** Annemarie Werner. (Committee members C. Proctor & T. Smith did not vote due to Section 3) Unanimous show of hands. **Carried** (See 12.3)

8.4 Sharron Reilly (Committee Member) – Purchase of urn. - **Completed**

8.5 Purchase Order to be raised for;

Clugston Butchers – Meat New res bbq - \$78.85 - (See 12.2)

JDB Club rooms –Hall Hire New res bbq. - \$100.00 - (See 12.2)

Jeparit Supermarket – Accounts x 2 \$511.12 and \$277.80 - (See 12.2)

8.6 Purchase Orders No: 112341, 112342 & 112343 – Paid **Completed**

9. COUNCILLOR REPORT

9.1 Mr. B. Ireland talked about a the unfortunate of position of CEO not being completed as Jessie Holmes will not be able to proceed due to health reasons. Nick Kelly has been appointed as consultant and will proceed to find applicants.

9.2 Land next to Museum owned by HSC has had a flood overlay placed on it.

9.3 Discussion regarding Granny Flats (60sqm) not requiring a permit. However still require regulatory statute of sewerage and water.

10. OFFICER REPORT

10.1 Phil King (Economic Community Development Manager - HSC) mentioned that a proposed official opening of new swimming hole with live music is on 16th March 2024 at 6.00pm – JTAC to provide BBQ and it will be BYO. Note from HSC will be in usual media.

Discussion about the benefits to Jeparit with the beautification of this area. Light in need of repair, wc block some repair, garden mulch, dining pod to be moved, play equipment to be installed (may not be ready by march) some of the removed gym equipment is not repairable, remaining items to be re installed , fencing and screen planting still work in progress. Future discussions will involve Pontoon, diving platform and kayak tie up station.

10.2 Tiny Town Grants up to \$50,000.00 require financial input by shire councils, HSC has applied for Jeparit streetscape to \$50,000 which would require financial input from HSC and JTAC. Approx \$6,068.00 would be JTAC share.

Mr. King furnished photos of proposed garden edging to be used, replacement of mulch and replanting of trees is part of this proposal from Charles Street to Broadway.

11. URGENT BUSINESS

12. FINANCE REPORT

12.1 Summary of Balances in Finance Report.

RECOMMENDATION:

That the Finance Reports as provided with this Agenda be approved.

Moved: Mel Wagener

Seconded: Bec Schultz **Carried**

12.2 Purchase Orders to be raised - \$2,000 or less

Moved: Cheryl Quinn

Seconded: Teresa Smith **Carried**

ITEM NO.	DESCRIPTION	DECISION
8.5	New Res BBQ	Clugston Burchers \$78.85
8.5	New Res BBQ	JDDB hall hire \$100.00
8.5	Jeparit Supermarket	\$511.12-3609 & \$277.80-3601 = \$788.92

12.3 Purchase Orders to be raised – Greater than \$2,000

Moved: Mel Wagener

Seconded: Annemarie Werner **Carried**

ITEM NO.	DESCRIPTION	DECISION
8.3	Jeparit. Hist Society	\$3,181.00

13. DECISIONS TO BE MADE

The following decisions are recommendations to Council for endorsement:

ITEM NO.	DESCRIPTION	DECISION
4	Minutes	Confirmation of the Minutes
5	Business Arising from Minutes	5.1 & 5.2
6	Correspondence	Approving the Outward Correspondence and Noting the Inward.
7	Events	Nil
8	General Business as Notified to the Chair	8.1, 8.2, 8.3, 8.4, 8.5, & 8.6
9	Councillor's Report	9.1, 9.2, & 9.3
10	Officer's Report	10.1. & 10.2
11	Urgent Business	Nil
12.1	Finance Report	Furnished.
12.2	Purchase Orders to be Raised (\$2,000 or less)	That the Council Officer raise the Purchase Orders listed
12.3	Purchase Orders to be Raised (above \$2,000)	That the Council Officer raise the Purchase Order listed

14. MEETING CLOSED

The meeting closed at 9.30pm

15. COUNCIL OFFICER AUTHORISATION

I, Phil King accept the following recommendations made by the JTA Committee at this meeting held on 12th February 2024

ITEM NO.	DESCRIPTION	DECISION
4	Minutes	Confirmation of the Minutes
5	Business Arising from Minutes	Community Garden financial assistance of \$1,995.00. Please remove (payment deferred)
6	Correspondence	Approving the Outward Correspondence and Noting the Inward.
7	Events	Nil
8	General Business as Notified to the Chair	8.1, 8.2, 8.3, 8.4, 8.5 & 8.6.
9	Councillor's Report	9.1, 9.2, & 9.3
10	Officer's Report	10.1. & 10.2
11	Urgent Business	Nil

12.1	Finance Report	That the Finance Report as provided with the Agenda be approved.
12.2	Purchase Orders to be Raised (\$2,000 or less)	That the Council Officer raise the Purchase Orders listed.
12.3	Purchase Orders to be Raised (\$2,000 or more)	That the Council Officer raise the Purchase Order listed.

I Phil King advise that the following items:

ITEM NO.	DESCRIPTION	DECISION
8.3	Grant to Jeparit Historical Society	That funding to the Jeparit Historical Society to the amount of \$3,181.00 be allocated.

- Need to be referred to a Council Meeting / CEO for a decision

SIGNED: Council Officer



Dated: 26/03/2024

19 January 2024

Mr Jason Hutson
Chair
Jeparit Township Advisory Committee

Re: Funding Support for Jeparit Historical Society

Dear Jason and all JTAC Members,

While I am not a member of the Jeparit Historical Society, in my capacity as a Royal Historical Society of Victoria Historical Societies Support Committee Member as well as a Committee Member of the Western Victorian Association of Historical Societies I am lending whatever experience and support I can to Wendy Zanker, President and now sole member of the Jeparit Historical Society, to do what is necessary to preserve the Society's extensive collection of photographs, documents and ephemera relating to Jeparit and district. The collection is in danger of being lost or at least suffering further deterioration unless opportunities to safeguard it for posterity and for future district residents are seized. One of the greatest assets of the collection is the original copies of Jeparit's newspapers which have never been microfilmed or digitised and which are now extremely fragile and stored precariously in a store room, subject to degradation from dust and fluctuations in temperature.

The Menzies Institute at the University of Melbourne has secured considerable funding for the Public Record Office of Victoria to engage a heritage consultant to undertake a Survey and Significance Assessment of the JHS Collection. The consultant, Tim Sullivan, visited the collection in December and part of the funding for this assessment will see Tim return to Jeparit in February or March with two others with Curatorial expertise to make a more detailed survey of the collection and to commence the valuable work of storing items in archival materials. They will be doing this work as professional archivists so that the Historical Society won't have to rely on amateur volunteers to undertake this enormous task.

Tim Sullivan is liaising with both Wendy and me and he has made the comment that more and greatly improved storage of items 'is desperately needed'. Tim has already determined that 'there is a lot of material that will tell the history of Jeparit, and especially in the photographic materials, newspapers, business and government journals, school records and some pretty interesting material from private collections showing the interests of people in the town.' More specifically, he has reported 'The important things are to 1) get the collection off the floors and away from external walls; 2) packed so that there are three layers of security from weather and pests (i.e., the building, the outer box, and any wrapping for the item(s) in the boxes); and 3) into stable shelving and cabinets as further protection and for ease of movement, lifting, etc.

As part of Tim's engagement by the Public Record Office of Victoria he has sourced a quotation from Archival Support, a firm specialising in archival storage material. The quote provided for the preliminary list of essential materials – 100 items – to protect the collection is **\$3,181.67**. Note that this amount relates only to archival boxes and related items; it does not include even more essential and larger items such as filing cabinets, storage drawers etc., all of which will need to be sourced as soon as possible. Tim believes that once this initial preservation initiative is undertaken, the Menzies Institute would look favourably on sourcing additional funding for ongoing preservation steps for the collection including, among other things, potentially the digitisation of Jeparit's newspapers.

I am submitting an application for a Hindmarsh Shire Community Grant for up to **\$1,000** to help fund the purchase of the basic archival storage materials. The Jeparit Historical Society does have some funds available to put towards this purchase although ultimately the Society will need to invest in steel cabinets and filing systems and a computer and scanner so that a full inventory of the collection can be made and, in due course, items digitised but this is a long-term project and something which is not for now.

The Jeparit Historical Society is hoping that the Jeparit Town Advisory Committee will consider co-funding the acquisition of these archival materials in order to safeguard its collection for future generations and for the benefit of the community. Would the Jeparit Township Advisory Committee consider co-funding this first part of a very worthwhile initiative up to **\$2,500.00**?

I am providing the quotation from Archival Support as documentation supporting this request.

Kind regards,



Craige Proctor, Jeparit