



20 March 2023

To Committee Members,  
“as addressed”

NOTICE is hereby given that a Nhill Township Advisory Committee Meeting of the Hindmarsh Shire Council will be held at the Nhill Memorial Centre, on the 20<sup>th</sup> of March 2023 commencing at 7.30pm.

## AGENDA

<b>1. Acknowledgement of the Indigenous Community</b>
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<b>2. Apologies</b>
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Vicki Natt

<b>3. Disclosure by Committee members or Councillors or Council Officers of any interest or conflicts of interest in any item on the agenda</b>
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<b>4. Confirmation of Minutes</b>
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<b>5. Business Arising from the Minutes</b>
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Town committee asset register enquiry to other town committees in Hindmarsh

<b>6. Correspondence</b>
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In

- Request for new member information – Anne Rowe
- Nhill Music Concert
- Nhill IGA January statement
- Request for new member information – Heather Dufty
- Free Music Concert - Nhill

Out

- Minute template – for Melanie
- Town Committee Assets
- April meeting date discussion
- NTC Easter Hunt Documentation
- Dog Park Survey – to project members
- Other Dog Park documents – to project members
- March meeting agenda request

<b>7. Events</b>
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Easter Egg Hunt

**8. General business as notified to the Chair**

- 8.1 Nhill Railway Station – guest speaker Helen Woodhouse-Herrick
- 8.2 Nhill Dog Park
- 8.3 Planning day possibility
- 8.4 Increasing membership and friends of NTC

**9. Councillor Report**

**10. Officer Report**

**11. Urgent business**

**12. Finance report**

**13. Decisions to be made**

**14. Meeting Closed**

**15. Council Officer Authorisation**

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**1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER**

***Acknowledgement of the Indigenous Community***

*We acknowledge the Shire's Indigenous community as the first owners of this country. We recognise the important ongoing role that indigenous people have in our community and pay our respects to their elders and people both living and past.*

**2. APOLOGIES**

**Apologises:** Darrell Hall, Vicki Natt and Jenny Dufty

**Attendees:** Cr Melanie Albrecht, Council Officer Daniel Griffiths (via video conference), Rhys Webb, Alana Storey and Pauline McCracken.

**Guests:** Heather Dufty and Helen Woodhouse-Herrick

**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.**

No declaration of a conflict of interest was made by members in attendance.

**4. CONFIRMATION OF MINUTES**

**RECOMMENDATION:**

***That the Minutes of the Nhill Town Committee Meeting held on the 20<sup>th</sup> of February 2023 at the Nhill Memorial Centre, circulated to Committee Members be taken as read and confirmed.***

*Attachment: 1*

Due to a quorum not being reached by members at the meeting the minutes from the previous meeting were able to be confirmed.

**5. BUSINESS ARISING FROM THE MINUTES**

**5.1 Town committee asset register enquiry to other town committees in Hindmarsh**

Chairperson Alana Storey provided an update regarding our conversation at the last meeting regarding the possibility of creating a shared asset register with the other Town Committee's in Hindmarsh Shire. She the Jeparit Town Committee, who had discussed the possibility at their last meeting on the 13<sup>th</sup> of March 2023 and given the below response:

*It was ascertained that our assets would be the same as most townships, being BBQ, chairs and portable shade units as we do not own other substantial assets however it would be of benefit to obtain from the Hindmarsh Shire Council a list of assets that Townships can*

*use.*

Those in attendance were grateful for the response and the shared interest about the idea by the Jeparit Town Committee. It was decided to leave this as an agenda item for next month and see if we get responses from any of the other Town Committees before formally approaching the shire, noting it would be good if we could do an audit of our assets before doing so.

## 6. CORRESPONDENCE

### **INWARD**

- Request for new member information – Anne Rowe
- Nhill Music Concert
- Nhill IGA January statement
- Request for new member information – Heather Dufty
- Free Music Concert - Nhill

### **OUTWARD**

- Minute template – for Melanie
- Town Committee Assets
- April meeting date discussion
- NTC Easter Hunt Documentation
- Dog Park Survey – to project members
- Other Dog Park documents – to project members
- March meeting agenda request

### **RECOMMENDATION**

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

Moved: Rhys Webb

Seconded: Pauline McCracken

## 7. EVENTS

Chairperson Alana Storey advised that the permit documentation has been submitted to the Hindmarsh Shire Council for the Committee to run the annual Easter Egg Hunt and Easter games on Easter Saturday.

Further to last meeting's discussion around concerns about whether or not the Committee would be able to hold the event due to potentially not having enough volunteers on the day was continued. This concern was raised last meeting and again this meeting as it was noted that it was possible a number of our members would be away that weekend and unable to assist, and a request was put to members to let Alana know if they were able to assist before today's meeting. Unfortunately, she did not receive a response from members stating that they would be able to assist on the day. It was discussed and agreed that it would be disappointing if we could not run the event as it is very simple to organise and a lot of fun for kids at Easter, and thus the decision was made to put a call out to our own members and possibly on our Facebook page requesting volunteers for the event. It was noted that we would need to ensure that those that did volunteer had a current Working with Children's Check, and possibly the best places to ask were other services clubs in town because of this.

The pre-event organisation was decided to be handled by Alana, who assisted Cr Melanie Albrecht with the event last year, and she would be assisted by Cr Melanie

Albrecht.

<b>Event:</b>	<i>Easter Egg Hunt</i>	<b>Location:</b>	<i>Jaypex Park</i>	<b>Date</b>	<i>8<sup>th</sup> of April 2023</i>
<i>Relevant documents</i>					
	<b>Responsibility</b>	<b>Due date</b>	<b>Status</b>		
<b>Risk assessment</b>	<i>Alana Storey</i>		<i>Sent to Shire for approval</i>		
<b>Food permit</b>					
<b>Local Law permit</b>	<i>Alana Storey</i>		<i>Sent to Shire for approval</i>		

<b>8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR</b>
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8.1 Nhill Railway Station – guest speaker Helen Woodhouse-Herrick

Local resident Helen Woodhouse-Herrick attended today’s meeting as a guest to discuss the Nhill Railway Station and some thoughts about its upkeep. Helen shared a number of concerns she had about the current state of the Nhill Railway Station, which she felt was in need of a good clean up and beautification. Helen shared that currently gardening at the station is done by the Rotary Club of Nhill twice a year, and local resident Henry, who was commended by all in attendance, looks after the station, however she shared her concerns that despite this the Station is not looking the best currently.

Helen told the Committee of her idea for the station and a way of beautifying it, which focused on cleaning and tidying up the garden and possible putting in some big concrete pots to hold native plants on the platform. She also felt that it would be good if a gardener could be hired to regularly come and attend to the Station’s garden. Others in attendance also shared their ideas of what could be done at the station. One idea in particular which was very popular was inspired by something people had seen in Warracknabeal, and that was that images of local attractions in Warracknabeal had been painted at the Motel and that possibly having poster paintings of attractions in Nhill and a ‘Welcome to Nhill’ sign at the Station could be a good way to bring people into town. Another idea which was shared was the possibility of repurposing some of the benches that the Shire had replaced around town recently with the pod seating, which are currently in the Nhill Transfer Station, getting the local Mens shed to fix them up as needed and put them on the platform as a place for people to sit whilst waiting for the train.

Those in attendance in attendance were largely in support efforts being made to tidy and beautify the Nhill Railway Station, however a couple of members shared concerns around how exactly this would work and whose responsibility the ongoing costs and care would fall to as the Station is owned by Vic Tracks. Due to this it was decided that Helen contact those at Vic Tracks she had spoken to previously about the Station and find out how looking after stations in other towns has worked and if possibly they would be able to assist the beautification and upkeep of the station. It was also

decided to contact Jeff Woodward at the Council as a number of the ideas shared during the meeting could have a tourism impact that the Shire may want to be involved with.

## 8.2 Nhill Dog Park

Rhys Webb the leader of the Nhill Town Committee Dog Park working group shared an update on the progress of the project. He has been reviewing past documents on the project, including reviewing the survey that was developed to get community feedback on the project, and in conversations with Home Hardware to get a renewed quote. As a response to getting a renewed quote from Home Hardware a discussion was had about the logistics and sustainability of the Dog Park, with particular consideration that if the Town Committee were to pay for the materials and installation of the Dog Park we would need to consider who we got to build it and who would be responsible for its going maintenance. It was noted by a couple of people that had been long term members of the Committee that in the past it had been discussed that the Committee organise the community feedback survey about the possibility of installing a dog park in Nhill, the result of which would be provided to the Shire for them to use as a potential resources to look into possible funding or grants they could obtain to build it and hence would be under the Shire's purview long term.

It was also decided that the Town Committee move forward with doing the community feedback survey and that Rhys would write an article to be sent to the paper to advertise it, with the assistance of Alana who will set an online version of the survey. The Committee will also be checking with the Shire if it is still possible, as discussed when first considering doing the survey, to leave hard copies of the survey at the Shire offices and let people return them there. It was decided that we first run the survey for a month to begin with and see how we go with responses.

## 8.3 Planning day possibility

Pauline McCracken shared an enquiry with the rest of the Committee if we would be holding another planning day this year. She felt the one held last year was a great way to bring everyone together and a good team building afternoon. This was a largely liked idea by those in attendance, however it was noted that whilst we would like the planning day to be at the beginning of the year the current member term period is ending on the 30<sup>th</sup> of June. It was decided to hold the next planning day on the second weekend in July to allow for any new members to attend and any not continuing not needing to be in attendance.

## 8.4 Increasing membership and friends of NTC

Pauline McCracken shared that it would be great if we could encourage more people to attend our meetings to increase the diversity and have more people part of our discussions. All those in attendance thought this was a great thought.

# 9. COUNCILLOR REPORT

Cr Melanie Albrecht shared a couple of reminders with those in attendance that the Hindmarsh Shire Harmony Day celebrations would be happening the following day at the Nhill Memorial Centre 10:15am and the Community

Consultations, also happening at the Nhill Memorial Centre, will be on the 4<sup>th</sup> of April.

Cr Melanie Albrecht also advised those in attendance that Hindmarsh libraries still have access to the same number of books they have always had access to as they are still part of the Victorian Library Services. This information was shared as she had recently received a number of concerns from locals that the library books were very limited.

A local resident had also shared a query with Cr Melanie Albrecht that she wanted to get the Committee’s opinion on. The query was whether the Aviation Centre sign could be moved to replace the current Mallee Foul sign at the entrance to town. The consensus in the group was not to remove the sign but rather update it possibly with something depicting different Nhill aspects. It was also noted that due to Vic Roads rules and regulations it is a lot easier to get a sign updated rather than replaced.

**10. OFFICER REPORT**

It was noted that there was no Officers report to give.

**11. URGENT BUSINESS**

**12. FINANCE REPORT**

**12.1 Summary of Balances in Finance Report.**

The opening balance for the financial report was \$14,708.32. Since the last financial report there had been a number of expenses over the Christmas period in regards to the carols, Christmas decorations and gifts for those that participated in the Nhill Christmas Lights. Chairperson Alana Storey noted on behalf of Vicki Natt who was an apology this evening that the item ‘Glow Sticks for Christmas’ be changed to ‘Printing and Glow Stick for Christmas Carols’ to ensure accuracy as the printing costs for advertising the carols was the majority of the cost noted in the report. It was noted that this amendment will need to be made prior to the report be approved.

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

**RECOMMENDATION:**

That the Council Officer raise the following Purchase Orders, being a value of \$2,000 or less.

Moved

Seconded

Creditor	Value \$	Description of Goods or Services

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

**RECOMMENDATION:**

That the Council Officer, following approval by Council or the CEO, raise the following Purchase Orders greater than \$2,000.

Moved  
Seconded

Creditor	Value \$ (> \$2,000)	Description of Goods or Services

**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	
6	Correspondence	Approving the Outward Correspondence and Noting the Inward.
7	Events	
8	General Business as Notified to the Chair	
9	Councillor’s Report	
10	Officer’s Report	
11	Urgent Business	
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 (above \$2,000)	That the Council Officer, following approval by Council or the CEO, raise the following Purchase Orders listed which are greater than \$2,000.

**14. MEETING CLOSED**

The meeting closed at 8:59pm

**15. COUNCIL OFFICER AUTHORIZATION**

\*to be completed by the Council Officer

I \_\_\_\_\_ accept the following recommendations made by the XX Committee at this meeting held on [DATE]:

ITEM NO.	DESCRIPTION	DECISION
4	Minutes	Confirmation of the Minutes
5	Business Arising from	




	Minutes	
6	Correspondence	Approving the Outward Correspondence and Noting the Inward.
7	Events	
8	General Business as Notified to the Chair	
9	Councillor's Report	
10	Officer's Report	
11	Urgent Business	
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.

I \_\_\_\_\_ advise that the following items:

ITEM NO.	DESCRIPTION	DECISION
12.3	Purchase Orders to be Raised (above \$2,000)	That the Council Officer, following approval by Council or the CEO, raise the following Purchase Orders listed which are greater than \$2,000.

- Need to be referred to a Council Meeting / CEO for a decision
- Require more Information
- Do No align with the Hindmarsh Shire Council Plan

SIGNED: Council Officer 

Dated: 27/03/23