

MINUTES

Weipa Town Committee Meeting

20th January 2005

Council Chambers

Commenced at 8:08am

Chairperson's Report – Michael Rowland – 8:08am

Attendance: Michael Rowland, Trevor Snodgrass, Patsy Hudson, Zara Creswell, Carrie Gay, Peter McCulkin, Ian Pressley, Dean Kneebone, Rebecca Bechly – Minute Taker

Apologies:**Confirmation of Previous Minutes**

Moved	Seconded	Carried	Any amendments to be made
Greg Finch	Trevor Snodgrass	Carried	No

Business Arising from Previous Minutes 16th December 2004

Item	Information	Action/Recommendation	Required By

Business

Item	Information	Action/Recommendation	Required By
ROCCY			
CYPDA			
WCRCG			
WCCCA			
WTTOG			
WCC Management Board	Joint Library – there are issues with funding. CEO has been working on final figures and talking with HR and will report back to committee at next meeting.	CEO to report back to next meeting with final figures and outcome.	CEO
Communication Strategy			
Self Determination			

General Business

Item	Information	Action/Recommendation	Required By
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Town Boundaries	Sandy Nelson Expansion of Town Boundary	Sandy Nelson to prepare a process to expand the Town boundary. Peter McCulkin in conjunction with Sandy Nelson to head committee in preparation of land boundaries to be transferred from Cook shire to Weipa Town. Greg Finch to prepare a proposal within the next 2 months and arrange meetings with John Graham, Neal Dahl and Peter McCulkin with proposed cattle projects.	Sandy Nelson Peter McCulkin Greg Finch and Peter McCulkin
Economic Development Officer		WTC to look at possible financial assistance towards this position in the 2005 year. A letter to be sent to the Chamber of Commerce seeking their support and financial assistance that may be required.	Deputy CEO CEO
John Graham – Comalco Community Relations	Hospital update		

Carrie Gay left the meeting at 8:23

Verification of Recommendations from today's minutes

Moved	Seconded	Details	Carried
Trevor Snodgrass	Michael Rowland	That the recommendations from today's minutes be accepted.	Carried

Administration and Finance Meeting – Chairperson Zara Creswell – 10:50am

Attendance: Zara Creswell, Patsy Hudson, Peter McCulkin, Michael Rowland, Trevor Snodgrass, Greg Finch, Carrie Gay, Ian Pressley, Dean Kneebone, Rebecca Bechly – Minute Taker

Apologies:

Confirmation of Previous Minutes

Moved	Seconded	Carried	Any amendments to be made
Greg Finch	Michael Rowland	Carried	No

Business Arising from Previous Minutes 16th December 2004

Item	Information	Action/Recommendation	Required By
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	Rates Assessment 2112-0-0	DCEO to talk to solicitors requesting letters be sent to owner regarding their arrears.	DCEO
Budget	Street Lighting	CEO to investigate funding made available to communities in the Cape for street lighting, CEO to advise committee if town Office is eligible.	CEO

Business

Item	Information	Action/Recommendation	Required By
Deputy CEO Report	Dean presented his report to the committee.	DCEO to follow up main roads grant – check with Jeff	DCEO
Rev & Exp Report	Dean presented the report to the committee.		
Budget		Zara to work with Dean to create a program go over the budget. Advise committee at next meeting	Zara Creswell and DCEO
Accounting			
Policies			
Meetings			
Legal Matters			
Audits			

General Business

Item	Information	Action/Recommendation	Required By

Verification of Recommendations from Today's minutes

Moved	Seconded	Details	Carried
Peter McCulkin	Patsy Hudson	That the recommendations from today's minutes be accepted.	Carried

Community and Social Meeting – Chairperson Carrie Gay – 11:32

Attendance: Zara Creswell, Patsy Hudson, Peter McCulkin, Michael Rowland, Trevor Snodgrass, Greg Finch, Carrie Gay, Ian Pressley, Dean Kneebone, Rebecca Bechly – Minute Taker

Apologies:**Confirmation of Previous Minutes**

Moved	Seconded	Carried	Any amendments to be made
Peter McCulkin	Michael Rowland	Carried	No

Business Arising from Previous Minutes 16th December 2004

Item	Information	Action/Recommendation	Required By
Xmas lights		Carrie to get a photo of the winners house to be published on the webpage.	Carrie

Business

Item	Information	Action/Recommendation	Required By
Reconciliation			
Hospital	Warren Entsch letter Minutes from Workshop held 6 th December 04	Noted by members	
Combined Community Library			
Heritage and Environment			
Animal Control	Animal Report December 04	Noted by members	
Local Laws			
Events	Australia Day		
9:00am Sue Gould	EMS		
10:00am Scott North	Monthly Report	Recommendation that the WTC endorse Town Office to prepare and submit an application for Funding Stage 1 of the Proposed Aquatic & Sports Complex under the major facilities program 2006.	Scott North

General Business

Item	Information	Action/Recommendation	Required By
Marinus Hoffman	Letter regarding dog attack	Greg Bassett to go and inspect the yard to make sure the animals can not get out. The permit to be reissued if property meets the appropriate guidelines and if there are any further complaints received due to a number of preceding complaints, the permit will be cancelled. Jeff Lewis to advertise the local laws on dog attacks.	Greg Bassett Jeff Lewis
Keep Australia Beautiful	Nomination Form	Carrie to nominate Weipa for the competitions. Carrie will call for expressions of interest to form a Tidy Towns Committee. If no interest is shown the nomination will not go ahead.	Carrie Gay

Verification of Recommendations from today's minutes

Moved	Seconded	Details	Carried
Trevor Snodgrass	Patsy Hudson	That the recommendations from the Community and Social Meeting held today be accepted	Carried

Works and Engineering Meeting – Chairperson Trevor Snodgrass – 1:09

Attendance: Trevor Snodgrass, Michael Rowland, Zara Creswell, Patsy Hudson, Greg Finch, Carrie Gay, Peter McCulkin, Dean Kneebone, Ian Pressley, Jeff Lewis, Rebecca Bechly – Minute Taker.

Apologies:

Confirmation of Previous Minutes

Moved	Seconded	Carried	Any amendments to be made
Peter McCulkin	Michael Rowland	Carried	No

Business Arising from Previous Minutes 16th December 2004

Item	Information	Action/Recommendation	Required By

Business

Item	Information	Action/Recommendation	Required By
Asset Supervisors Report See Attached	Safety Water and Sewerage	Water test results. Monthly Water Meter Readings	
	Roads	Jeff to obtain optional design works for roundabouts.	Jeff Lewis
	Contracts	Spotless Contract – The Road Sweeping, potholes and tree lopping work be taken out of the current contract and fresh tenders be called.	Jeff Lewis
	Drainage		
	Town Planning	Subdivision of Land – Recommendation: To accept the proposed subdivision subject to the water/sewerage services being supplied to each block.	
	Maintenance Capital/Op Projects	Weipa Hire Site Plan – Recommendation: To accept the proposed caretakers accommodation, subject to town planning requirements.	
Connell Wagner Report	January 2005 Report 2005 Work Program	Noted by members	

General Business

Item	Information	Action/Recommendation	Required By
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Falling coconuts	Strategic Plan to denutting of coconuts and/or replacement with native plants.	Look at legal requirements if signage was placed on coconut trees advising of falling coconuts.	CEO
Chubb	Fire Services Audit	Jeff Lewis to get costing and report back to next meeting.	Jeff Lewis
Dog Kennels	Relocation of kennels, pound and possibly vet.	Jeff Lewis to talk to Sandy Nelson about possible sites.	Jeff Lewis
Beagles Boat	Issue of person living on abandoned boat near Lorim Point sewerage ponds.	CEO to liaise with John Graham and the Weipa Police to resolve this issue.	CEO
Bike Track	Bike Track for Rocky Point 2006 be brought forward to 2005.	Jeff Lewis to look at raising a CEA and getting approval to bring forward the work.	Jeff Lewis
Bed & Breakfast	Application from Debbie Lahrs to operate a B&B at 16 Pandanus.	Recommendation: To accept her proposal subject to all town planning approval and building requirements.	Jeff Lewis
Urban Design	Urban Design Report	Recommend that the committee read the report and then discuss at the meeting to be held (date to be advised)	

Nanum 2 Subdivision	<p>Lots 49 to 53 Alakanum Court. Water ponding in middle of allotments.</p> <p>Erosion around storm water headwalls.</p> <p>Kerb and channeling silted up due to runoff from allotments.</p> <p>Light pole in front of Lot 22 Kanthin Rd. appears to have subsided and is out of plumb, Some are very low (bolts are below ground level).</p> <p>Bitumen seal is 'fatty'. Professional advice is required on future problems, if any, which may arise.</p> <p>Excess bitumen has bled into kerb. To be removed.</p> <p>Silt traps and construction fencing to be removed.</p> <p>Kerb in front of Lot 25 holding water. Approximately 20mm deep.</p> <p>Damage to the bitumen surface in Qld Nanum at the entrance of the new subdivision.</p> <p>Damage to bitumen seal on roadway: 1. In front of lot 19 Chrisite. 2. Intersection of Kanthin Road/Awurpa Court. 3. In front to lot 26 Kanthin.</p> <p>Vegetation on noise barrier along John Evans Drive.</p> <p>Soiling and vegetation of green areas.</p> <p>Water runoff through private blocks from areas outside.</p>	Greg to follow up and report back to the committee on the ownership of the subdivision.	Greg Finch
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Verification of Recommendations from today's minutes

Moved	Seconded	Details	Carried
Carrie Gay	Peter McCulkin	That the recommendations from the minutes of the Engineering and Works committee meeting held today be accepted.	Carried

Attendance: Trevor Snodgrass, Michael Rowland, Zara Creswell, Patsy Hudson, Greg Finch, Carrie Gay, Peter McCulkin, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker.

Apologies:

Confirmation of Previous Minutes

Moved	Seconded	Carried	Any amendments to be made
Trevor Snodgrass	Michael Rowland	Carried	No

Business Arising from Previous Minutes 16th December 2004

Item	Information	Action/Recommendation	Required By
Volley Ball Court		A scope or works to be done and obtain quotes for the job. Report to February meeting.	Jeff Lewis
Boat Ramps		Trevor Snodgrass to supply a quote for large rocks at rocky point boat ramp.	Trevor Snodgrass
7 Alstonia		That the applicant be advised the front unit is to have a bull nose veranda structure.	Jeff Lewis

Business

Item	Information	Action/Recommendation	Required By
Boat Ramps			
Aquatic Centre Sports Complex			
Tourism	Malaruch Caravan Park	Patsy Hudson to get contact list of all Traditional Owners of Malaruch and report back to next meeting.	Patsy Hudson
Youth			

General Business

Item	Information	Action/Recommendation	Required By
Wooldrum	Lease Aurukun	Peter McCulkin to draft a letter to Aurukun Shire Council on the possibility of leasing of land at Wooldrum creek area for a recreation reserve to the Weipa Town Committee.	Peter McCulkin
Proposed Cemetery	Letter from Land Services	Noted by members.	
Fishing	Albatross Bay Closure Deep Water Trawler Operating in Gulf waters outside of 25 nautical miles.	Peter McCulkin to draft a letter to Jason O'Brien with WTC concerns. Cc Warren Enstch	Peter McCulkin
Nanum 2 Subdivision Park	Children's park – Greg advised the committee that there is money set aside for the construction of playground equipment.	Greg Finch to look through playground equipment book held by the Town Office for ideas and report back to next meeting.	Greg Finch

Verification of Recommendations from Today's Minutes

Moved	Seconded	Details	Carried
Patsy Hudson	Carrie Gay	That the recommendations from today's minute be accepted.	Carried

Committee to meet at the shopping centre at 10:00am on Saturday

3/2/2005 – 10:00am AMP meeting with WTC committee – Rebecca to send an invite via email to committee.

Weipa/Napranum disaster management plan – 7-11 Feb with Wayne Couttes

Meeting closed at 4:15pm