



Date: Thursday, 17 November 2022

Time: 8:00am

**Location: Council Chambers
Cnr Camp & Weddin Streets
GRENFELL NSW 2810**

AGENDA

Late Reports

Ordinary Council Meeting 17 November 2022

**Noreen Vu
General Manager**

Order Of Business

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15 MINUTES OF COMMITTEE MEETINGS

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File Number:

Author: General Manager

Authoriser: General Manager

Attachments: 1. HLF General Meeting Minutes 9 November 2022

RECOMMENDATION

Except where otherwise dealt with, the Minutes of the HLF General Meeting held 9 November 2022 be adopted as presented.

INFORMATION

A HLF General meeting was held 9 November 2022 with the minutes from this meeting attached.



Minutes of the General Meeting held 9th November 2022 at the Grenfell Bowling Club

1. **Attendance:** Cathy Gilbert, Jan Parlett, Belinda Power, Amber Atkins, Christine Stein, Kellie Frost, Deb Stanton, Lawrence Howell, Glenda Howell
2. **Apologies:** Virginia Osborne, Gordon Rolls. **Resolved:** That the apologies be accepted – Glenda Howell/Lawrence Howell
3. **President's Welcome and Opening Remarks**
4. **New members:** Christine Stein
5. **Confirmation of Minutes of Previous Meeting: Resolved:** That the minutes of the 21st September 2022 be accepted – Deb Stanton/Kellie Frost
6. **Business arising from those minutes:** Moved to General Business
7. **President's Report;**
 - a. The Committee had a workshop to examine the JOP and Charter. Previous General Managers, President's and Committee members were included in the discussions.
 - b. A meeting was held with the General Manager to discuss the JOP and Charter.
 - c. Event Management Plan. The Committee can rate and recommend any tenderers.
 - d. The chat with Peter Moffitt has been moved back to the 16th November 2022.
8. **Treasurer's Report:**
 - a. Bank account as at 31/10/2022: \$68223.94
 - b. MYOB still needs to be sorted out.
 - c. Ray Smith needs to sign off the bank account

Resolved: That the Treasurer's Report be accepted – Amber Atkins/Kellie Frost
9. **Secretary's Report:**
 - a. Correspondence in: Email from Amy Hadley regarding the Traffic Management Plan. Accepted Glenda Howell/Kellie Frost

Resolved: That the Secretary's Report be accepted: Cathy Gilbert/Jan Parlett

**10. General Business:**

- a. It was suggested that Council should be consolidating the Traffic Management Report from the HLF and the Grenfell Car Club, not the committee.
- b. A discussion was had about the 2021 Strategic Review and the Community Development Officer recommended in the Review.

MOTION: After discussing the procurement for the Event Management it was decided that we contact those who we requested quotes from to provide separate additional quotes for Special Event Transport Management Plan, Event Management, Risk Management, Coordinator Management, Vendor Management, Notice of Intention to Hold a Public Assembly, Event Application Form, Grant Applications and Sponsorship. Christine Stein/Kellie Frost **CARRIED**

- c. After discussion the General Manager suggested we don't move forward with the JOP in its current form. The Committee will rework the document.

MOTION: The Committee agree that after meeting with Peter Moffitt on 16th November 2022, any changes to the Charter and the reworked JOP (yet to be named) will be distributed to the Committee for feedback and forwarded to the General Manager as soon as possible. Kellie Frost/Christine Stein **CARRIED**

- d. The new membership form was discussed and accepted. The Membership Register will start effective from today.

11. Date for next meeting: The next meeting will be held, if needed, following a Xmas get together at the Bowling Club on 14th December 2022 at 6pm.

12. Close: There being no further business the meeting was closed at 9.15pm