

Douglas Park Reserve and Facility Management 355 Committee Minutes

DATE: Tuesday 9th February 2021

TIME: 7:00pm

LOCATION: Douglas Park Community Centre

CHAired BY: Christine Towndrow

PRESENT: Max S, Melissa W, Leah H

APOLOGIES: Lisa K

ABSENT: Keith and Sue D

GUESTS: Shawn Adams Douglas Park Wilton Football Club

Stacey McKenzie and Danielle Connell from Douglas Park Wilton Little Athletics

Certificate of appreciation was presented by Steve Greenwald from Douglas Park RFS for \$1000 that was donated from the Community Open day back in March 2020. The funds were used to buy portable lighting equipment.

Minutes from the previous 355 general meeting were accepted Melissa by and seconded by Max - Carried.

Business arising from minutes

Signatures - Ongoing

Netball is in new storage facility

Netball have been given a cheque for their refund.

Max still to be reimbursed for key lock boxes.

Little A's and soccer are to facilitate their own code changes.

Church handed over their 2 old master keys

Little A's master key does not open the old canteen but it does open the storage and the breezeway toilets.

Christine to sort.

Mural all done – has been sealed and paid for

CORRESPONDENCE IN/OUT - As circulated

Items raised by Shawn Adam – Douglas Park Wilton Football Club

Keys – Bin key to be handed over by Little A's at the start of the soccer season

Old Canteen Cleaning – need to engage a cleaner to do a thorough clean before 23rd March

Committee agrees to pay for the initial thorough clean.

A pest spray to be organised for the old canteen and new storage areas, as well as Community Centre.

Shawn Adams and Danielle Connell to obtain a quote for the pest spray and cleaning. Pest Spray to be done before the cleaning. Highlands pest to quote.

Breezeway toilets – they will need to be COVID cleaned after each use – Soccer use 4 times per week. Soccer will use and clean after each use as per their COVID safe plan.

Shawn has approached council to have a light installed to light up the carpark near the new toilet block – Re: Safety concerns.

Old canteen shutter locks – not there. Locksmith to fix when keys are fixed for canteen door.

Screen door on old canteen needs to be replaced - soccer to attend to this.

Old storage areas – soccer would like to have extra storage and are enquiring if these could be used.

Option would be to build additional storage. This is an Immediate problem for soccer.

Who is the contact for any ground maintenance? – Council is the contact.

Noted that grass was left on the oval after mowing last time.

Zippy hot water – There is not one in the old canteen. There should be an urn to use instead. Urn to be obtained for old canteen. Check new canteen as there are 2 in there.

Items raised by Stacey McKenzie – Douglas Park Wilton Little Athletics Club

There are weeds and grass in the long jump pit. These need to be dealt with and sand pit needs topping up
CRM to be raised by Christine

The tartan long jump track has a chunk missing from it.

CRM to be raised by Christine

Little A's line marking has recently been done. No marking top up will be done before soccer season starts
Soccer will have their line marking done in white.

There are holes on the oval from the old fence and they are a hazard. The holes are covered by grass. The holes are not visible and fill up with water when it rains – Safety issue.

CRM to be raised by Christine

The oval could do with top soiling as the field is not level and when it rains the water settles.

CRM to be raised by Christine.

Christine to request to meet with Council and User groups to have a look at the ground to see the state it is in. We would also like to request a Counsel representative to come to the monthly Hall Committee Meetings

Stacey has emailed council as a community request to have a footpath from the Station to the Oval as a matter of safety for the community.

General Business

COVID Cleaning to be done after each use of the Community Centre – Regular users need to take all their rubbish with them after each use. An email is to be sent to each user group reminding them of their responsibilities.

The food vans are continuing to go well with 5% of takings each week to go into a kitty which will be divided up between user groups. Netball, Physie, Soccer and Athletics. The community are enjoying and supporting the food vans. Once the Little A's season is over the vans will not continue as temporary approval was given only for the season. Danielle Connell is proposing to see if vans can come back once per month for the community during the off season. User groups to supervise this on a rotating basis. In the off season the problem is lighting Re: Safety

Danielle Connell to put a proposal in writing for the food vans in the off season.

Shawn Adam, Stacey McKenzie and Danielle Connell will be attending the 355 meetings as guests,

TREASURERS REPORT

Balances did not change for December and January

Investment balance still the same

February invoices sent out

Some are still outstanding

Accepted as tabled – Moved Melissa, 2nd Max – Carried

User Reports:

Divider door is broken again and is being repaired by David Luxford on 10th February

Netball to have a booking at the Community Centre on the 3rd Tuesday of the month for their meetings.

FUTURE PROJECTS

1. COLA – Master plan approved. Apply for grants for funds. Awaiting a firm quote – new quote to be obtained. Ongoing
2. Solar Panels – Look into getting more on the new storage facility and old canteen and to have them cleaned. **CRM raised by Christine for cleaning of panels**
3. Carpark
4. Skate Park
5. New tennis court

NEXT MEETING: Tuesday 9th March 2021 – 7pm at Douglas Park Community Centre

There being no further business the meeting concluded at 9.30pm.