



To Committee Members,
"as addressed"

NOTICE is hereby given that a Nhill Town Committee Advisory Committee Meeting of the Hindmarsh Shire Council will be held at the Little Desert Hotel - Kiata on 12 March 2024 commencing at 7:00pm.

AGENDA

1. Acknowledgement of the Indigenous Community

Apologies

3. Disclosure by Committee members or Councillors or Council Officers of any interest or conflicts of interest in any item on the agenda

4. Confirmation of Minutes

5. Business Arising from the Minutes

6. Correspondence

7. Events

8. General business as notified to the Chair

9. Councillor Report

10. Officer Report

11. Urgent Business and Other Reports

12. Finance report

13. Decisions to be made

14. **Meeting Closed**

15. **Council Officer Authorisation**

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

Acknowledgement of the Indigenous Community

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

Ross Barker

Attendees: Pauline McCracken, Daniel Griffiths, Cllr. Melanie Albrecht, Kay Frost, Helen Woodhouse-Herrick, Alison Dahlenburgh, Cllr Wendy Bywaters, Michael Hyde, Julie McDonald, Mandy Myers, Jacquie Rethus, Amy Leach, Heather Dufty and Stuart Martin - proprietor of Little Desert Hotel Kiata.

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 conflicts of interest declared.

4. CONFIRMATION OF MINUTES

Motion: That the Minutes of the Nhill Town Committee held on 30 October 2023 circulated to Committee Members be taken as read and confirmed.

Moved: Councillor Melanie Albrecht

Seconded: Helen Woodhouse-Herrick

5. BUSINESS ARISING FROM THE MINUTES

No business arising from the minutes.

6. CORRESPONDENCE

INWARD

- 12/3/24 Email received from Ross Barker, noting his resignation from Nhill Town Committee

OUTWARD

Nil outward correspondence

RECOMMENDATION

That the Outward Correspondence be approved and the Inward Correspondence noted.
 Moved: Councillor Melanie Albrecht
 Seconded: Helen Woodhouse-Herrick

7. EVENTS

Event:	<i>Easter Egg Hunt</i>	Location:	<i>Jaypex Park</i>	Date	<i>30/3/2024</i>
<i>Relevant documents</i>					
	Responsibility	Due date	Status		
Risk assessment	<i>P.McCracken</i>	<i>1/3/2024</i>	<i>Completed</i>		
Food permit	<i>P. McCracken</i>	<i>1/3/2024</i>	<i>Completed</i>		
Local Law permit	<i>P.McCracken</i>	<i>1/3/2024</i>	<i>Completed</i>		

Easter Egg Hunt in Jaypex Park at 9.30am on Saturday 30/3/2024
 Collaborative partnership formed between NTC and Nhill Leos to facilitate the event.
 Key working party: Vanessa Drendel, Melanie Albrecht, Alison Dahlenburgh, Pauline McCracken, Nhill Lions Club members; Vanessa Triana (First Aid), Julie McDonald and Mandy Myers (Leo Mentors).

8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR

8.1 Resignation of Ross Barker received via Email as of 12/3/2024.
 Motion to receive R. barker's resignation.
 Moved: P McCracken Seconded: M Hyde

Motion: Heather Dufty to act as temporary Secretary.
 Moved: P McCracken Seconded: M Hyde

9. COUNCILLOR REPORT

Hindmarsh Shire Council are holding a Harmony Day Celebration event at the Nhill Community Centre on 21 March from 6pm - 9pm. Any interested in participating with a cultural performance is encouraged to contact the Council. Community members are encouraged to bring a plate of food to share and come in traditional cultural dress.

Nhill Cane Ball court is finished and being used by the Karen community. There is an official opening on Saturday 16 March.

Business Grants were announced:

Cambrelles was successful in obtaining funding of \$3,000.00 to help towards the cost of repairs and downsizing the shop window to eliminate sun damage and to establish an area where they can do some creative showcase displays. The Façade will be glass and timber cladding.

Community Grants were announced:

Nhill Lake Committee of Management were successful in obtaining funding of \$1,000.00 for the installation and improvement of public safety signage. New signage will benefit the community and visitors by providing them with clear and accurate information.

Nhill A & P Society were successful in obtaining funding of \$500.00 towards Messy Play and Face Painting activities for the Nhill Show in October 2024. The Messy Play Company helps encourage and bring the joy of experimentation and fun to kids and adults while face painting allows children to become creative with their imagination. Both activities would be free to patrons that visit the show.

Nhill Silo Heritage Project were successful in obtaining funding of \$977.00 towards a BGA 86 which is a battery blower for removing leaves, plant waste and dirt to maintain and preserve the Noske Silo complex and to make it more attractive for tours to show people the workings of the silo.

Born Worn Camera Policy is out for public consultation till 21 March. The policy, if approved, will provide for Local Laws staff to have a body worn camera that can be used to record in the event of a potential OH&S threat.

10. OFFICER REPORT

- **Post Office Garden Project**

Town Committee rep made contact at the end of February requesting information on process and risk management for this proposed joint project, but it appears that they have proceeded without any consent from Council or any risk management plan in place regarding working next to a highway without a rail or any barrier between the road and garden. Appropriate notice must be given in advance to ensure permits, plans, policies, etc can be acquired and followed.

At a minimum, the Committee will need to be reminded that –

- Council is responsible for their health and safety as volunteers and takes this responsibility extremely seriously, we want our volunteers to be able to engage in meaningful community projects safely and without unnecessary risk. (Facebook photos show child is working without any shoes or PPE in a garden bed on the corner of the Western Highway)
- The Committee is an extension of Council, and all decisions and actions are reflective of Council and subject to our policies and processes.
- No activity that has not undergone a risk assessment process or received approval from Council officers should be undertaken – the fact that this occurred is unacceptable.
- Volunteers that do not take due care of, or are reckless in their consideration of, the health and safety of themselves and any persons involved in the activity may have their Committee membership revoked.

We appreciate the enthusiasm for community projects, but safety comes first.

- Nhill Town Entry Event signage email sent to the NTC email address.
- Nhill Dog Park Tiny Towns funding application was submitted last month – awaiting an outcome.
- Nhill Caneball Court construction has been completed. Official Opening with Dr Anne Webster at 12.30pm on Saturday 16 March at 12.30pm – all welcome!

10. URGENT BUSINESS

Reports from Working Groups

Easter Event – P. McCracken

Event registration and Risk Management completed/ approved.

Poster created and placed in shops and notice boards.

Event registration and other promotional media has been placed on Shire and NTC Facebook pages.

LOL van booked to provide locals and tourists with coffee/food throughout the day at Jaypex Park.

Bubble machine booked - to be collected before Good Friday.
Golden Egg Hunt and Paper Plane Flying Competition.
Other street decorations - Easter photo board and bunting in Goldsworthy Park.
Karen youth (with Nan) painting some shop windows in main street (Easter themes).
Nan providing popcorn machine and audio equipment for the event.
To do - purchase order and purchase eggs/carry bags.
Advertising and editorial for media outlets.
Secure some hay bales and wool for egg hunt.

P McCracken - Post Office Beautification

Vanessa Drendel has been working with Nhill Leo's to deconstruct and redesign the PO garden (in readiness for Easter and Aviation weekend).
To date, all weeds and ectopic plants have been removed, soil dug over, fertiliser added.
Vanessa is overseas for two weeks. It is envisaged that two more working bees will be required during March to complete planting and placement of bark chips.
Pauline to meet with Shire and arrange safety barrier fencing and delivery of bark chips prior to the upcoming working bees.
Very positive community response has been received re the project to date.
The Leo's have made a commitment to maintain the PO Garden. A plaque to be placed at the site to honour their involvement.

P McCracken - Truck Bay Beautification

Truck bay beautification - three trailer loads of weeds have been taken from along Showground fence during past 2 weekends.
A vehicle ran over two trees and metal sign on verge near Dahlenburg gates. The trees have been stood up, wrapped with bandage and re-staked in the hope that they will repair. So far so good.
Tri-doubles and quad transports may be an issue in the future due to space limitations. More bark required along the showground fence. Pauline to liaise with the Shire to have chips placed there during winter months.

H Dufty - New Residents Event

Goal: To create a Welcome Pack for New Residents

- Emily Gladdis, owner of the Nhill Free Press & Kaniva Times, has offered to sponsor a free One-month subscription to the local newspaper which would enable people to use the Trades Directory when searching for a local builder, plumber etc.
- Joanne Perkins would be happy to include a card in their "Renters Pack" for New Residents to claim a Welcome Pack from the Hindmarsh Shire Office.
- People have asked for a basic A-Z of Nhill.

To complete a more thorough understanding of what New Residents need and want to know about Nhill we would like to propose an information gathering evening or afternoon later in the year. A welcoming location is the Anglican Church Hall in Clarence Street. There is a open fire and it would be an ideal venue on a cold winters afternoon or evening to have "Soup & a Bread roll" a casual but social event.

This would require the following:

- Letterbox drop [to attract all past new residents of the previous decade]
- Posters

- Newspaper advertising
- Hire of Anglican Church Hall
- Catering budget for soup & bread.

When we finalise what people really want we could then have an annual early March event in 2025 at the Nhill Lake or Jaypex Park and invite all New Residents and a representative from each organisation in town to attend. This could coincide with other "first Saturday of the month" events.

What's On in Nhill?

- Purchase wall mounted A4 sign holders to go in public places, these are often put on the back of toilet doors in many towns.
- Emily Gladdis of NFP&KT will sponsor this by printing monthly inserts to be placed in the A4 sign holders.
 - Ms gladdis will provide a quote estimating this financial support and will sign relevant sponsorship paperwork.
- A4 wall mounted sign holders are \$13.55 each, **Darian Office & Art Supplies**, 176 Fairy St, Warrnambool 3280 have offered to provide them at a discount prices of \$10.90each if 30 or more are purchased.

A rough tally of the number of toilet doors in Nhill and an estimate of the cost are:

- All Toilet doors = 40 x 10.90 = \$436.00

Public toilet sites are; Jaypex Park, Goldsworthy Park and Nhill Lake.

- Shire Public Toilets in Parks ONLY = 26 x 10.90 = \$283.40
- Trial Goldsworthy Park ONLY = 16 x 10.90 = \$174.40

Helen Woodhouse-Herrick - Street Signage

Nhill Pictorial Entrance Event Signs

Feedback/Questions on Nhill Pictorial Signage as per Jeff Woodward:

- Will there be multiple signs, If so, how many?

At this stage there is one sign planned at each highway entrance into Nhill.

- Can the sign on the Kaniva side be on the left side of the road rather than the 'wrong' side?

VicRoads have requested that the signs are installed within the 60kmh speed zone. This leaves very little option for placing on the left side of the road without impeding businesses or houses.

- The Kaniva side sign looks to be before the Nhill-Harrow Road intersection and will not be seen by Silo Art Trail visitors coming this way from Kaniva/Goroke.

There is already a significant number of signs on the town side of the Nhill-Harrow Rd intersection. Density of signage is an important consideration for both driver safety (eg over-distracted) and effectiveness/visibility of signage (sign/information overload). As the vast majority of traffic will be along the highway it is important to place it in the most effective location for that traffic movement.

- The lake sign is too busy and does not indicate the location of Nhill Lake.

I don't believe the sign is too busy. It could just be a photo of the lake as an alternative. Its purpose is to show a great image of Nhill to attract people to stop, not a directional sign to the lake.

As part of the Nhill Streetscape implementation signage will be placed at strategic locations pointing towards the Nhill Lake, there will also be signage in Jaypex Park and Goldsworthy Park.

How long are events advertised on the signs, and will this be limited for example to two weeks or two months?

- All temporary signage will be displayed for up to 2 weeks prior to the event, unless permission is granted for a longer period. Signage will be taken down after the event.
- A request for signage to be displayed outside the normal parameters will be considered if space permit and it's not within the 3 months leading up to the event.
 - Signage will be displayed for up to 4 weeks on a one off basis.
 - Signage will be subject to the same approval standards.
 - Upcoming events take precedent.

How will the priority be determined on which events are able to use the signs, if there are multiple events on at the same time?

The closest event date (eg next event coming up) will be given priority. If on the rare occasion that events are happening on the same day or weekend then the event organisers may choose to do a combined sign, otherwise priority will be given to the event that is likely to attract the most visitors and provide the greatest boost to the visitor economy.

Stuart Martin - Little Desert Hotel Kiata gave a short address to the meeting about his aspirations to renovate the Hotel and create a venue for live music and "destination meals" and provided a guided tour of the Hotel to show the current work in progress.

12. FINANCE REPORT

12.1 Summary of Balances in Finance Report.

A	B	C	D	E	F
Nhill Town Committee Financial Report 2023/2024					
As at 29/02/2024					
1/7/2023	Opening Balance			\$ 16,682.51	
6/11/2023	Council contribution			\$ 7,500.00	
					\$ 24,182.51
Less Expenditure to date					
13/11/2023	Leos Club	Garden Tools		\$ 300.00	
29/11/2023	Nhill Free Press	Late night shopping printing		\$ 27.27	
	Nhill Free Press	Christmas Light Advert		\$ 40.91	
	Nhill Free Press	Late night shopping advert		\$ 204.55	
13/12/2023	P McCracken	Late night shopping Exp		\$ 537.44	
13/12/2023	Nhill Dimboola Band	Performance at Late night Shopping		\$ 150.00	
13/12/2023	Home Hardware	Hire nifty lift		\$ 150.91	
19/12/2023	Nhill Free Press	Printing Carols flyer		\$ 27.27	
17/1/2024	Supa IGA Nhill	Nhill Town Committee Account at IGA		\$ 56.85	
17/1/2024	Cambrelle's	Glow sticks and printing for late night shoppi		\$ 217.00	
17/1/2024	Business Nhill	Late night shopping prizes		\$ 250.00	
17/1/2024	Marty Lieschke	Supply and operate sound equipment for Nhill		\$ 760.00	
17/1/2024	Nhill Lions Club	BBQ for Carols		\$ 866.51	
12/2/2024	Facepainting by Millie	Facepainting		\$ 159.09	
12/2/2024	Leos Club	Lolly bags for Carols		\$ 200.00	
12/2/2024	Little Desert Nature Lodge	NTC planning day		\$ 229.09	
					\$ 4,216.89
	Amount Remaining (unspent)				\$ 19,965.62
Less Amounts committed for Expenditure (invoices not yet paid)					
	No purchase orders in system			\$ -	
	Amount Available for use				\$ 19,965.62

RECOMMENDATION:

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

Moved: Heather Duffy

Seconded: Pauline McCracken

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: Councillor M. Albrecht

Seconded: H. Woodhouse-Herrick

Creditor	Value \$	Description of Goods or Services
Nhill Free Press	250	Advertising of Easter Event 2024
Nhill IGA	500	Purchase of Eggs for the Easter Event

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 8.10pm.

15. COUNCIL OFFICER AUTHORISATION

I Daniel Griffiths accept the following recommendations made by the Nhill Town Committee at this meeting held on 12 March 2024:

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.

SIGNED:

Dated:

22/05/24