



# AGENDA

## Bundarra Community Committee Meeting

Held on 12 August 2026 at 6:00pm

1. OPENING & WELCOME
2. APOLOGIES BY COMMITTEE MEMBERS
3. CONFIRMATION OF MINUTES
4. ITEMS
  - 4.1 Business Arising from Previous Minutes

| BUSINESS ARISING FROM PREVIOUS MEETING |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | WHO          | STATUS  |
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| 4.1.1                                  | Brightening Street lights. Talked to Essential Energy. There is a way forward that is more cost effective. Duplicate the existing the lights that will double the coverage, and its cheaper. On existing poles a second light will be added. Peter Gregory will work with Mick to select some trial lights to see how it goes. Placed an order with Essential energy. They need to assess the poles that we recommended. Hopefully next meeting we have more of an update. Have got a quote, about \$6k, for around 4 lights to trial. Locations have been discussed. Lighting on bridge, council request lighting on bridge.                                                                                                                                                                                                                                                                                                                                                                                                                                              | DID          | ONGOING |
| 4.1.2                                  | Tree planting - look at list for preferred species. Engage community on 'street tree planning' to get community involved. Garden Crew have made a suggestion for Chinese Pistachio trees. They are deciduous. Angela will talk to a local nursery to discuss options and pricing. Council will look at places to avoid planting them (15-20m from corners etc). Set up a flyer to let the community know we would like to plant more trees in the street, its up to residents to pay for the trees, or the BCC can look for grants to help cover some of the costs. Uralla tree group operates and may be looking for projects. Adam will talk to Armidale tree group. Council to do up a little fact sheet on the tree and the process to undertake more tree planning in Bundarra. Amy Layton and Andrea Robinson are in garden committee. Black mountain nursery 2m tall are \$410 each, Local nursery can get them cheaper and in bulk, needs a min order of 100 trees. Could do an order in Feb, might be under \$50 per tree. Work for planting this time next year. | BCC, AI, DID | ONGOING |

| BUSINESS ARISING FROM PREVIOUS MEETING |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | WHO | STATUS  |
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|                                        | Andrea to get prices to us for our grant applications. Armidale Tree group only do native trees so we cant work with them.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |     |         |
| 4.1.3                                  | Peter Gregory to follow up on artist to see if they are still able to do community artwork. Ongoing. Lions has ordered some weatherboard and Hannah has a quote for the paint. Once weatherboard has been put up. Hannah will put a graffiti coat over it. Ready to go once we get the weatherboard put up – No new update. Builder is injured, but once he is recovered weatherboard will go up. Artist has moved to Armidale, but looking at getting it printed not painted as it will be faster. Need to get map to the artist to finalise before printing. Peter will look at who might be able to print it.                                                                                                                                                                                                                                                                                                                                                                                                                                                             | PG  | ONGOING |
| 4.1.4                                  | Caravan Park Update: Have found someone for the caretaker role. Some governance checks have been done, just to safeguard both parties. Should have something in place very soon. Look at ongoing strategies for new caretakers ongoing every 3 months, with the potential to extend (for example) and advertising early to get people interested in advance. Some governance checks are being completed. Looks reasonably promising. Council can execute when its ready to go. Moving power box and water, taken on notice, SH to look into. Happy to report the caretaker has moved in and contract is signed. Have an ongoing arrangement. There was a list of things they are required to do, eg upkeep of showers, toilets, clean rubbish. She will send people to the general store for payment. Ruth (Pub) has some trucks coming through for people to use the showers, PG to organise a key for Ruth and SH to work out the fee for a shower. SH has asked dean about costs to move power box and water etc. Sapphire city electrical are coming out to move things. | DID | ONGOING |
| 4.1.5                                  | Signs at each end of town (blue signs) – Confirmed that they will be installed soon. Signs on outside of town, fuel, caravan, food symbols. Smaller directional signs for various things in town. Aim to have them in place before next meeting! Signs at each end of town for water restrictions are good. There is a list of signs across the shire to be done over the coming weeks.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DID | ONGOING |
| 4.1.6                                  | Hall update– Look for grants. We can put potential evacuation centre on the Hall for grants to be able to get grants. Quote received – looking at grants, once there are grants available we can apply for them (now we know a price) and if there is a co payment required the funds in the account for this committee may be used. See draft scope of works for the hall. This is now a bigger, long term project that we will look at grants for and see if we can combine various aspects into one grant to get the most out of things being completed. Change to hall update not just air conditioning. Scope of works was sent to everyone for feedback, none received so will work with that scope of works.                                                                                                                                                                                                                                                                                                                                                          | DID | ONGOING |
| 4.1.7                                  | Tip Issue: Council brought up list of complaints since January and there are no logged calls about it being full. Residents need to call the council number at the time to have it logged so there is data to support this issue. If residents don't ring the customer service there is no complaint logged. SH hasn't seen any requests come through or logged for tip issues. If someone logs a complaint they can ask for a CRM number. If you haven't heard any                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | DID | ONGOING |

| BUSINESS ARISING FROM PREVIOUS MEETING                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | WHO | STATUS  |
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| feedback from council don't be afraid to escalate it. SH to look at the layout of the tip and try to work out if there is anything that can be done to help the issues there. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |         |
| 4.1.8                                                                                                                                                                         | Sewerage Smell, still smells. New aerator was installed and is trialling. There has been a few reports in the last month regarding sewer smells. Inspecting the Sewerage Treatment Plant on a daily basis. No odour coming from there in the last month. But still getting complaints of the smell. Some more investigations need to be completed because the smell seems to be around town. With water restrictions less waste going into the pods which means they aren't pumping out as much, causing issues. Spread the word – if you can smell sewer call customer service asap so we can get a staff member there straight away to investigate. MR to contact Lindsay next week to discuss these issues. Michael McLennan happy to take calls directly on this so that he can attend immediately. No calls taken from customer service in the last month. The pods in town are not a sealed unit, so will have smells attached to them, community awareness around this may help. The way to fix the pod at the pre school was to fill sinks on a Monday, but with water restrictions, but now running this water through is making the water bill huge. There is no way to get to the pod to change it. Talks about filling the unit with concrete to reduce the volume needed. SH to look into where that was up to. Councillors to look at this when we look at in kind and sponsorship for various community orgs. | DID | ONGOING |
| 4.1.9                                                                                                                                                                         | Look at structured grant application process and team for Bundarra. There is a process that could potentially work, council can run the accounting and set up a new account for this committee. Mick is happy to investigate the process. Need to find an organisation to auspice this so we can then apply for grants. Ongoing. Talk to lions initially to help out as they are local, PG will talk to Lions and we can discuss if this is an option, then if not we can move onto other orgs to talk to.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | DID | ONGOING |

GM = General Manager  
DID = Director Infrastructure & Development  
MCI = Manager Civil Infrastructure  
AM = Asset Manager  
ESO = Executive Support Officer  
BCC = Bundarra Community Committee

#### 4.2 Council Update

1. TFNSW Grant update
2. Hall IT updates?

#### 4.3 General Business

### 5. CONCLUSION OF MEETING