



MINUTES of Bundarra Community Committee Meeting

Held 11 March 2026 at 6:00pm

Attachments:

1. UNC Flyer
2. Works Update

Attendance at Meeting:

Committee Members:

Peter Gregory
Matthew Monk – Chair
Lindsay Groth
Jeffrey Dezius
Rebecca McLean
John Layton
Theresa Layton
Jennifer Dezius

Councillors:

Jen Philp – Secretary
Leanne Doran
Adam Blakester

Staff:

Mick Raby - Director Infrastructure & Development

Apologies:

Toni Averay - General Manager
Alison Bayliss
Angela Iskov
Kylie Jarman

Visitors and guests

Deb Cook
Kate Hannan
Carolyn McMullen
Carol Barnden
Gary Crane
Roz Mason-Gaudern
Bruce McLean

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1. OPENING AND WELCOME

The meeting was opened at 6:00pm

2. APOLOGIES BY COMMITTEE MEMBERS

Toni Averay - General Manager
 Alison Bayliss
 Angela Iskov
 Kylie Jarman

3. CONFIRMATION OF MINUTES

4. ITEMS:

4.1 Business Arising From Previous Minutes

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
4.1.1 Brightening Street lights, getting quote from Essential Energy. 64 lights in town. For new lights that meet the standards will be \$45k roughly plus GST. Can we get 2 or 4 lights done to see what the different wattage looks like to then make the decision for how much of an upgrade would be suitable. Look at some grants from Essential energy that might be applicable. Action: Mick to look at Grants. See if we can get a trial in to find out what's best for all, somewhere in the main street and label them for the community.	DID	ONGOING
4.1.2 Tree planting - look at list for preferred species. Engage community on 'street tree planning' to get community involved. Action: Angela and Open Garden crew can take this on, talk to them about what is best for community and bring to the next meeting.	BCC	ONGOING
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. Action: Expects to be able to do something soon, keep in touch with Hannah.	PG	ONGOING
4.1.4 Community signage for notices. Need a grant group in place to do more. Anything that needs to be communicated with the community, its up to this committee to help distribute it. Action: Combine with other noticeboard ideas.	MM	ONGOING
4.1.5 Caravan Park Update: Concrete posts with bay numbers are the next step, There is a current overstayer. Council are working through the process. Its currently compromising the process of the upgrades. Discussions around the management, Kylie had a discussion with Dean today. Can we do an EOI to the community for	PG	ONGOING

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
<p>the 'caretaker' role of the caravan park. Have their roles clearly defined and what they would get in return. Eg cleaning, taking bookings, etc</p> <p>Action: Get an EOI to the community to see who wants to take on the caravan park caretaker role.</p>		
<p>4.1.6 Signs at each end of town – Traffic forum happy to receive, need to supply them with design and location.</p> <p>Action: Send design and get location to Committee for review before sending to TfNSW. 3 Locations for signs.</p>	MM	ONGOING
<p>4.1.7 First Aid/CPR, We have some people interested but need to pay, there are grants that are available but the criteria can be complicated. The RFS have a free first aid course, but you need to be a member of the RFS to get this.</p> <p>Action: Get an EOI of people that need it in the community, get an idea of costings and dates. Committee to spread the word to get numbers and bring back to set up dates.</p>	JP	ONGOING
<p>4.1.8 Air conditioning for hall – Showground is current evacuation centre for Bundarra, but isn't suitable. DCJ have the authority over evacuation centres. Look for grants. We can put potential evacuation centre on the Hall for grants to be able to get grants.</p> <p>Action: Mick to look at emergency management plan, look for grants for air conditioning for the hall and be able to use it as an evacuation centre in the future. Mick to talk to Preschool about their evacuation plan.</p>	DID	ONGOING
<p>4.1.9 Grace Munro want to use the hall once a month. They have used it in the past, bookings are increasing.</p> <p>Action: N/A</p>	MM	COMPLETED
<p>4.1.10 Make a map of where defibs are, advertise where they are and who to contact, and make sure the community knows about it. (MM to make map)</p> <p>Action: MM handed out map a few months ago. Once noticeboard arrives it will go on there.</p>	MM	COMPLETED
<p>4.1.11 Extend culvert on southern entrance to town. Look at in the next year subject to funding.</p> <p>Action: Move to works update.</p>	DID	ONGOING
<p>4.1.12 Tip Issue: People are still being turned away because it is 'full'. Some are reporting it, but need to make sure it is reported by everyone and then getting documented. Council looking at waste strategy for the whole shire. Look at permanent structures and how it will be set up. It was a 3 week process, now it's a 2 week process so they</p>	DID	ONGOING

BUSINESS ARISING FROM PREVIOUS MEETING		WHO	STATUS
	are being emptied more regularly. The amount of rubbish exceeds the size of the bins. Action: Mick to look at list of complaints when people call, Mick to look at what the tip might look like with new strategy.		
4.1.13	Sewerage Smell, still smells. Council have been doing trials with an aerator and regular chemical treatment. Seems to be worse over the weekend. Town pods smelt over the weekend. Ongoing.	DID	ONGOING
4.1.14	Council Newsletter e newsletter is available, Can the newsletter be sent to the Library to print and then distribute to local businesses. Action: Send the monthly newsletter to the CWA/Library to then distribute to local businesses. Mick to investigate the ongoing staff/volunteers of the library.	MM	ONGOING
4.1.15	Look at structured grant application process and team for Bundarra community. Action: Mick to research the legal side of things particularly on funds held and the process of executing the grant.	MM	ONGOING
4.1.16	Investigate various ways we can get information to the community better, what will include everyone, how can it work so that no one misses out. Action: everyone on the committee has a responsibility to let the wider community know what's happening. We are working on email lists but aware that doesn't cover everyone. Everyone on the BCC has responsibility to pass on information that's sent out.	BCC	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 Grace Munro Discussion

Current operators are doing a great job. Because its community land it needs a deed over it. Currently there is only provision for short term lease in the current deed. Legally there has to be a public hearing to amend the deed. The intention is to change the deed to enable a long term lease to be drafted for the current operators to continue the tenancy, with the view they can sub lease it.

There is an independent person coming from Inverell to run the public hearing.

ACTION:
BCC to help the community to understand what the public forum is about and the reasons behind the public forum are known and its not to shut down Grace Munro.

4.3 Council Update

See attached

Mick talked to things that were completed on the works list. Will update the list to take the completed things off the list for next meeting.

Barraba road, there were 500 applicants in the last funding round, and only 32 grants given. We will continue to apply for grants. There is some other parts of that road that will have bits fixed coming up.

ACTION:

Update works list including the things from Business arising. Put Telstra pits back on the works list, there are still 3-4 that need completing.

4.4 Late Items/General Business

- Carol Barnden, Uralla Neighbourhood Centre. Carol spoke about the history of UNC and what they have been doing. They get grants to help them do what they do. They have volunteers, who can do courses to help the community. They do anything they can do to support members of the community. Looking for ideas for how they can help the Bundarra community. They have a youth committee that might be of help to this area. Food pantry is done on a Monday. Christmas hampers are done at that time of year. They want to help Uralla Shire. They refer people to other agencies for issues such as housing, DV etc. Look at getting some flyers to pass around Bundarra. Looking for volunteers from Bundarra to help support it.
- P&C have been contacted to do a free screening of a film 'Just a farmer'. Is it something people will attend? Outdoor screening, suggested to have at the Club. Looking to have it towards the end of the year. Looking for it to be a free event to support mental health. Looking to get donations to make it happen, looking between \$3-6000.
- Lions meeting tomorrow night, PG will try to get a defib through Lions.

5. MEETING CLOSED/NEXT MEETING

The meeting closed at: 8:33 pm

Next meeting to be held: Wednesday April 15th at 6:00pm

Works Update Since Last Report			
Location	Works Description	Status at Last Report	Status Now
Barraba Road	Grant application has been unsuccessful under the Safer Local Roads Improvement Plan (SLRIP) Grant	Council's second application was unsuccessful.	No change
Bundarra - northern approach	<ol style="list-style-type: none"> We have lengthened the arms on the streetlights in the area to improve light onto the road. Road count data demonstrates an average speed of 77km in the 50 zone. We are compiling supportive business case for 'reassurance speed signs' for the 50km/h town entry. 	All three points now complete	No change
Sewer Treatment Plant	Seeking quotations for the lease of an aeration plant to test the effect of aeration on odour outbreaks.	Underway -trailing to align with the historical timing of the issue (early Spring 2025)	No change
Water Treatment Plant and Reticulation System	<p>Testing is underway to identify potential cause/s of reported poor water quality:</p> <ol style="list-style-type: none"> Poor water treatment process? Poor reticulation mains? Poor household plumbing? 	<p>Ongoing. Happy to receive feedback.</p> <p>Regulatory NATA accredited testing on behalf of NSW Health last week confirmed zero PFAS in the Bundarra water source.</p>	No change.
Town	<p>Further work on pram ramps near Oliver St are planned.</p> <p>Northern side footpath under SCCF5A</p> <p>200m from grace Munro to Dawkins</p>	New pram ramp has been constructed at the corner of Bowline and Bendemeer Streets.	No change
Laura Creek	Commencement of drainage culvert improvement works are planned to use a grant under the Restart NSW Fund	Drainage culvert works have been completed. Road widening. Formation work is now in process.	Stabilising gravel pavement next week followed by final sealing early April.
Bakers Creek	A construction design to improve the problem road alignment issues will be produced whilst we await future grant opportunities	Future	No change

Works Update Since Last Report

Location	Works Description	Status at Last Report	Status Now
Barraba Road	Council will have a dozer winning some gravel for future grading work – the addition of extra gravel will increase the longevity and performance after each future maintenance grading effort	Future	No change
Multipurpose Facility	Shade sail (complete), exercise equipment perimeter path, kids bike path, kids play equipment (2 x teeter rides) and fence work	Equipment ordered, due March. All Works set for April.	No change
Emu Crossing	Public amenity refurbishment	WO issued to contractor	
Court Street	Public amenity refurbishment	WO issued to contractor	
Town	Bitumen resealing of part of network	Underway	
Barraba Road (Oliver St)	Bitumen resealing	Starts 12 Mar 26	
Thunderbolts Way	Bitumen resealing of 2 kms south of Emu Crossing	Starts next week.	
Bendemeeer St	Installation of concrete footpath	Complete	
Baldersleigh Road	Renewal of Drainage Culverts along 20 kms of the road	To be complete before 30 June 26.	
General Note	<p>Bundarra maintenance grading is under pressure for water availability and it is likely the Bundarra grader may be stood down for a few weeks until there is secure supply.</p> <p>Water for Laura Creek project is being sourced out of our Gravel Pit silt dams at present.</p> <p>The Uralla maintenance grader was stood down two weeks ago for the same reason</p>		