



## MINUTES of

# Bundarra Community Committee Meeting

**held 10 September 2025 at 6:00pm**

Attachments: Nil

### Attendance at Meeting:

#### Committee Members:

Peter Gregory  
John Layton  
Matthew Monk – Chair  
Alison Bayliss  
Lindsay Groth  
Jeffrey Dezius  
Rodney Hargrave  
Jennifer Dezius  
Theresa Layton  
Rebecca McLean  
Angela Iskov

#### Councillors:

Jen Philp – Secretary  
David Mailler

#### Staff:

Mick Raby - Director Infrastructure & Development  
Toni Averay - General Manager

#### Apologies:

Jackie Stibbard  
Kylie Jarman  
Cr Leanne Doran  
Cr Adam Blakester

#### Visitors and guests

Deb Cook  
Carolyn McMullen  
Kate Hannan  
Bruce McLean

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## 1. OPENING AND WELCOME

The meeting was opened at 6:08pm

## 2. APOLOGIES BY COMMITTEE MEMBERS

Leanne Doran  
Adam Blakester  
Jackie Stibbard  
Kylie Jarman

## 3. CONFIRMATION OF MINUTES

The minutes of meeting held 13 August 2025 were confirmed.

### ACTION:

**Jen to send to Sylvia for distribution.**

## 4. ITEMS:

### 4.1 Business Arising From Previous Minutes

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
4.1.1 Consider Squadron Energy sponsorship/grants for Grace Munro	BCC	COMPLETED
4.1.2 Brightening Street lights, getting quote from Essential Energy.	DID	ONGOING
4.1.3 Tree planting - look at list for preferred species. Engage community on 'street tree planning' to get community involved.	BCC	ONGOING
4.1.4 Hazard reduction burns around Bundarra Mick to bring up at next bushfire management meeting.	DID	COMPLETED
4.1.5 Local events - Send email to organisations to ask what dates they have for events, put on Bundarra Facebook page.	MM	ONGOING
4.1.6 Peter Gregory to follow up on artist to see if they are still able to do community artwork.	PG	ONGOING
4.1.7 Kylie Jarman to get quotes for new Perspex for the noticeboards at the shop.	KJ	ONGOING
4.1.8 Update link to Bundarra website on the Uralla council website. Update the Bundarra section of 'tourism' on the Uralla council page. Get pamphlet and distribute to places in Bundarra. MM to talk to Chris Clark.	ESO	COMPLETED
4.1.9 Continue working on caravan park layout and upgrades.	KJ	ONGOING
4.1.10 JL to tidy up and make inventory of who owns what equipment.	JL	COMPLETED
4.1.11 Emu creek sign ordered, leave on list for when completed.	DID	ONGOING
4.1.12 Signs at each end of town - Committee to put a proposal together and bring to next meeting.	MM	ONGOING
4.1.13 Community first aid/cpr – leave on list, wait for responses from community college.	JP	ONGOING
4.1.14 Cars on verge of street – ranger to visit again.	DID	ONGOING
4.1.15 Air conditioning for hall – Mick to get quote	DID	ONGOING
4.1.16 Present TOR and name change to council to adopt.	ESO	COMPLETED

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
4.1.17 Get an update from KJ on hall bookings to bring to next meeting	KJ	ONGOING
4.1.18 Mick to get an update on booking and charging systems used at Uralla court house.	DID	COMPLETED
4.1.19 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)	MM	ONGOING
4.1.20 MR to talk to ACEN to see if they can support the purchase of a 24hr defib for Bundarra.	DID	ONGOING
4.1.21 Investigate pedestrian crossing on south end of main street. Advocate with traffic committee.	DID	ONGOING
4.1.22 Investigate funding for handrail on front steps of hall	DID	COMPLETED
4.1.23 More soft fall needed in park. PG to handle.	PG	COMPLETED
4.1.24 Mick to look at opening times and days for tip, it hasn't been open on Mondays.	DID	ONGOING

GM = General Manager

DID = Director Infrastructure & Development

MCI = Manager Civil Infrastructure

AM = Asset Manager

ESO = Executive Support Officer

BCC = Bundarra Community Committee

## ACTIONS:

- 4.1.1 Grace Munro and GM to facilitate meeting with Squadron Energy. Current Lease with Grace Munro is a 2 year lease from Council.
- 4.1.2 Dean visiting next week to progress a few things. He will look at lights. Struggling to get what we need out of Essential Energy.
- 4.1.3 We can do things, Committee will look at a 4 year plan.
- 4.1.4 Not high on the RFS list of priorities. Their point of focus in Uralla Shire is around Invergowrie, but since snow storm many plans are changing.
- 4.1.5 Ongoing, working with various community groups.
- 4.1.6 Ongoing.
- 4.1.7 Ongoing.
- 4.1.8 Jen talking to Chris Clark about photo competition.
- 4.1.9 Sketch has been done, sign is ok with 2 changes. Remove 1 R in Bundarra, Check arrows are pointing the right way (Peter Gregory to discuss with Dean Wylie).
- 4.1.10 Some large equipment might move it to the shed if we need the space. Currently things from the library are in the front room while it's getting refurbished.
- 4.1.11 Dean to bring out when he visits next week.
- 4.1.12 Transport for NSW to install. MR to talk to TfNSW.
- 4.1.13 Jen to email and Facebook to get an idea of numbers and days.
- 4.1.14 Orders have been issued, ongoing issue. On Rangers list every time he visits. Currently he is visiting about once a fortnight.
- 4.1.15 Dean to look at and get quotes when he comes to visit. Look at using the Hall as an approved evacuation centre as this might open up more funding opportunities.
- 4.1.16 Done.
- 4.1.17 Ongoing.
- 4.1.18 Done.

- 4.1.19 Ongoing (will finalise when we have a defib).
- 4.1.20 Mick talked to ACEN, a request for support will be needed. Submission from committee via Rotary or Uralla Business Chamber as the 'lead' for the project.
- 4.1.21 Going to next Traffic Control Meeting. Will be in a few months. David Counsel has some ideas, we will get a bit of a report from him.
- 4.1.22 Dean to look at the railing when he visits, will be combined with some other projects around the town.
- 4.1.23 Done!
- 4.1.24 People have been turned away because the Tip was 'full'. Staff aren't saying that's the case. Please send to Mick if anyone is told its full. It will be open 3 days a week. Thursday, Friday, Sunday. Discussion around what days might be better. Talk to staff about maybe swapping days. Need to manage the resources that we have to try to get the best outcome. Needs one day on the weekend. Committee would like it to be open 4 days a week. Look at different days and staff to work out what might work better.

#### 4.2 Drainage at School/Ag Plot

Send to council to add to works list and investigate how to fix it. School bus nearly got bogged not long ago.

##### ACTIONS:

**MM to send to DID.**

#### 4.3 Council Update

- Barraba grant, we weren't successful, we have gone to the next round.
- Awarded \$125K to update the water treatment plant. Not allowed to spend until 27-28 financial year. We can now investigate and work out the best way to improve the Water Treatment Plant.
- Multipurpose facility, Emu Crossing toilets and court st refurb, no responses. Dean to come and talk to people. There are new doors on the showers and new door on laundry.
- Report to Risk Committee, Mick will add it to draft mins for people to look at.
- Got a grant for the library/CWA \$22,000 for digital access and community space for residents. Upgrade facility. There will be a computer, printer, painting, carpet, furniture, training staff to be able to train others.
- E-newsletter is very popular, easy to sign up on the website, encourage the community to add themselves on it. Monthly newsletter.
- SRV, some information packages about the proposed SRV will be left with MM. There is a survey to complete online to help decide what areas need services. All this information is on the website too. Discussion around why an SRV is being considered.

##### ACTIONS:

- 1. Attach works report to mins.**
- 2. Attach report to Risk Committee to draft mins.**

#### 5. LATE ITEMS/GENERAL BUSINESS

- Letter sent to Council about a house that's very untidy, many vehicles, rubbish etc. Council have a responsibility to intervene if the property presents a public health hazard. If meets those requirements then Council can issue orders etc, then gets escalated. Needs to go through a fair and reasonable process. If Council receives a complaint, then they can investigate.
- Can the Committee take on making up a welcome package to give to new residents, letting people know what's available in Bundarra. We are already working with Chris Clark to make sure what we are currently working on covers this.

**ACTIONS:**

1. Council to look into complaint.
2. Continue working with Chris Clark to make sure these ideas are covered in what we are working on.

**6. MEETING CLOSED/NEXT MEETING**

The meeting closed at: 7:42 pm

Next meeting to be held: 6:00pm – 8 October 2025

DRAFT