



MINUTES of

Bundarra Community Committee Meeting

Held 15 April 2026 at 6:10pm

Attachments: 1. Works report
2. Rotary sign concepts

Attendance at Meeting:

Committee Members:

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

Councillors:

Jen Philp – Secretary
Leanne Doran
Adam Blakester

Staff:

Mick Raby - Director Infrastructure & Development

Apologies:

Toni Averay - General Manager
Jackie Stibbard
Rodney Hardgrave
Jeffrey Dezius

Visitors and guests

Kate Hannan
Carolyn McMullen
Deb Cook

AGENDA

- 1. OPENING AND WELCOME 3
- 2. APOLOGIES BY COMMITTEE MEMBERS 3
- 3. CONFIRMATION OF MINUTES 3
- 4. ITEMS:..... 3
 - 4.1 Business Arising.....3
 - 4.2 Council Update.....5
 - 4.3 General Business.....5
- 5. MEETING CLOSED/NEXT MEETING 5

DRAFT

1. OPENING AND WELCOME

The meeting was opened at 6:00pm

2. APOLOGIES BY COMMITTEE MEMBERS

3. CONFIRMATION OF MINUTES

4. ITEMS:

4.1 BUSINESS ARISING.

Business Arising From Previous Minutes

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
<p>4.1.1 Brightening Street lights. Talked to Essential Energy. There is a way forward that is more cost effective.</p> <p>Action: Move to Works List - 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.</p>	DID	ONGOING
<p>4.1.2 Tree planting - look at list for preferred species. Engage community on 'street tree planning' to get community involved.</p> <p>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.</p>	BCC	ONGOING
<p>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.</p> <p>Action: Ready to go once we get the weatherboard put up.</p>	PG	ONGOING
<p>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.</p> <p>Action: Combine with other noticeboard ideas.</p>	MM	ONGOING
<p>4.1.5 Caravan Park Update: Have found someone for the caretaker role.</p> <p>Action: Move to Works List - Council needs to draft up an agreement and get it in place. Expect to be executed before next meeting.</p>	PG	ONGOING
<p>4.1.6 Signs at each end of town – T Approval process to go through, they just need things from us to confirm that these things are available in the town.</p> <p>Action: Move to Works List - Add a Dump point to the sign along with Fuel, caravan, food, toilets. Emu park and lions park to have signs.</p>	MM	ONGOING
<p>4.1.7 First Aid/CPR</p> <p>Action: One coming, signs around town. Action closed. Its on May 16th. Can council please add it to the monthly newsletter.</p>	JP	COMPLETED

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
<p>4.1.8 Air conditioning for hall – Look for grants. We can put potential evacuation centre on the Hall for grants to be able to get grants.</p> <p>Action: Move to Works List - For Council to get grant to upgrade the Hall, can say it will be an evacuation centre if need be for grants.</p>	DID	ONGOING
<p>4.1.9 Move to Works List - Extend culvert on southern entrance to town. Look at in the next year subject to funding.</p> <p>Action: Delete from Business Arising and move to Works Update.</p>	DID	ONGOING
<p>4.1.10 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.</p> <p>Action: If residents don't ring the customer service there is no complaint logged. Please ring CS with issues.</p>	DID	ONGOING
<p>4.1.11 Sewerage Smell, still smells. New aeration system is operating. Sewerage at the pre-school has a commercial pump that's too big for their needs.</p> <p>Action: Move this to Works List - Council to investigate the pre-school sewerage pump. Look at a residential pump not a commercial pump.</p>	DID	ONGOING
<p>4.1.12 Council Newsletter e newsletter is available, Can the newsletter be sent to the Library to print and then distribute to local businesses. There has been an issue with the addresses not matching so that the internet can be connected. On the deed it was 2 B court st, but on the rates is 4 court street.</p> <p>Action: The building needs Internet to be able to email to print. Get information out to the community using local businesses.</p>	MM	ONGOING
<p>4.1.13 Look at structured grant application process and team for Bundarra community. There is a process that could potentially work, council can run the accounting and set up a new account for this committee.</p> <p>Action: Mick is happy to investigate the process and we should be able to get it in the May council meeting. We will need a covering letter of support.</p>	MM	ONGOING
<p>4.1.14 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.</p> <p>Action: Everyone suggest what would be the best way to communicate with the community.</p>	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 Council Update

Works report – See attached.

Water restrictions – Moving to Level 2, signs going up, letterbox drop. Council do daily checks on the water supply levels. Will do weekly updates for the community. Council are looking at state government support.

As the water situation is dire, no unsealed roads will be graded. If there are hazards on these roads, we need the community to report them to council asap.

There are some documents on public expeditions.

UNC – Things for hampers that can be donated can be breakfast items, tinned things, fruit etc. Carol who came to last meeting, talking with CWA about when pick ups and drop offs would work.

There is a silent disco coming to Uralla, the 24th of April. School aged kids. If there was an interest in Bundarra they are happy to hold a disco here in Bundarra.

ACTION: Community to report road hazards.

4.3 General Business

- Public Toilet Signage. At CWA meeting there wasn't public toilet signage in places but it should be covered with the signs mentioned above.
- Telstra pits haven't been completed, put back on the works report.
- Noticeable police Presence in the town
- Rotary signage project – designs passed around to have a look at. Attached to the mins as well.

ACTION: Put Telstra pits back on works report.

5. MEETING CLOSED/NEXT MEETING

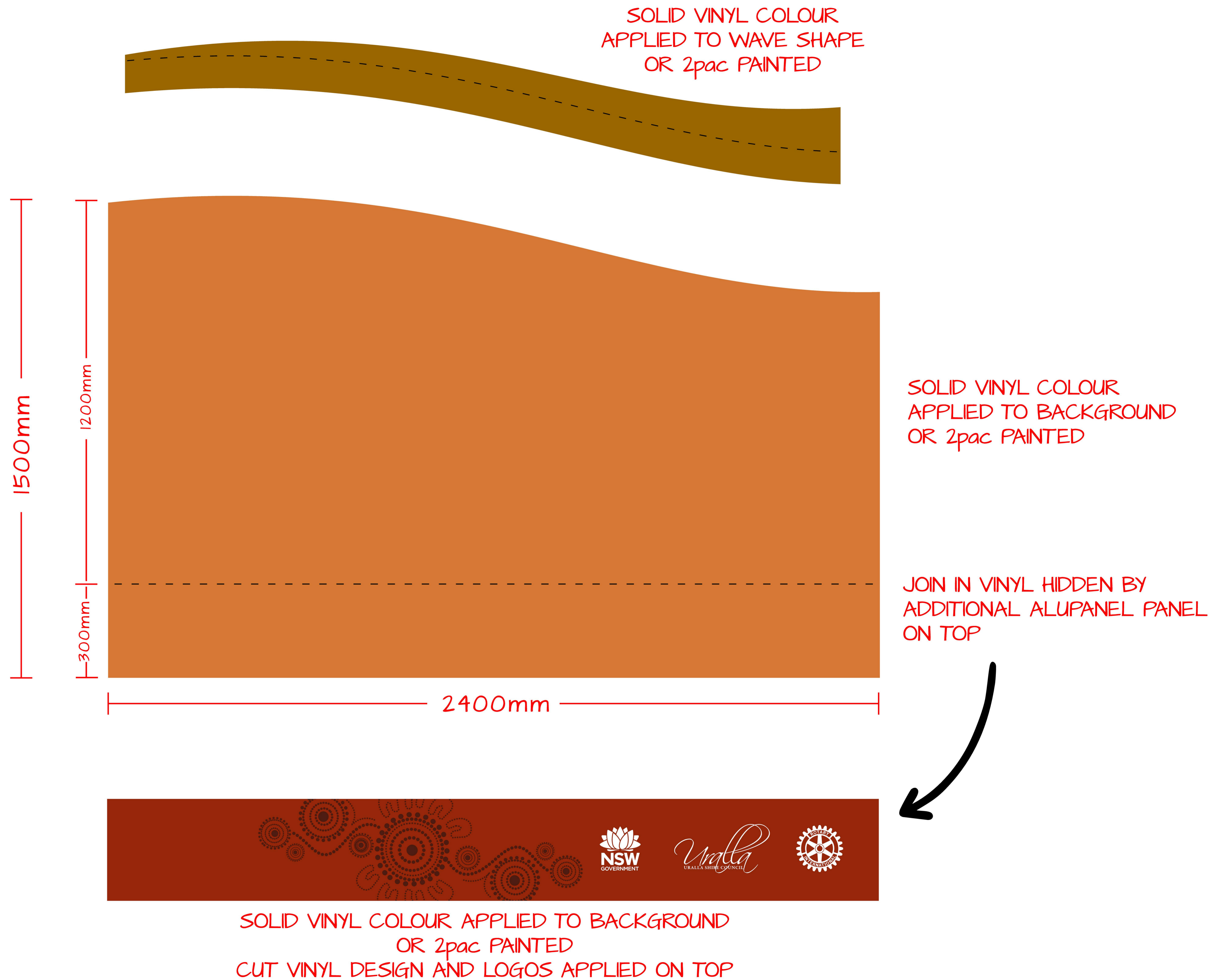
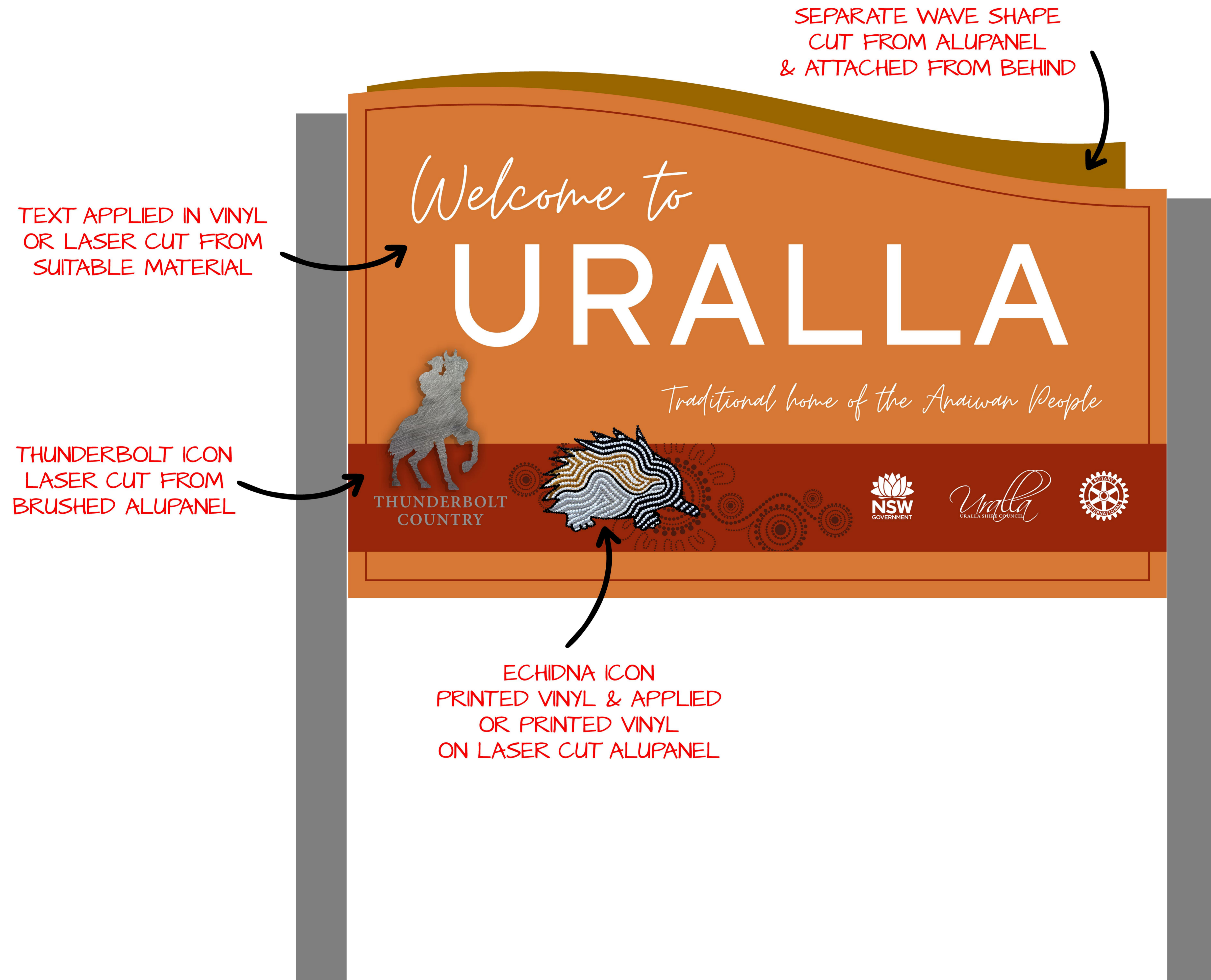
The meeting closed at: 7:45 pm

Next meeting to be held: Wednesday May 13th at 6:00pm

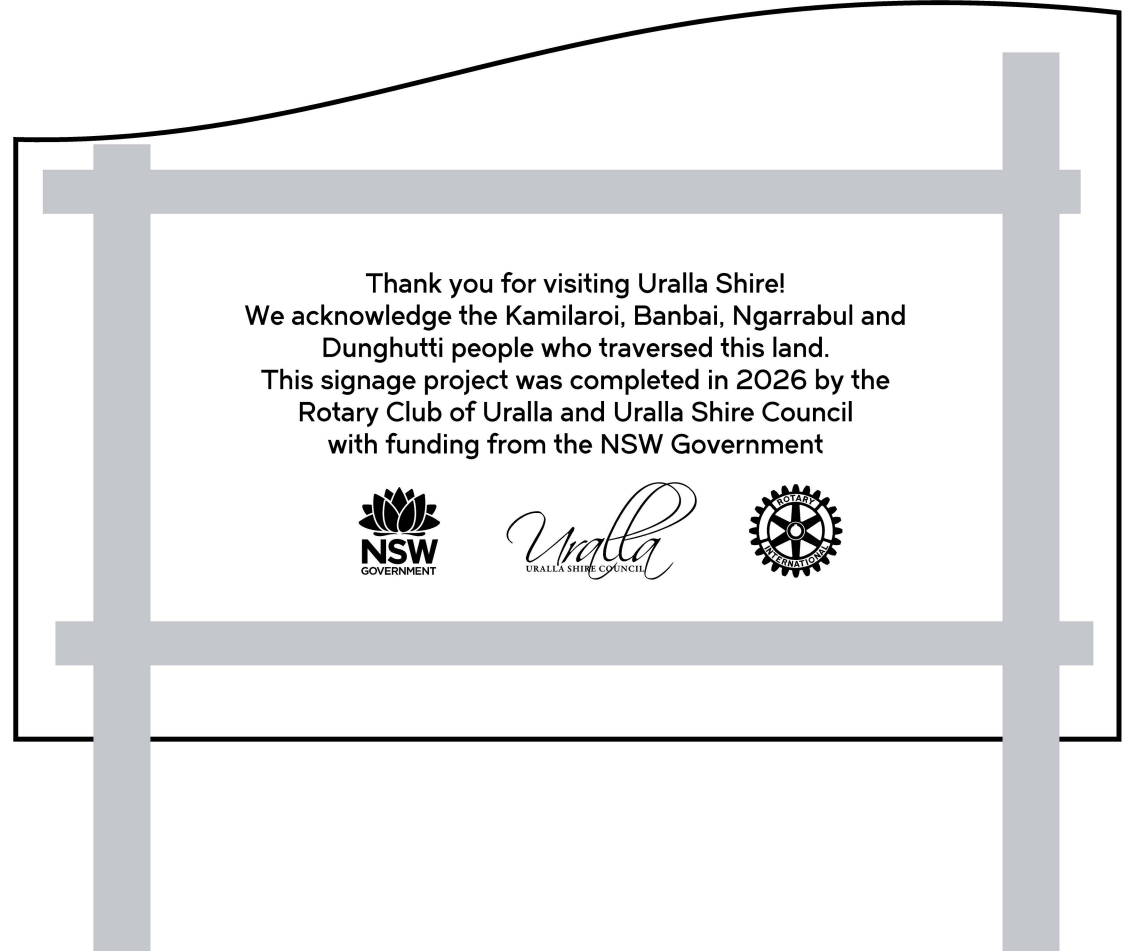
Works Update Since Last Report

Location	Works Description	Status at Last Report	Status Now
Bundarra - northern approach	Speed control on main road	No change	COMPLETE and DELETE Additional confirmatory speed signs have been installed
Visitor Signage	Committee to confirm amenity symbols Council will negotiate the approval process and report back		New Item
Water Treatment	DELETE (was previously regarding Water quality with people to ring if issues arose.) REPLACE WITH NEW Replace with Bundarra Water Restrictions Monthly Report until return to normal		New Item Water Restrictions Level 2 from tomorrow
Town	COMPLETE Further work on pram ramps near Oliver St are planned. Northern side footpath under SCCF5A 200m from grace Munro to Dawkins	New pram ramp has been constructed at the corner of Bowline and Bendemeer Streets.	DELETE
Laura Creek	COMPLETE Commencement of drainage culvert improvement works are planned to use a grant under the Restart NSW Fund	Stabilising gravel pavement and sealing Guard Rail and line marking in May	DELETE
Bakers Creek	A construction design to improve the problem road alignment issues will be produced whilst we await future grant opportunities	Future project	No change
Barraba Road	COMPLETE Council will have a dozer winning some gravel for future grading work		DELETE

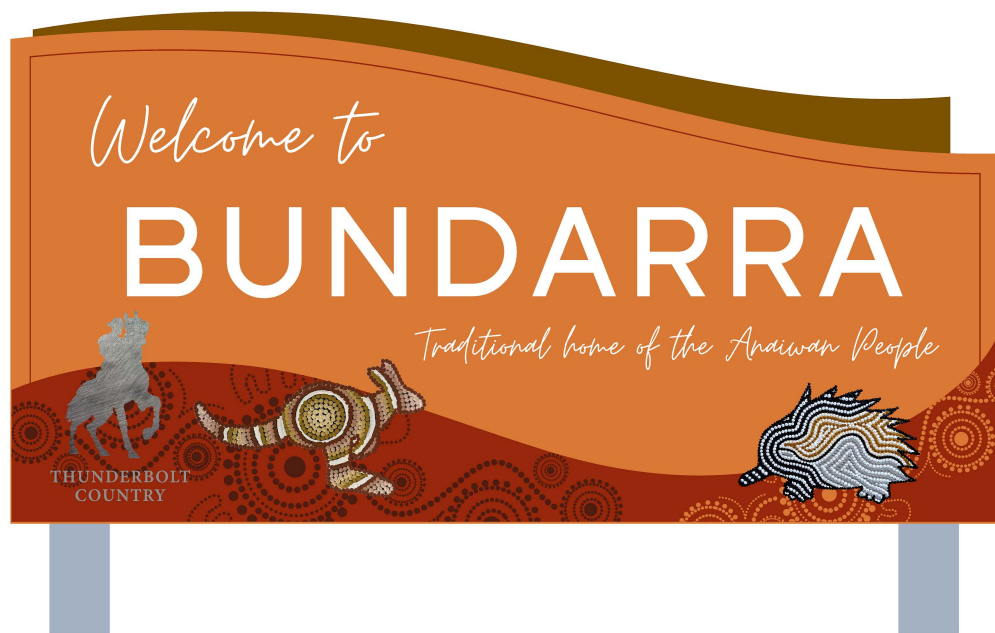
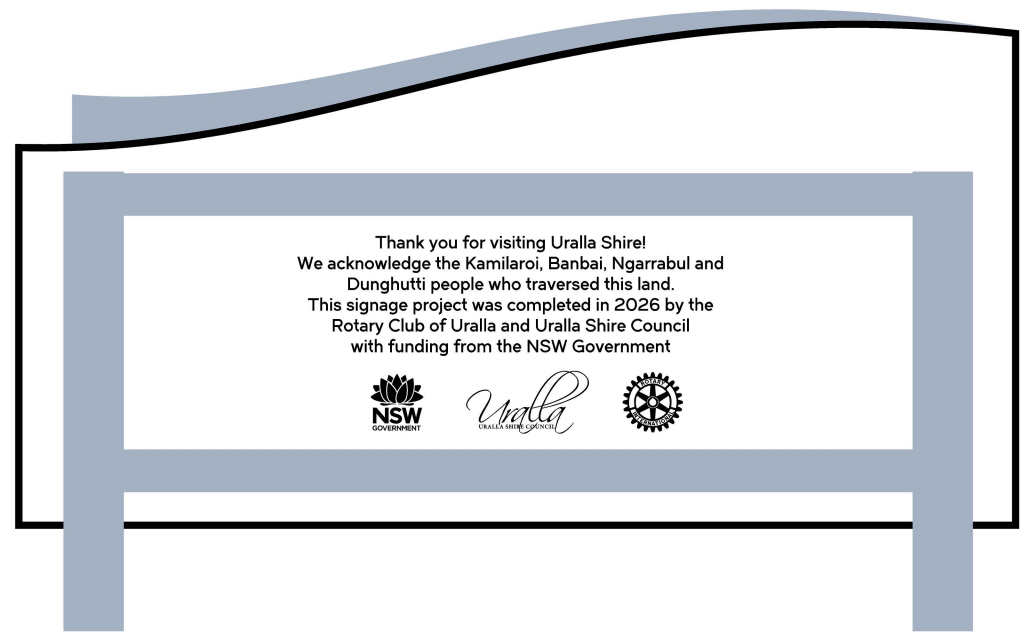
Works Update Since Last Report			
Location	Works Description	Status at Last Report	Status Now
	– the addition of extra gravel will increase the longevity and performance		
Multipurpose Facility	COMPLETE Almost Shade sail (complete), exercise equipment perimeter path, kids bike path, kids play equipment (2 x teeter rides) and fence work	Equipment ordered, due March. All Works set for April.	No change
Emu Crossing	COMPLETE Public amenity refurbishment	WO issued to contractor	DELETE
Court Street	COMPLETE Public amenity refurbishment	WO issued to contractor	DELETE
Town	COMPLETE Bitumen resealing of part of network Sweeping then Line Marking in May		DELETE
Barraba Road (Oliver St)	COMPLETE Bitumen resealing Linemarking in May	Starts 12 Mar 26	DELETE
Thunderbolts Way	COMPLETE Bitumen resealing of 2 kms south of Emu Crossing	Starts next week.	DELETE
Bendemeeer St	COMPLETE Installation of concrete footpath	Completed	DELETE
Baldersleigh Road	Renewal of Drainage Culverts along 20 kms of the road	To be complete before 30 June 26.	No change
General Note	Maintenance Grading Heads Up	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. Water for Laura Creek project is being sourced out of our Gravel Pit silt dams at present. The Uralla maintenance grader was stood down two weeks ago for the same reason.	All maintenance grading to cease due to unavailability of the necessary water unless non-private water is available near site information to be released tomorrow with advice regarding process for emergency works.



1800mm x 1200mm



3000mm x 1500mm



2000mm x 1200mm

