



MINUTES of

Bundarra School of Arts Hall and Community Consultative s355 Committee Meeting

held 13 August 2025 at 6:00pm

Attachments: Nil

Attendance at Meeting:

Committee Members:

Peter Gregory
John Layton
Matthew Monk - Chair
Lindsay Groth
Jeffrey Dezius
Rodney Hargrave
Jennifer Dezius
Theresa Layton
Rebecca McLean

Councillors:

Jen Philp – Secretary
Leanne Doran
Adam Blakester

Staff:

Mick Raby - Director Infrastructure & Development

Apologies:

Alison Bayliss
Angela Iskov
Kylie Jarman
Ros Mason-Gaudern
Toni Averay - General Manager

Visitors and guests

Deb Cook
Carolyn McMullen
Kate Hannan
Ben Dachs
Gift Autijima

AGENDA

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1. OPENING AND WELCOME

The meeting was opened at 6:08pm.

2. APOLOGIES BY COMMITTEE MEMBERS

Alison Bayliss
Angela Iskov
Kylie Jarman
Toni Averay - General Manager

3. CONFIRMATION OF MINUTES

The minutes of meeting held 16 July 2025 were confirmed.

ACTION:

Jen to send to ESO for distribution.

4. ITEMS:**4.1 Business Arising From Previous Minutes**

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
4.1.1 Jen to send confirmed minutes to ESO for distribution.	JP/ESO	COMPLETE
4.1.2 Consider Squadron Energy sponsorship/grants for Grace Munro	BCC	GM TO MANAGE
4.1.3 There is a water valve on the main, need to cut out and move valve. Job is ongoing. Light pole now in road, need Essential Energy on site. Leave on action list as job is ongoing. (4.1.6)	DID	COMPLETE
4.1.4 Brightening Street lights, getting quote from Essential Energy. (4.1.10)	DID	ONGOING
4.1.5 Tree planting - look at list for preferred species. Engage community on 'street tree planning' to get community involved. (4.1.12)	BCC	ONGOING
4.1.6 Hazard reduction burns around Bundarra Mick to bring up at next bushfire management meeting. (4.1.13)	DID	ONGOING
4.1.7 Local events - Send email to organisations to ask what dates they have for events, put on Bundarra Facebook page. (4.1.16)	MM	ONGOING
4.1.8 Events - MM to call organisations to get event dates. (4.1.17)	MM	COMPLETE
4.1.9 Peter Gregory to follow up on artist to see if they are still able to do community artwork. (4.1.18)	PG	ONGOING
4.1.10 Kylie Jarman to get quotes for new Perspex for the noticeboards at the shop. (4.1.19)	KJ	ONGOING
4.1.11 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. (4.1.20)	CC	ONGOING
4.1.12 Information for community - What information and where? Need to trickle information. (4.1.22)	MM/JP	COMPLETE
4.1.13 Continue working on caravan park layout and upgrades. (4.1.24)	KJ	ONGOING

BUSINESS ARISING FROM PREVIOUS MEETING	WHO	STATUS
4.1.14 JL to tidy up and make inventory of who owns what equipment. (4.1.25)	JL	ONGOING
4.1.15 Emu Creek sign ordered, leave on list for when completed. (4.1.26)	DID	ONGOING
4.1.16 Signs at each end of town - Committee to put a proposal together and bring to next meeting. (4.1.28)	MM	ONGOING
4.1.17 Community first aid/CPR – leave on list, wait for responses from community college. (4.1.30)	JP	ONGOING
4.1.18 Cars on verge of street – ranger to visit again. (4.1.31)	DID	ONGOING
4.1.19 Air conditioning for hall – Mick to get quote (4.1.32)	DID	ONGOING
4.1.20 Hard copies of minutes, newsletter etc, to places around Bundarra PG to get and deliver. (4.1.33)	PG	COMPLETE
4.1.21 Present TOR and name change to council to adopt. (4.3)	ESO	ONGOING
4.1.22 MM to take on events and chat to everyone to get input from organisations. (4.4)	MM	COMPLETE
4.1.23 Kylie Jarman to get quotes for new Perspex for the noticeboards at the shop. (4.5)	KJ	COMPLETE
4.1.24 Get an update from KJ on hall bookings to bring to next meeting (4.7.2)	KJ	ONGOING
4.1.25 Mick to get an update on booking and charging systems used at Uralla Courthouse. (4.7.2)	DID	ONGOING
4.1.26 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) (4.7.3)	MM	ONGOING
4.1.27 MR to talk to ACEN to see if they can support the purchase of a 24hr defib for Bundarra. (4.7.3)	DID	ONGOING
4.1.28 Investigate pedestrian crossing on south end of main street. Advocate with traffic committee. (4.7.4)	DID	ONGOING
4.1.29 Investigate funding for handrail on front steps of hall (4.7.4)	DID	ONGOING
4.1.30 More soft fall needed in park. PG to handle. (4.7.5)	PG	ONGOING
4.1.31 Mick to look at opening times and days for tip, it hasn't been open on Mondays. (4.7.6)	DID	ONGOING

ACTIONS:

- 4.1.2 Up to Grace Munro board, hand over to them to let them know its there. MR to call Grace Munro board and let them take it on if they want.
- 4.1.4 Spoken to essential energy, they are doing a quote, waiting for it to arrive and then will discuss at future meetings.
- 4.1.5 Approach Angela, Lindsey to coordinate. See meeting in 2 weeks' time for this. They will look at tree planting policy and provide a report to the next meeting.
- 4.1.6 Bushfire meeting was today, MR yet to get update. Due to declared disaster area, things might change in the next month or two with hazard ratings. Next meeting will have more information.
- 4.1.7 Emails not really the best way to communicate it has been found, MM having meetings with each event organisation over time, to see what help they need. Mostly its awareness of what help is there. Goat races might be going ahead again next year. That's going to the next lions meeting. Chris Clark is going interact with the BCC to work it all out.

- 4.1.9 Peter Gregory still contacting artist.
- 4.1.10 MM to contact Kylie to remind her of actions that need following up.
- 4.1.11 Jen and Chris Clark working on it. Different picture was suggested, have a local spot or activity, fishing, horse events etc. Have a Bundarra competition for a photo to put on the pamphlet. Jen to organise. Jen to talk to Sylvia and get IT to fix it website, links aren't the same.
- 4.1.13 No update but it has progressed. MM, Kylie, Rodney, Peter to help out and get things happening. 2 people there, reasonably long term, both waiting for homes to be finalised/completed then will move out. Meeting in 2 weeks will organise a Caravan park group to get things happening faster, they will report back to next meeting.
- 4.1.14 Most equipment sorted, there are a few items still finding where they are from and who owns them. Should be done by next meeting. Inventory to be sent for records to be kept.
- 4.1.15 Keep on list until installed.
- 4.1.16 'Blue' signs, TfNSW do these signs, Council to help organise this.
- 4.1.17 2 courses CPR/First Aid one evening, one on a weekend. 12-15 people the aim for each one. Jen to get dates and distribute. Discuss grants for other funding options, some have fee free courses depending on government payments. RFS holding 'Regional Exercise' at Bundarra, there will be live displays of AED's and how they work there if anyone from the community would like to have a look and see how they work, especially if they don't want to do the full course, they can see how they work and gain some more confidence. Get flyers out to the community.
- 4.1.18 Ranger to come back, needs to follow a process. Can take quite some time.
- 4.1.19 Dean has done some research \$5-6k each unit. We might be able to use RTC funding for it, there may be some grants to help fund it, MR to look for a grant the Hall or Council can go for. Would the Committee be open to using RTC funding? Look at if the mains power might need upgrading. Look at how much it will cost including if mains need upgrading, then bring to committee for consideration. Look at where emergency evacuation centre is, Local Emergency Management committee make that decision. Council to look at evacuation centre at hall and using it more for those purposes.
- 4.1.21 Meeting on 26th, report after then.
- 4.1.23 See earlier. Complete.
- 4.1.24 See earlier, MM to talk to Kylie.
- 4.1.25 Look at booking and charging system. MR spoke about the system at Uralla, doesn't believe it will work for Bundarra so will get comparison fees and charges to next meeting to discuss.
- 4.1.26 MM has done a map, look at incorporating it with other advertising. Look at getting a magnet for residents to put on fridge? Defibs will be incorporated into Chris Clark's map of services in Bundarra.
- 4.1.27 ACEN keen. Uralla business chamber to 'sponsor' the Bundarra Committee to get one. MR to send contact details to MM to contact.
- 4.1.28 Dave Counsel has had a look, he is doing up a proposal for TfNSW and working with them likely going to be a pedestrian island in the middle of the road, also looking at a foot bridge on either side of the main road. Discussion around how many kids would use it etc. its determined by facts, things like safe crossing points and the need. Then it goes to local traffic committee to agree, then council to agree. It's a long process, but MR thinks it might be a positive outcome.
- 4.1.29 There is a grant that could potentially do it, looking at what funding might be available. Once funding is confirmed will be added to works list.
- 4.1.30 Waiting on bogey to come empty from Uralla, ongoing. Lots of mulch will be available soon, some has to be certified depending on where its going. Due to the Snow event some of this work has had to be put on hold.
- 4.1.31 Tip has been open last Monday for a one off, MR to check ongoing when it will be open. Quite a few upgrades are planned when funding is available. Can bins be emptied more often? Biggest cost to council is transporting bins, can there be bigger bins. Look at options to get service to enable all waste to be removed.

4.2 Update Terms Of Reference - Committee Name Change

Committee are happy with TOR and the name change – next Council meeting.

ACTIONS:

Present to Council to adopt.

4.3 Council Update

4.3.1 MR report. Snow event dominating council staff resources. Roads closed, power went down then telecommunications ceased working. No one could actually drive anywhere or get information. Approx 200 people were trapped in Uralla, places with generators were able to open to house trapped people. Full report will be compiled in the next few weeks, many learnings such as need for emergency communication.

Many roads destroyed, low level crossings, trees down. Disaster has been declared, MR meeting with state recovery team daily. There is significant support from NSW Farmers. Primary industries disaster assessment (online document <https://forms.bfs.dpi.nsw.gov.au/forms/18403>) takes about 5 mins to fill out that assess the damage can help with understanding how much damage was caused, currently sitting at B, need more people to fill out the document to inform the minister about more damage to recategorize the funding if applicable. Bundarra damage, fencing, roads, trees the main concerns. If there is a tree on private property that's dangerous its ok to deal with it.

Currently on roads, all trees are pushed to the side of the road for the moment, trying to get funding for proper clean up using bush fire risks and the EPA guidelines. Plan is to clean up roadsides, but will be a massive job and take many months. Ministers have been very helpful and supportive.

Strategic water planning study – Angela attended workshop. There is a lot of information about it on the council website <https://yoursay.uralla.nsw.gov.au/water-study>. There will be information sessions in Bundarra in the future.

Council electronic newsletter. Very informative and easy way to get a lot of information. Most likely the best way to receive communication. Everyone happy to be put on the list, <https://nsw.us9.list-manage.com/subscribe?u=23184b54ec74e403111dea643&id=d49b1c0ff6>

Quite a few documents on public display currently.

<https://www.uralla.nsw.gov.au/Council/Council-News-and-Media/Public-Notices/Public-Exhibitions>

Apology for no works report, due to emergency situation. Ad hoc report presented by RH. Due to weather some works have been delayed (culvert repairs etc on Barraba Road). Looking at drainage works (culvert extensions) on Laura bridge approaches, and then Laura Bridge upgrade. 1.7kms of road work.

Plans for pram ramp at shop, also curb and gutter work at caravan park that's scheduled. Waiting for the ground to dry up to be able to complete work.

5. LATE ITEMS/GENERAL BUSINESS

There might be some Grants out there, AB looking at grants, will email what he finds through. There are many other grants that other Bundarra committees may be able to apply for, distribute to community groups as needed.

Can 355 committee get together as a working group to get things like tree planting, defib list, caravan park etc. Date set for 27th at 6pm. Will get some people and then report back at next meeting.

Signs (rotary ones) there are designs online, Leanne to help distribute some pictures of what they are looking at to next meeting for the committee to look at. Working with council currently on the placement of them, there will be 3 at Bundarra. Will have lighting and be a great entrance statement to Bundarra.

ACTIONS:

1. AB to email grants he finds to relevant people.
2. Working groups to meet and provide report to next meeting.

6. MEETING CLOSED/NEXT MEETING

The meeting closed at: 8:18 pm

Next meeting to be held: 6:00pm
10 September 2025