

Coffs Coast Regional Park Trust Board Meeting MINUTES – Monday, 13 February 2023

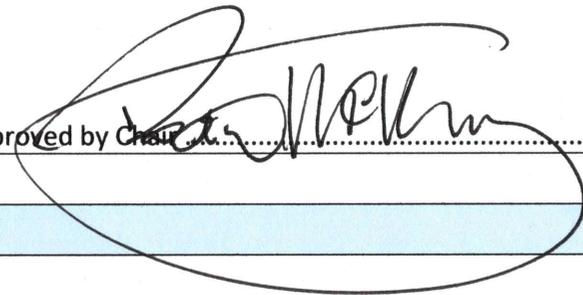


City of Coffs Harbour Administrative Centre – 1pm

- TRUST: Rod McKelvey, Grahame Douglas, Cr George Cecato,
Yvette Pacey
- CHCC: Andrew Beswick, Daniel Noble, Andrew Burke, Andrea Vallance,
David Sutton, Sally Spinner
- NPWS: Glenn Storrie, Dean Egan
- APOLOGIES: Tony Dootson, Cr Tegan Swan

Previous Meeting, Monday, 14 November 2022

Approved by Chair



 8.5.2023

ITEM	ACTION	Moved / Seconded
AGENDA ITEMS		
Meeting opened 1.10pm		
Acknowledgement of Country	Welcome to all and acknowledgement of Country by Yvette Pacey	
Conflict of Interest with Agenda Item	1. Grahame Douglas advised he had spoken to NPWS officer regarding acquiring data from Bureau of Meteorology. 2. Rod McKelvey – Arrawarra Gully	
Confirmation of Minutes of Previous Meeting	352 Moved that the Minutes of the Coffs Coast Regional Board Trust Board Meeting held on Monday, 14 November 2022 be adopted as a true and correct record. CARRIED	Pacey/Storrie
Item 1 – Matters Arising from Previous Meeting – Monday, 14 November 2022	1. Website Update <ul style="list-style-type: none"> • The website is live. • Emails can be received to newly created mailbox (ccrptb@chcc.nsw.gov.au) but cannot be sent from mailbox as it is a Council email address. • Request to be made to Council’s IT Section to alter the search words to enable easier searching by the community. 	

ITEM	ACTION	Moved / Seconded
	<ul style="list-style-type: none"> • CCRP Trust Board Minutes to be placed onto the website once minutes are adopted by Board. <p>2. Emerald Beach Community Beach Access Improvement Submission re Dog Access Petition – Board to write to City of Coffs Harbour</p> <p>Council’s review of Policy surrounding dogs on beaches / leash free areas is currently being undertaken.</p> <p>3. Business Opportunity – Filming Permits within CCRP</p> <p>353 Moved</p> <ol style="list-style-type: none"> 1. That Council and NPWS develop a policy for Filming Permits and other commercial business opportunities within CCRP. 2. That the Policy be brought back to the Board for consideration. <p>4. APZ Review</p> <p>Item dealt with in Item 3.2</p> <p>5. Mara Lagzdins Bequest</p> <p>Action:</p> <ol style="list-style-type: none"> 1. The Chairman is meeting with Mara Lagzdin’s family on 23 February 2023 to discuss possible improvements which can be undertaken in line with Mara’s bequest. 2. The Chairman, together with staff from Council and NPWS to attend site visit at Diggers Beach to discuss any possible improvements which can be made. 3. Update by Chairman to be brought back to next Board Meeting on Monday, 8 May 2023. <p>6. Arrawarra Bridge Access – Meeting with Crown Lands</p> <ul style="list-style-type: none"> ➤ Larger project than first thought ➤ Currently bridge has signage – no public access. ➤ Quotes have been requested – return date is 24 February 2023 <p>354 Moved</p> <ol style="list-style-type: none"> 1. that the quotes be forwarded to the Board 2. that Out of Session Board Report be prepared once quotes received 	<p>Douglas/Cecato</p> <p>Douglas/Cecato</p>

ITEM	ACTION	Moved / Seconded
<p>Item 2 – Correspondence</p>	<p>1. Out – Mr & Mrs David – Damaged Tree Sign – Noted</p> <p>2. In – Mr David – Reply to CCRP Trust Board Letter Action: The Chairman to draft a reply from the Board and forward it to G Douglas and Cr Cecato prior to sending.</p> <p>3. In – Mr David – Information Request – Noted.</p> <p>4. Out – Mr David – Noted.</p> <p>5. Out – Letter to Residents (letterbox drop) – Protecting Native Vegetation in CCRP – Noted.</p> <p>6. In – Jeremy Sheehan – Charlesworth Bay Reserve Action: Cr Cecato to draft letter of response to Jeremy Sheehan and forward to Chairman for review prior to sending.</p> <p>7. In & Out – Rod & Bronwyn Mackenzie – Objection to Plan of Management & Request for further information This Item dealt with under Item 3.2</p>	
<p>Item 3.1 – Out of Session Report</p>	<p>Voluntary Planning Agreement – Lot 51 DP 1057416 – Ocean Parade, Coffs Harbour</p> <p style="text-align: right;">CARRIED</p>	<p>Cecato/Storrie</p>
<p>Item 3.2 – APZ Review (Dean Egan)</p>	<p>Action: NPWS to write to Rod & Bronwyn McKenzie (refer Item 2.7) advising public land is set aside for specific purpose.</p> <p>355 Moved</p> <ol style="list-style-type: none"> 1. That the CCRP Trust Board endorse the undertaking of review of APZ's to ensure best practice fire management and meet Plan of Management objectives 2. To engage with RFS, NPWS and Council on behalf of Trust and subsequently report back to Board 3. To invite RFS to attend next Board Meeting <p style="text-align: right;">CARRIED</p>	<p>Douglas/Pacey</p>
<p>Item 3.3 – Financial Report (Andrea Vallance)</p>	<p>The Financial Report was presented to the Board.</p> <p>There is a Fixed Term Deposit due to mature on 28 March 2023.</p>	

ITEM	ACTION	Moved / Seconded
	Action: Investigate best interest rate	
Item 3.4 – Memorial Policy (Andrea Vallance)	<ul style="list-style-type: none"> ➤ Policy to be presented to City of Coffs Harbour for adoption. ➤ Policy to be uploaded onto website once adopted by City of Coffs Harbour. <p style="text-align: right;">NOTED</p>	
Item 3.5 – Update on CCRP Projects (Andrea Vallance)	<ol style="list-style-type: none"> 1. Sandy Beach skate area completed. Contractor on site for playground, completion of works June 2023. 2. Mullaway amenities completed. 	
Item 3.6 - Operational Plan Review (Andrea Vallance)	Deferred to next Meeting	
Item 3.7 - Five Year Plan for Review (Andrea Vallance)	Action: Planning Workshop to be held on Thursday, 30 March 2023, 1pm to 3pm at City of Coffs Harbour Administration Centre to review the Five Year Plan prior to next Board Meeting.	
General Business	<p>Illegal Camping within CCRP</p> <ul style="list-style-type: none"> ➤ NPWS Rangers undertook patrols during the recent holiday season. The focus was on Mullawarra, Emerald Beach, Ocean View Headland and Sandy Beach ➤ Increased safety issues at Mullawarra with NPWS Rangers receiving threats ➤ NPWS working with City of Coffs Harbour Rangers to address issue 	
Item 4 – Next Meeting	<p>Monday, 8 May 2023 – 1pm to 4.30pm</p> <p>Theme: Annual General Meeting and Review of Annual Operations Plan</p> <p>Location: City of Coffs Harbour Administration Centre – Park Beach & Jetty Beach Rooms</p>	

Meeting closed at 3.50pm