

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 21 January 2020 at 9:05am

**Present**

Allison Mills (AM)	Chairperson (Nhulunbuy Corporation)
Melissa Cruickshank (MC) Phone	Rio Tinto (RT) Gove Operations
Jim Rogers (JR)	NT Government (NTG) Representative
Dwuwalpi Marika (DM)	Rirratjingu Aboriginal Corporation Representative
Michael Yunupingu (MY)	Gumatj Aboriginal Corporation Representative
Lynne Walker (LW)	Member
Christine Arnold (CA)	Member
Mark Renwick (MR)	Manager – Strategic Infrastructure (outgoing)
Lance Thomas (LT)	Manager – Strategic Infrastructure (incoming)
Stacie Irving (SI)	Secretary

**1. Apologies**

Megan Niven (MN) Member

**2. Conflict of Interest**

None Recorded

**3. Confirmation of Minutes – 5 December 2019**

**Moved: LW**

**Seconded JR**

*Carried 7/0*

**4. Business Arising from Minutes**

It was resolved that the following from the **Action List** were updated (see *Action List December 2019*).

*45/18: Industrial Estate Signage* – Engineering drawings have been received and will sent off to local businesses for quotes. - *Review February 2020*.

*53/19: Fluoridation Forum* – AM conducted discussion with GHD consultant's outlining board members feedback from the previous meeting. New draft report is expected and will be presented out of session to town board members. – *Review February 2020*

*57/19 Pedestrian Crossing on Chesterfield Circuit* – Design is complete and have been budgeted for in NC 2020 Budget as a capital project. -- *Review February 2020*

*66/19 Develop media protocol* – AM presented draft communications protocol for discussion, board members asked for clarification around people authorised to comment on media events, AM to review protocol with regard to social platform areas. - *Review February 2020*

*67/19 Networking session between Town Board members and NC BOD* – Session to be conducted today after ordinary Town Board meeting, Board of Directors Chairperson to present. – *Completed January 2020*

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Secretary:  
Date:

Chairperson:  
Date:

It was resolved that the following from the **Action List** were added (see *Action List January 2020*).

**New Action 69/20** – Incoming MSI to present paper to Town Board regarding fencing removal near Catholic Church and Melville Bay Road – Review March 2020

**New Action 70/20** – AM to draft letter on behalf of Town Board to Woolworths regarding the return of trolleys – Review February 2020

## 5. Correspondence

### **Out**

#### **Community Assistance Grants – Letters of Support**

- The combined churches – Christmas Carol event
- Halloween at the Garlands – Halloween event

### **In**

#### **Application for Public Mobile Vendor and Service Provider Application – Bubs Chicken**

The following documentation was tabled:

- Public Mobile Vendor and Service Provider Application Form
- Photographs of food van
- Registration of Food Business and supporting Letter from NTG
- Food Safety Assessment from Inspection
- Certificate of Currency & schedule of insurance.

#### **It was resolved that:**

Town Board members approve the Public Mobile Service Provider application for Bubs chicken.

**Moved:** CA

**Seconded:** DM

*Carried 7/0*

#### **Application for Public Mobile Vendor and Service Provider Application – Gove Mobile Food Van**

The following documentation was tabled:

- Public Mobile Vendor and Service Provider Application Form
- Letter of permission from landlord
- Registration of Business Name ASIC
- Insurance Details
- Registration of a food business.
- Photos of Food Van

Town Board members requested further documentation and information regarding the type of food products being sold and food business registration letter of approval, special conditions, target audience and insurance certificate of currency.

#### **Monthly Ops Report December 2019**

- *Baggage Screening* – No formal direction has been received by CASA regarding legislation at this time a contract extension is currently in place for the service provider.

## 6. General Business

### Arts Centre Signage Photos – for Information

- Board members noted that the signs were a good addition especially being designated brown tourist signage and instantly recognisable as an area of interest ahead of the dry season.

### Community Assistance Policy

- AM outlined the minimal changes suggested based on feedback from members of Nhulunbuy Town Board and Nhulunbuy Corporation BOD.
- Funding would be open all year round rather than quarterly with applications being received a minimum of two months prior to the event or purchase, unless extenuating circumstances are demonstrated which can be considered by the Town Board.

### Fencing Deterioration

- LW tabled pictures of fencing requiring attention near the Catholic Church and on Melville Bay Road.
- MR noted that a paper would be presented to Town board with proposal to remove fencing.

***New Action 69/20** – Incoming MSI to present paper to Town Board regarding fencing removal near Catholic Church and Melville Bay Road – Review March 2020*

### Community Markets – Plastic Free

- AM spoke to LW's request to make the Nhulunbuy Community Markets a plastic free event, that NC community engagement facilitator has already approached stallholders at the previous community markets to progress this.

### Number of Tyres at Waste Management Facility

- MR spoke to LW's request for clarification around the number of tyres being piled and the sustainability of these. MR noting that some repairs were required on the tyre shredder's frame and outlined some possible long-term plans involving the disposal of tyres at the Waste Management facility.

### Shopping Trolley's around the Town Centre

- CA requested that the Town board draft a letter to Woolworths regarding their handling and the return of Trolleys in the Town Centre.
- AM noted that this also needs to be raised with landlords to also express concern to Woolworths about managing the 'scattering' of trolleys.

***New Action 70/20** – AM to draft letter on behalf of Town Board to Woolworths regarding the return of trolleys – Review February 2020*

### Graffiti on Rock in Town Centre

- CA mentioned she had noticed wording on some of the feature rocks in the Town Centre and would it be possible for our Town Centre Caretakers to action the removal.
- LT to action.

### **Park Bench Installation**

LW questioned the progress of Mrs Jenny Laverty's request to install bench seating particularly between the hospital and Arnhem Road intersection. MR clarified that the Infrastructure team had identified two possible locations, one replacing the existing bench near the Gove district hospital and the other in the reserve area opposite the high school. These locations were 500 metres apart and provided adequate rest areas for people walking.

LW raised concern that the request was for the Malpi area. AM and LT to investigate this option.

### **Break Ins – In and around Town Centre**

- MY noted the increase in break ins and asked whether alternative transport for people exiting licensed premises could be initiated. AM spoke about the Gove Peninsula Harmony group and the new Nhulunbuy Police OIC would be the best contacts regarding this matter.

There being no further business, the Chairperson declared the meeting closed at 11:25am.

Next meeting: Tuesday 25 February 2020, commencing 8:30am.