

Nhulunbuy Town Board
Minutes of the Ordinary Meeting
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory
Tuesday 27 February 2024 at 8:43am

1. Present

Shane Whitten (SW)	Chairperson (Nhulunbuy Corporation)
Megan Niven (MN)	Member
Nathan Graetz (NG)	Member
Stacie Irving (SI)	Secretary

2. Apologies

Vicki Blackler (VB)	RTA Representative
Jim Rogers (JR)	NTG Representative

3. Conflict of Interest

None Noted

4. Confirmation of Minutes – 28 November 2023

Moved: NG
Seconded: MN
Carried 3/0

5. Business Arising from Minutes

It was noted that the following from the **Action List** were updated (see *Action List November 2023*).

111/22 – Recycling Storage in Wet Season – SW updated that local contractor would continue 'cash for cans' scheme and opens at the end February 2024. Most residents will store recyclables till the local provider re-opens. On this basis board members agree to complete this action. – Completed February 2024.

112/22 – Changes to Town Board Agenda items for TO Inclusion – SW noted that he had been in continuing ongoing discussions with Traditional owner groups. Confirmation from these groups is that representatives will be available in early 2024 to attend Town Board meetings. No formal response has been received by NC to date. – Review March 2024.

113/23 – Town Centre Revitalisation Committee – SW updated that NC have documented goals discussed by board members in August meeting and will present Town Board with small projects to commence in the first quarter of 2024 for town centre revitalisation. SW noted that the action should be ongoing to ensure board member and NC follow up. Review March 2024.

114/23 – Traffic Management Parking Near PFES Building – SW has reached out to local transport businesses. Various stakeholders require parking in the area adjacent to the police station Board members agreed to revert the taxi rank in this area back to normal parking and allocate a small additional area on Westal Street near the existing taxi rank and loading zone. NC to change / refresh the road markings in both areas and conduct community engagement via social media channels regarding these changes. – Review March 2024

Secretary:

Stacie Irving

Date: 27 March 2024

Chairperson:

Shane Whitten

Date: 27 March 2024

6. Correspondence - In

For Decision: Application for Home Trading Permit – Blossom from Birth

Document Tabled were:

- Home Trading Application Form
- Public Liability Insurance Certificate of Currency
- Plan to scale of property & Space used for Business.
- Business Plan
- Letter of permission from landlord.
- Qualifications.

It was resolved that:

Town Board members support the application for home trading permit from Blossom from Birth.

Moved: SW

Seconded: NG

Carried 3/0

For Decision: Application for Community Assistance Grant – Nhulunbuy Regional Sports Fishing Club

Document Tabled were:

- Community Assistance Grant Application Form
- Public Liability Insurance Certificate of Currency

Town Board members deferred decision to support the application for Community Assistance funding to help fund the Ladies Fishing Competition until additional detail is received regarding sponsorship for the event. Board members note that the application was received within 2 months of the event being conducted to satisfy policy guidelines.

For Decision: Application for Community Assistance Grant – Nhulunbuy Saints Football Club

Document Tabled were:

- Community Assistance Grant Application Form
- Public Liability Insurance Certificate of Currency
- Quote to supply juniors' uniforms and equipment.

It was resolved that:

Town Board members support the application for Community Assistance funding to provide uniforms and equipment for a junior AFL team.

Moved: MN

Seconded: SW

Carried 3/0

For Noting: Email Update to Address Home Trading Permit – That Hair Room.

Town Board members noted the correspondence as tabled.

Secretary:

Stacie Irving

Date: 27 March 2024

Chairperson:

Shane Whitten

Date: 27 March 2024

7. Correspondence – Out

For Noting: Letter of Support Community Assistance Grant Application – Nhulunbuy Playgroup.

Town Board members noted the correspondence as tabled.

For Noting: Letter of Support Community Assistance Grant Application – Oasis Christian Assembly.

Town Board members noted the correspondence as tabled.

For Noting: Letter of Support Home Trading Permit Application – Britney Moss.

Town Board members noted the correspondence as tabled.

For Noting: Letter of Support Home Trading Permit Application – Shellzessence.

Town Board members noted the correspondence as tabled.

8. Monthly Ops Report January 2024

The following items referenced by exception in the October operations report.

- **Internal Governance** – NC are currently looking for a Plumber and Operator. NC have successfully recruited a Customer Service Officer to fulfill a 12 month Maternity Leave Contract.
- **Gove Peninsula Harmony Group** – SW requested Town Board Members feedback on community sentiment around trial changes to the liquor permit system, board members all noted there has been no further feedback received. SW stated that the next meeting of the group is scheduled for Mid-March and the likely outcome may be an extension of 3 months to the trial changes.
- **Policies** – SW referenced the BOD meeting update and the number of policy reviews that occurred in the January meeting. MN asked about the progress of the review of the Shipping Container Policy. SW clarified the proposed changes being mostly relevant to Nhulunbuy Industrial Estate Lease SPL250 and will be reviewed by BOD in February meeting.
- **Capital Expenditure Update** – SW updated board members, NC is purchasing an Electric Boom Lift to assist in works resulting from NC audit on trees in public areas. AN application for capital expenditure has also been submitted to BOD for two sets of barrow lights to use during works / events assisting NC traffic management and reducing risk to NC staff and community members.
- **Town Board Election** – SW noted that NC have received one nomination for the two vacancies advertised recently. This will likely result in the candidate being elected unopposed.
- **Non-Compliance** – Board members discussed a long term resident conducting an unpermitted home mechanical business from a residential property in Nhulunbuy South.

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- **CEO Action List** – SW referenced the Bunggulwuy units weekly rubbish collection, MN requested clarification around service charge adjustments if property owners decide to engage local contractor for waste collection.
- **Animal Control Officer** – NG asked how the recently appointed Animal Management Officer is going, SW noted that NC have received overwhelmingly positive feedback from the community.
- **Underground Services Data** – NG noted the positive trend in water services and Mains outages for the beginning of 2024.

9. General Business

NTG Update – JR requested the chairperson mention the upcoming Gove Futures Reference Group presentations in early March.

Feedback from Elected Members – MN noted that there is a collection of abandoned vehicles at / near Traeger Close, SW noted that NC will visit the area to investigate.

There being no further business, the Chairperson declared the meeting closed at 9:54am.

Next meeting: 8:30am Tuesday 26 March 2024.

Secretary: *Stacie Irving*
Date: 27 March 2024

Chairperson: *Shane Whitten*
Date: 27 March 2024