

Minutes

South Littleton Hall Mens Shed Committee Meeting

Tuesday 7 February 2012

Meeting commenced at 4.00pm.

ITEM 1 PRESENT AND APOLOGIES

Attendees: Peter Potts; Jeff Joseph; Norm Hyde and Max Griffiths;

Apologies: Councillor Wayne Marshall; Jim Nichols and Graham Dixon.

Officers: Viktoria Gulabovski; Matthew Johnson and Leanne Kearney

Declaration of Interests: NIL

ITEM 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

The minutes from the 8 November 2011 meeting were confirmed by email and reported to Council on 12 December 2011.

Item 3 BUSINESS ARISING FROM 8 November 2011 MINUTES

1 Parking and Layback Provision

Leanne has spoken with Council's Road Safety Officer concerning the need for sufficient parking and for a layback ramp to allow people with mobility difficulties to access the footpath. Matter is now with Jim Nichols.

Item 4 Works Progress

SUMMARY

An update was provided on works progress to date and remaining works.

COMMENTARY

Since the November meeting, the following works have been completed:

- Cladding of rear wall and toilet block is 100% complete.
- All windows have been installed.
- Gyprock lining of walls completed.
- Rear concrete slab has been extended to provide disability access.
- Insulation batts have been installed in rear wall and toilet block.
- Electrical cable has arrived.
- Exterior painting completed.
- Ceiling painting complete.
- First coat of internal walls painting.
- Fencing repaired and new gate installed.

- Guttering and downpipes repaired and connected to stormwater.
- Paving around building.

Remaining Steps

- Tiling and fitout of toilet.
- Second coat of internal walls painting.
- Ceiling insulation
- Installation of heating
- Replace front steps

The expected completion date for remaining works is June 2012 subject to available funding.

RECOMMENDATION

THAT

That the works progress update be noted.

MOVED: Peter Potts **SECONDED:** Jeff Joseph
Carried

Item 5 Income and Expenditure

SUMMARY

A report was provided on income and expenditure to date was provided by Leanne Kearney. Copy attached.

COMMENTARY

	Amount Spent	Amount Remaining
Community Building Partnership Funding	\$16,500	\$0
RLCIP Funding	\$16,500	\$0
Council Funding	\$10,000	\$3,285.65
Total	\$43,000	\$3,285.65*

RLCIP and Community Building Partnership Funding are fully spent. \$3,285.65 remains although this doesn't include \$1,000 in paint purchases from Bunnings in the last week. Likely therefore to be about \$2,200 remaining.

Apart from small expenditure on tiling and plumbing consumables, remaining significant items of expenditure are:

- Ceiling insulation
- Kitchen cupboards
- Heating
- Floor sanding

The group noted the large number of volunteer hours that have gone into the renovation works, approximately 2,500 hours to date. There has been an average of 12.5 men per work day and 5.3 hours of work per man per day.

**RECOMMENDATION
THAT**

That the report on income and expenditure to date and volunteer work hours be received.

MOVED: Norm Hyde **SECONDED:** Max Griffiths
Carried

Item 6 General Business

7.1 Expenditure

Leanne asked that with only a small amount of funds remaining, she be supplied with details of purchases as they occur so she can track expenditure against remaining budget.

7.2 Future

The group continues to think about their long term needs for a permanent venue of sufficient size once the South Littleton hall reverts to community use. Once works are complete and a Plan of Management developed for the hall, the group will be in a better position to discuss their future needs with Council.

**RECOMMENDATION
THAT**

That the report on future expenditure and the future needs of the group be received.

MOVED: Peter Potts **SECONDED:** Jeff Joseph
Carried

Meeting Closed 4.30 pm

Next Meeting

**Tuesday 6 March 2012 at 4pm in the Hartley Building, Lithgow City
Council.**