



## **CARAVAN PARK COMMITTEE**

23<sup>rd</sup> May 2005

### **'SUBJECT TO ADOPTION BY COUNCIL'**

**REPORT OF THE MEETING OF THE CARAVAN PARK COMMITTEE HELD ON MONDAY, 23<sup>rd</sup> MAY 2005, IN THE COMMITTEE ROOM, COMMENCING AT 2.00PM.**

#### **PRESENT**

Councillors Mayor Janet Hayes (Chairperson), John Howell and Jim Gribbin, Bruce Snape, Steve Read and Toni Shannon

Also in attendance was Jenny Kelly and Brian Dwyer.

#### **1. APOLOGIES**

Nil.

#### **2. MINUTES OF PREVIOUS MEETING**

##### **RECOMMENDED**

*Moved: Councillor J H Howell  
Seconded: B Snape*

That the Minutes of the previous meeting held 10<sup>th</sup> February 2005 be confirmed.

#### **3. BUSINESS ARISING**

##### **3.2 Amenities Block – Hat Head**

Report to be provided by Director Shire Services to a meeting of Council.

##### **3.4 Security – Crescent Head Caravan Park**

##### **RECOMMENDED**

*Moved: S J Read  
Seconded: G B Snape*

That we pursue the offer of a CCTV by SurfCam once a broadband connection becomes available at Crescent Head.

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**THIS IS PAGE 1 OF THE REPORT OF THE CARAVAN PARK COMMITTEE MEETING HELD ON 23<sup>rd</sup> MAY 2005 AND SUBMITTED TO THE ORDINARY MEETING OF THE KEMPSEY SHIRE COUNCIL HELD ON TUESDAY, 14<sup>th</sup> JUNE 2005.**

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**MAYOR**

**3.7 Crescent Head Stormwater Collection****RECOMMENDED**

*Moved: Councillor J H Howell  
Seconded: Councillor J Gribbin*

That the Director Shire Services be requested to provide another report ensuring that the stormwater from outside of the caravan park is adequately disposed of.

**4.1 Mayoral Inspection Tour****i) Foreshore Bank Erosion – Stuarts Point****RECOMMENDED**

*Moved: Councillor J H Howell  
Seconded: Councillor J Hayes*

That the Estuary Committee be requested to discuss bank erosion and siltation with Fisheries and other relevant Departments.

**ii) Boat Hand Winch - Stuarts Point**

Noted that the winch had been installed and several favourable comments received.

**iii) Tree - Grassy Head**

Noted that the tree had been attended to.

**4. DIRECTORS REPORTS****4.1 Grant Application Playground Shading****RECOMMENDED**

*Moved: S J Read  
Seconded: Councillor J H Howell*

That the matter of Playground Shading be referred to the Director Sustainable Development Services to determine eligibility to use Section 94 funds.

**4.2 Caravan Parks Occupancy Reports****RECOMMENDED**

*Moved: Councillor J H Howell  
Seconded: TM Shannon*

That the information be noted.

**4.3 Standard of Holiday Vans****RECOMMENDED**

*Moved: S J Read  
Seconded: T M Shannon*

That the standard of Holiday Vans be regularly assessed at the quarterly Inspections of the Caravan Parks

## 4.4 Stormwater Drainage, Crescent Head

### RECOMMENDED

*Moved: Councillor J H Howell  
Seconded: Councillor J Gribbin*

1. That the matter be referred back to the Director Shire Services with a view to investigating the possibility of a kerb drain structure along the golf course boundary.
2. That the Director Shire Services be thanked for works done to date.

## 4.5 Cabin Tender Viability

### RECOMMENDED

*Moved: Councillor J H Howell  
Seconded: G B Snape*

1. That Council decline to accept any of the Tenders received for 4 luxury cabins.
2. That Council invite fresh tenders based on the provision of 3 luxury cabins at Crescent Head Caravan Park.

## 4.6 Department of Lands

### RECOMMENDED

*Moved: Councillor J H Howell  
Seconded: G B Snape*

- i) That an invitation be forwarded to representatives of the Hat Head Community Group to meet onsite with the Mayor, the Manager Properties and Marketing and the Contract Manager of 4 Shore Holiday Parks.
- ii) That the Department of Lands to be notified of the outcome of this meeting.

## 4.7 Flood Study Interpretive Report

### RECOMMENDED

*Moved: Councillor J H Howell  
Seconded: S J Read*

That the matter be listed for consideration at the Flood Plan Management Workshop.

## 4.10 Audit of Caravan Parks

1. That the Manager Properties and Marketing hold discussions with the Lands Officer Crown Lands Taree, in respect of any outstanding requirements arising from the audit of Councils Caravan Parks.
2. That the rates used for depreciation of long lived assets be reviewed.

**4.11 Additional Amenities, Grassy Head**

**RECOMMENDED**

*Moved: S J Read  
Seconded: T M Shannon*

1. That the alternatives of additions or construction of a new amenities block be investigated.
2. That the pricing of hired amenities for the coming January holidays be further investigated.

**5. GENERAL BUSINESS**

1. Expressions of Interest for Caravan Parks and Goolawah Reserve will be released in conjunction with a Caravan Park Broker
2. The confidential ISD paper dealing with future management options for the Caravan Parks will be considered in the negotiations for extension of the contract with current Managers.
3. Kerb and gutter works at "Norberry's Corner", Hat Head, will be included in the program of works.
4. The Residential Tenancies Act does apply to Crown Land Parks, except for some provisions relating to the on-site sale of vans.

**6. EVALUATION OF MEETING**

It was agreed that the meeting met expectations, aligned with the Objectives and adequately covered the agenda items

**7. NEXT MEETING**

That the next Committee meeting be scheduled for Monday, 27<sup>th</sup> June 2005, at 2:00pm in the Committee Room.

**8. CONCLUSION**

There being no further business the meeting concluded at 4:35pm.