

HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

THURSDAY 7 AUGUST 2014

AT 9.39 AM



A. ATTENDANCE – Present were Mr RA Bosworth (Chairperson), Cr DG Carr (Member), Cr WG Skinner (Member), KT Phillips (Member), LE Mash (former Trust Secretary) and Mr CJ Gray (former Acting Trust Engineer). Also in attendance was LF Carr (Trust Secretariat).

B. APOLOGY – An apology for non-attendance was received from GB Accornero (Member).

C. MINUTES – Confirmation of the Minutes of the General Meeting held on 7 July 2014.

Resolved – That the Minutes of the General Meeting held on 5 July 2014 be approved.
(Cr Skinner and Cr Carr – Carried)

- That the resolution to Item I.1 be amended to read "That the Trust appraise and complete works in progress at Thelma Brown's property which had been commenced prior to 30 June 2014".

(Mr Phillips and Cr Skinner – Carried)

- That the Trust Chair will contact the Department seeking confirmation that an extension of funding to complete works at Dawn Masters property on Sheahan's Road.

(Cr Carr and Mr Phillips – Carried)

D. DRAFT 2014 / 2015 ANNUAL WORKS PROGRAM

Consideration of a draft 2014 / 2015 Annual Works Program.

Resolved – That the 2014 / 2015 Annual Works Program be adopted and submitted to the State Council of River Trusts and Department of Natural Resources and Mines with the addition of bank stabilisation works on Catherina Creek adjacent to Pearson property to the amount of \$5,000.

(Cr Skinner and Cr Carr – Carried)

The meeting adjourned for morning tea at 10.16am and resumed at 10.36am.

E. WORKS REPORT –

As the Trust is yet to appoint a new Trust Engineer there is no report available for the month of July 2014. Expressions of Interest for the position of Trust Engineer close on Monday 18 August 2014.

The Trust Chair provided a verbal update regarding progress of works for the month of July 2014 as follows:

Works at Thelma Brown's property on Sheahan's Road have now been completed by Maranco Earthmoving and the Trust and Minister for Natural Resources and Mines inspected the site on 24 July 2014.

Resolved – That the Report be received and noted.
(Mr Phillips and Cr Skinner – carried)

F. CORRESPONDENCE –

1. DEPARTMENT OF NATURAL RESOURCES AND MINES

Consideration of correspondence dated 17 July 2014 seeking the Trust's views and / or requirements in relation to an application received for Renewal of Term Lease over Lot A on SP112469, parish of Cordelia at Rifle Range Road, Halifax. The proposed use of the land is agricultural namely sugar cane growing.

Resolved – That the Trust advise the Department that it has no objection to the proposed renewal, subject to no interference in the existing drainage through this area.
(Cr Carr and Mr Phillips – carried)

G. FINANCIAL BUSINESS

1. Seeking ratification for payment of the following Accounts as at 7 August 2014 –

Lower Herbert Water Management Authority	\$5500.00
JK's Deli	\$38.90
Ingham Travel	\$130.00
Merv's Stationery	\$695.65
Work Cover	TBA
Maranco Earthmoving	\$8769.75

Resolved - That the accounts submitted for payment be ratified.
(Cr Skinner and Mr Phillips – carried)

H. BUSINESS -

1. HRIT 14/01 ANNUAL PLANT HIRE, TRAFFIC CONTROL SERVICES, LABOUR, CHAINSAW OPERATORS, SUPERVISION SERVICES

Consideration of offers received for HRIT 14/01 – Annual Plant Hire, Traffic Control Services, Labour, Chainsaw Operators, Supervision Services.

Resolved – That the matter lay on the table for consideration at a future meeting.
(Cr Carr and Cr Skinner – carried)

2. 2013/14 ANNUAL REPORT

Consideration of 2013/2014 Annual Report.

Resolved – That the Annual Report 2013/2014 be adopted.

(Mr Bosworth and Mr Phillips – carried)

3. DELEGATION OF AUTHORITY

Discussions regarding number of authorized signatories for the Trust's financial activities and number of required signatures for financial transactions.

Resolved – That the authorized signatories be Trust Chairperson - Mr Arthur Bosworth, Deputy Trust Chairperson – Cr David Carr and Trust Secretariat – Mrs Leigh Carr, with one signatory required for transactions.

(Mr Phillips and Cr Skinner – carried)

Discussions regarding authorization to sign correspondence.

Resolved – That the Trust Chair and the Trust Secretariat be authorized to sign Trust correspondence.

(Cr Skinner and Cr Carr – carried)

4. STATE COUNCIL OF RIVER TRUSTS ANNUAL GENERAL MEETING

Discussions regarding preparations for hosting of the State Council of River Trusts Annual General Meeting in October 2014.

Discussion points to be forwarded prior to meeting.

Resolved – That the preliminary program as presented be further developed and presented to the next meeting.

(Cr Carr and Mr Phillips – carried)

5. OFFICE EQUIPMENT AND STATIONERY FOR TRUST SECRETARIAT

Discussions regarding requirements for Trust Secretariat were held.

I. CONCLUSION – The Meeting concluded at 12.50 pm.

Mr R A Bosworth
TRUST CHAIRPERSON