

## Minutes of Meeting ERCOM

<b>Date and time of Meeting:</b>	<b>16/11/2015, The Hub ERCC 6.00 pm</b>
<b>Venue:</b>	Eastern Reserve Community Centre Members room
<b>Present:</b>	Stephen Leigh, Greg Leeson (6.35), Joe Donohue, Barry Stevens (6.10), Andrew Wright, Campbell Brumby Cr McGregor (SCS), Shaan Briggs (SCS)
<b>Apologies:</b>	Georgie Thompson, Caroline Shelbourne, Stu Fountain (Growing Winchelsea), Janet Fletcher (WFNC)

<b>Agenda Item</b>	<b>Discussion</b>	<b>Decision/Actions</b>
1. Conflict of Interest Declaration	None declared	
2. <b>Previous Minutes From 19/10/15</b>	None	Moved A Wright Seconded J Donohue, Carried
3. <b>Business Arising from Previous Minutes</b>	<ul style="list-style-type: none"> <li>• WCC \$20K grant from SCC: SCS needs a project proposal from ERCOM/WCC.</li> <li>• Staffing the bar options</li> <li>• Smoking</li> <li>• Cleaning contract @ the Hub</li> <li>• Hub logos SCS support logo, name and signage with some limitations.</li> </ul>	<p><b>Action:</b> Andrew email SCS re options for the funds, plus top up options</p> <p><b>Action:</b> Joe and Barry follow up after WCC UA signed</p> <p><b>Action:</b> Shaan to send SCS policy for review</p> <p><b>Actions:</b> Joe summarise issues in email to Shaan</p> <p>Shaan check contract with SCS officers</p> <p><b>Action:</b> Shaan send ERCOM SCS signage requirements</p>
4. <b>Correspondence</b>	Nil	
5. <b>Reports</b>		
Chair	<ul style="list-style-type: none"> <li>• WCC License All relevant parties support proposal</li> <li>• WCC UA – to be signed post meeting</li> </ul>	

	<ul style="list-style-type: none"> <li>WCC raised one internal alarm not working properly</li> <li>Water fountain in gym – recommended to be inside gym area.</li> <li>Video cameras</li> <li>Shire bookings and Parish event 24/11</li> </ul>	<p><b>Action:</b> Andrew check Safety Infrastructure Funding grants</p> <p><b>Actions:</b> Greg amend UA to include appropriate legal purpose clause</p> <p>Shaan review booking process with Martin at SCS</p> <p>Andrew write to Keith Baillie re the booking process in future</p>
Treasurer	<p>No report</p> <p>Bank Balance \$64,517 Main creditor QA Electrical ~ \$4K No movement on WFNC debt</p>	<p><b>Action:</b> Joe to circulate reports asap</p>
Council (S Briggs)	Liquor License great result. Noted WFNC may want similar	
	Traffic management	<p><b>Action:</b> Andrew request photos from D Greskie (WFNC)</p> <p>ERCOM outline issues to Shaan so he can follow up</p>
	Drainage. Will complete current stage then return to refill one drain	
	Netball	<p><b>Action:</b> ERCOM outline priority needs across the board so SCS has a better chance of dovetailing</p>
	Outside toilets	<p><b>Action:</b> Shaan to have EHOs inspect and report back</p>
	Facility costings	<p><b>Action:</b> Shaan to provide specifically re utilities and assets</p>
User Groups	Stu Fountain raised the Sportsman’s Night	<p><b>Action:</b> Andrew email to confirm what he wants/needs</p>
6. General Business <ul style="list-style-type: none"> <li>Schedule of fees – especially booking Ts and Cs. Including free bookings made by Council. Carried forward (as above)</li> </ul>	Met but still WIP.	<p><b>Action:</b> Check with Torquay and Stribling Reserve</p> <p>Circulate draft schedule to ERCOM for comment</p>
<ul style="list-style-type: none"> <li>Meeting with Chris Pike (SCS)</li> </ul>	Yes but we need a set of strategic priorities to present to him	

<ul style="list-style-type: none"> <li>• Strategic Plan ERCOM update - approved by SCS, now we need to implement.</li> </ul>		<b>Action:</b> each ERCOM member start pick up issues, involve others and report progress back.
<b>7. Next Meeting (amended): January 2016 TBC</b>		
<b>8. Meeting closed 7.30 pm</b>		