



TWEED SHIRE COUNCIL

AGENDA

TWEED COAST HOLIDAY PARKS RESERVE TRUST MEETING

Tuesday 18 November 2008

Mayor: Tr J van Lieshout

Trustees: Tr B Longland, Deputy Mayor
Tr D Holdom
Tr K Milne
Tr W Polglase
Tr K Skinner
Tr P Youngblutt



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ITEMS FOR CONSIDERATION OF THE TRUST:

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CONFIRMATION OF MINUTES

Minutes of the Ordinary and Confidential Meetings of the Tweed Coast Holiday Parks Reserve Trust held Thursday 9 October 2008

UNDER SEPARATE COVER/FURTHER INFORMATION:

To view any "non confidential" attachments listed below, access the meetings link on Council's website www.tweed.nsw.gov.au or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).

1. Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 9 October 2008 (DW 1909218)
 2. **Confidential Attachment** - Minutes of the Confidential Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 9 October 2008 (DW 1909190)
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REPORTS THROUGH THE EXECUTIVE MANAGER OF THE TRUST

REPORTS FROM THE EXECUTIVE MANAGER OF THE TRUST

- 1 [EM-TCHP] Request by Department of Lands for Certificates of Expenditure

ORIGIN:

Executive Manager of the Trust

FILE NO: GC 3/8/1 Pt2

TCHP0806

SUMMARY OF REPORT:

The Department of Lands requests provision of Certificate of Expenditure for various works undertaken from loan funds provided in 2006.

RECOMMENDATION:

That the Trust authorises execution of Certificate of Expenditure for loan reference number F385623 in the amount of \$285,000 provided to the Tweed Coast Holiday Parks in 2006.

REPORT:

The Trust received the attached fax request from the Department of Lands on 27 October 2008.

The letter requests the Trust Chairman and Secretary/Trust Board Member certify by signing the attached certificate that loan funds have been duly expended.

The Executive Manager advises that the loan, reference number F385623, for \$285,000 was applied to the construction of the new amenities building, the demolition of the old amenities building and associated works in Pottsville North Holiday Park. The works are now complete and were finalised in line with budgeted cost.

Accordingly the Executive Manager recommends the Trust authorises the completion of the Certificate of Expenditure, for loan reference number F385623, in the amount of \$285,000.

27/10 2008 MON 10:12 FAX +61 2 6642 5375 Dept of Lands - Grafton

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TWEED SHIRE COUNCIL
 FILE No.
 Doc. No.
 REC'D - 6 NOV 2008
 ASSIGNED TO:



PO Box 272 GRAFTON NSW 2460
 Facsimile (02) 6642 5375
 www.lands.nsw.gov.au

Fax

To: Richard Adams	From: Marlene McInnes
Company: Tweed Coast Holiday Parks	Position: DO 5
Fax number: 07 5523 4121	Date: 27/10/2008
Subject: Certificate of Expenditure	No. of pages: 2

Urgent Confidential Please reply Original to be mailed

Richard

I am unable to locate a Certificate of Expenditure for a loan of \$285,000.00 for the demolition of the old amenities block and replacement with a new facility at the Pottsville North Holiday Park.

I am forwarding a C of E for your signature, this is required for our Audit section in Head Office.

Thanks - Marlene McInnes (02) 66403414
 FAX (02) 6642 5375.

CONFIDENTIALITY NOTICE:
 Should you have any problems regarding the complete receipt of this transmission, please contact the sender on the above telephone number. This facsimile (including any documents accompanying this facsimile transmission) may contain information which is confidential and/or privileged. Therefore, if you are not the intended recipient of this facsimile transmission, any dissemination, copying or action taken in reliance on the contents of this facsimile transmission is strictly prohibited. If you have received this facsimile transmission in error please notify the sender on the telephone number above.





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F 385623

CERTIFICATE OF EXPENDITURE

Public Reserves Management Fund (PRMF)

Financial Assistance

The Pottsville North Holiday Park

at its meeting of

certified the expenditure of \$.....and (loan) of \$ 285,000.00

from the Public Reserves Management Fund.

The money was allocated to New amenities block

All funds have been spent and the projects were completed on

26 September 2008



CHAIRPERSON

SECRETARY/TRUST BOARD MEMBER

Please return completed forms to the Manager Crown Lands NSW Far North Coast PO Box 272 Grafton NSW 2460 P:6640 3414 F: 6642 5375	
Contact Officer:	MARLENE MCINNES
Telephone: 02 6640 3414	Our Reference: GF87R19

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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REPORTS THROUGH EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE

REPORTS FROM EXECUTIVE MANAGER OF THE TRUST

- 1 [EM-TCHP] Tweed Coast Holiday Parks 1108 Panel of Providers -
Manufacture and Installation of Relocatable Homes in Pottsville North
Holiday Park

REASON FOR CONFIDENTIALITY:

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business



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