

**Chairman:** Tr K Milne

**Trustees:** P Allsop  
R Byrnes  
C Cherry (Deputy Chairman)  
R Cooper  
J Owen  
W Polglase

# Minutes

**Tweed Coast Holiday Parks  
Reserve Trust Meeting  
Thursday 6 December 2018**

held at  
**Harvard Room, Tweed Heads Administration Building,  
Brett Street, Tweed Heads**  
commencing at 5.30pm

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The Meeting commenced at 9.30pm.

Tr Katie Milne (Chair), Tr Chris Cherry (Deputy Chair), Tr Pryce Allsop, Tr Reece Byrnes, Tr Ron Cooper, Tr James Owen and Tr Warren Polglase

Also present were Mr Andrew Illingworth (Executive Manager of the Trust), Mr Troy Green (General Manager), Mr David Oxenham (Director Engineering), Mr Vince Connell (Director Planning and Regulation), Ms Tracey Stinson (Director Community and Natural Resources), Mr Michael Chorlton (Executive Manager Finance, Revenue and Information Technology), Mrs Suzanne Richmond (Executive Manager People, Communication and Governance), Mr Mathew Greenwood (Acting Executive Officer), Ms Stephanie Papadopoulos (Manager Corporate Governance) and Miss Janet Twohill (Minutes Secretary).

## **CONFIRMATION OF MINUTES**

### **1 [CONMIN-TCHP] Minutes of the Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held 6 August 2018**

H 17

**Tr R Byrnes**  
**Tr P Allsop**

**RECOMMENDED** that:

1. The Minutes of the Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held 6 August 2018 be adopted as a true and accurate record of proceedings of that meeting.
2. ATTACHMENT 2 is CONFIDENTIAL in accordance with Section 10A(2) of the Local Government Act 1993, because it contains:-
  - (f) matters affecting the security of the council, councillors, council staff or council property.

Tr W Polglase temporarily left the meeting at 09:32 PM.

The Motion was **Carried**

**FOR VOTE - Unanimous**  
**ABSENT. DID NOT VOTE - Tr W Polglase**

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## **APOLOGIES**

Nil.

## **DISCLOSURE OF INTEREST**

Nil.

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**ITEMS TO BE MOVED FROM ORDINARY TO CONFIDENTIAL - CONFIDENTIAL TO ORDINARY**

Nil.

**CONFIDENTIAL COMMITTEE**

**EXCLUSION OF PRESS AND PUBLIC**

**H 18**

**Tr K Milne  
Tr P Allsop**

**RESOLVED** that the Trust resolves itself into a Confidential Committee in accordance with Section 10A(2) of the Local Government Act 1993 (as amended) and that the press and public be excluded from the whole of the Committee Meeting, because, in the opinion of the Committee, publicity of the proceedings of the Committee would be prejudicial to the public interest, by reasons of the confidential nature of the business to be transacted.

The Motion was **Carried**

***FOR VOTE - Unanimous***

The Executive Manager of the Trust reported that the Confidential Committee had excluded the press and public from the whole of the Committee Meeting because, in the opinion of the Committee, publicity of the proceedings of the Committee would be prejudicial to the public interest, by reason of the confidential nature of the business to be transacted, and made the following recommendations to the Trust:-

**CONFIDENTIAL MATTERS**

**REPORTS THROUGH EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE**

**REPORTS FROM EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE**

**C1 [EM-TCHP] Audited Financial Statement Report 2017/2018**

**REASON FOR CONFIDENTIALITY:**

The report if considered in open Trust could divulge business operations that could advantage a competitor.

**Local Government Act**

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

- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or

(iii) reveal a trade secret.

**HC 13**

that the Tweed Coast Holiday Parks Reserve Trust:

1. Receives and notes this report.
2. Authorises the execution of all necessary documents forming part of the financial statements and audit for the year ending 30 June 2018.
3. Notes and endorses the Audit Representation Letter for 2018.

Tr W Polglase temporarily left the meeting at 09:32 PM.

Tr W Polglase has returned from temporary absence at 09:36 PM

The Motion was **Carried**

***FOR VOTE - Unanimous***

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**H 19**

**Tr K Milne**

**Tr J Owen**

**RESOLVED** that the recommendations of the Confidential Committee be adopted.

The Motion was **Carried**

***FOR VOTE - Unanimous***

There being no further business the Meeting terminated at 9.48pm.



**The Minutes of Trust Meeting  
were Confirmed at the Meeting held  
xxx**

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**Chairman**