

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 27 September 2022 at 8:47am

**1. Present**

Max Duncan (MD)	Chairperson (Nhulunbuy Corporation)
Shane Whitten (SW)	Manager Corporate Services (Nhulunbuy Corporation)
Jim Rogers (JR)	NT Government (NTG) Representative
Vicki Blackler (VB)	Rio Tinto (RTA) Gove Operations
Linda Alexander (LA)	Member
Megan Niven (MN)	Member
Stacie Irving (SI)	Secretary

**2. Apologies**

None Recorded

**3. Conflict of Interest**

None noted

**4. Confirmation of Minutes – 23 August 2022**

**Moved:** MN  
**Seconded:** MD  
*Carried 5/0*

**5. Business Arising from Minutes**

It was noted that the following from the **Action List** were updated (see *Action List August 2022*).

*45/18: Industrial Estate Signage* – MD noted the installation has been completed. NC discussed with some business owners regarding the availability of sites on the signage. There is currently one position left and after this position is filled NC will implement a waiting list to fill future vacancies left by businesses moving from the industrial estate. MD to contact business owners upon completion of installation regarding ongoing fees and charges. - *Completed September 2022.*

*57/19 Pedestrian Crossing on Chesterfield Circuit* – MD updated board members that a detailed planning has been completed. MD will present the plan to BOD regarding co-funding this and other grant applications with a view to inclusion in the NC budget 2023. The review date for the action to be updated to November to allow time to present NC budget 2023 to Board of Directors for decision. VB requested an update on cyclone shelter grant application progress. MD to circulate some projects for consideration for inclusion in NC budget 2023 from a community point of view to town board members out of session - *Review November 2022.*

*111/22 – Recycling Storage in Wet Season* – MD still in communication with local contractor (NEAL) regarding the requirements for undercover area within the recycling area at NC laydown yard. – *Review September 2022.*

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Secretary: *Stacie Irving*  
Date: 23 November 2022

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Chairperson: *Maxwell Duncan*  
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11/22 – *Changes to Town Board Agenda items for TO Inclusion* – MD conducted discussions with Gumatj and Rirratjingu and will present revised process for TO representation on Nhulunbuy Town Board. Review the Nhulunbuy Town Board meeting annual calendar agenda with a view to the inclusion of specific agenda items to focus on Yolgnu leader involvement. NC to develop and engagement plan for traditional owner groups. – *Review October 2022.*

8:57am MD left the meeting due to prior commitments, SW to attend as Proxy chairperson.

## 6. Correspondence - In

### Application for Community Assistance Grant – 4 C's Community Centre

**Documents Tabled were:**

- Community Assistance Application Form
- Insurance Certificate of Currency
- Quote for Stove / Oven
- Quote for Freight

**It was resolved that:**

Town Board members support the application from 4C's Community Centre for Community Assistance Grant Program for the upgrade of the oven at the community centre.

**Moved:** VB

**Seconded:** MN

*Carried 4/0*

### Application for Community Assistance Grant – Arafura Dance Association

**Documents Tabled were:**

- Community Assistance Application Form
- Insurance Certificate of Currency

NC will advise of the application to NTG for this funding.

### Application for Community Assistance Grant – Nhulunbuy Community Gardens

**Documents Tabled were:**

- Community Assistance Application Form
- Quote for Whipper Snipper and Lawn Mower

**It was resolved that:**

Town Board members support the application in principle with pending a process where the NC purchase the equipment on behalf of the Nhulunbuy Community Gardens and control the storage and use of the equipment.

**Moved:** JR

**Seconded:** VB

*Carried 4/0*

### Application for Home Trading Permit – The Soul Strategist

**Documents Tabled were:**

Secretary: *Stacie Irving*  
Date: 23 November 2022

Chairperson: *Maxwell Duncan*  
Date: 23 November 2022

- Application For Home Trading Form
- Insurance Certificate of Currency
- Approval from Landlord
- Business Plan/ outline
- Plans of Property

**It was resolved that:**

Town Board members support the application for home trading permit for hypnotherapy/ holistic healing business.

**Moved:** JR

**Seconded:** VB

*Carried 4/0*

**Application for Home Trading Permit – Lara K’s Cupcakes**

**Documents Tabled were:**

- Application For Home Trading Form
- Insurance Certificate of Currency
- Registration of a Food Business
- Approval from Landlord
- Business Plan
- Plan of Property

**It was resolved that:**

Town Board members support the application for home trading permit for baking and selling decorated cupcakes on pre order basis.

**Moved:** LA

**Seconded:** JR

*Carried 4/0*

**Application for Community Assistance Grant – Arnhem Early Learning Centre**

**Documents Tabled were:**

- Community Assistance Application Form
- Insurance Certificate of Currency

Town Board members declined their support of the application from Arnhem Early Learning Centre for Community Assistance Grant Program for the lagoon walk due to the (CO2 - *Community Assistance Policy*) stating the following:

- *Be individuals/organisations that are community based, non-for-profit and provide services and activities of benefit to Nhulunbuy, the Industrial Estate, or the Gove Airport.*
- *Submit the application at least two months prior to the event or purchase.*

**Email Correspondence regarding Animal Management Issue**

- Board members requested clarification on the outcome related to the correspondence.

**Email Correspondence Thank You Email Nhulunbuy Corporation Community Development Team.**

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- Board members noted the great work done by the Nhulunbuy Corporation Community Team.

## 7. Correspondence – Out

### Letter of Support: EARC Tourism Grant

### Letter of Support: Gove Peninsula Surf Life Saving Club NT's Volunteers Grant

### Letter of Support - Recommencement of Newspaper Service

- Board members noted the valuable support offered to other stakeholder organisation by the Nhulunbuy Town Board.
- JR requested further clarification on the process moving forward with the recommencement of the newspaper/ media services.

## 8. Monthly Ops Report August 2022

Items referenced by exception in the August operations report:

- **Meter reads and multiple dogs at properties** – VB noted the previous mention on social media of the Nhulunbuy Corporation meter reads and associated dog audit. VB requested information on the audit outcome whether NC found a lot of properties with unregistered dogs.
- **Grant funding for CCTV** – JR requested information around the application for grant funding in the Community Benefits fund for these projects.

## 9. General Business

### Bin Sticker Project

MD noted that NC have conducted meetings with local vendor who has assisted by providing two different products with different pricing for the two options.

Town board viewed the samples provided and discussed a staged rollout may have a higher impact than a mass rollout of the stickers, then we may be able to cut the costs of the project.

Cul-de-sac properties are possibly not as necessary as your main roads such as Banyan Road, Jasper Road etc due to the ability of vehicles to drive at speed.

JR to investigate minor grant funding through NTG road safety funding rounds and report back to the Nhulunbuy Town Board.

### For Decision – Town Board Elections

Town Board members noted and support in principle the proposed dates of the town board nomination date of Friday 28<sup>th</sup> October early voting from Wednesday 23<sup>rd</sup> November and Election Day Friday 25<sup>th</sup> November 2022.

### Feedback from Elected Members

- **Wrecked or Abandoned Vehicles on Town Lease** – LA noted that during a visit to the area, she noticed several wrecked vehicles on the footpath at the Chippis Road end of Husnes Avenue. SI noted that NC will investigate the matter.

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- **NC Compliance Officer** – MN noted the recent resignation of the NC Development and Compliance Officer requested further information on NC process moving forward. SW noted the previous background of NC Chief Executive Officer in the planning schemes and building compliance areas.
- **Taggle Project Rollout** – SW and SI discussed Taggle roll out and commissioning community engagement plan.

**RTA Update – Vicki Blackler**

VB updated that RTA has is a lot of heavy vehicles coming into town, social media notices regarding mobilisation and traffic management in place where machinery is in operation. VB also noted the continuing road works on Melville Bay Road out to Gove Airport has traffic management in place, there are also heavy machines accessing the pit and exiting near the gun club, so RTA advise caution in these areas.

There being no further business, the Chairperson declared the meeting closed at 9:53am.

Next meeting: Tuesday 25 October 2022, commencing 8:30am.

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