

FRIENDS OF THE ESCARPMENT PARKS (TOOWOOMBA) Inc.

Committee Meeting was held between 10.12AM and 12.30PM on Tuesday 25th June 2019 at the house of Ray Addison at 97/11 Donahue Street Toowoomba.

- 1. Members Present, Proxies and others:** Hubert Krenske (President), Bruce Titter (Secretary) and Ray Addison (Treasurer), Rob Brodribb (Member and potential FEP President), Kaye Wood-Riley (Member and potential FEP Secretary), Kay Krenske FEP Member, Eunice Addison FEP Member and Taryn D'Arcy from Toowoomba Regional Council (Parks and Recreation).
Apology: Greg Lukes (Newsletter Editor).

- 2. Minutes of the August 2018 Committee Meeting and Special Teleconference Meeting in November 2018** were accepted as a true record on the Motion of Bruce Titter, Seconded by Ray Addison and carried unanimously.

3. President's Report:

Highlights were as follows:

Duggan Park:

The current stage of work on the trails network component is nearing completion. Seating still has to be erected at the lookout with some adjustments made to the rope guideline along the trail through the forest. The parking area is complete which is designated for uses only.

FEP Duggan Park group requested some adjustments to the work being carried out by contractors and these changes were made.

The trail through the forest is of concern for wheel chair operators as the surface is loose dirt which will not readily compact. Options should be considered, however not a sealed surface. T.R.C. should be approached for them to consider the best option outside a sealed surface.

Hugh Krenske/ Max Henderson to approach council for a satisfactory pathway option.

Local NRM Groups:

The amalgamation of Condamine Alliance, Queensland Murray Darling Committee and South West NRM is now titled South Queensland Landscapes with a new Constitution.

Hugh Krenske is still unsure how this organisation can assist FEP in progressing our agenda. Most of our funding comes from Toowoomba Regional Council.

Furthermore, FEP does not get involved in works on private land or roadside pest control.

Darling Downs Regional Landcare (DDRL):

At a recent meeting in Millmerran, Hugh presented the features of FEP data base which was well received by the attendees.

Hugh was asked if FEP would nominate for a Landcare award this year. The Application is time consuming with little benefit apart from getting state wide recognition.

Hugh Krenske to consider submission of a nomination.

Toowoomba Region Bio-Security Committee:

The presentation to this committee from FEP about the council defining buffer zones around our parks has not progressed significantly further. Mark Ready (T.R.C.) indicated that it is to be out on a report to council later this year.

Grant Proposal from the State Government:

FEP were unsuccessful in obtaining this Grant. We had a lot of scientific evidence to support the endangered flora and fauna components, but we do not have anything that can be regarded as critically endangered.

Volunteer Work Register:

Hugh Krenske encourages all Parkcare Coordinators to enter brief data about volunteering in our parks. Apart from council obtaining a list of our active volunteers, it is also used to list herbicide usage in the State Governments database.

Currently this Financial year we have recorded 3,483.95 hours in 295 volunteering sessions. While the average number of workers may seem small, it is indicative of the passion that our regular volunteers have for their environment.

FEP Web Site upgrade:

The FEP Web Site has not been upgraded over recent months. The database has been enhanced to facilitate the uploading of photographs. Before and after shots can be used to document the success of our work in the parks. Currently we are missing historical information.

School Groups:

We have had an enquiry from Glennie School about whether we can use student volunteers later in the year. Students could target Cats Claw Creeper in Redwood Park or work in Nielsen Park?

The proposed visit by Toowoomba Grammar boys later in the year may be best allocated to another park, possibly Panorama Crescent Park?

Other Items:

Hugh Krenske advised that there has been partial damage to planted area in Jubilee Park by Contractors and the damaged corridor will be replanted.

Hugh Krenske advised council that there is evidence fauna and reptiles have been harvested from Redwood Park. Volunteers will monitor suspect cars and provide car registrations to council for action.

Hugh and Kay Krenske attended a NEST BOX 2 hour Workshop conducted by Alan Frankes which was very impressive.

A similar Nest Box Workshop could be held at Cobb & Co Museum and Alan Frankes approached to conduct the workshop which would cost between \$4,000 and \$5,000 to run.

It would be an excellent opportunity to inform the local community.

Hugh Krenske to investigate and approach council for potential funding.

Rob Brodribb suggested an Open Day at Nielsen Park possibly in Spring with a letter drop in the area and BBQ to promote the park.

Potentially obtain a Grant from council for approximately \$500 to cover costs for the event.

Committee to consider prior to next Committee Meeting and organise if applicable.

President's full Report is attached.

President's Report accepted on a Motion by Hugh Krenske and seconded by Bruce Titter and carried unanimously.

4. Treasurer's Report:

Financial Statement for the period 26th March 2019 to 25th June 2019

Balance as at 26th March 2019		\$ 13,419.04
Income:		
Membership	\$ 400.00	
Donations	\$ 140.00	
Bank Interest	\$.28	
Community Grant	\$ 18.66	
Total Income	\$ 558.94	
Expenses:		
Tools & Equip.	\$ 1,212.70	
Admin.	\$ 309.80	
Catering	\$ 29.00	
Total Expenses	\$ 1,551.50	
Balance of Income over Expenditure		-\$ 992.56
Balance as at 25th June 2019		\$ 12,426.48
Term Deposit		\$ 7,000.00
Total assets		\$ 19,426.48

Comments:

FEP received \$400 from Subscription Arrear Notices that were sent out. The issue of Membership Subscriptions was raised again as some other environmental groups do not apply annual Membership fees.

Ray Addison advised that if no Membership subscriptions were collected it would be virtually impossible to monitor our Membership Register. Some alternative options were mentioned but at this stage we will let the matter rest.

It could be raised at A.G.M. again?

Treasurer's Full Report is attached.

Treasurer's Report accepted on a Motion by Ray Addison, seconded by Rob Brodribb and carried unanimously.

5. Matters arising from previous Meeting:**5A. World Environment Day held in early June 2019 at Lake Annand.**

Committee approached Greg Lukes to set up a static Display on behalf of FEP and unfortunately he declined.

5B. Prohibited and Restricted Invasive plants in Queensland.

Hugh Krenske confirmed distribution of the new Bio-Security Queensland State brochures to each Parkcare Coordinator.

Also, Bruce Titter contacted Bio-Security Queensland to find out what is the landowner's responsibility to eradicate. We were advised that it is the landowner and local council conjointly to make arrangements to clear.

Hugh Krenske advised that council (Mark Ready) intends to contact residents in Prince Henry Drive to make arrangements for the removal of Cats Claw in the area.

5C. Maintenance of FIRST AID KITS in each individual park.

All First Aid Kits must be regularly inspected to ensure that all medical items are current and the First Aid Kits are to include a Snakebite Kit at each Park.

It was decided that each Parkcare Coordinator would be contacted to confirm that all medical items were current and a Snakebite kit was included.

Bruce Titter to contact all Parkcare Coordinators to confirm that each has a First Aid Kit provided by council and that all medical items are current.

5D. Action Plans for each park.

Hugh Krenske forwarded an ACTION PLAN template in March 2018 to each Parkcare Coordinator for completion and return for T.R.C.

Action Plans are required to be submitted to council for financial year 2019/2020 as soon as practical.

Taryn D'Arcy advised that the completed Action Plans should be sent to her via E-Mail to park.volunteers@tr.qld.gov.au.

Bruce Titter to contact each Parkcare Coordinator and request submission of Action Plans as a matter of urgency.

5E. Volunteers Guidelines.

New Volunteers and Parkcare Coordinators are to sign an Acknowledgement Form to confirm that the Volunteer has read the Volunteers Guidelines and that the Parkcare Coordinator has fully trained the Volunteer.

These signed Acknowledgements are required and kept on record in case of an incident which requires investigation.

Some Volunteers and/or Parkcare Coordinators are refusing to sign the Acknowledgements.

A general discussion was held on the issue which has potential legal/Workplace Health and Safety implications.

Basically new volunteers have two options before working in a park, either join FEP or complete T.R.C. Volunteers handbook application.

Rob Brodribb suggested that the best option was to get the new Volunteer to join FEP immediately and complete an application Form at the park.

Committee was in agreement.

Discussions continued about groups of students from different local schools plus other groups of people who attend the parks to work on occasions.

At present, Notices are sent home to parents to obtain their approval for the child to attend and each student signs on at the park where Workplace Health and Safety issues are addressed plus exactly what duties will be undertaken.

It was decided that Hugh Krenske would contact the relative schools to obtain the information sent home to obtain the parents approval.

When the school group arrives at the park, the students sign on individually as in the past and after the proposed work/Workplace Health and Safety issues are addressed the School Representative is to sign off on behalf of the students as confirmation.

Hugh Krenske to contact relative schools that send groups of students and adjust current Form to reflect the change.

5F. Computer to update Work Registers and Herbicide usage for T.R.C.

Hugh Krenske confirmed that he has developed a computer program to record all work performed by volunteers in each park and herbicide usage for multiple purposes of Committee and T.R.C.

Earlier this month Hugh Krenske presented his computer data base program to Q.W.a.L.C. and received a favourable response.

5G. Storage of Herbicides and Record of Tools at different Parks.

Discussions were held concerning the storage of Poisons and Herbicides at the different parks in the Shipping containers to meet Workplace Health and Safety standards.

Taryn D’Arcy from T.R.C. advised that Chemical “bundles” would be provided in storage cabinets to resolve the current problem.

Also, Ray Addison advised that he has a full inventory of all tools held plus an Inventory for each individual park which he has difficulty to monitor accurately as items are progressively damaged or lost.

After discussions it was decided that Parkcare Coordinators would contact Ray Addison to obtain any items that they require with no individual records maintained for each park.

Hugh Krenske to follow up with Taryn D’Arcy to obtain and install storage cabinets organised by council.

5H. Reimbursement of car petrol expenses for transport of herbicides and equipment within Redwood Park.

Hugh Krenske advised submission of a tentative Application to T.R.C. for reimbursement of petrol expenses. The issue is under investigation by T.R.C.

A decision by council remains outstanding.

To review if necessary once a decision is made by council.

5I. Members who are still in arrears with their Subscriptions.

Bruce Titter and Ray Addison have contacted all persons in arrears in recent times and advised them that their names will be deleted from Membership Lists after 1st July 2019.

Ray Addison to provide names of Members to be deleted from Membership list at next Committee Meeting for record purposes.

5J. Volunteers at Charmaine Court Bushland Park request that T.R.C. change the name of the park to LEOPARD ASH ENVIRONMENTAL PARK.

Bruce Titter submitted the request to council and obtained reference number 1196212. Formal submission is required and the forms sent to Michael Goldrick for completion and return to Secretary.

5K. Proposed A.G.M. on Saturday 27th July 2019 at Toowoomba City Library.

Bruce Titter confirmed the booking and Hugh Krenske advised that Mark Ready would give a presentation on RESTRICTIVE WEEDS and information on State Government's "Trigger Maps".

5L. FEP to withdraw from M.O.U. Agreement with T.R.C.

Rob Brodribb is concerned that since the signed Agreement between both parties, it appears that T.R.C. have not honoured their arrangements as agreed.

If this is the case FEP should withdraw.

A general discussion took place and it was decided that we write to T.R.C. expressing our concerns and await their reaction.

Bruce Titter to send a letter to T.R.C.

6. CORRESPONDENCE

INWARD.

6A. Letter from T.R.C. Office of the Mayor – Invitation for Mayoral Volunteers Thank you Morning Tea at Oakey Cultural Centre on 23/05/2019.

Sent to Committee and Parkcare Coordinators to arrange.

6B. E-Mail Qld Community Achievement Awards.

Nominations for Community Achievement Awards close on 7th August 2019 and will be considered.

6C. E-Mail CCMA and DDRL Meeting at Millmerran on 4th June 2019.

Hugh Krenske to attend to give a presentation on Data Base for work in parks.

6D. E-Mails from Neil Reithmuller on World Environment Day at Lake Annand on 2nd June 2019.

FEP will not participate this year.

6E. E-Mail an invitation from T.R.C. to participate in T.R.C. Planning Scheme review on 6th June 2019 at Toowoomba Regional Library.

No-one attended.

6F. E-Mail Request for FEP feedback to shape the future of Southern Queensland landscapes. Survey closes on 21st June 2019.

No participation by FEP.

6G. E-Mail Southern Queensland NRM Membership renewal for 2019/2020

6H. E-Mail Condamine Region Q.W.aL.C. Request for submission of Grant Applications which close on 2nd July 2019.

6I. E-Mail ARTC Inland Rail: Border to Gowrie May 2019 Newsletter.

6J. E-Mail Community Sustainability Action Grants-Protecting Queensland threatened species. Applications close 2nd July 2019.
Reviewed.

6K. E-Mail letter from Southern Queensland Landscapes with Chairs update.

OUTWARD.

6L. E-Mail to T.R.C. concerning vandalism in Redwood Park.

6M. E-Mail to T.R.C. requesting a name change for Charmaine Court Bushland Park to Leopard Ash Environmental Park.
Council responded allocating reference number 1196212.
Received a response requesting us to complete a Formal Application.

6N. E-Mail to Southern Queensland NRM to renew Membership for 2019/2020.
SQNRM acknowledged receipt and advised Member number as OC19.

6O. E-Mail to Biosecurity Queensland requesting what action is to be taken when prohibitive invasive weeds are located on Public or private land.
Received a response stating that the landowner is responsible in conjunction with the local council to remove the Prohibited invasive weeds.

6P. E-Mail to Toowoomba Regional Council concerning vandalism in Redwood Park.

Motion moved by Bruce Titter that all Inward and Outward correspondence be accepted, seconded by Rob Brodribb and carried unanimously.

7. Newsletter and Publicity.

Greg Lukes advised that he is no longer able to be FEP Newsletter Editor due to circumstances.

Ray Addison suggested that we contact Bev Grenfell and discuss with her as she may be willing to takeover or assist.

Bruce Titter to contact Bev Grenfell.

8. Membership.

Ray Addison advised that we currently have 81 members with 9 p currently in arrears. No new Members since our last Committee Meeting.

9. General Items.

9A. FEP should have representation at Meetings relative to our interests.

Groups mentioned were:

- Darling Downs Regional Landcare: A person should be nominated,
- South Queensland Landscapes: No
- Darling Downs Environment Committee: A person should be nominated.

President to organise.

Meeting closed at 12.30PM

**Next Committee Meeting will be held on Tuesday 24th September 2019 at 10AM
at the house of Ray Addison.**

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Bruce Titter
Secretary