



# Howard Park Recreation Reserve Management Committee Meeting

## **MINUTES**

**Monday 26/08/2025**

Meeting held commencing 5:00pm  
At Howard Hall, Howard Park Recreation Reserve  
325 Whitewood Road, Howard Springs

**Jill Enriquez, Community Participation Officer**



# COMMITTEE MINUTES

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## Howard Park Reserve Committee Meeting

Held in the Howard Hall, Howard Park Reserve  
on Tuesday, 26 August 2025 at 5:00 pm

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### 1 Opening of Meeting

5:17 pm

The chair acknowledged the Larrakia People as the traditional owners of the land on which we meet.

#### Present

Jill Enriquez	Litchfield Council Representative
Maxine Way	Howard Springs Volunteer Fire Brigade
Evan Johns	Howard Spring Scouts
Gerry Wood	Resident

### 2 Apologies and Leave of Absence

Mathew Salter	Litchfield Council North Ward Councillor (Chair)
Gerard Rosse	Resident
Gerard Maley	Resident, Local Member

### 3 Disclosures of Interest

Nil

### 4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 6 February 2025

**Moved:** Gerry Wood

**Seconded:** Evan Johns

**CARRIED**

## 5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
4/12/2023	Proposed "Master Plan"	Community survey has been conducted to scope ideas from the community about future projects. Master plan is budgeted for this FY. Committee expresses desire for a simple plan to keep costs low.	DIO	Ongoing: The AMP is nearing completion, which will guide the creation of the Master Plan.
14/08/2024	Markets	Malak Markets are interested but are run by volunteers. Requires a comprehensive proposal for their committee's approval. At this stage not a priority with the upcoming end of dry season. To be revisited in Feb 2026 for an event in 2026 dry season.	CPO	<b>ON HOLD:</b> HP RR Committee agreed to put this project on hold, remarks promotions of event must occur well ahead of time.
14/08/2024	Softfall replacement	Committee members are satisfied with the grass soft fall and are looking forward to the track's opening.	SPO	<b>COMPLETED:</b> works have now been completed with opening of the park set for September 2025.
3/02/2025	Scout hall issues	CPO in correspondence with Scouts Head Office. Council is currently creating asset management plan for all reserves, which will guide user group agreements.	CPO	Ongoing: CPO will communicate with Scout Leaders and Scout Admin with developments. Scout representatives are volunteers so progress is expected to take time.

02/06/2025	Fitness Equipment for HPRR	Unable to proceed with sourcing quotes until master plan has been completed. Committee requests fitness groups to be invited to meetings for feedback.	CPO	Ongoing: CPO to facilitate invitation of user groups.
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## 6 Officers Reports

### 6.1 Bi-Monthly Operations Report

**Moved:** Gerry Wood

**Seconded:** Evan Johns

THAT the Bi-Monthly Operation Report be received and noted.

**CARRIED**

## 7 Other Business

7.1 Concrete pathway near the BMX track is inviting motorbikes, GW requests this to be reassessed for safety and preservation of oval and new soft fall.

7.2 "Community Effort is Essential" committee would like to explore in kind donations from the community to undertake upgrades at the reserve like pathways, fitness areas, etc. which would lower cost to council whilst encouraging sense of ownership from community.

7.3 Request to invite fitness users groups at HPRR to next committee meeting to gain input on how potential fitness areas would be used

7.4 Request to extend CCTV view to cover the new BMX track. May await safety audit's recommendation but recent incidents show increased antisocial behaviour.

7.5 Hamilton Gate needs to be closed at night the same as the main gates.

7.6 Whitewood hall and Scout hall irrigation continue to have issues.

## 8 Next Meeting

Monday 6 October 2025, at 5:00 pm Whitewood Hall, Howard Park Recreation Reserve.

## 9 Close of Meeting

5:50pm