



Howard Park Recreation Reserve Management Committee Meeting

MINUTES **Monday 10/11/2025**

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

Jill Enriquez, Community Participation Officer



COMMITTEE MINUTES

Howard Park Reserve Committee Meeting

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

1 Opening of Meeting

5:07pm

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

Present

Daisy Crawford	Litchfield Council North Ward Councillor (Chair)
Jill Enriquez	Litchfield Council Representative
Kat Stafford	Litchfield Council Representative
Evan Johns	Howard Springs Scouts (electronically)
Gerard Rosse	Resident
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident
Gerard Maley	Resident, Local Member

2 Apologies and Leave of Absence

Nil

3 Disclosures of Interest

Nil

4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 26 August 2025

Moved: Maxine Way

Seconded: Gerry Wood

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.
	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	ON HOLD: HPRR Committee agreed to put this project on hold, remarks promotions of event must occur well ahead of time.
3/2/2025	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.		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	Fitness groups were invited to meetings for feedback but unable to attend. To source quotes for fitness equipment.		Ongoing: CPO to discuss further with committee.
26/08/2025	Safety issues at the oval	Concrete pathway near BMX is inviting motorbikes. Damage to oval also from vehicles. Safety Audit was	Asset Officer	Ongoing: Fencing works to begin soon including pedestrian gate at BMX area

		conducted which recommended fencing		
26/08/2025	Safety issues at the BMX track	CCTV to be installed as coverage doesn't extend beyond front of Howard Hall.	CPO	Ongoing: outdoor camera has been ordered and will be installed ASAP.
26/08/2025	Irrigation issues at HPRR	This has been mentioned several times, seen through patchy areas. Will investigate	CPO	ON HOLD: to revisit in the dry season.

6 Officers Reports

6.1 Bi-Monthly Operations Report

Moved: Maxine Way

Seconded: Gerry Wood

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

CARRIED

7 Other Business

7.1 Master plan to include comprehensive survey of residents and users, determining wish list of facilities for the new financial year.

8 Next Meeting

Monday 14 January 2026, at 5:00 pm Whitewood Hall, Howard Park Recreation Reserve.

9 Close of Meeting

6:00pm