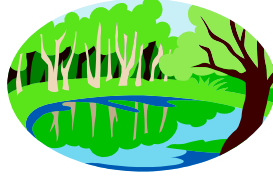


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 3rd July 2025
at 9.00 am***



A. IN ATTENDANCE – Mr RA Bosworth (Member), Mr WG Skinner (Member), Ms TL Olsen (Member), Cr AD Carr (Member), Cr KS Milton (Member), Ms LF Carr (Secretary) and Mr Brett Langtree (Trust Engineer) via TEAMS.

B. APOLOGIES – No apologies.

C. MINUTES - Confirmation of Minutes of the General Meeting held on 5 June 2025.

RESOLVED – That the Minutes be approved.
(Cr KS Milton and Mr RA Bosworth - carried)

D. WORKS REPORT – The Trust Engineer, Mr Brett Langtree, attended the meeting via TEAMS and a verbal update of works for the month of June was provided.

RESOLVED – That the update be received.
(Ms TL Olsen and Cr AD Carr - carried)

E. CORRESPONDENCE –

1. EMAIL RECEIVED FROM AMANDA HOCKLEY (SCRTQ)

Consideration of email received 18 June 2025 regarding Rules of Association update.

RESOLVED – That the Trust respond by 31 August 2025.
(Cr KS Milton and Ms TL Olsen - carried)

2. EMAIL RECEIVED FROM TIFFANY MAMMINO (RAY WHITE INGHAM)

Consideration of email received 30 June 2025 regarding the overgrowth behind the levee wall on Mona Road. Tiffany is requesting the Trusts advice regarding its plan to rectify the issue as a matter of urgency.

RESOLVED – That the Trust Engineer and Mr Skinner inspect the site.
(Cr AD Carr and Mr RA Bosworth - carried)

3. LETTER (VIA EMAIL) RECEIVED FROM VAYNE MONZEGLIO

Consideration of letter/email received 2 July 2025 requesting an inspection of “Little Gin” Creek which suffered damage in the February 2025 weather event.

RESOLVED – That the Trust Engineer inspect the site.
(Ms TL Olsen and Cr KS Milton - carried)

F. BUSINESS –

1. AWP 25/26 AND BUDGET

RESOLVED – That the AWP and Budget be finalised.
(Mr RA Bosworth and Cr AD Carr - carried)

2. SARA – REPA SITES

RESOLVED – That Ms Olsen will apply for pre-lodgement for the six (6) sites.
(Cr KS Milton and Ms TL Olsen - carried)

3. REGULATORY REQUIREMENTS

RESOLVED – That the Trust Secretary is in the process of completing the 2023/2024 Annual Report.
(Cr AD Carr and Mr RA Bosworth - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 3 July 2025:

Payee	Amount (\$)	Details
Mr WG Skinner	208.32	Meeting 5/6
Cr AD Carr	172.20	Meeting 5/6
Ms TL Olsen	150.00	Meeting 5/6
Cr KS Milton	207.72	Meeting 5/6
Ms LF Carr	1 170.00	Administration and accounting June
Ms LF Carr	134.55	Super guarantee June
Mr WG Skinner	25.00	Reimburse SIM (Telstra) floodgates June
Langtree Consulting Engineers	4 728.24	Services June
L Rosadi	900.00	Mowing levee June
JK's Deli	95.97	HRIT function Pd 5/6
Post Office Halifax	10.85	Postage - audit papers 23/24 Pd 27/6
LHWMA	11 000.00	Spraying Lagoon Creek

RESOLVED – That the accounts be passed for payment and that the LHWMA account be passed over until the next meeting.
(Ms TL Olsen and Cr KS Milton - carried)

H. CONCLUSION – The meeting concluded at 1.30 pm with the next meeting scheduled for Thursday, 7 August 2025 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Rules of Association update – response required	Members	31 August 2025
Inspect site - Mona Road – levee wall	Brett L Wallis S	7 August 2025
Inspect site - Little Gin Creek (Monzeglio)	Brett L	7 August 2025
AWP and Budget be finalised	Members	ASAP
Apply for pre-lodgement for the six (6) sites	Tania O	7 August 2025

Mr Wallis G Skinner
Trust Chair