

**PRESENT**

**Members:**

Bruce Hardy – Chairman  
Brian Peel  
Mitch McKay  
Patricia Johnson  
Noel Hoffman

**Other Attendees:**

Neil Porter – Council’s Administrator  
Stewart Todd – Group Manager Governance & Executive Services

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The meeting opened at 4.36pm.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered by the Chairman Bruce Hardy.

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**02 APOLOGIES**

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Consensus:

That the apologies received from Graeme Cook, Jenny Mead, Louise Gibbs & Chantelle Dagger be accepted.

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**03 CONFIRMATION OF MINUTES**

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Amendment required. Delete following sentence “*Three of the committee members advised that they had received personal invitations to attend the upcoming Dashi Festival to be held in October 2012.*”

Consensus:

1. That the sentence “*Three of the Committee members advised that they had received personal invitations to attend the upcoming Dashi Festival to be held in October 2012*” be deleted.

That once amendment complete, the Minutes of the Port Macquarie-Handa Sister City

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Sub-Committee Meeting held on 10 August 2011 be confirmed.

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#### **04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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#### **05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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All items listed in Business Arising in the Agenda were noted by the Committee members present.

Item 12.01 – Ideas put forward and discussed regarding possible gift purchases.

1. Fabric painting (framed). Estimated purchase cost of \$500.00 per painting including framing.
2. Glass painted plates by local artist with stand (x 3) Estimated purchase cost of \$70.00 per plate.

Twenty photos from the My Community Photographic Competition to be forwarded to committee members to assist with the selection of a design to be painted on each of the plates.

Consensus:

1. That the ideas for suitable gift purchases such as the framed fabric paintings and painted glass plates be noted.
2. That Stewart Todd arrange for a selection of twenty photos from the My Community Competition be forwarded to the Committee Members to assist with the selection of a design to be painted on each of the plates.

Item 12.03 – To be displayed at the next PMHC Handa Sister Sub Committee Meeting set down for May 2012.

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#### **06 PROPOSED STUDY GROUP FOR 2012**

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4.52pm Deborah Hoffman joined the meeting.

Consensus:

That the advice received from Handa Higashi Senior High School regarding the appointment of Mr Kosuge as the school's new Principal be noted.

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**07 HOST SCHOOL**

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Consensus:

That Jenny Mead liaise with St Columba Anglican School representative to arrange a suitable time and date for representatives from the PMHC Handa Sister City Sub Committee to meet with potential and identified Host Families in the lead up to the visit by the Handa Higashi Senior High School Study Group.

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**08 FINANCE**

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Consensus:

Note that there has been no change in the budgeted amount of \$13,500.00.

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**09 SUGGESTIONS FOR UPCOMING 2012 STUDY TOUR**

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Consensus:

1. That further enquiries be made with local hotel operators.
2. Results of those enquiries to be provided at the next meeting.

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**10 INVITATION FROM MAYOR OF HANDA CITY COUNCIL TO COUNCIL'S ADMINISTRATOR TO ATTEND DASHI FESTIVAL IN 2012**

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Council's Administrator discussed with the Committee the receipt of an official invitation to Council to send three representatives to attend the Dashi Festival, and the timing of the newly elected Council that will be appointed only one month prior to the Festival.

The Administrator advised that he will be recommending that the invitation received from the Mayor of Handa City Council, Japan be extended to the incoming Mayor of PMHC, Council's General Manager and the current Chairman of the Handa Sister City Sub-Committee (Bruce Hardy). It should also be noted that if either the Mayor, General Manager or Chairman, as identified by the Administrator are unable to accept the invitation, that Council's Corporate Events Coordinator Jenny Mead be extended the opportunity to attend.

The Administrator will respond directly to the Mayor of Handa acknowledging receipt of the official invitation.

Consensus:

1. That the Committee note the proposed recommendation by the Administrator that the incoming Mayor of PMHC, Council's General Manager and the current Chairman of the Handa Sister City Sub-Committee (Bruce Hardy) be extended the invitation to attend the Dashi Festival to be staged in Handa, Japan in October 2012.
2. That should either the Mayor, General Manager or Chairman, as identified by the Administrator, are unable to accept the invitation, that Council's Corporate Events Coordinator Jenny Mead be extended the opportunity to attend.

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**11 GENERAL BUSINESS**

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11.01 Host BBQ:

Discussion relating to Host BBQ. As per minutes 0.4 General Business – 10/8/11 items previously raised have been noted and will be actioned in lead up to the Students arrival.

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The meeting closed at 5.23pm.