
PRESENT

Members:

Mayor Peter Besseling
Councillor Trevor Sargeant
Bruce Hardy
Brian Peel
Mitch McKay
Patricia Johnson
Graeme Cook
Deborah Doyle
Noel Hoffman

Other Attendees:

Jenny Mead - PMHC Place Facilitator - Events
John Cassegrain - Cassegrain Wines
Niomi Sands - Glasshouse Gallery Curator

The meeting opened at 4.33pm.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Ms Chantelle Perkins , Ms Corbi Wentzell and Ms Lucilla Marshal be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Port Macquarie-Handa Sister City Sub-Committee Meeting held on 7 August 2014 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That:

1. The Sub-Committee note the information contained in the report item 05 - Business Arising from Previous Minutes and verbal updates provided at the meeting.
2. The creation of a Business Plan be relisted in the agenda for the first meeting in the New Year.
3. Council's Place Facilitator - Events contact Handa Higashi Senior High School to enquire if there is an opportunity for the Principal to consider deferring the 2015 Handa Higashi Senior High School Study Tour to Port Macquarie by one (1) week (arrive 31 July 2015 depart 5 August 2015).

Mr John Cassegrain entered the meeting. The Mayor formally welcomed Mr Cassegrain, thanked him for his attendance and then invited members of the committee to introduce themselves to Mr Cassegrain.

06 UPCOMING 25TH ANNIVERSARY PORT MACQUARIE-HANDA SISTER CITY AGREEMENT

CONSENSUS:

That:

1. The information outlined in the upcoming 25th Anniversary of the Port Macquarie-Handa Sister City Agreement report and the information discussed at the meeting be noted.
 2. The Sub-Committee note that the exhibition of gifts from Handa will be held in the top half of the Glasshouse Gallery from 7 August to 13 September 2015. That the Glasshouse Curator email through a copy of the Handa Registered Gifts list to Council's Place Facilitator- Events to distribute, along with the photographs tabled at the meeting, to the longstanding Sub-Committee members to view. Once the longstanding Sub-Committee members have viewed the list and photographs that feedback on the items be provided at the first meeting scheduled for March 2015.
 3. The Sub-Committee give consideration to the title of the exhibition to be held and information to be included on the interpretative panels that will also form part of the exhibition.
 4. Mr John Cassegrain provide feedback to the Sub-Committee after discussions have been held with his representative located in Japan. Feedback also to be provided on the possible inclusion of silver flakes, the format of the booklet, and number of
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- booklets to accompany the commemorative wine.
5. The label on the commemorative wine to include both the Port Macquarie-Hastings Council and Handa City Council logos and maps of Port Macquarie, NSW Australia and Handa, Archi Prefecture, Japan . Council's Place Facilitator - Events to source and forward through logos and maps to Mr Cassegrain.
 6. Council's Place Facilitator Events to liaise with Council's Communication Section to arrange a media campaign to promote the upcoming 25th anniversary of the Sister City Agreement to commence in July 2015.
 7. The Sub-Committee note that a tentative booking has been made to hold a function at the Glasshouse on August 19 2015 during the visit to Port Macquarie by the Mayor of Handa City Council. Details of the format of the function will be discussed at the first meeting scheduled to be held in 2015.
 8. That it be a recommendation to Council that the Mayor Clr Peter Besseling and Councillor Trevor Sargeant accept the invitation extended by the Mayor of Handa City Council to visit Handa, Japan from 9 - 13 April 2015 as part of the 25th Anniversary celebrations of the Port Macquarie-Hastings Council and Handa City Council Sister City Agreement with Council determining contribution to costs.
 9. That it be a recommendation to Council that two (2) members of the Handa Sister City Sub-Committee be offered the opportunity to accept the invitation extended by the Mayor of Handa City Council to travel to Handa, Japan from 9 - 13 April 2015 as part of the 25th Anniversary celebrations of the Port Macquarie-Hastings Council and Handa City Council Sister City Agreement with each respective member to attend at no cost to either the Handa Sister City Sub-Committee or to Council.
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07 GENERAL BUSINESS

07.01 Airfares:

Pat Johnson advised that she has received a request from a representative in Handa Japan asking her to seek a quote for return airfares from Japan to Port Macquarie for 20 people in 2015. Pat has forwarded request to Brian Peel to research and provide her with a quote.

The meeting closed at 5.59pm.