



COMMUNITY ASSOCIATION

BAWLEY POINT, KIOLOA AND TERMEIL

BAWLEY POINT, KIOLOA AND TERMEIL COMMUNITY ASSOCIATION

Executive Meeting- 6 PM 4 May 2026

AGENDA

Welcome and Acknowledgement of Country

Apologies:

Minutes of the last Executive Meeting 23 March 2026

Circulated via email and on web site

Business Arising from minutes

Corro in and out re changes to CCB model

Ingenia Merry Beach BPKTCA is asking for an update on STP, and requested they consider a Beach Rescue Station at Merry Beach.

SCC – Email -Racecourse Tasman STP update / license to operate.

SCC – Kioloa cricket net upgrade

Mail chimp / FB

“Have your say”:

- Proposed new CCB / ACF model
- Draft Bushfire Management Plan
- Community Hall Extension
- SCC CISP

Governance, Administration and Management

- Insurance quote received from Elders, circa \$500, much lower than previous quote.
- Financials attached April 26. Balance Sheet & Profit & Loss, refer to Xero accounts.

Community Led Projects

CLP 202500094 Emergency beach stations (progressive approval):

Second BRS installed, now operational, Mel Davies has been trained by LC in monthly inspections, at the boat ramp at Bawley Beach. Caroline Boland from Bendigo Bank will attend May general meeting for a presentation / photo opportunity.

CLP 202500160 Seating at Gannett beach: (likely negotiated agreement with SCC reached)

Moira Heath has met with SCC staff who suggest 2 or 3 seats and some other form of seating more in keeping with the headland i.e. not sandstone.

CLP 202500162 Cricket nets (under negotiation, supported in principal, however land siting issues):

Not proceeding as smoothly as hoped, one hurdle after another:

SCC will not waive tip fees for old materials, Roger Lucas requested possibility of Community Hall tip vouchers.

SCC have asked that BPKTCA undertake a survey as net may be on Crown land, proceeding next Wed 06/05 as it now appears the current facility is jointly located on Kioloa Oval (Crown) and the adjacent Crown Block

SCC advice 15% on top of quote for site surveillance officer (Peter Longstaff to PM)

Various questions relating to insurance etc. remain unanswered, however BPKTCA is addressing. EOI grant needs to be submitted 08/05, maybe not be possible due to above delays

CLP 2026..... pending Kioloa Community Hall Upgrade- update on project and consultation. PL write to Sports/Rec AB, re possibility of upgrading TV earlier, changing the location consistent with the proposed Hall upgrade.



CLP 202600127 Final section of pathway to Kioloa Beach

More or less approved. SCC is working with Crown land. No further update. Proving much more difficult with SCC due to funding limitations.

General Business

SCC proposed changes to current CCB model

Option 4 of Accredited Community Forum (ACF) agreed by CCBs and SCC

SCC have already put their preferred ACF model out for public comment via a survey, closed 19 April.

Quotes sought for insurance, Matt from Elders in Ulladulla seems like a good choice.

- New Code of Conduct, written by LC, needs to be adopted via vote at next General Meeting.
- New Constitution, written by Chris Ronalds, + feedback from Executive to be adopted via vote at next General Meeting.

Reminder that membership will shortly be due. 2 pages in next Messenger by 25/05: membership form and info re all relevant updates and CLP progress to date.

Racecourse Tasman

SCC advise as follows:

“An Approval to Operate was issued to the operators of the Caravan Park in March 2026, which includes a number of conditions. As discussed previously, this approval incorporates a faecal coliform limit of 150 cfu/100mL.

Annual reporting for the Caravan Park is undertaken on a financial year basis. Council expects that the 2025/26 annual report will be submitted within three months of the end of the financial year, in accordance with approval requirements.”

New Business

Welcome PACK- update on preliminary progress, leaders Lynn C /Lindsay C.

Next Exec Meeting – Monday 3 August 2026 (or earlier if needed)

Next General Meeting / AGM – Sunday 23 August 2026

Meeting Closed

CURRENT 2023 CONSTITUTION (Existing Standards)

Strategic Status & Governance



From 'Consultative Body'
Limited influence; consultative role.



Committee Composition: 7–12 Members
Larger group, potentially less agile.



No Formal Public Officer Role
Lack of defined compliance focus.

Membership & Voting Rights



Household Memberships
One vote per household, ambiguous.



Voting Eligibility: Unclear
All residents can discuss, voting rights unclear.



Annual Membership Fee: \$5
Nominal fee, less support.

Safety, Conduct & Privacy



No Mandatory Code of Conduct
Lacks formal protection against harassment.



Limited Privacy Provisions
Names & addresses often in public register.



Manual Record-Keeping
Relies on physical records, slower.

PROPOSED 2026 CONSTITUTION (Modernised & Compliant)

Strategic Status & Governance



To 'Accredited Community Forum' (ACF)
Formal standing with Council; direct policy input.



Resized Committee Composition: 5–10 Members
Greater management flexibility; maintaining village representation.



New Formal Public Officer Role
Clause 20A: Ensures compliance matters are properly addressed.

Membership & Voting Rights



Transition to Individual Memberships
Clearer voting rights; legal compliance (from 1 July 2026).



Refined Voting Eligibility
Only registered members entitled to vote; residents can discuss.



Membership Fee Adjustment: \$10
Supports modernised operations & efficiency.

Safety, Conduct & Privacy



Mandatory Code of Conduct
Zero-tolerance for bullying or harassment; protects all.



Enhanced Privacy Provisions
Opt-out of public register (name/address) without reason; increases safety.



Electronic Modernisation
Allows electronic records & notices; reflects modern communication.

Feature Change	Primary Benefit
 ACF Recognition	Better local policy input with formal Council standing
 Individual Membership	Clearer legal compliance and individual voting rights
 Code of Conduct	Establishes standards to protect members from harassment



Secretary BPKTCA <secretarybpktca@gmail.com>

250910 BPKTCA Letter- Tasman STP operational performance Racecourse Beach.

Tony Pearman <Tony.Pearman@shoalhaven.nsw.gov.au>

14 April 2026 at 08:56

To: Secretary BPKTCA <secretarybpktca@gmail.com>

Cc: Mayor Mailbox <Mayor@shoalhaven.nsw.gov.au>, Gillian Boyd <Gillian.Boyd@shoalhaven.nsw.gov.au>, Debbie Killian <Debbie.Killian@shoalhaven.nsw.gov.au>, Lynn Cowley <bericlynncowley@bigpond.com>, Andrew Constance <Andrew.Constance@shoalhaven.nsw.gov.au>, Matilda Potter <matilda.potter@shoalhaven.nsw.gov.au>, Emma Struys <emma.struys@shoalhaven.nsw.gov.au>, Donna Hayden <Donna.Hayden@shoalhaven.nsw.gov.au>

Good morning Peter,

Thank you for your ongoing interest in this matter and for your email below, addressed to the CEO. I apologise for the delay in responding.

Council continues to monitor the operation of the sewage management facility and the associated effluent management area at Racecourse Beach Caravan Park to ensure it is being operated efficiently and in a manner that does not pose a risk to public health or the environment.

An Approval to Operate was issued to the operators of the Caravan Park in March 2026, which includes a number of conditions. As discussed previously, this approval incorporates a faecal coliform limit of 150 cfu/100mL.

Annual reporting for the Caravan Park is undertaken on a financial year basis. Council expects that the 2025/26 annual report will be submitted within three months of the end of the financial year, in accordance with approval requirements.

If you need any more information or have any further questions please contact Glendon Lee – Senior Environmental Health Officer on 44293407 or by email glendon.lee@shoalhaven.nsw.gov.au.

Regards

**Tony Pearman**

Manager - Environmental Health & Regulatory Compliance

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Bridge Road (PO Box 42) Nowra NSW 2541
shoalhaven.nsw.gov.au

RESPECT | INTEGRITY | ADAPTABILITY | COLLABORATION

16/04/2026

Councillor Gillian Boyd

By email only: Gillian.Boyd@shoalhaven.nsw.gov.au

Dear Gillian

Councillor Request – CLR26-00150

Thank you for your inquiry regarding Bawley Point, Kioloa, Termeil Community Association (BPKTCA) potential insurance arrangements for Community led projects.

To clarify, Council's insurance covers individuals and informal social groups while using Council facilities. However, incorporated bodies, formal groups, and commercial entities are required to maintain their own insurance coverage for activities held at these venues.

With respect to your query, I've noted the following key points and responded accordingly on the assumption the proposed Accredited Community Forum model will be implemented.

Is the BPKTCA required to hold its own insurance when delivering community-led projects independently or in partnership with Council?

Under the current Community Consultative Body (CCB) model, Council arranges public liability insurance for CCBs, which extends to community-led projects delivered either independently or in partnership with Council. Under the proposed Accredited Community Forum (ACF) model, the BPKTCA and any other ACF groups will require their own public liability insurance regardless of any partnership they may enter into.

Should CCBs purchase public liability insurance on an annual basis or for individual projects and activities?

CCBs will need to assess their activities to determine the appropriate level and types of insurance to manage identified risks and meet operational needs. While an annual policy is the norm and would typically provide cover for individual projects undertaken during the policy period, the suitability and level of cover must still be assessed against the specific risks of each project. Where there are any concerns regarding the adequacy of cover, CCBs are encouraged to seek guidance directly from their insurance provider.

Will Council consider offering grant funding for Volunteer Cover under the ACF Model?

Council does not take out Volunteer Cover under the CCB model and is not proposing to change this arrangement under the ACF model at this time.

If you need further information about this matter, please contact Brandon Paull – (Acting) Lead Enterprise Risk Management, City Performance on (02) 4429 3563 or email Riskmanagement@shoalhaven.nsw.gov.au. Please quote Council's reference (55188E - D26/164831).

Yours faithfully

A handwritten signature in black ink that reads "KBuckman". The letters are cursive and somewhat slanted to the right.

Katie Buckman
Director - City Performance



Secretary BPKTCA <secretarybpktca@gmail.com>

BPKTCA - Your Elders Business Insurance Quotation

3 messages

Matt Dell <matt.dell@eiua.com.au>

13 April 2026 at 12:38

To: "secretarybpktca@gmail.com" <secretarybpktca@gmail.com>



Dear Peter and all at BPKTCA

Thank you for the opportunity to quote the above cover for you.
Attached is our quotation schedule and details.

This insurance is issued by Elders Insurance (Underwriting Agency) Pty Limited ABN 56 138 879 026
and is underwritten by QBE Insurance (Australia) Limited ABN 78 003 191 035

Easy to Buy

The quotation is based on the details we discussed.

Please check to ensure these details are correct and that the sums insured are adequate for your requirements.

What is Included?

I have included a quotation for the cover/s you requested.

You can choose to include or exclude any or all of these or the other sections available under the business package.

Business Liability

When something goes wrong that impacts a third party, we may defend you and/or pay compensation arising out of damage or injury you have caused.

Your policy can include several other covers if required, please consider including:

Business Motor vehicle

If your vehicles are damaged or stolen, we'll keep you moving – with cover that's tailored to your business.

Business General Property

Covers Business Equipment like trade tools, hand tools and mobile gear anywhere in Australia

Your Quote

Please note the following specific items and/or options:

\$20,000,000 - Liability Covering the occupation as described - Residents & Ratepayers Group

Regular group activities including Exec meetings and Public meetings would be covered by this description

Once-off activities including hall maintenance, path construction, fundraising and the like can be considered upon request

Shoalhaven City Council is listed for their interests as the Landlord of Kioloa Community Hall
We can note additional locations and entities if required

Easy To Understand

You should consider the PDS and other information before deciding if this policy is right for you.

[Financial Services Guide - Product Disclosure Statement & Target Market Determination - Key Facts Sheets](#)

Please remember you must disclose any information you know, or could reasonably be expected to know, that is relevant to our decision to insure you. This includes but is not limited to past claims, criminal convictions, bankruptcy, or existing property damage. There is more information about your Duty of Disclosure on the attached quote and on Elders website.

Not sure what is relevant and needs to be disclosed – just ask!

Easy To Pay

The total premium payable for all sections as quoted is **\$364.42**

You're welcome to pay your premium in **interest-free monthly instalments** drawn from bank account or credit card — there are no extra fees for choosing to pay monthly.

If you'd rather pay annually, you can also make a once-off payment using cash, cheque, credit card, or BPAY.

NSW Small Business Stamp Duty Waiver

The NSW State Government waive some Stamp Duty cost for business with turnover under \$2 million
Price quoted above includes the waiver - please complete and return the [Waiver Form Here.](#)

Elders can help!

I would welcome any comments or feedback about this quote and would be pleased to discuss any questions you may have.

Once again thank you for allowing us the opportunity to quote.

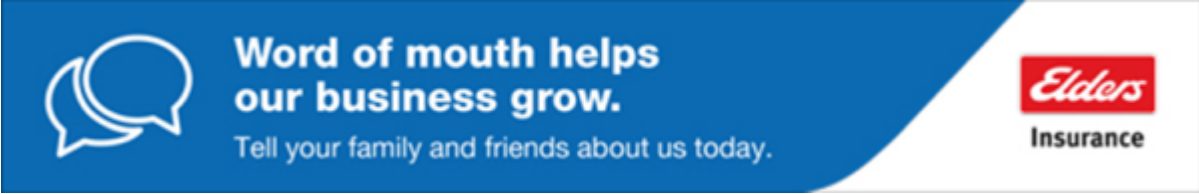
MATT DELL

Agent | Elders Insurance Wollongong, Nowra & Ulladulla

Phone: +61 (02) 4239 6200 or (02) 4455 1277

www.eldersinsurance.com.au/ulladulla + www.eldersinsurance.com.au/wollongong

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Word of mouth helps our business grow.
Tell your family and friends about us today.

Elders
Insurance

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 **BPKTCA QuoteLetterQI-2042301.pdf**
17K

Business Insurance Quotation

Quotation Number QI-2042301

Client Number EB169495

Client Name BAWLEY POINT, KIOLOA & TERMEIL

BAWLEY POINT, KIOLOA & TERMEIL
COMMUNITY ASSOCIATION INC
VOYAGER CRESCENT
BAWLEY POINT 2539

Elders Insurance

ELDERS INSURANCE ULLADULLA

ABN: 16 614 857 537

ATTN:MATT DELL

PO BOX 229 ULLADULLA NSW 2539

(P) 0244546500

(F) -

(E) elders.insurance.ulladulla@eiua.com.au

Period of Insurance

From 20/04/2026 To 20/04/2027 at 4pm

The Insured

BAWLEY POINT, KIOLOA & TERMEIL

Thank you for requesting an Elders Business Insurance quotation. We are pleased to provide the detailed quote information below. When reviewing this, please pay particular attention to the "Important Information About Your Quotation" section which contains your duty of disclosure. If we can be of any further assistance, please do not hesitate to call.

Total Premium and Charges

Premium	\$301.29	ABN	None Noted
Levies	NIL		
GST	\$30.13		
Stamp Duty	NIL		
*Intermediary Service Fee	\$30.00		
*Intermediary Service Fee GST	\$3.00		
Total Premium	\$364.42		

Paying your payments by Monthly Instalments

First Instalment **\$60.71**

Subsequent Monthly Instalments **\$27.61**

The amount of stamp duty paid is calculated under the relevant States/Territory Duties Act, based on where the risks, properties, contingencies or events are located.

***Invoiced for and on behalf of Elders Insurance Authorised Representative.**

Business Insurance Quotation

Quotation Number QI-2042301

Client Number EB169495

Client Name BAWLEY POINT, KIOLOA & TERMEIL

Cover Summary

Location 4 O'HARA STREET KIOLOA NSW 2539

Business RESIDENTS & RATEPAYERS ASSOC

Policy Section	Insured	Policy Section	Insured
Property	No	Machinery Breakdown	No
Business Interruption	No	Electronic Equipment	No
Theft	No	Employee Dishonesty	No
Money	No	Tax Audit	No
Glass	No	Transit	No
Broadform Liability	Yes	Employment Practices	No
General Property	No	Statutory Liability	No

Business Insurance Quotation

Quotation Number QI-2042301

Client Number EB169495

Client Name BAWLEY POINT, KIOLOA & TERMEIL

Cover Details

Location 4 O'HARA STREET KIOLOA NSW 2539 **Risk Number 1**
Business RESIDENTS & RATEPAYERS ASSOC
Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	\$250,000	
Excess \$1,000 for property damage claims only		
\$0 for personal injury claims		

The rating of this section is based on 1 persons being engaged in the business. If there is any change to this, you must notify your Elders Insurance Authorised Representative.

Clauses

ENDORSEMENT NOTING LANDLORD

The entity below is hereby noted as the landlord in respect to the Property tenanted by You situated at the location(s) noted below. We agree to indemnify the landlord in respect of liability for Personal Injury or Property Damage arising from the negligence of the Insured resulting directly from the tenancy of the property by the Insured, but subject always to the terms, conditions and exclusions of the policy.

Name of landlord	Situation(s)
SHOALHAVEN CITY COUNCIL	4 OHARA STREET KIOLOA NSW 2539

We have been advised a NSW Small Business Stamp Duty declaration has been completed. The Small Business premium is exempt from NSW Stamp Duty charges.

Premium	Levies	GST	Stamp Duty
\$301.29	NIL	\$30.13	NIL
Premium for Broadform Liability cover:			\$331.42

This completes your quotation.

Business Insurance Quotation

Quotation Number QI-2042301

Client Number EB169495

Client Name BAWLEY POINT, KIOLOA & TERMEIL

Important Information About Your Quotation

This quotation is valid for 30 days from the date of issue. It is not a contract of insurance and does not provide you with any cover, and it is not a guarantee that cover will be provided to you. Acceptance and confirmation of the amount quoted are subject to a satisfactory claims experience, any additional information requested, QBE Insurance (Australia) Limited standard underwriting guidelines and Special Terms and Conditions on cover.

Acceptance of this quote by you will mean acceptance of the Special Terms, Conditions and Minimum Standards listed.

If you would like to discuss any of the Special Terms, Conditions and Minimum Standards please contact your Elders Insurance Authorised Representative.

Your duty of disclosure

Before you enter into an insurance contract, you have a duty to tell us anything that you know, or could reasonably be expected to know, may affect our decision to insure you and on what terms.

You have this duty until we agree to insure you.

You have the same duty before you renew, extend, vary or reinstate an insurance contract.

You do not need to tell us anything that:

- reduces the risk we insure you for; or
- is common knowledge; or
- we know or should know as an insurer; or
- we waive your duty to tell us about.

If you do not tell us something

If you do not tell us anything you are required to, we may cancel your contract or reduce the amount we will pay you if you make a claim, or both.

If your failure to tell us is fraudulent, we may refuse to pay a claim and treat the contract as if it never existed.



Kioloa District Sports

Sports & Community

1 **PRIORITY 3** Deliver upgrades to sports lighting (basketball courts), field playing surface and cricket...

Deliver upgrades to sports lighting (basketball courts), field playing surface and cricket pitch.

Priority: Short-Term (0-5 years)

Provide your feedback on this recommendation: *

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Select an option above to add comments...

0 / 500

▲ Collapse

2 **NON-PRIORITISED** Deliver shade over playground.

3 **NON-PRIORITISED** Community Centre: Prepare Master Plan to deliver and manage improved AV capabilities.

4 Reclassify from district to local sports park and maintain accordingly.

5 Maintain tennis clubhouse at existing standard, including routine maintenance to roof.

6 Ensure sustainable tenure arrangements to minimise financial impacts to Council.

Cancel Save & Close

Community Infrastructure Strategic Plan 2056

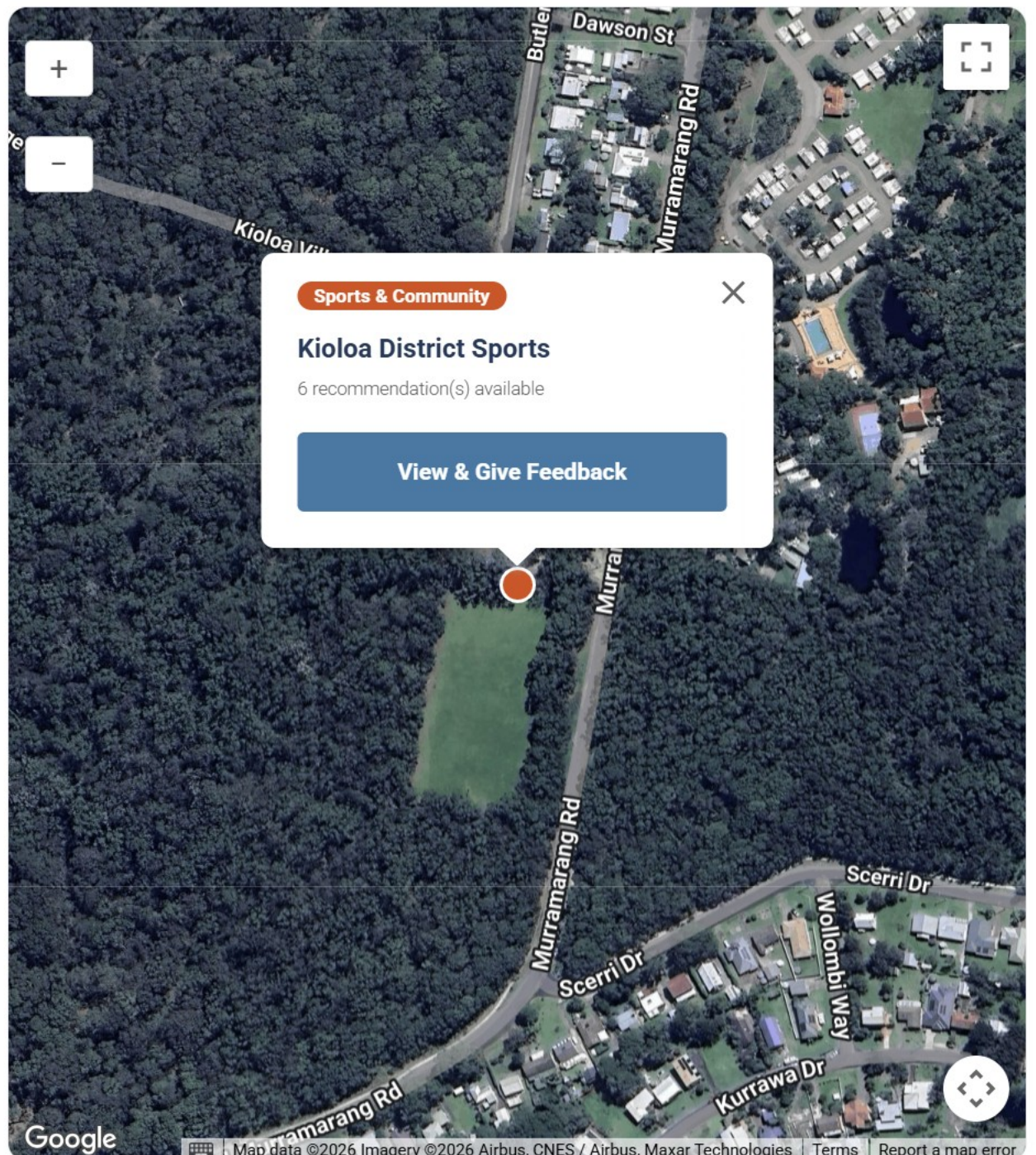
Public Exhibition Survey

Share your feedback on the draft recommendations

kioloa

FILTER All categories

- Murramarang Men's Shed Kioloa
- Kurrawa Reserve Kioloa
- Brace Reserve Kioloa
- Kioloa Boat Ramp Kioloa
- Murramarang Road Reserve Kioloa
- O'Hara Headland Kioloa
- Merry Beach Foreshore Kioloa
- Kioloa District Sports Kioloa



← Back

Save Progress

Submit Survey & Exit