



# Burdekin Shire Council

## CORRESPONDENCE FOR INFORMATION

**1. 1662130\* 146**

**Burdekin Art Society Inc**

Invitation - 50th Anniversary of the Annual Art Exhibition Award Winners - 28 August 2021  
-Burdekin Art Society Inc

**2. 1661862 \* 925**

**Rotary Club of Ayr Inc**

Letter of Thanks - RYDA Road Safety Education Program - 16 July 2021 - The Rotary Club  
of Ayr Inc

**3. 1661506 \* 477**

**Queensland State Archives**

Release of Recordkeeping Advice for Mayors and Councillors - Queensland State  
Archives

**4. 1660694 \* 17**

**Kaye Misuraca**

Letter of Congratulations - Home Hill Comfort Stop - Kaye Misuraca

**5. 1660615 \* 146**

**Wilmar Sugar Australia - Invicta Mill**

Invicta Mill Centenary Celebrations Postponed - 15 October 2021 – Wilmar Sugar  
Australia - Invicta Mill

**6. 1659927 \* 146**

**Catholic Women's League**

Invitation - Morning Tea Mass and Annual General Meeting - 22 August 2021 - Catholic  
Women's League

**7. 1659584 \* 925**

**Bravehearts Inc**

Letter of Thanks - Certificate of Appreciation - Support for Bravehearts and Claude  
Harvey – Bravehearts Inc



# BURDEKIN ART SOCIETY INC

**PO Box 312, AYR Qld 4807**

President – L Delle Baite Ph: [REDACTED]

Vice President - J. Pola Ph: [REDACTED]

Exhibition Officers- Coral Colquhoun [REDACTED] & Desley Jackson [REDACTED]

Email: burdekinartsocietyinc@gmail.com

17<sup>th</sup> August, 2021.

Thank you for your assistance with sponsorship of our 50<sup>th</sup> Anniversary Annual Art Exhibition. The generosity from people who believe in us is what makes this exhibition a continued success. It is encouraging that we are becoming nationally recognised with entries submitted from interstate as well.

We would like to invite you, and /or your staff to our opening night, Saturday 28<sup>th</sup> August, 2021, commencing at 7pm at the Burdekin Theatre foyer.

The Award winners will be announced and presented during the evening.

We feel sure you will enjoy the collection of art works on display from local and out of town artists.

If you are able to attend we would also like to invite you to assist in the presenting of the awards to which your sponsorship has contributed.

Your RSVP by Wednesday 26<sup>th</sup> August would be appreciated so we can finalise our schedule.

Looking forward to your company on the night.

Regards,

Coral & Desley  
Exhibition Officers  
Burdekin Art Society



**The Rotary Club of  
AYR Inc**  
PO Box 931  
AYR Q 4807



9 August 2021

Chief Executive Officer  
Mr Terry Brennan  
Burdekin Shire Council  
P.O. Box 974  
Ayr. Qld. 4807

BURDEKIN SHIRE COUNCIL	
File ID No.	925
17 AUG 2021	
Document No.	
Retention Period	

Dear Terry,

On behalf of the Rotary Clubs of Ayr and Home Hill I wish to sincerely thank the Burdekin Shire Council for the kind and generous DIK support with Road closures, signage, advertising banners and IT equipment to enable the staging of the RYDA program held on Friday 16 July 2021 at the Burdekin TAFE College.

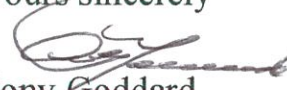
The Program dealing with Road safety and directed at Year 11 students throughout the three Burdekin High Schools was a success, with approximately 101 students attending the program delivery held at the Home Hill TAFE College. This year we also had 5 students from the PCYC Engagement Education Program for the first time.

Councils generous support has enabled the program to be delivered to the students in a professional way with driving tests on the nearby street and the continual delivery of presentations throughout the day using the IT equipment.

Burdekin Shire Councils support was also acknowledged on the day to all students and presenters in attendance along with the display of the Council Banner.

Once again, many thanks to your officers along with the Burdekin Shire Council for this valued support towards the RYDA program in the Burdekin.

Yours sincerely

  
Tony Goddard  
RYDA Coordinator  
Rotary Club of Ayr

VIEW	MAJOR	AGENDA	C-4
CEO		DATE	24/8/2021
		APPLIC #	
NOTED		PROP #	
TENDER		LAND #	
ACTION			
DEADLINE		CLASS	

Road Safety Education Limited (providers of the RYDA Program) is proudly supported by:



Our ref: QSA20/268

12<sup>th</sup> August 2021

Mr Terry Brennan  
Chief Executive Officer  
Burdekin Shire Council  
By email – enquiries@burdekin.qld.gov.au



Department of  
**Communities, Housing  
and Digital Economy**

Dear Mr Brennan

**Release of recordkeeping advice for mayors and councillors**

As the Chief Executive of Burdekin Shire Council, you are responsible for ensuring your Council meets its statutory obligations under the *Public Records Act 2002* to:

- a) make and keep, full and accurate records of business activities; and
- b) have regard to any relevant policies, standards and guidelines issued by the State Archivist about the making and keeping of public records.

These obligations extend to ensuring the mayor and councillors of your Council make and keep public records of the work they perform related to the administration of council business.

To help clarify the recordkeeping obligations of mayors and councillors, Queensland State Archives (QSA) has released a new guide – [Recordkeeping examples for mayors and councillors](#). This publication is a companion document to a range of other recordkeeping resources, including:

- [Council records: a guideline for mayors, Councillors, CEOs, and government employees](#) – a joint Crime and Corruption Commission and QSA document
- [Your Social Media and You: A guide for elected council members in Queensland](#) – a joint Office of the Independent Assessor (OIA) and Local Government Association of Queensland document; and
- [Advice on the use of messaging applications \(apps\) for local government councillors](#) – joint advice from the OIA and QSA.

QSA is always willing to work with local governments in support of their recordkeeping requirements so if you would like any further advice or assistance, please contact Ms Josephine Marsh, Director, Government Records and Discovery on telephone [REDACTED] or email [REDACTED]

Yours sincerely

A handwritten signature in black ink, appearing to read "Louise Howard".

Louise Howard  
**Queensland State Archivist**  
Queensland State Archives

**From:** "Kaye Misuraca" [REDACTED] >  
**Sent:** Thu, 12 Aug 2021 12:07:15 +1000  
**To:** "RES: Mailbox - Email Registration" <EmailRegistration@burdekin.qld.gov.au>  
**Subject:** CONGRATULATIONS

Just a brief message from my travelling husband and I congratulating the shire on all that they provide to the traveller in your little town of Home Hill.

We were amazed and so thankful for the complimentary toilets, water, showers, wi fi, low cost laundry mat, and free 48 hour stop over.

We are on the road all

Around Australia and Home Hill will remain in our favourites as the MOST RVFT in the country ... we also thoroughly enjoyed meeting your locals as we patronised as many businesses as we could !!

Many many thanks again - spreading the word !!

Kaye Misuraca JP  
[REDACTED]





## INVICTA MILL CENTENARY CELEBRATIONS

# POSTPONED

We regret that we've had to postpone  
our community celebrations planned  
for Friday, 13 August 2021.

The Centenary celebrations will now be held on  
**FRIDAY, 15 OCTOBER 2021**

We will send you a new invitation with  
updated details in the coming weeks

*We apologise for any inconvenience*





A Member Organisation of CWLA Inc.

## CATHOLIC WOMEN'S LEAGUE

Sacred Heart Branch, Ayr  
PO Box 206, AYR QLD 4807  
Email: [cwl\\_ayr@outlook.com](mailto:cwl_ayr@outlook.com)

BURDEKIN SHIRE COUNCIL	
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**President** Mary Pattinson  
Phone [REDACTED]

**Secretary** Angie Rye  
Phone [REDACTED]

**Co-Treasurers** Lina Vartuli  
Phone [REDACTED]  
Bev Edwards  
Phone [REDACTED]

# Invitation

The President and Members

Of

Catholic Women's League

Ayr and Home Hill Branches

Cordially invite

Mayor Lyn McLaughlin

After 9:00am Mass for Morning Tea

Followed by

Ayr and Home Hill Combined Annual General Meeting

On

Sunday 22<sup>nd</sup> August 2021

Sacred Heart Parish Hall, Ayr

R.S.V.P.

Angie Rye, Secretary, Ayr CWL – [cwl\\_ayr@outlook.com](mailto:cwl_ayr@outlook.com) 16.08.21

VIEW	CEO	AGENDA	1-4
		DATE	24/08/21
		APPLIC #	
NOTED		PROP #	
TENDER		LAND #	
ACTION	MAYOR		
DEADLINE		CLASS	

*For the Honour and Glory of God*

**From:** "Lyn McLaughlin" <Councillor.McLaughlin@burdekin.qld.gov.au>  
**Sent:** Mon, 9 Aug 2021 09:24:32 +1000  
**To:** "RES: Mailbox - Email Registration" <EmailRegistration@burdekin.qld.gov.au>  
**Subject:** FW: Thank you  
**Attachments:** Mayor Lyn McLaughlin.pdf

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**From:** Tracy Windelburn [REDACTED]  
**Sent:** Monday, 9 August 2021 9:22 AM  
**To:** Lyn McLaughlin <Councillor.McLaughlin@burdekin.qld.gov.au>  
**Subject:** Thank you

Good Morning

On behalf of the children and families we support, we would like to thank you for supporting Bravehearts and Claude "The Mower Man" Harvey.

We simply wouldn't be as effective in the community without your support. Amazing people like you make the world a better place for children, who all deserve a chance for a happy, safe life.

Whilst we can't introduce you to the children you are supporting, please know that your support and donations collected will change the course of their lives for the better, giving them every opportunity to find healing and happiness.

So, on their behalf, thank you, thank you, and thank you! You are a champion for the kids!

I have attached a certificate of appreciation you may wish to print off and display.

Kind regards

Tracy

**Tracy Windelburn**

**Fundraising Administration**

Monday 8.30am to 4.30pm

Bravehearts | PO Box 575 Arundel BC QLD 4214

Phone: (07) 5552 3000 | Fax: (07) 5552 3088 | [bravehearts.org.au](http://bravehearts.org.au)

**QLD • NSW • VIC • TAS**



# Certificate of Appreciation

Awarded To

**Mayor Lyn McLaughlin**

**In Recognition Of  
Your Support in Fundraising Efforts with Claude "The Mower Man" Harvey**

*Alison Geale*

Alison Geale  
**C.E.O.**  
5 August 2021



**Bravehearts**  
Educate Empower Protect  
Our Kids