

WANDI PROGRESS ASSOCIATION (Inc)

MINUTES OF THE MEETING HELD ON WEDNESDAY 18th APRIL 2018 AT 7.00PM AT THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI

This meeting was held in The Resource Centre meeting room

1. ATTENDANCE

Wayne Tentori (President), Les Whiddett (Vice President), Debbie Cocks, Rod Cocks, Debbie Tentori, Chris Barnes, Ken Workman (Secretary), Janet Carr

2. APOLOGIES: Amanda Marshall (Treasurer)

Meeting opened at 7.00pm and KW took the minutes.

3. CONTRIBUTIONS OF RESIDENTS/GUESTS: Nil

4. CONFIRMATION OF MINUTES

Rod Cocks **MOVED** that the minutes of the meeting held on 21st March 2018 be accepted. **Seconded** Debbie Tentori. **PASSED.**

5. BUSINESS ARISING : Nil

6. CORRESPONDENCE IN/OUT - As per schedule distributed and emailed

Correspondence In

- 06/04/18 Fiona Bettsworth (COK) – Community groups workshop funding groups closing 27/04/18
- 09/04/18 Jenny Hammington (Marketing/communication officer COK) re Volunteer of year nominations closing 01/05/18
- 12/04/18 Michelle Bell (Director City Legal COK) responding to Ann Nicholas (Facilities Manager) email dated 10/05/17 re Micron air Dust control project approval
- 17/04/18 Port News letter dated 04/2018

Correspondence Out : Nil

7. REPORTS

7.1 President: WT wished to thank the WPA committee and everyone who helped out at our recent Neighbour day event. This includes family members/friends who assisted in purchasing preparing the food for the day.

Special acknowledgement to committee member Debbie Tentori for her efforts in co ordinating another very successful event. An estimated count of number of people who attended was in the order of over 300 people.

WT raised that we should issue a letter of appreciation and thanks to regular volunteers Damian & Louise Woodcock for again giving up generously their time to assist and manage the community centre kitchen with serving food on the day.

WT also wished to thank the Mandogalup Volunteer Fire Brigade members for their support by putting on a very interesting and informative display of their equipment along with a practical fire fighting demonstration which was very well received.

Action : KW : Letters to be issued to thank the above for their efforts

7.2 Treasurer :

Treasurer was absent for the meeting and previous report Bank balance as at 21/03/18 was \$81,778.87

Full report will be provided at next month's meeting

Payments presented for approval:

R & D Cocks (Paints and brushes)	\$ 386.18	(Amendment in additions from initial advised \$384.00)
R & D Cocks cleaning/maintenance	\$ 600.00	(Copy of invoice to be forwarded to the treasurer)

L Whiddett MOVED that the payments be made. SECONDED by Janet Carr . PASSED

Income received \$903.60

7.3 Facilities

Debbie Cocks advised no major issues to report since last meeting but raised the following:

- A) The Home schooling group has contacted her to confirm second term access of facilities required
- B) Smoke alarm for the Forward in faith group was activated which was believed to have occurred due to cooking in the centre

Rod Cocks (RC) raised that he had called down to the centre after the security alarm had been activated and was unable to turn the alarm off . He then contacted our security company and they called out on the following Monday and downloaded the panel program .They established the PIN numbers were not correctly activated in the system when it was installed which has now been addressed .This will now allow the authorised user to cancel the audible alarm if matter has been addressed or a false alarm was activated.

RC also advised that COK staff had been sent down to complete some site electrical work (WPA not advised) and they also serviced the water treatment plant (Alarm activated) .This was to and undertake maintenance /replace dirty filters.

The Church group advised of some evidence of mice in their area and RC has since purchased and distributed some Ratsak in suitable areas to address the advised rodent issue

7.4 Projects:

RC advised the following:

- A) No current project updates as the WPA has been previously advised by COK that they are to be on hold until outstanding lease agreement matter is resolved.
- B) Gave an update on some background work he is undertaking with Dust Extraction system .He has located the original application and is completing and progressing with the Lottery West grant template including updating information/details .He advised that the work in progress template can be accessed via the internet and RC has the code for the WPA (Inc) to access our application
- C) Purchased some paint and brushes/consumables for Laurie Carr to recommence the approved painting maintenance works project at the centre when he is able

7.5 Social: Rod Cocks (RC) to arrange supper for our next meeting on the 16th May 2018

Les Whiddett raised that Nicholsons put on a breakfast for \$15 a head and committee discussed options for a possible July 2018 as a social get together

Action : RC to bring refreshments

7.6 Landcare:

Les Whiddett (LW) raised the following:

- A) Workshop to be held on 28/04/18 on volunteer safety includes a morning tea and lunch finishing at 1pm . LW to attend on Landcare and coastal watch topics
- B) Conversation site (Julia Cullity) via our website. LW has reviewed our Landcare website and seeking assistance with obtaining old photographs of our planting days .If anyone has any then please send them to LW or RC so our website can be updated and show previous Landcare projects and activities

7.7 Website/Facebook:

DT advised that she had received some positive feedback comments on our facebook page regarding our Neighbour day .This was along with a new Wandu Rural Community chatterbox feedback which was also complementing our Neighbour day event.

Also advised that she had also been looking at updating our Landcare page as currently very limited information / photos and suggested we should take photos of areas that have been subject of our more recent planting days.

7.8 Outstanding Lease Agreement :

Further to last month's minutes we are yet to receive further information from COK (Tyrone) on an update of the meeting held at the council (Refer previous month's minutes) but to date noting forthcoming from COK.

RC advised he followed up position by sending an email to COK (Tyrone) on 12/04/18 seeking for an update on the Lease progress and current status .He also sought clarity whether we could proceed with the installing of the dust extraction system to the Pavilion workshop (Previous approval email Ann Nicholas 10/05/17) .

Our Correspondence In schedule has recorded a response email from Michelle Bell (Director City Legal) dated 12/04/18 advising we are not to infer approval to proceed without an express approval of City of Kwinana for the dust extraction system . She also advised that the Community centre lease agreement is still under review.

Committee discussed position and concerns this is raising and seeking to determine best way forward as currently all projects appear now to be on hold .It was felt that with delays in responses and in absence of COK direction being provided we should re approach the Mayor directly and seek to have a meeting to discuss the current position.

Action required : KW to prepare a "Draft" email to provide some background details and to express our concerns about the current stalemate and to seek for a meeting to discuss with the Mayor

(Following some recent contact from COK indicating that a new agreement document was being considered have delayed email being prepared/issued to the Mayor to allow current developments to be presented and topic to be raised again at our next meeting)

8. WANDI WARBLER:

Debbie Tentori (DT) confirmed that articles/information was being collated and our next warbler will issue prior to our upcoming Community Clean Up Day.

9. GENERAL BUSINESS

9.1 Community Clean up Day – Sunday 6th May 2018 from 8.30am to 10.00am .

DT advised the following:

- A) Roger Cook 's office have agreed to assist with providing refreshments (coffee van) for all volunteers/helpers
- B) Flyers have been created and ready for distribution
- C) Same format for promoting the event as Neighbour day including Website/Face book/Chatterbox

9.2 :Neighbour Day Wrap up

DT discussed the event and confirmed all funds allocated were spent and finalising returns. Some feedback received for next time included minor improvements being:

- A) Need to ensure that everyone attending is aware of the free food and ice creams as although shown in our advertising still some evidence that some people attending are not sure of position.
- B) Put tables near the band (Weather permitting) or even relocate band to be under cover if weather an issue
- C) Review layout to seek a better concentration of people to suit the day/numbers attending
- D) Putting the coffee van and ice cream van together worked well

Committee thanked DT for all her hard work in co ordinating the event along with everyone that was involved

10 NEXT MEETING : 16th May 2018 at 7pm

Meeting closed at 8.35pm.

