

## WANDI PROGRESS ASSOCIATION (Inc)

### MINUTES OF THE MEETING HELD ON WEDNESDAY 17<sup>th</sup> AUGUST 2022 AT 7.00 PM AT WANDI COMMUNITY CENTRE

#### 1. ATTENDANCE

Ken Workman (President), Rod Cocks (Vice President), Mark Wells (Secretary), Debbie Cocks, Les Whiddett (Vice President), Chris Barnes, Debbie Tentori, Wayne Tentori, Amanda White (Treasurer), Alan Williams (guest)

Apologies

2. **WELCOME:** Ken welcomed all to the meeting.

3. **CONTRIBUTIONS OF RESIDENTS/GUESTS:**

Nil

4. **CONFIRMATION OF MINUTES:**

Les Whiddett MOVED that the minutes of the meeting held on July 20th, 2022, be accepted. Seconded by Rod Cocks, PASSED.

5. **BUSINESS ARISING:**

1. Ken noted the search for a new cleaner is ongoing

6. **CORRESPONDENCE IN/OUT** - As per agenda

Correspondence In/Out:

1. In 21 July Jenny Marslen (COK) re WCC mural
2. Out/In 21 July Gail Dodd, Clementine (Watercorp), Jenny Marslen updates on the progress of the Wandii Walk Trail. Acknowledgement received from each of them.
3. In/Out 24 July COK advice of networking and toolkit series for local clubs. Forwarded to Wandii Community Centre clubs.
4. Out 2 Aug WPA email list. Request for expressions of interest for WPA Treasurer's Role.
5. In 3 Aug Sinead Gilligan (COK) Update on measures to combat anti-social behaviour at the WCC.
6. In 3 Aug Donus Gok (FPA) Notice of Outer Harbor Community Group tour of the Kwinana Bulk Terminal 17 August

7. **REPORTS**

7.1 **President:**

1. Ken noted the reports of anti-social activity at the WCC and Magenup Equestrian Centre. The only option at this time is to keep reporting to the authorities (Police and COK). There has been evidence found around the area of drug use which is disconcerting.
2. The DBNGP group conducted a corporate planting day on 23 July at the WCC. There were further plantings between the resource centre and the de Haer Road.
3. Mural. Ken thanked Debbie and Rod Cocks for their work on the mural. The latest draft was passed around. The final draft will have to be approved by the COK. The end of the resource centre will have to be prepared for the mural.
4. Ken acknowledged the continuing work been done by Alan Williams on the signs for the Wandii Walk Trail.

## **7.2 Treasurer:**

1. The current WPA bank balance is \$113726.90. Debbie Cocks advised that the income for the month was \$385.50.
2. There were bills presented for approval for payment. The accounts were \$742.50 to P Square Agencies for management and cleaning fees. \$36.20 to Debbie and Rod Cocks as reimbursement for purchase of cleaning products, and \$2260.00 to Switchmark for the WWT signage.
3. It was MOVED Debbie Tentori, SECONDED Wayne Tentori that the Treasurers report be accepted, and the payments itemised in point 2 be paid. PASSED.
4. Update on the Greenskills funding was given. There is 1 visit outstanding. Gary White has noted there is evidence of disease on some of the mature trees. Greenskills are unable to offer any advice.
5. The WPA is no longer GST registered. The WPA still has an ABN to be used in transactions.
6. The audit of the 2021 22 accounts has been completed. The preliminary report is that the WPA incurred a loss in the region of \$5400 last year. The loss can be attributed to the purchase of new tables and chairs for the hall.
7. Amanda gave a summary of the Treasurers role. There are risks with employing a external bookkeeper especially in tracking cash payments. Amanda estimates the role takes about 2-3 hours a month with extra time required to prepare for the annual audit and to arrange the public insurance policy. Amanda advised that she will be returning to the workforce in early October and will be time limited to train the new treasurer.

## **7.3 Facilities:**

1. Debbie Cocks gave an update on the current bookings.
2. Debbie Cocks advised that the Cocks family will be not available for the second half of September.

## **7.4 Projects:**

1. Termite inspection completed last week.
2. The COK contractor has conducted a health check on the WCC rainwater. We passed the test.
3. The issues with the Pavillion water seem to have been resolved.
4. Resource centre U/V tube is due for replacement. The flickmaster tap in the resource centre kitchen has a leak Both issues have been reported to the COK.
5. An electrical contractor visited the resource centre to provide a quote for the Carvers power points. More quotes are required for the work so that the most suitable candidate can be chosen.

## **7.5 Communication Officer (Mark Wells) including Website/Facebook:**

1. Mark gave an update on the current postings.
2. Rod has given the website a clean-up and has reformatted some information to make the site more user friendly. Rod noted that Weebly has the capacity to incorporate a calendar if required at a future date. There is also tool available to convert Weebly to Wordpress if required.

## **7.6 Social:**

1. Les Whiddett on duty for September meeting.

## **7.7 Landcare:**

1. Alan Williams gave an update on the Wandi Walk Trail signage. The first five walk trail signs have been completed. The signs will be mounted on aluminium backing and attached to the stands. Double sided tape will be utilized and will provide enough adhesive properties. Unless it can be

found there is the requirement to manufacture another stand. A busy bee is to be scheduled on a dry fine day.

**8. WANDI WARBLER:**

1. Nil to report

**9. GENERAL BUSINESS**

1. Mark tabled the draft City of Kwinana Community Infrastructure Plan. Mark to place a submission in on behalf of the WPA highlighting the facilities available at the Wandi Community Centre and request inclusion of the Magenup Walk trail as a community facility.
2. The WPA will hold a function on 3<sup>rd</sup> of September to farewell the Workman family who will shortly be moving out of Wandi.
3. As Ken Workman will be standing down as President of the WPA a replacement will be required.
4. Ken thanked Amanda for her contribution to the WPA. Amanda will be standing down as Treasurer and Committee Member at the October AGM.
5. Volunteer hours for the month totalled 72 hours.

Meeting closed at 9.00 pm.

**NEXT MEETING: September 14<sup>th</sup>, 2022, at Wandi Community Centre.**