

WANDI PROGRESS ASSOCIATION (Inc)

MINUTES OF THE MEETING HELD ON WEDNESDAY 16th JANUARY 2019 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) , Amanda Marshall (Treasurer) left at 7.53pm , Debbie Cocks, Rod Cocks, Chris Barnes ,Ken Workman (Secretary), Debbie Tentori and Mark Wells.

Guests: Jenny Marslen (Place Leader) City of Kwinana

2. **APOLOGIES:** Les Whiddett (Vice President) and Janet Carr

3. CONTRIBUTIONS OF RESIDENTS/GUESTS:

President Wayne Tentori introduced Jenny Marslen (Place Leader) City of Kwinana recently appointed to this new position

Jenny Marslen (JM) provided a brief background of herself including current and previous roles.

As Place Leader for City of Kwinana she leads part of a team to work with local communities and volunteer organisations within the City of Kwinana. The new structure is to have a bottom up approach aiming to bring the community ,local businesses and the City of Kwinana more together.

JM is seeking for easier processes to be implemented to ensure things get done whilst acknowledging it is an evolving program supporting the community in achieving their goals and aspirations and making Kwinana a great place to live.

Discussion was held on need to tailor request to local needs and have a clear understanding that the semi rural areas have quite different and separate issues to residential areas. Amanda Marshall raised the need to better co ordinate and advertise events and activities ,being held within Kwinana ,to minimise duplication on same weekends and spread events more evenly over the whole year.

President Wayne raised with JM that there was an outstanding unresolved issue concerning a City of Kwinana lease agreement as a case in hand where the position was now drifting whilst the previous management agreement was now expired. The COK are well aware of the position but have not responded or presented an acceptable alternative resolution and this was now impacting the planning and ability to gain financial support of both existing and future local projects whilst no agreement is in place.

President Wayne gave a summary of the history of meetings on this topic including how the last management agreement worked and then how the initial "draft" commercial lease that was presented was subsequently rejected by WPA (Inc) committee as not being financially viable or workable.

Current project outstanding that are impacted include a dust extraction project and a separate proposed air conditioning system installation that the WPA Inc has it's own allocated funds available but cannot apply them with COK approval. We are aware that other groups are being impacted by these outstanding lease agreements

The committee requested that Jenny Marslen (COK) in her new role look into this outstanding matter as it restricts our committee from being able to operate as we should be able to do so in managing these community facilities . Jenny Marslen (COK) confirmed she will do so and provide feedback to us in due course.

President Wayne invited JM to contact either Rod or Debbie Cocks after this meeting to arrange to have a tour of these COK community facilities when it was convenient.

Contact details: JM provided her direct email and mobile number being Jenny.Marslen@Kwinana.wa.gov.au and mobile number Ph 0428936250

President Wayne on behalf of the committee thanked JM for taking time to come out and attend our meeting and looked forward to working with her in her new role and invited her to either stay for balance of meeting or she could leave. JM elected to leave the meeting.

4: CONFIRMATION OF MINUTES:

Amanda Marshall MOVED that the minutes of the meeting held on 12th December 2018 be accepted . Seconded by Chris Barnes . PASSED.

5. BUSINESS ARISING : Nil

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

Correspondence In:

1. 17/12/18 City of Kwinana wins National Sustainability Award (Garage Sale Trail)
2. 20/12/18 Community Group Update (COK)
3. 20/12/18 City of Kwinana water and energy initiatives (John Wellard Community centre)

Correspondence Out :

- 1.12/12/18 Letter to Lotterywest (Ms Lorna Pritchard) : Grant application 420170696 re acknowledgement of the grant terms and supporting the grant request approval

7. REPORTS

7.1 President: President Wayne advised that with Rod Cocks and Debbie Cocks they attended a meeting of the Casuarina /Wellard progress association hosted by President Steve who was seeking assistance and our insights on how we run our progress association and manage the COK facilities. Jill Sheridan had recently resigned from the position of running and managing their community hall and the hire of the facilities which she had done so for many years.

President Steve (Casuarina Wellard Progress Association) advised that one of their current local issues for the community was the proposed sand mining in the area .This required the need for the progress association to be in place so that they could as a community representative group discuss the issue with council as an association rather than being restricted as individuals. Their progress association also had an outstanding lease agreement issue with the COK

The discussion was held on generally how we manage and hire out our facilities along with an offer of our assistance as required.

7.2 Treasurer :

Treasurer's report was circulated prior to the meeting.

Bank balance as at 12/01/19 was \$95,758.51

Income received was \$1478.00

Payments presented for approval:

Telstra Phone	\$ 60.06
R & D Cocks cleaning/maintenance	\$ 775.00
R&D Cock (Supplies)	\$ 192.47
ATO payment	\$1008.00

Motion: Debbie Tentori MOVED that the payments be made. SECONDED by Mark Wells- PASSED

The Treasurer's report was moved as true and correct by Debbie Tentori and seconded by Mark Wells -PASSED

Amanda Marshall (Treasurer) advised that our insurance policy was maturing as at 31/03/19 which is when our Neighbour day event is being held and was looking at the future option to have a 13 month policy so that the cover comes up for maturity and review after this major community event .Amanda sought committee approval to support this so she can commence negotiations with the insurance company which was agreed to by the committee.

Amanda Marshall then left the meeting at 7.53pm

7.3 Facilities

Debbie Cocks provided an update on bookings for the last month including some interest from groups previously using the Casuarina Wellard community hall following a review of their users. This included the medieval society who are looking at relocating to this centre and were paying \$30 for 2 hours (10 members) but are also seeking some storage facilities.

Overall with Christmas/New year bookings period were quieter than normal although the home schooling groups were seeking additional days.

7.4 Projects:

Rod Cocks advised the following:

- 1.Lotterywest grant submitted (Dust extraction system) should be assessed and an outcome advised by end of February 2019
- 2.Need to review prices/quotes on maintenance painting required of facilities as part of projects for this year
- 3.Electrical checks to be completed before May 2019 (Caravan clubs stays usually around this time)
- 4.Supplies required included store room shelving needed to be replaced in the community hall
- 5.Fluoro tubes required replacement and need to change locks on cabinets (Woodturners) for tea and coffee area.
- 6.Smithy Gyn new security sensor has been installed
- 7.Surplus Electrical cable (3 phase) held needs to be inspected to ensure not weathered for future project use
- 8.Store room fluoro damaged and RC will get a quote for installation of down lights to avoid future damage when equipment moved in and out of room.

7.5 Communication Officer (Mark Wells) :

Mark Wells advised the following:

- 1.Gmail access now obtained
- 2.Seeking address list for warbler and will contact Amanda Marshall noting next issue of Warbler due March 2019.

7.6 Social:

Action: January refreshments : Rod Cocks to bring refreshments/supper

7.7 Landcare: No report

7.8 Website/Facebook: No report.

7.9 Outstanding Lease Agreement :

Position remains outstanding and no change to current position .Refer guest contribution notes (3) of these minutes as position discussed with Jenny Marslen (Place Leader) City of Kwinana

8. WANDI WARBLER:

DT advised she was currently collating information to put the Warbler together and was seeking for any suitable articles from committee members. She will approach Jenny Marslen (Place Leader) City of Kwinana to provide an article and details of her new role with COK in the local community.

DT will also approach Pam Nelson (Equestrian centre) to provide an article on the use and facilities available to promote the different disciplines in horse riding

9. GENERAL BUSINESS

1. Neighbour Day 30th March 2019 : President Wayne and Debbie Tentori attended a COK meeting at the John Wellard community centre and there were approx 23 people attending representing about 17 different groups. The theme of the meeting was to have a focus for this neighbour day around addressing loneliness.

DT has submitted a 19 page grant application form seeking for the full amount of \$3K but raised her concern that as event approaching the grants may be over subscribed or our request not fully approved and sought clarity if we would we still go ahead with the event. Committee discussion held and outcome was that we are supportive of the event as a major local event for the neighbourhood and would consider allocating our own funds as a contribution.

Motion: Debbie Tentori MOVED that the WPA Incorporated set aside up to \$2K towards the neighbourhood day event . SECONDED by Ken Workman- PASSED

DT seeking for information available on our groups using the community facilities to assist with introducing people to get involved in groups as part of addressing the loneliness theme.

Action: WT to write to all groups seeking for them to have a small table for each group to promote their organisation /activities and could even expand to local community groups in the area like the Lions association.

2. WT raised that he and DT would be away for the next WPA meeting that would normally be held on Wednesday 20th February 2019 .It was agreed that with pending Neighbour day event coming up that we change the date to the following Wednesday being 27th February 2019

3. Debbie Cocks raised that the City of Kwinana has been awarded a National sustainability award (Refer article in correspondence in) re garage sale trail and re use of disposed of items.

4. The COK seniors lunch held in December 2018 at the Wandi community centre. Feedback was that it was really well organised/attended and the catering was very good. In future we should actively promote these local events to ensure we get as many people to attend them and enjoy the fellowship.

10 NEXT MEETING : Wednesday 27th February 2019 NOT the usual 3rd Wednesday of the month (20th February 2019) at 7pm

Meeting closed at 9.05pm.