

WANDI PROGRESS ASSOCIATION (Inc)

MINUTES OF THE MEETING HELD ON WEDNESDAY 17<sup>th</sup> JUNE 2020 AT 7.00PM AT THE WANDI COMMUNITY CENTRE ,302 DE HAER ROAD ,WANDI and by TELECONFERENCE

This meeting was held in The Resource Centre meeting room

1. ATTENDANCE

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

By Teleconference: Amanda White (Treasurer) & Gary White (Landcare) phoned in at 7.30pm and left meeting at 7.50pm after delivering the Treasurer's and Landcare reports .Both not present for balance of meeting.

Apologies: Mark Wells (Secretary) and Councillor Matthew Rouse who was unable to attend.

2. WELCOME: Ken welcomed all to the meeting.

3. CONTRIBUTIONS OF RESIDENTS/GUESTS:  
Nil

4: CONFIRMATION OF MINUTES:

Wayne Tentori MOVED that the minutes of the meeting held on 20<sup>th</sup> May 2020 be accepted. Seconded by Debbie Tentori, PASSED.

5. BUSINESS ARISING:

Debbie Tentori raised that Rebecca Cairns (Zumba classes) had been in touch seeking to use our facebook page to advertise her classes being held at the community centre. Committee discussed position and agreed that we would continue with previous decision not to use facebook page to promote businesses/political groups/users of the community facilities noting that currently no other group has been allowed to advertise on our facebook page. Committee agreed that we would continue to resist these requests as it reduces workload of monitoring facebook posts. The WPA Inc website was preferred point for clubs/groups to promote their services along with option of advertising in our Warbler newsletter which has a rear advertising page.

Action: Debbie Tentori to contact Rebecca Cairns to advise position of not allowing advertising o classes on our facebook page. When WPA Inc website is back up that is preferred location to post details of classes with option to advertise in the Warbler.

Rod Cocks raised that our WPA Inc website is currently down and appears that our host has not paid the subscription fee (Error code 404) to renew it which historically when due is then invoiced to us for payment .John Stanley Host) originally did a lot of work on our webpage and normally would send us the invoice for payment but he has moved on from his previous role in the education department and will need to be contacted to discuss position and requirements. Concern raised that we need to be in control of our own website and directly invoiced for payment of any outstanding dues

Action : Rod Cocks to contact John Stanley to review error code and why website not available and position with payment of any outstanding subscription.

6. CORRESPONDENCE IN/OUT - Secretary to include any outstanding at next meeting

7. REPORTS

7.1 President:

1. Summary provided of the COK Zoom community consultation meetings held on 28/05/20 & 11/06/20 which Mark Wells attended with myself on 28/05/20 and just myself on 11/06/20. The meetings gave local community groups to give voice to local issues. The COK representatives were keen on hearing the feedback key elements were Covid 19 safety plans ,phase 2 and phase 3 updates and how community groups were managing along with correct signage and getting all users/groups to complete their safety plans.
2. COK is promoting a number of community initiatives including "Love my neighbourhood" and loyalty programs to buy and support local businesses. COK is aware a number of residents are doing it very tough at present and have set up a help lines along with having support contact points to assist with mental health and isolation issues.
3. Ken confirmed that Jenny Marslen (COK place leader) had personally thanked all of our committee members for assisting with actioning COVID 19 requirements but especially secretary Mark Wells and Rod Cocks for their work with implementing the phase 2 and phase 3 guidelines at the community centre .
4. Fence posts. Work has now been finalised to replace perimeter fence posts and installation of mesh facing De Haer road at the Wandi Community Centre. The old poles removed were left by COK as a gift to the community to be taken away for use and the majority have now been removed which is a great outcome.

7.2 Treasurer: Amanda White telephoned in at 7.30pm and left at 7.50pm

1. Amanda advised current balance is \$90651.20.
2. Bills outstanding are the monthly Telstra bill of \$30 and Mark Wells \$23.09 monthly Zoom account. Revenue presented for \$40.00 for tennis court hire.
3. Bills presented for payment were Les Whiddett \$104.11 (Plant labels /Plumbing ),Re imbursements for Rod Cocks \$79.77 (Resource centre & supplies ),Invoice R&C Cocks for maintenance since January (5 mths) \$1540.00
4. MOVED Wayne Tentori, SECONDED Chris Barnes that the Treasurers report and accounts be paid. PASSED.

7.3 Facilities:

Debbie Cocks advised the following:

1. Calls are increasing for bookings and feedback on what are current COVID 19 requirements from several regular users so they can restart. Discussed as a committee need to make it as easy as possible for all user group in completing their safety plans and understanding their responsibilities.
2. Kelly is no longer able to complete our cleaning requirements and has now finished. Discussion held on a replacement cleaner and whether current cleaning payment rate was in line with increased demand for cleaners and the current market to attract a suitable cleaner. Chris Barnes has provided a potential replacement cleaner's name and DC has requested that the person contacts her to discuss cleaning requirements and timing when work is required and current terms/conditions.

7.4 Projects:

Rod Cocks advised the following:

1. Discussed groups using the facilities and review template prepared on those that have completed and submitted their COVID 19 safety plans and those that are outstanding. **Action : RC will contact secretary Mark Wells as some groups are sub groups and list can be rationalised.**

2. Carl (COK) to remove and rip up some of the damaged/broken floor boards on Resource centre verandah .RC will arrange for replacement boards (approx 40 pieces) to be available for COK installation.
3. Water treatment unit put on wall and thanks to Les Whiddett for supervising installation.
4. Rain water tanks are filling up with recent rains .Pavilion water treatment unit needed backwash/maintenance as it had turned itself off so all toilets/taps required to be run to clear any residual build up.
5. COK health inspector/contractor attended premises with KW & RC attending to show through each of the buildings and he prepared a report to be submitted to COK for any works required to be completed. He mentioned that community hall door handles were the original round handles and with wooden frames the doors in winter made some exit/entrance access stiff .Contractor reported that these should be lever action and will recommend to COK that these are changed .Also disabled toilet light/fan in Resource centre were not working and again will seek for COK to action.
6. Scott (COK) advised RC that asbestos in the Resource centre had been identified for removal/replacement which could be a major works by COK but should delay our consideration for exterior painting of the building as this will need to be done as part of those future works. No date was set for when this may occur. KW raised that additional signage on the oval should be installed as the COK approval was for dogs to be on their leashes and also seeking provision of Dog poo disposable bags dispensers to be installed as currently not available.

7.5 Communication Officer (Mark Wells) including Website/Facebook: No report

7.6 Social:

1.Supper : Les Whiddett for month of July and Wayne Tentori for August

7.7 Landcare: Gary White telephoned in at 7.30pm and left at 7.50pm

- 1.Gary advised that he was still not receiving all emails from COK (Angela Jakob) and will follow up to ensure on her email distribution list for Landcare related community events and initiatives.
- 2.To date has not had any response/feedback regarding landcare grant application submitted for \$20K
- 3.Wayne Tentori raised that he had a personal reminder that came up advising for community planting day 28/06/20 .Gary will take up with Angela what was happening with these pre COVID 19 events and whether to be rescheduled.

**Action: Gary to contact Angela on above outstanding items.**

7.8 Wandi Community Report : Voice of the Community

Chris Barnes polled some Wandi residents and reported

1. Face book and web site: Very low knowledge of both sites and issues with our website as it is currently down due to host changes and old information being shown on site.
2. Community Issues: Concerns were raised around information being available on the following: (1) Proposed new outer harbour and where to find more information but really requires residents to make their own investigations to answer their specific questions . (2) Some concerns on burglaries in the area and WT advised that there is a facebook page Kwinana crime watch and community news which could assist. (3) Provision of access to as path on crossing Lyon road near Wandi Drive when going

towards round about on Rowley road. Currently requires to cut through bush to get access to pathway

3. Local Government Projects: Chris mentioned that the roundabout was raised as a traffic/safety concern. Committee discussed that this had been previously raised as an issue between the COK/City of Cockburn on who was responsible for funding any changes and would require agreement with the Main roads **Action: Chris Barnes to contact and provide feedback to residents that you polled as we value their time and input as the voice of our community. Next month Wayne Tentori has volunteered to poll some (Min 2) local residents to raise any local community concerns/issues for group discussion.**

8. WANDI WARBLER:

Debbie Tentori raised that she has been giving some thought to the next publication as the community centre and activities are now starting to recommence and facilities/ groups open up their activities .In view of the limited recent activities with restrictions in place it was thought that the next edition should be a shortened version and maybe just include committee member reports ,feedback from the COK through the Mayor and Jenny Marslen (Place leader) on impact of COVID 19 and upcoming activities.

9. GENERAL BUSINESS

COVID 19 Updates:

Ken advised that secretary Mark Wells had done significant work to ensure we are compliant with current COVID 19 requirements including co ordinating laminated signs being prepared and distributed/installed at our community centre following recent phase 2 & 3 changes. Special thanks to Mark and Rod for their efforts along with all other committee members in ensuring we are leading by example in our community.

1. All community centre user groups have been emailed by the secretary with a comprehensive pack with summarised information/links to assist them in preparing their own COVID 19 safety plans which are required to be completed and returned to us as acceptable before they can re commence their normal club/group activities. This includes responsibilities of these groups to keep accurate records of all people attending along with all additional health/hygiene and safety requirements being displayed and social distancing. Secretary Mark has prepared a spreadsheet with all user groups to show what stage they are at being compliant and in completing/returning their acceptable COVID 19 safety plans. Our database is then being updated as completed plans are returned.
2. Hirer/user agreements have now been amended for our centre to include COVID 19 requirements/responsibilities.
3. Les Whiddett raised he was aware of some members of local groups using our facilities who would potentially benefit from access to support and wellbeing brochures .KW will get details of COK help line from Jenny Marslen (Place leader) and brochures and then provide these details to members of our community that may be finding it difficult to cope in current COVID 19 isolation.

10 NEXT MEETING: Wednesday 15th July 2020 Wandi Community Centre and by teleconference.

Meeting closed at 9.15 pm.