

**WANDI PROGRESS ASSOCIATION (Inc)**

**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 17 JUNE 2015 AT 7.30PM AT  
THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

**1. ATTENDANCE**

PRESENT:	Debbie Cocks
Wayne Tentori (President)	Catherine Garlick
Rod Cocks (Vice President)	Henry Garlick
Ken Workman (Vice President)	Debbie Tentori
Janet Carr (Secretary)	Les Whiddett

APOLOGIES: Peter Hegarty (Treasurer) and Chris Barnes

**2. WELCOME** The President opened the meeting at 7.35pm

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

**4. CONFIRMATION OF PREVIOUS MINUTES**

***MOVED BY KEN WORKMAN AND SECONDED BY DEBBIE TENTORI THAT THE MINUTES OF THE MEETING HELD 20 MAY 2015 BE ACCEPTED. PASSED***

**5. BUSINESS ARISING FROM MINUTES NIL**

**6. CORRESPONDENCE .**

As per schedule plus

Portfolio – Newsletter from Fremantle Ports – tabled at meeting.

Bendigo Bank – advice re transfer of account from Rockingham branch to Kwinana – no action required..

City of Kwinana- Community Development Fund grant application form – see also item 7.3.2.

**7. REPORTS**

**7.1 PRESIDENT**

WT attended the inaugural shareholders' meeting of the Bendigo Bank – Kwinana – on 15/6.

WT attended a meeting to discuss the new lease agreement – see item 7.3

**7.2 TREASURER**

In the absence of PH, KW read out the report.

Accounts presented for payment:

Telstra (direct debit)	\$48.16
R & D Cocks (cleaning & maintenance April & May)	\$668.35
J Carr (stationery supplies)	\$17.56
Cappuccino Xpress – Henderson (coffee van)	\$235.00

D Cocks advised that \$2855 income banked since the last meeting.

Additional income of \$411 will be banked on the Treasurer's return.

***MOVED BY LES WHIDDETT AND SECONDED BY HENRY GARLICK THAT THE TREASURER'S REPORT BE ACCEPTED AND THE ACCOUNTS PAID. PASSED.***

## 7.3 FACILITIES

### 7.3.1. Report

DC reported a busy June long weekend when the Medieval Group were using the facilities.

The Hope Valley Dance Group may reform. DC has advised them that they need to advise her as soon as possible so the dates can be reserved. As they had been very long term and reliable hirers, the fees had been kept low however they will be raised to the standard rate for future bookings.

Hammond Park Junior Football Club has hired the hall this weekend for a fundraising event.

Need to replace some of the brooms, dustpans and brushes and waste bins.

*Women Working in Wood Group* has expressed an interest in a permanent booking in the new building, they meet on Tuesdays.

### 7.3.2 Playground equipment

From the recent Bendigo Bank “competition” we are likely to receive \$1000 to be used towards the purchase of additional playground equipment. RC suggested Forpark’s rock wall & fireman’s pole and a treadmill. Total cost \$3737.80 (includes GST) + installation. The WPA has already agreed to add a further \$1000 and RC suggests applying to CoK for a Minor Capital Grant for \$1500.

At the meeting on Tuesday it was advised that this needs to be approved by the Playground Auditor who requires the playground and existing equipment to be measured to ensure the distances between play equipment are appropriate.

***AGREED UNANIMOUSLY THAT ROD COCKS, LES WHIDDETT & HENRY GARLICK WILL MEASURE THE PLAYGROUND AND EXISTING EQUIPMENT AND SUBMIT DETAILS TO CITY OF KWINANA PLAYGROUND AUDITOR. ROD COCKS TO COMPLETE MINOR CAPITAL GRANT APPLICATION FORM AND SUBMIT.***

### 7.3.3 LEASE AGREEMENT (previously MANAGEMENT AGREEMENT/LICENCE)

WT, RC and LW attended a meeting with representatives from City of Kwinana on 16 June to discuss the new lease agreement. (The previous Management Agreement expired in 2014). The committee will have the opportunity to vote on the new agreement.

Proposed changes which were of concern to WPA:

We may be charged a fee to draw up the document.

We may be expected to take out contents insurance.

We may be expected to take out volunteer insurance.

There is a 100% charge for water consumption but, as we are not on scheme water we should have nothing to pay. However, we rely on the downpipes to deliver rainwater to the tank and these have been damaged and we are still awaiting CoK to arrange repair.

We are concerned that the new Biomax which was installed by CoK may require on-going maintenance. Who will pay?

We may be required to pay some local government rates.

We may be asked to pay some electricity costs – concerns were raised about how costs could be levied as need to differentiate between Council’s bore pumps, equestrian centre usage, our usage, security lights etc.

It was agreed that we conform with the requirements of the liquor licensing laws.

We were given a plan of the area showing the buildings and grounds that we can hire out.

A second document was also discussed which listed the responsibilities for the running of all groups + who replaces light globes and what painting is covered etc They want to approve our hiring rates in the future.

Under the new agreement, they want to view our financial records for the year, our bookings and the number of people attending the facility. It was suggested the Council representatives liaise with their colleagues who convene the Wandi Management Group as all this information has been given to them. They can also access details on our website.

They will get back to us with a revised document.

KW raised the issue that our bank account is currently very healthy but that over \$40,000 will be spent in the next few months on our contribution to the new building which includes:

- Flooring
- Security
- Relocation of Clubs.

## **7.4 PROJECTS**

### **7.4.1 Flooring**

A sample of southern blue gum parquet flooring was available and it was agreed that this would be suitable. The quote from Knock Out Floors (\$21,248) was accepted. The builder has agreed that the floor can be installed before handover but after all the trades have finished.

***CATHERINE GARLICK MOVED AND DEBBIE TENTORI SECONDED THAT A DEPOSIT OF \$500 BE PAID TO KNOCK OUT FLOORS. PASSED.***

RC will advise Ann Nicholas, CoK, regarding the above.

### **7.4.2 Building alterations**

RC has sought further advice regarding alterations to The Shed and The Resource Centre. No assessment by Building Certifier is required to removal walls in The Shed.

RC has had preliminary discussions with CADDs, Bibra Lake, regarding changes to The Resource Centre. RC will email drawing of our proposal and CADDs will give us a quote for the Building Certifier to review.

### **7.4.3 Progress of new building**

RC brought us up to date of work completed so far on building.

## **7.5 SOCIAL - Nil**

## **7.6 LANDCARE**

*Sunday 28 June – community treeplanting.* CG has spoken with Angela Jakob and City of Kwinana are providing \$100 for the sausage sizzle (for approx 25 people). RC and DC to cook. JC has secured sponsorship from Satterleys for a coffee van (Cappuccino Xpress-Henderson) for one hour. Flyers have been prepared and committee members to deliver to rural residents this weekend.

*Friday 17 July – NAB treeplanting* – committee members welcome to assist. BBQ lunch will be provided. Talk on black cockatoos after lunch.

*Sunday 26 July – Planet Ark National Tree Day* – CG has discussed with Angela Jakob. Larger number of people from outside area will attend – ‘Big Mob’ plus people from Hindu community who will also provide some food. They will need access to kitchen – can use Resource Centre kitchen.

## **7.7 WEBSITE**

Minutes from 2012 to 2015 are available on website.

## **7.8. RELOCATION OF GROUPS SUBCOMMITTEE & GROUNDS SUBCOMMITTEE (RC)**

This committee is due to meet soon and a report will be available at the next WPA committee meeting.

## **7.9 INCORPORATED BODIES ACT SUBCOMMITTEE**

This committee has not met as PH and CG unavailable.

## **7.10 WANDI MANAGEMENT GROUP (WT)**

This committee will be meeting in two weeks time and a report will be available at the next WPA committee meeting.

## **8. WANDI WARBLER (JC) Nil**

## **9. GENERAL BUSINESS**

### **9.1 Cycle Clubs**

Problems with Cycle Clubs in the area appears to have been resolved.

### **9.2 Bendigo Bank**

WT to attend opening of bank on Saturday morning and receive cheque for playground equipment.

### **9.3 Honeywood Residents Group**

CG advised that the group met last Sunday. They requested use of hall for their AGM to be held on Monday 24 August at 7pm. We agreed that there will be no charge for the use of the hall provided it is left clean and tidy (otherwise there will be a \$50 fee levied).

## **10. NEXT MEETING Wednesday 15 JULY 2015 at 7.30pm**

Meeting closed at 9.30pm

### **ACTION:**

7.2	PH	Pay accounts as listed
7.3.1	RC/DC	Purchase brooms, dustpan, brushes etc
7.3.2	RC/LW/HG	Measure playground and existing play equipment
7.3.2	RC	Complete grant application form
7.4.1	RC	Contact Knock Out Floors
7.4.1	PH	Transfer deposit for floor
7.4.2	RC	Liaise with CADD re requirements
7.6	DC/RC	BBQ at tree planting
9.2	WT	To attend opening of Bendigo Bank and accept cheque