

WANDI PROGRESS ASSOCIATION (Inc)

**MINUTES OF THE MEETING HELD ON
WEDNESDAY 18th November 2015 AT 7.30PM AT
THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

1. ATTENDANCE

PRESENT:

Wayne Tentori (President)
Rod Cocks (Vice President)
Catherine Garlick
Debbie Cocks

Chris Barnes
Les Whiddett
Ken Workman (Vice President)
Kinta Whaley
Amanda Marshall (Treasurer)

APOLOGIES: Janet Carr (Secretary), Henry Garlick, Debbie Tentori & Peter Hegarty

GUESTS: Nil

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

3. CONTRIBUTIONS OF RESIDENTS/GUESTS Nil

4. CONFIRMATION OF PREVIOUS MINUTES

Debbie Cocks moved that the minutes of the meeting held on 21st October 2015 be accepted. Seconded by Chris Barnes. Passed.

Amendment to previous minutes that showed Kinta Whaley attending and an apology and should show only as an apology

5. BUSINESS ARISING FROM MINUTES :

A) WT requested that an electronic copy of email be provided to him for review advised under contributions from residents/guests in previous minutes 21/10/15 .This email was to be forwarded from Brenton Scambler (CoK) concerning Wandi Re-subdivision area emergency fire fighting water tanks (Town planning scheme amendment)

B) WT to follow up with Shahan Hobson (Satterleys) re free playground equipment available as she was to get back to the WPA

6. CORRESPONDENCE : As per schedule provided

Correspondence In ;

- A) Email CoK 22/10/15 CoK Brenton Scambler re Emergency fire fighting water supply
- B) Letter CoK 02/11/15 Community funding grants
- C) Letter City of Kwinana 03/11/15 re Town Planning framework (CG has letter) submission
- D) CoK letter 03/11/15 inviting WPA to participate in neighbour day
- E) Email 06/11/15 Kwinana Industry Council
- F) Letter CoK 18/11/15 Invitation to CoK
- G) Email CoK re invitation to a "Thank you" afternoon (Landcare-Angela) to be held 06/12/15
- H) ATO letter 05/11/15 (Treasurer) re outstanding lodgement of taxation return

Correspondence Out:

- A) Email 23/10/15 to WPA committee Emergency fire fighting water supply –information
- B) Email 23/10/15 to CoK (Sheila Mills) inviting her to attend a WPA meeting and re Wandiwarbler

Discussions arising from correspondence

- A) CG raised correspondence-in letter from CoK concerning issue of a buffer around industrial areas of Kwinana and the restrictive use for light industrial. Committee discussed and confirmed that they are in favour of a letter of support being prepared to support buffer around impacted residential areas

Action Required : WT requested that CG is to draft a letter for WT to review and issue on behalf of the WPA

- B) Kinta Whaley raised that Donna Keast had received an email from CoK (Ashlee Fraser) dated 06/10/15 confirming agreement to permit use of facilities and playground so long as it won't negate a community need. CoK are currently in process of renewing WPA lease and this use will be required to be included.

7. REPORTS

7.1 PRESIDENT : WT provided the following updates:

- A) Rural/Urban DFES show –Leslie Rd and Frayne Place interface with residents to discuss Bushfire ready position/information available/Inspection of property. Considered a successful training exercise and areas were selected due to surrounding bush
- B) Management group meeting attended
- C) WT & CG attended meeting concerning Arson Strategy Awareness –community groups .They were the only community based group to attend which was disappointing for organisers but key message is if you see something suspicious then “do” something and “report” it.
- D) Esperance Fire: Mandogalup volunteer fire fighters have sent members with a fire unit to provide some support and assistance for 3 days

2 TREASURER

AM provided her report which was presented to the committee as follows:

- A) Satellite Alarm system invoice not yet paid as works not completed but AM sought to have approval to make payment . Kinta Whaley moved to confirm payment & LW seconded with all committee in favour for payment to be made.
- B) ATO access . AM required to be an authorised person for WPA Progress Association (Inc) and will lodge paperwork required with PH to sign off .GST outstanding is \$2K

AM sought for the following payments to be made as per treasurer's report schedule that payments of \$725.00 (cleaning/materials bill) and \$56.60 (cleaning/ Bunnings invoice) and \$104.73 (conduit

Moved by CG to pay and seconded by Kinta Whaley and report passed by the committee as correct

7.3 FACILITIES

Normal bookings and use of facilities continues with \$2133.00 collected for month

Debbie Cocks advised the following:

- A) Deposits included \$1130 from Wandi Woodturners for their portion of total flooring cost which is to go back into WPA Building fund
- B) Alarm callouts : New security system –multiple testing and detector issues
- C) Quiet month for hall booking

RC raised re security systems and PH is assisting with overview of stage (2) review including the Pavilion's smoke detectors and customising the electronic card access systems

There are still issues with access cards including duplicate cards not working and some concerns around not unlocking designated doors. All groups are to have access cards to areas they use although CoK doesn't need cards as keys are still in use with codes.

AM raised re replacement cards when originals are lost and forms will need to ensure users are aware of cost to replace if lost

RC raised that with stage(2) that a conduit will be required under the road as part of stage (3) (Quote to be provided) to link system with resource centre in the shed .RC wished to thank all those that have assisted and helped to co ordinate alarm system requirements with PH

RC has installed all keylocks for the various groups

WT thanked RC for all of his work in dealing with the various community groups

7.4 PROJECTS

RC confirmed the following:

- A) BIO Max pump system now has a secured cage
- B) Rainwater tank on pavilion : Water still running and issue reported to Ann Nicholas (CoK) as pump is running
- C) Landscaping approved but nothing commenced (details to be provided)
- D) Powerpoint : Required on inside for future oven and separate one for urn
- E) Motion sensors in Men's /Ladies toilets to turn lights On/Off

Discussion in the future required on whether we want to purchase a wall oven and urn (similar to Hall kitchen area). To be raised at next month's meeting

Update on Clubs with relocations

Smithy's Gym :

- A) Moving only 2 walls not 3 –Done
- B) Boxing ring fits and Smithy has done work himself and happy with format of room
- C) Change needed to front door (rotten and needs replacement) RC proposes we should pay for door (as external door part of building estimated at \$100 or less
- D) Installed extra lighting around verandah

Busy bee proposed to assist with ceiling panels to ensure installed correctly. Suggest may need 2 skip bins to assist with clean up of site and possibly look if Smithy pays for one as an offset with rent cost

Woodcarvers :

- A) Moved into Resource Centre and put a hole in the wall and RC to discuss with them
- B) Need to get their gear out of Landcare Office
- C) LW ,WT & RC have looked at wall re removing/relining and remove blackboard to Landcare room
- D) Cockburn joinery getting quotes for doors (not yet received) looking at a Bi fold kit

Woodturners & Scrollsaw clubs : All moved in and up and running no current outstanding issues

Triton club: Moved in

RC advised that clubs are not to put anything on mezzanine floor as not considered suitable or safe

New Church group : RC raised an appreciation to JC and LC for assisting the new group get established with providing padded chairs and arranged to clean room/floor ready for church group meeting

RC raised re club/user payment forms that paying all fees (clause) may need to change document for secondary user not responsible for cleaning up grounds

7.5 SOCIAL – Christmas party WPA (To be advised). December meeting (Wednesday 16th December) to be BYO with committee members all bringing a plate and some drinks

7.6 LANDCARE

CG raised the following:

- A) Landcare seed collection program and checking for level of interest for Saturday 16/1/16 or 23/1/16
- B) Information session : Bertram group (shared meeting) involving Angela Jakobs
- C) Frog Pond workshop - Saturday 21/11 at 3.00pm creating a frog pond in CG 's garden

7.7 WEBSITE : HG no report or update provided

7.8 RELOCATION OF GROUPS SUB COMMITTEE : Refer to 7.4 Projects

7.9 INCORPORATED BODIES ACT SUB COMMITTEE : No update report provided

7.10 WANDI MANAGEMENT GROUP : WT provided a copy of minutes dated 11/11/15 (Review action list)

Oval : End of football season all ovals are top dressed at end of September/early October (2nd week after grand final)

8. WANDI WARBLER

Janet Carr sought for the following to be raised in her absence:

- A) AGM flyer is to be produced and distributed .Sought the committee approval to consider costs of production estimated at \$275.00 including photocopying . ***Matter was moved by CG and seconded by LW and passed by the committee***
- B) Official opening day and neighbour day .Meaghan (CoK) wants to know what we want from the Council including funding/manpower and clarity on format of event. Discussed and considered easier to move Neighbour Day and to have the official opening of the Pavilion at that event with an open day for all groups. Need to align with Warbler distribution.

9. GENERAL BUSINESS

9.1 Neighbour day 2016 : Refer notes 8 (b) re neighbour day

9.2 Official opening day of the Pavilion : Refer notes 8 (b) re neighbour day

9.3 Annual General Meeting 2016 : Holdover for December meeting to discuss in more detail

9.4 Clean Up Australia : To be discussed at December meeting with DT looking at 13/03/2016

9.5 National Broadband : No update provided

9.6 Free Playground equipment : Refer to minutes section 5(B) as no other update with WT follow up with Shahan Hobson (Satterleys)

9.7 Council elections : No update report provided

10. NEXT MEETING AGM Wednesday 16th December 2015 at 7.30pm

Meeting closed at 10.15pm

Actions required

5. WT requested copy of email from Brenton Scambler (Cok) concerning Wandu Re-subdivision area emergency fire fighting water tanks
6. CG is to draft a letter for WT to review and issue on behalf of the WPA