

**WANDI PROGRESS ASSOCIATION (Inc)**

**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 16 SEPTEMBER 2015 AT 7.30PM AT  
THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

**1. ATTENDANCE**

**PRESENT:**

Wayne Tentori (President)  
Rod Cocks (Vice President)  
Ken Workman (Vice President)  
Janet Carr (Secretary)  
Amanda Marshall\* (Treasurer)

Chris Barnes  
Debbie Cocks  
Peter Hegarty  
Les Whiddett  
Kinta Whaley (Guest)  
Donna Rose (Guest)

\* Voted on to the Committee at this meeting.

**APOLOGIES:** Catherine Garlick, Henry Garlick, Debbie Tentori, Shahan Hobson (Satterleys)

**2. WELCOME** The President opened the meeting at 7.30pm following an earlier inspection of The Pavilion.

**3. CONTRIBUTIONS OF RESIDENTS/GUESTS**

Kinta Whaley and Donna Rose gave a brief presentation on their vision to run an early childhood education program based at the Wandi Community Centre.

Kinta, a local resident, currently runs a family day care from her home.

Donna, an Aubin Grove resident, is an early childhood teacher.

Proposal is for a structured program for pre-kindy children aged 3-4, ie the year prior to starting Kindergarten at school. Expectation is children will already be toilet trained.

Initial proposal is to run this 2 days per week, school terms only, 9.30am – 2pm.

Ratio of 1 adult per 10 or 11 children.

They are keen to use the Wandi facility which has great outside areas including a playground, sandpit, grassed area and all in a rural setting – much better than most other community centres which have little outdoor space.

Would like to use the Hall as toilets within building.

However, Club rooms ideal with direct access to fenced playground but toilets not in this building.

They would like exclusive use of playground when on-site.

They will need to obtain licenses and approvals from various authorities.

Looking at starting 2017/2018 but can start earlier. Showing expression of interest now to avoid the venue being booked by someone else. May consider running a Playgroup on site in 2016 to hold venue.

WA Education Department kindergarten class likely to start at proposed Wandi Primary School in 2017.

Regardless of the committee's decision, Kinta Whaley expressed an interest in joining the WPA committee. On payment of her membership fee, she will be invited to join the committee.

Kinta and Donna left the meeting at 8pm. This proposal was then discussed in depth by committee members. Concerns raised:

It was noted that City of Kwinana had raised no objection to this proposal at this stage, however, this was verbal only and will likely need a formal application and written approval in due course. Apparently WPA's lease agreement with CoK does not preclude us from renting space to a commercial enterprise.

We discussed the pro and cons of the three spaces available – The Hall, The Clubrooms and The Pavilion (recreation hall). The Club Rooms are the most appropriate with easy access to the fenced playground. Note - this is booked on Tuesday mornings by the current Playgroup.

WPA can't reserve the Playground exclusively for a group as this is classified as Public Open Space. Cleaning arrangements need to be clarified – permanent hirers are responsible for cleaning rooms and toilets after use.

Whilst we recognise the issues regarding the toilets, the WPA will not arrange installation of toilets to the Club Rooms. Kinta & Donna may wish to approach CoK to pursue this. .

We would need to charge the commercial hourly rate for hiring the facilities.

PH queried whether this commercial arrangement would change our not-for-profit status.

They would need access to a lockable storage area within the building.

***ROD COCKS MOVED THAT THE WANDI PROGRESS ASSOCIATION ACCEPT, IN PRINCIPLE, THAT THE PROPOSED EARLY CHILDHOOD CENTRE BE BASED AT THE WANDI COMMUNITY CENTRE. SECONDED BY KEN WORKMAN. PASSED.***

Secretary to contact Kinta and Donna and advise them of the outcome of our discussions.

#### **4. CONFIRMATION OF PREVIOUS MINUTES**

***PETER HEGARTY MOVED THAT THE MINUTES OF THE MEETING HELD ON 19 AUGUST 2015 BE ACCEPTED. SECONDED BY LES WHIDDETT. PASSED.***

#### **5. BUSINESS ARISING FROM MINUTES** See below.

#### **6. CORRESPONDENCE** .

As per correspondence schedule +

Website enquiry from John Gehling re inadequate water supplies available for fighting bushfires – he has been asked to provide further information.

Women Working With Wood Association – want to book space in The Pavilion all day on Saturdays – but can be flexible.

City of Kwinana – WPA unsuccessful in grant application for Community Development Funds.

City of Kwinana – Celebrate Volunteers 2015 – refer to CG for Landcare involvement.

#### **7. REPORTS**

##### **7.1 PRESIDENT**

WT and LW attended the Communities & Industries Forum on 8 September. Main presentation was by Joanne Abbiss, CEO, City of Kwinana on their “50 year vision for the State’s premier industrial area” ([www.indianoceangateway.com.au](http://www.indianoceangateway.com.au)). It is proposed that port facilities be moved from Fremantle to Kwinana and sited on the coast between Anketell and Rowley Roads. These roads will become 4 lane highways with a road off to link with the airport. Currently survey work is being conducted along these roads and WPA has indicated it wishes to attend any public information sessions. Apparently residents alongside these roads have received some documentation on possible future developments as land may be resumed from their properties. This could have implications for landowners planning to subdivide their properties in the future.

##### **7.2 TREASURER**

Amanda Marshall, a financial member of the WPA, was then invited to join the committee. She accepted and kindly volunteered to take on the role of Treasurer,

PH tabled his report..

Need to transfer money from savings account to working account so can pay for installation of parquetry floor. (refer August minutes)

Tables and chairs not yet purchased (refer August minutes)..

LW has purchased refrigerators and microwave (refer August minutes).

RD - Mirror ball has been purchased and installed (purchase approved by emailed responses)

Accounts presented for payment:

R & D Cocks (cleaning & maintenance including some equipment for use in The Pavilion)	\$483.57
R & D Cocks (building permit from City of Kwinana)	\$156.65
L Whiddett (tile grout/glue and edging – for The Pavilion)	\$87.20

***MOVED BY JANET CARR THAT THE TREASURER PAY THE ACCOUNTS AS LISTED. SECONDED BY KEN WORKMAN. PASSED.***

Income from hall hiring \$406.50

The committee directed PH to open an additional Bendigo Bank cash management trading account as required for payment of their \$1000 grant. PH noted that we need to purchase security tokens at a cost of \$20 each and proposed to purchase two initially.. The WPA already has a term deposit of \$50,000 with Bendigo Bank.

PH recommended that we maintain our accounts with Westpac Bank as at present. PH will liaise with AM to hand over all the documents relating to the position of Treasurer of the WPA.

***PETER HEGARTY MOVED THAT THE WANDI PROGRESS ASSOCIATION OPENS A CASH MANAGEMENT TRADING ACCOUNT WITH BENDIGO BANK FOR THEIR \$1000 GRANT, THAT AMANDA MARSHALL BE ADDED AS ADMINISTOR AND SIGNATORY TO ALL OUR ACCOUNTS WITH BOTH BENDIGO BANK AND WESTPAC BANK. THE SIGNATORIES FOR ALL ACCOUNTS WILL BE***

***WAYNE TENTORI  
LES WHIDDETT  
JANET CARR***

***PETER HEGARTY  
AMANDA MARSHALL***

***WITH ANY TWO TO SIGN. SECONDED ROD COCKS. PASSED.***

PH advised that about seven years ago, the committee established an amount of \$15 per hour to be paid to volunteers for cleaning and maintenance work at the hall (excluding busy bees), in particular RC and DC. He felt this was inadequate now and asked that this matter be placed on the agenda for the next meeting. In the meantime he will discuss with the auditor whether there are any taxation implications.

***CHRIS BARNES MOVED THAT THE TREASURER'S REPORT BE ACCEPTED. SECONDED BY LES WHIDDETT. PASSED.***

### **7.3 FACILITIES**

DC has received an enquiry from a lady wishing to hold yoga classes on Wednesday mornings. RC advised asbestos audit of Club Rooms and The Resource Centre completed – arranged by CoK. Council arranged for all exit lights and emergency lighting to be checked and upgraded. LW, RC and John Lombardo installed mirror ball, cleaned Hall fans and put battery in clock. LW & RC collected play equipment, which needs to be assembled and erected. Along with PH, they plan to install it on Wednesday 23 September about 9am.

### **7.4 PROJECTS**

CoK accepted our proposed name for the new building – The Pavilion. The building was handed over by the builders to CoK and WPA (represented by RC and LW) on Monday 14 September. RC advised that a number of jobs still need to be completed, including Locks to be added to the doors of the woodwork room and recreation room. Some patching and painting.

Light switch in ladies' toilet to be moved.

Council are aware that the outside security lights need to be fixed.

Various controllers for water and septic system need to be caged and locked and some levers, taps etc need to be removed to avoid vandalism.

Inspection hole into effluent tank is currently accessible and needs to be fixed.

Woodturners and Scrollers have sealed the floor of the woodwork room and also the store-rooms. RC will arrange for an invoice to be given to the Woodturners for the cost of some of the sealer. LW has put down tiles in front of the kitchen cupboards.

The flooring company will to put down the moisture barrier on Friday followed by the parquetry flooring.

PH met with a representative from the security company and advised him what we require.

LW has purchased the refrigerators and the microwave.

CoK Parks & Gardens staff have visited site to discuss landscaping. RC has asked them to remove wattle trees and replace with a row of trees alongside carpark. They will also install reticulation and lawn in front of building. On the western wall there will be a dry garden bed and a row of paving. The area between the back of the building and the tennis courts is to be paved – RC has spoken to them about potential drainage problems. RC requested a section of fencing be removed and a pathway installed from the front of the building to the limestone carpark. RC has pointed out that the recently installed disabled ramp does not conform and Parks & Gardens undertook to redesign this.

RC advised that Clubs won't be using the new facilities until after the parquetry flooring has been completed. However, they will be allowed to move items into their storage areas.

The WPA has received approval to make changes to the Resource Centre and The Shed. As light switches and cabling need to be moved, we require a licensed electrician to complete documentation which is to be lodged with CoK. Usually there is a lodgement fee of over \$700, however Ann Nicholas has advised that they are prepared to waive this cost.

WT suggested that we hold the next AGM in The Pavilion.

**7.5 SOCIAL** No report

**7.6 LANDCARE** No report submitted by CG.

**7.7 WEBSITE** No report submitted by HG.

**7.8 RELOCATION OF GROUPS SUBCOMMITTEE**

Has not met since our last committee meeting but plan to meet soon now The Pavilion has been handed over.

**7.9 INCORPORATED BODIES ACT SUBCOMMITTEE** No report

**7.10 WANDI MANAGEMENT GROUP**

After confusion about the venue of this meeting, it was agreed that all future meetings will be held in the Club Rooms. CoK representative indicated that there had been an enquiry about a metalworking group meeting here but RC indicated that they couldn't share facilities with woodworkers due to the risk of fire.

**8. WANDI WARBLER**

JC advised that she had received two enquiries from new advertisers.

## **9. GENERAL BUSINESS**

### **9.1 Refreshments – October WT - November RC**

### **9.2 Other**

CB spoke to representative from NBN in Lyon Road. He advised that Stage 1 of Honeywood was “copper” and the other stages will be “fibre optic”. Rural area not serviced by NBN even those properties on the opposite side of road to new development.

LW will be an apology next month.

RC and others attended the Honeywood Residents Group AGM in August. He said it was a good meeting and the Officer-in-Charge of Mundijong Policing District spoke very well.

PH asked that “security” be added to the agenda for the next meeting.

PH Lyn Osborne advised she had found what appeared to be a compressed airgun at the side of the road. It has been handed in to the police.

## **10. NEXT MEETING Wednesday 21 OCTOBER 2015 at 7.30pm**

### **ACTION:**

JC To write to Kinta & Donna re their proposal.

CG Contact CoK re Celebrate Volunteers 2015

PH To action all the items raised under the Treasurer’s report

PH To liaise with AM and pass over all documentation relating to the WPA.

LW/RC/PH Install new playground equipment

RC To follow up the outstanding matters relating to The Pavilion