## PEACEFUL BAY PROGRESS ASSOCIATION INC Peaceful Bay WA 6333

ABN: 54389092839

www.peacefulbayprogress.org.au

# Committee Meeting Minutes Monday 6<sup>th</sup> November 2017

Meeting Opened: 0905 am

**Present:** Callum Baxter (President), Mavis Jones (Vice President), Katie Eddington (Treasurer), Committee Members Emma Holland, Leanne Taylor. Community Member Sargent David Wall, Walpole

Police.

Apologies: Janine Phillips, Hayden Jones, Judi Coote, Michelle Burkett.

### 1. Confirmation of Minutes from 25th September 2017 meeting:

**Moved:** Katie Eddington **2**<sup>nd</sup> Emma Holland **– Carried** 

#### 2. Business Arising

No business arising not otherwise covered in General Business.

#### 3. Correspondence

#### IN:

- 7<sup>th</sup> Sep letter Australian Business Register RE Are your Australian Business number details correct?
- 17<sup>th</sup> Oct email Charmaine Shelly, SoD Ranger RE coordination of beach signage meeting.
- 17<sup>th</sup> Oct email Teiga Murray, SoD Corporate Planning Officer, RE Draft Strategic Community Plan available for viewing.
- 18<sup>th</sup> Oct email Cr Janine Phillips RE advocating for three issues raised with Shire Engineer.
- 18<sup>th</sup> Oct email Gilbert Arlandoo, SoD Engineer RE changes to rubbish collection dates.
- 18<sup>th</sup> Oct email Gilbert Arlandoo, SoD Engineer RE walkway repairs request forwarded to Building Maintenance Section.
- 18<sup>th</sup> Oct email Gilbert Arlandoo, SoD Engineer RE Green Waste Collection Site request forwarded to Waste and Compliance Officer.
- 19<sup>th</sup> Oct email Graham Blackmore, SoD Acting Director Community & Regulatory Services RE walkway maintenance between toilet block and swimmers beach.
- 23<sup>rd</sup> Oct email MLC Servicing RE return receipt of letter requesting change to authorised signatory of superannuation plan.
- 24<sup>th</sup> Oct email Graham Blackmore SoD Acting Director Community & Regulatory Services, walkway maintenance placed on officers list of works.
- 24th Oct email Charmaine Shelly, SoD Ranger, RE signage audit.
- 30<sup>th</sup> Oct Telephone conversation with Chris Thompson Senior Journalist Great Southern Weekender Albany discussing matters of high priority for Peaceful Bay.

#### OUT:

- 16th Oct email Jo Walker Seniors Advisory Committee and hall stove.
- 17<sup>th</sup> Oct email to Diane Harwood, Denmark Weed Action Group Thanking for recent efforts.
- 18<sup>th</sup> Oct letter to Gilbert Arlandoo SoD Engineer RE Request to Formalise Green Waste Collection Site at Peaceful Bay.
- 18th Oct letter to Gilbert Arlandoo SoD Engineer RE Maintenance request to walkway and railings.

- 18th Oct letter to Gilbert Arlandoo SoD Engineer RE Request to change "Seasonal Pickup Option" rubbish collection dates.
- 18<sup>th</sup> Oct email Seonaide Leslie, SoD Waste and Compliance Officer, RE attached letter Request for green waste collection site be formalised.
- 23<sup>rd</sup> Oct email to MLC Service RE request to change authorised signatory on Master Key Business Super Plan.
- 30th Oct email to Charmaine Shelly SoD Ranger RE thanks for efforts.
- 30<sup>th</sup> Oct email to Gilbert Arlandoo SoD Engineer RE thanks for efforts with following up on green waste site.
- 30<sup>th</sup> Oct email to Gilbert Arlandoo SoD Engineer RE thanks for efforts with following up on changes to rubbish collection dates.
- 30<sup>th</sup> Oct email to Graham Blackmore SoD Acting Director Community & Regulatory Services RE thanks for efforts with following up on maintenance to beach walkway.
- 30<sup>th</sup> Oct email to Janine Phillips and Judi Coote RE Community Garden Project.
- 30<sup>th</sup> Oct email to Cn Janine Phillips RE thanks for efforts.

*Moved:* Mavis Jones 2<sup>nd</sup> Leanne Taylor - Accepted/Endorsed.

#### 3. Finance Report

MLC superannuation – change of authorised contact details Business Registration – details and updates to be completed every 5 years.

Agreement Maintenance Budget – Committee provides approval for President to sign SoD Maintenance Agreement.

All proceeding to budget.

*Moved:* Katie Eddington **2**<sup>nd</sup> Mavis Jones - *Accepted/Endorsed* 

#### 5. Maintenance Report

Signs – sign audit completed on site with Shire Ranger. Recommendations passed to engineering.

East Avenue Dust Suppressant and Drainage Modification – Shire Engineer informed – ongoing.

Alternative options for flexible posts and line marking of pedestrian/cycle path – reviewed during Shire Ranger sign audit. Suggestions passed to Shire Engineering.

Hall Storage Area – power board and lighting – ongoing.

Walkway and Railings at Swimming Beach – SoD Maintenance Officer, Steve Bookham to undertake inspection regarding immediate safety issues and maintenance items. Graham Blackmore (Acting Director Community and Regulatory Services) noted that with the current budget constraints, Steve Blackmore requested the possible assistance of Jeremy Newman with Committee approval.

BBQ Oval – installation complete. Request funding for additional gazebo (to cover new BBQ) - Lotterywest or Shire Municipal Budget 2018/2019. Amber Ward to investigate Lotterywest grant – ongoing.

Pole Saw – repaired and returned to Les Carpenter Shed.

Quad Bike – serviced and returned to Les Carpenter Shed.

Green Waste Collection Site – Letter sent to SoD Engineer Gilbert Arlandoo requesting that Green Waste Collection site be formalised.

Roadside Drains – works request sent to SoD to clear drains on 18<sup>th</sup> Oct. (corner of First Ave and East Ave and roadside drain on First Ave near Hall) Acknowledgment number ESR6574 received 20<sup>th</sup> Oct.

Progress Association Hall – Door repaired – Thanks Jeremy.

Oven – RSL have offered to pay half for the installation of a new oven in the Progress Association Hall. Investigate installing gas to PBPA Hall.

Garden Corner 5<sup>th</sup> Ave and Ring Road – committee have requested drawings and budget from Committee members Phillips and Coote. Budget allocation formalised. Awaiting budget and plan.

Denmark Weed Action Group – DWAG has requested permission to remove the introduced *Acacia iteaphylla* Flinders Range Wattle from the garden on corner of First and East. Committee all in favour of removing the wattle. DWAG have been removing Polygala and Asparagus weeds. Many thanks for their dedicated weeding work around the Bay.

#### 6. General Business

Sewerage Infrastructure – Letter sent to SoD requesting investigation into establishing a reserve fund for construction of sewerage infrastructure – awaiting response.

Historical Signs – possible cultural grant April 2018? Consider reinstalling old signs near the playground. Mavis reports old signs can be re-installed along fence adjacent to new playground. Proceed with installation.

Entry Statement – The Shire of Denmark is currently undertaking a Review of the Strategic Community Plan. Entry statements for Peaceful Bay, Nornalup, Bow Bridge and Denmark are being considered. Ongoing.

Speed Reduction Rame Head Road – Shire informed and awaiting feedback from Shire Engineer.

Wheelie Bin Collection – Letter sent to SoD Engineer Gilbert Arlandoo with request that the dates be changed for the 3<sup>rd</sup> option "Seasonal Pickup" to cover the Easter Holidays – 1<sup>st</sup> Nov – 31<sup>st</sup> April. Engineer has no objection to our request. PBPA will be advised of change on completion of the changes necessary to the Fees and Charges.

Turning lanes for South Coast Highway/Peaceful Bay Road intersection - letter sent to SoD. SoD forwarded request to Main Roads Western Australia – Ongoing.

Review of the Strategic Community Plan Denmark 2027 – noted to retain village feel at Peaceful Bay and request for sewerage infrastructure.

Community Christmas Party Saturday 23<sup>rd</sup> December 2017– Graeme Boyce has offered to be Father Christmas. Jo Walker has offered to assist in preparation. Many thanks to Mavis, Katie and Leanne for offering to organise event.

Family Fun Day – Monday 1st January. Invite DFES. Organise Elf wagon, Iollie bags, speaker, stickers and sausage sizzle.

AGM – Saturday 6<sup>th</sup> January at 7pm in Progress Association Hall.

Newsletter – RSL and Sea Rescue have returned input. Requested mailing labels. Mailout expected mid to late November.

#### 7. Other Business

New Years Eve 2017 – Many thanks to Sargent David Wall, Walpole Police for attending the meeting. Sargent Wall presented an action plan for New Years Eve in Peaceful Bay. Police will be present in the days before and on New Years Eve. Random breath testing will be in place. Police will not be tolerating street drinking, underage drinking and remind parents to not supply alcohol to under 18's. Shire will provide lighting towers to facilitate enforcement.

Meeting closed: 11.10 am Next Meeting: Monday Dec 4<sup>th</sup> at 9am