



**Committee Meeting Minutes**  
**Sunday 8th February 2015**

**Meeting Opened:** 0900 hours

**Present:** Callum Baxter (President), Janine Phillips (Vice President), Katie Eddington (Treasurer), Committee Members Ailcie McKenney, Mavis Jones, Leanne Taylor, Gaye Baruffi, George Vick, Digby Mercer. Community Member Hayden Jones. Councillor Roger Seeney.

**Apologies:** Emma Holland

**1. Confirmation of Minutes from 5<sup>th</sup> January 2015 meeting:**

**Moved** Leanne Taylor **2<sup>nd</sup>** Mavis Jones – **Carried**

**2. Business Arising**

None

**3. Correspondence:**

**IN:**

- 8<sup>th</sup> Jan – email from Claire Thompson, EA, Shire of Denmark RE: Proposed date for next ward meeting to be held at Peaceful Bay on 8<sup>th</sup> April 6pm in the PBPA Hall. Attached list of council meetings for 2015 included.
- 9<sup>th</sup> Jan – email from Gregg Harwood, DCRS, Shire of Denmark, RE: proposed power outage (successful in postponing to a date outside of school holidays).
- 12<sup>th</sup> Jan – email from Lisa Highman RE: request for Peaceful Bay number plate.
- 13<sup>th</sup> Jan – email from Mavis Jones, Committee Member, advising of nomination of Hayden Jones to serve as a Committee Member.
- 14<sup>th</sup> Jan – email from Claire Thompson, EA, Shire of Denmark RE: Council Agenda for 20<sup>th</sup> Jan now available on the Denmark Shire Website.
- 14<sup>th</sup> Jan – email from Leah McLeod, Corporate Communications Officer, Lotterywest, RE: Advertorial showcasing local Lotterywest Grants in community newspapers and request for images.
- 17<sup>th</sup> Jan – email from Philip Powell, Nornalup Residents and Ratepayers Association, with attached minutes from their 12<sup>th</sup> Jan meeting.
- 23<sup>rd</sup> Jan – email from Claire Thompson, EA, Shire of Denmark, RE: Council Minutes from 20<sup>th</sup> Jan now available on the Shire Website.
- 2<sup>nd</sup> Feb – email from Jennifer Wilcox, Special Projects Officer, Walpole Community Resource Centre, RE: confirming attendance at Community Liaison meeting Wed 11<sup>th</sup> 10.30 am.
- 2<sup>nd</sup> Feb – letter from Dale Stewart, CEO, Shire of Denmark, RE :Peaceful Bay Environment and art work installations.
- 3<sup>rd</sup> Feb – email from Claire Thompson, EA, Shire of Denmark, RE: Council Agenda for 10<sup>th</sup> Feb now available on the Shire Website.
- 5<sup>th</sup> Feb – email from Philip Powell, Secretary Nornalup Residents and Rate Payers, with attached AGM Minutes from 25<sup>th</sup> January and Presidents Report.
- 8<sup>th</sup> Feb – letter from Dale Stewart, CEO, Shire of Denmark, RE Peaceful Bay Environment - hanging art work installations near Fifth Avenue and at Flag Hill Lookout.

**Out:**

- 2<sup>th</sup> Jan – email to David Gillbanks, Editor Walpole Weekly, Invitation to attend the Dreams of the Bay Art Exhibition.
- 6<sup>th</sup> Jan – email to Gregg Harwood Director of Community & Regulatory Services, Shire of Denmark, Invitation to Dreams of the Bay Art Exhibition
- 6<sup>th</sup> Jan – email to Claire Thompson, EA, Shire of Denmark, invitation to all Councillors at the Shire of Denmark to attend the Dreams of the Bay Art Exhibition.
- 13<sup>th</sup> Jan – email to Anala, Denmark Bulletin, RE: Dreams of the Bay Art Exhibition event details and award winners for a possible article in the Denmark Bulletin. Photographs included.
- 13<sup>th</sup> Jan – email to David Gillbanks, Editor Walpole Weekly, RE Dreams of the Bay Art Exhibition event details and award details for a possible article in the Walpole Weekly. Photographs included.
- 16<sup>th</sup> Jan – email to Lisa Morrison, Reporter, Albany Advertiser, RE Dreams of the Bay Art Exhibition event details and award details for a possible article in the Albany Advertiser. Photographs included.
- 21<sup>th</sup> Jan – email to David Gillbanks, Editor, Walpole Weekly, RE raffle results
- 29<sup>th</sup> Jan – email to Leah McLeod, Corporate Communications Officer, Lotterywest, RE Advertorial, with attached images for advertorial.
- 2<sup>nd</sup> Feb – email to Linda Beard, Walpole Community Resource Centre, RE presentation of certificate of appreciation to the Walpole Work Camp for efforts installing new playground Wed 11<sup>th</sup> Feb.
- 5<sup>th</sup> Feb – email to Dale Stewart, CEO, Shire of Denmark, with attached letter of Appreciation for donation to our Fun Day Raffle.

**Moved** George Vick 2<sup>nd</sup> Gaye Baruffi - **Accepted/Endorsed.**

**4. Finance Report:**

Financial reports for the periods 1<sup>st</sup> Dec – 31<sup>st</sup> Dec and 1<sup>st</sup> Jan – 31<sup>st</sup> Jan presented. See attached.

**Moved:** Katie Eddington 2<sup>nd</sup> Gaye Baruffi - **Accepted/Endorsed.**

**Motion** – That the PBPA Committee authorise Treasurer, Katie Eddington, to purchase a laptop with QuickBooks software and hard drive back-up to the maximum value of \$1,000.

**Moved** Janine Phillips 2<sup>nd</sup> Callum Baxter (9 for/ 0 Against) – unanimous

**Motion** – That the PBPA approves single signatory transaction for all Bank Accounts - Bendigo Bank Extra Cash Management Account, Club Cheque Account and Term Deposit.

**Moved** Katie Eddington 2<sup>nd</sup> Gaye Baruffi (9 For/ 0 Against) - unanimous

**5. Maintenance Report:**

Oval – repairs made to reticulation again! – Thanks Jeremy, Bob and Callum

Oval – fertilised

Cricket pitch – sand to be backfilled around cricket pitch after Easter holidays.

Phone Box Area - review with Rob Whooley (Denmark Shire Engineering) in coming weeks

Cigarette butt bin - order new one and replace at beach access wooden steps.

**6. General Business**

Determine meeting dates for remaining 2015 – The PBPA Committee resolved to meet on the first Monday of every month with the exception of November when it will be Sunday November 1<sup>st</sup>. The meeting place will be the Peaceful Bay Progress Association Hall on First Avenue and the time will be 9am.

Dreams of the Bay Art Exhibition – Appreciation was given to the subcommittee for their hard work in coordinating the exhibition. The exhibition was a great success. The subcommittee proposed that Easter 2017 be the next date for the Exhibition.

Committee Nomination – Committee acknowledged email correspondence nominating Hayden Jones for Committee. Committee considered nomination and unanimously accepted the nomination. The Committee welcomes Hayden Jones.

Lotterywest Grant Application – Grant approved and monies received. Equipment to be ordered from Forpark ie gazebo, aluminium benches, and bike rack. Installation date TBA but not prior to Easter Holidays.

Ring Road Pathway - work commenced early Jan and largely completed. Small section of concreting to be done.

Aluminium cans – Committee to investigate recycling options for Peaceful Bay.

Peaceful Bay Flyer – to be drafted.

Information Board – Possible content for rear side of board - DPaW Munda Biddi trail Map. Committee to submit budget request to Shire to bitumise parking apron to reduce maintenance of gravel surface.

Finger Jetty/Boat Parking – Tender awarded for Jetty (ref - Shire of Denmark Council Minutes 20 Jan 2015 Item 8.3.2). Work is to commence shortly with completion scheduled for May 2015. Car park work to commence later in the year - possibly September.

Floor covering in the Progress Association Hall – Finalise quotes for commercial vinyl floor covering.

Subs collection – ongoing

Peaceful Bay Number plates – Lisa Highman, Kara Leszenko, Gaye Baruffi, Andrew Redford. There is a need to review plate numbers that have been reserved for some time.

Ward Meeting 8<sup>th</sup> April – Committee agreed that Shire can hold their Ward meeting on 8<sup>th</sup> April at 6pm and will book PBPA Hall. Letter to Shire to confirm that date approved by Committee.

Outdoor Art Work Installations – Committee to respond in writing to the Shire of Denmark noting the artwork is appreciated by the PBPA but it is not a project of the PBPA, rather the work of an individual. The PBPA will ensure that the art work is maintained by the artist, and that no further art work will be installed without prior consultation with the PBPA and Shire of Denmark. In general, public comment has been positive. Due to the temporary nature of the artwork no signage is required at each of the two locations.

## **7. Round Table (Other Business)**

Ramp Access to Beach - Cn Roger Seeney to meet on-site with Rob Whooley, Director of Infrastructure Services Shire of Denmark, Monday 4th May RE scoping ramp access to beach for people with limited mobility, eg wheelchair.

National Park Track Maintenance – committee to discuss track condition at next committee meeting and draft letter to DPaW.

Northcliffe O'Sullivan Fire Update - Watch and Act lifted for North Walpole. DPaW back-burning north of Walpole to provide protective buffer should fire move south-east. Shire of Denmark Emergency Management Committee have made provision for Emergency Evacuation Centre in Denmark should Walpole, Tingle Dale, Hazelvale, Nornalup and Peaceful Bay be affected.

**Meeting closed:** 1140 hours

**Next Meeting:** Monday 2<sup>nd</sup> March 9am