

# PEACEFUL BAY PROGRESS ASSOCIATION INC

**Peaceful Bay WA 6333**

ABN: 54389092839

[www.peacefulbayprogress.org.au](http://www.peacefulbayprogress.org.au)



## **Committee Meeting Minutes** **Monday 25<sup>th</sup> September 2017**

**Meeting Opened:** 9.00 am

**Present:** Callum Baxter (President), Katie Eddington (Treasurer), Committee Members – Judi Coote, Emma Holland, Hayden Jones, Councillor Janine Phillips, Leanne Taylor. Councillor Clem Wright. Community Member Michelle Burkett.

**Apologies:** Mavis Jones

### **1. Confirmation of Minutes from 3<sup>rd</sup> July 2017 meeting:**

**Moved:** Callum Baxter      **2<sup>nd</sup>** Leanne Taylor      **– Carried**

### **2. Business Arising**

No business arising not otherwise covered in General Business

### **3. Correspondence**

#### **IN:**

- 19<sup>th</sup> Jul – St John Ambulance First Responder client info update
- 27<sup>th</sup> Jul – SoD Irwin Inlet opening scheduled for Monday 31<sup>st</sup> July
- 31<sup>st</sup> Jul – SoD Green Waste Collection Site query– historical agreement between SoD and PBPA
- 1<sup>st</sup> Aug – Baxter SoD Municipal Budget Notes for PBPA Items
- 9<sup>th</sup> Aug – Molly Smith Minutes enquiry
- 16<sup>th</sup> Aug – SoD Councillor Candidate Information Evening 29<sup>th</sup> Aug
- 29<sup>th</sup> Aug – Beach signage site visit coordination
- 30<sup>th</sup> Aug – SoD Filter lane request for investigation has been forwarded to MRWA
- 4<sup>th</sup> Sept – SoD Confirm Maintenance Budget Increase Approval - Invoice Request
- 5<sup>th</sup> Sept – SoD Request for Nominations Citizen of the Year or Community Group of the Year
- 15<sup>th</sup> Sep – SoD Garage Sale Trail 21<sup>st</sup> and 22<sup>nd</sup> October 2107
- 18<sup>th</sup> Sep – SoD Reminder of Kent Nornalup Ward Meeting Wednesday 13<sup>th</sup> Sep

#### **OUT:**

- 15<sup>th</sup> Aug – Molly Smith - Minutes available for viewing on website
- 16<sup>th</sup> Aug – SoD Confirmation that the PBPA has one small wheelie bin at the Les Carpenter Shed
- 22<sup>nd</sup> Aug – SoD letter Request that Shire establish a reserve fund for sewerage infrastructure
- 29<sup>th</sup> Aug – SoD letter Request that Shire investigate a filter lane at corner of South Coast Highway and Peaceful Bay Road
- 29<sup>th</sup> Aug – SoD Ranger – beach signage site visit

**Moved:** Hayden Jones      **2<sup>nd</sup>** Janine Phillips      **- Accepted/Endorsed.**

#### 4. Finance Report

The PBPA propose extra working hours for Jeremy Newman to ensure that the open drain network (between 4<sup>th</sup> and 5<sup>th</sup> Avenues, adjacent to the Oval and green waste area, and adjacent to Rame Head Road continuing through the freehold area) is kept clear and well maintained. Time estimate for this work is 10 days (80 hours) per year.

Motion "PBPA to increase Jeremy Newman's working hours from 40 hours per week to 60 hours per week initially".

Proposed – Katie Eddington                      2<sup>nd</sup> – Callum Baxter                      All in favour - unanimous

Otherwise, all proceeding to budget.

**Moved:**              Katie Eddington                      **2<sup>nd</sup>** Leanne Taylor                      **- Accepted/Endorsed**

#### 5. Maintenance Report

Signs – boat launch area beach sign adjacent to swimming beach to be re-installed. Shire ranger contacted and site visit to be arranged when Ranger Charmain Shelly returns from training.

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

Alternative options for flexible posts and line marking of pedestrian/cycle path – ongoing.

Hall Storage Area – power board and lighting – ongoing.

Walkway and Railings at Swimming Beach – needs attention. Shire have inspected and noted works required. Not successful as Municipal Budget Item.

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.

Pole Saw – Pole saw at repair shop. Awaiting ordered parts.

Quad Bike – requires annual service before summer – ongoing.

Green Waste Collection Site – SoD has requested information regarding any existing agreements between the SoD and PBPA over the management of the site. Shire to remove sign that reads "Shire of Denmark Tree Loppings Only. All other Dumping of Material Prohibited. Offenders will be Prosecuted". PBPA to write letter to SoD expressing that the Green Waste Collection Site is a valuable asset to the Bay, is managed by the PB Fire Brigade and a local contractor and that the site be formalised.

Roadside Drains – submit works request to SoD to clear roadside drain on corner first Avenue and East Avenue and roadside drain on First Avenue near Hall

Progress Association Hall – front door is sticking – Jeremy to repair.

Oven – RSL have offered to pay half for the installation of a new oven in the Progress Association Hall. Hayden to liaise with RSL and discuss options.

Garden Corner 5<sup>th</sup> Ave and Ring Road – Judi Coote has researched landscaping design and budget for garden. Garden to include edging, walkway, soil and plants.

Motion – “Gardening and Landscaping on the corner of 5<sup>th</sup> Ave and Ring Road to commence to the value of \$4,000 from maintenance funds already provided by the Shire of Denmark, subject to approval”

Proposed – Judi Coote      2<sup>nd</sup> Katie Eddington      All in Favour - Unanimous

## 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.

Recycling – Following a recent review of recycling matters within the Shire, recycling bins are not likely to be provided to Peaceful Bay residents in the near future

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 – Shire have written to all leaseholders providing collection and payment options for permanents and holiday period. Leaseholder to choose their preferred option. PBPA to write letter and 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.

Budget Items 2017/2018 FY – submitted

1. Increase funding for Maintenance – (request \$40,000)
2. Beach Parking - enlarge
3. Maintenance of wooden pathway and stairs to swimmer’s beach
4. Hall Kitchen Area - renovation and modification

Successful in gaining increase in Maintenance funding increase to \$40,000.

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

Review of the Strategic Community Plan (SCP)– Denmark 2027 – Stage 3 - Janine noted that items raised for Peaceful Bay included – village feel and sewerage infrastructure. Feedback back forms on the review of the SCP are due by 4pm 27<sup>th</sup> Oct. Please visit SoD for further information.

Community Christmas Party – PBPA to invite Fire Brigade, RSL and Sea Rescue. Last day of school is Thursday 14<sup>th</sup> Dec. Denmark town Christmas Parade Friday 22<sup>nd</sup> Dec. Proposed date Saturday 16<sup>th</sup> or Sunday 17<sup>th</sup> or Sat 21<sup>st</sup> or Sun 22<sup>nd</sup>.

Family Fun Day – set date, arrange organising committee

Newsletter – prepare draft for review at next meeting. Plan to post out early December.

## **7. Other Business**

Motion "Propose Michelle Burkett be co-opted as a Committee Member"

Nominated – Callum Baxter 2<sup>nd</sup> – Katie Eddington      All in favour – unanimous.

**Meeting closed:**      11.15 am

**Next Meetings:** Monday Nov 6<sup>th</sup> at 9am  
Monday Dec 4<sup>th</sup> at 9am