

**SHOREHAM COMMUNITY ASSOCIATION**  
***Thirtieth Committee of Management Meeting***  
Monday 19th May 2014, at 7.30pm, Old School Hall, Shoreham

**MINUTES**

**1. Chair's Introduction (Peter Renkin President):**

- Welcome
- Present: Peter Renkin (President) Rob Patrick (Vice President), Kathryn Shain (Secretary), Barb Kelly (Treasurer), Peter Kelly, Lee Collins, Verity Ducos Saunders, Sue Boggan, Ann-Heather White
- Apologies: Maddy Machin, Linda McLeish, Helen Alcock, Steve Dolman
- Acknowledgement of the Boonwurrung/Bunnurong First People who had prior occupation of Shoreham and the Peninsula, and with their descendants we are partners in working for reconciliation.

• Committee activities and memorable events since last meeting:

Community dinner Friday May 16th - this was well attended and was a very good evening;

Shoreham Walkers outing at Blairgowrie;

Morning tea - a good morning on Friday 2nd May. See para 4.2 below.

**2. Confirmation of previous minutes:** Twenty-ninth Committee of Management meeting held on 28th April 2014

Moved: Rob Patrick, seconded Barb Kelly, motion carried.

**3. New and/or priority items:**

3.1 Lee advised on the general store development that was anticipated to take place at Pt Leo. This could benefit Shoreham residents.

3.2 It was noted that the Post Office at Red Hill South had been bought by the owners of Cellar & Pantry and would be operating from within the Cellar & Pantry premises.

3.3 Welcome/orientation letter to new members - see below para 3.4

3.4 'Family Membership': Kathryn had circulated discussion notes in advance. Vigorous discussion took place with regard to -

- the possible need for a category of 'family' membership in the Constitution;

- the age at which residents could become members and/or voting members;
- the possible need for a category of 'Associate' membership;
- membership fees for individual or family membership;
- the need to change the Constitution of SCA to take account of any changes

After discussion it was decided -

- there be no category of 'family' membership. This was too difficult to work with on an administrative level Moved: Ann-Heather; Seconded: Lee; Carried
- the age of membership would not be stipulated in the Constitution which, as already worded, gives the Committee discretion as to who can become a member. This means that if a person younger than 18 years of age applies for membership, the Committee can make a decision depending on the circumstances of that particular application;
- there would be no category of 'Associate Member';
- The fee for membership to remain at \$20 per individual;
- Only paid up members to have voting rights.

Discussion centred also around the importance of the Committee having clarity on these issues; a change to the membership form was proposed for ease of administration/obtaining the correct information from potential or renewing members. It was also suggested that the website include an electronic application form.

Peter, Barb and Kathryn to look at the wording of a new membership form. Peter R to investigate the possibility of an electronic application form; also to find out how other Associations treat membership issues that have been raised.

It was agreed that a new welcome/orientation letter to be sent to new members be drafted, outlining how the SCA operated, the importance of the website etc. Peter, Barb and Kathryn to draft this.

3.5 MPS Waste Management strategy: Peter K had previously circulated an email about this issue. It was an important issue since it could potentially cost residents more money. The MPS had an on-line survey that could be filled in by individuals. It was agreed that SCA's main role would be to make people more aware of what was going on and information should be put on the SCA website. Kathryn to give Linda information for the website.

#### **4. Business arising from previous minutes**

##### **4.1 The Common**

Elliott Reid, MPS, had emailed a response to the various issues raised at the Committee meeting on 28th April at which he was present.

- He provided feedback on the fact that Gary Jones of the Tennis Club was neither satisfied with SCA's proposal that no parking take place on the grassed area in front of the tennis courts nor with Elliott's compromise of placing a removable barrier to allow cars into the area when tennis matches were being played. Peter R said the Tennis Club had an issue with access to electric flood lights also, although this was accessible from outside the courts. It was decided that since we were at an interim stage with regard to developing the Common and there being no final plan, it could be left until MPS provided a Master Plan for public discussion. In the meantime the Tennis Club should be given time to think further about this issue – note: that MPS are to provide seating in that area. SCA should talk to a number of Tennis Club members to gauge their opinion and to establish usage of courts.
- Elliott had sent a photograph of a wooden 3-seater bench seat made by a local manufacturer. If we agreed the design he could go ahead and get 4 or 5 of these made up. This was agreed.
- Elliott had researched a few options re materials used for construction of the basketball ring, disabled parking and pathways. He said there would be problems long term with coloured concrete and that asphalt might be the better option. Discussion ensued and it was decided further options needed to be looked at. Peter K said he would research information on a particular surface made of recycled rubber; Sue would research another type of material that she had seen used to good effect.
- In the meantime Peter R would consult with the Historical Society, being the other main user of the School Hall, as to their thoughts on the surface material of the disabled parking, pathways, basketball ring on disabled parking area, etc.
- Kathryn/Peter to draft a response on these issues to Elliott.

**4.2 Morning teas** - Verity reported that although the last event felt good and the Shoreham House residents really enjoyed attending, there were a few issues -

- more local people should be encouraged to attend. This was not just for the elderly, but was intended to provide a venue for meeting with other interesting people/discussion of issues, ideas etc. Verity suggested Committee members make personal approaches to encourage people to attend. Anyone needing transport should contact Verity.
- The teas are to be held on the first Friday of each month, but more thought should be given re the date and timing, since there were some who could not attend at that time.
- There was also an urgent issue of disabled access to the hall. There was no ramp or handrail. Verity had contacted Elliott Reid about the urgency of

providing proper disabled access. His response was that there were some problems with providing a ramp at this stage but it was an important issue; a handrail could be an interim solution. Peter R said that this issue had been earmarked on a number of occasions over the past few years, but nothing had been done despite the fact that it was in breach of various regulations and of the Occupational Health and Safety Act. Provisions bought for the morning (eg milk) should come out of SCA petty cash.

The next morning tea is on Friday 6th June. Lee, Verity and possibly Linda to organise this. It was agreed that any costs come out of SCA petty cash.

**4.3 Website** - Verity reported on a meeting between Barb, Kathryn, herself and Linda (Patrick) web administrator. At that meeting it was agreed the following was needed:

- a current website as the key source of both immediate information for members and background information for anyone interested in Shoreham;
- a process to feed current information to the web administrator;
- a minimum of 4 emails per year to the SCA members pointing them to 3-4 specific items of news on the website.

The meeting had proposed the following process to be adopted by the Committee for the flow of information. Verity demonstrated the process by way of a diagram on her computer -

- following each SCA meeting, Kathryn, as Secretary, to be the conduit to the web administrator of material to update the website. The material to come from the various Project Leaders, from Standing Committees and also from the Shoreham CFA Brigade or from other sources;
- within a week of receiving material Linda will update the website;
- the date for sending emails to members will be diarised for the following 12 months, and Kathryn and Linda will ensure these are adhered to;
- a small number of printed news sheets will be distributed via the Post Office;
- there would be a trial period of 6 months to see how this would work.

The meeting agreed and committed to the process. It was suggested printed news sheets be placed not only in the Post Office, but also at St Peter's Church, the Old School Hall and at Shoreham House. It was agreed the number of emails sent to members etc. was to be flexible depending on the amount of news available, but SCA should try for at least 4 per year.

Everyone was invited to send photos of various events etc. to Linda for inclusion on the website.

Verity reported that the meeting had proposed the website include a forum for discussion eg on the issue of the Port of Hastings Development. She said that at this stage Facebook might be the best way forward. It was agreed this issue could be left until after the AGM.

Peter K agreed to provide Kathryn with information re the current state of building of the new CFA Shed.

Peter R agreed to write an item re the upcoming AGM.

**4.4 Port of Hasting development** - Rob reminded SCA that at the last meeting it was suggested the SCA Committee to talk to people to find out what questions they were asking in order to feed these back to the Port of Hastings Development Authority. There was to be a meeting of 'PORTicipate', the Authority's new stakeholder engagement network, this week. It would be the 2nd of such meeting and both he and Peter R were involved as members of the environment and community groups respectively. The network was set up by the Authority through calling for expressions of interest. Rob reported that a consultative process was happening; the Port of Melbourne in the future was clearly inadequate; more information was needed before informed decisions could be made.

Peter K raised the issue of Mike Lean or Sandra Jerkovic from the Authority speaking at the SCA AGM; he questioned whether their attendance implied that SCA were supportive of the Authority's views and wondered if it would be prudent to invite a second speaker with an opposing point of view. The committee discussed this issue with Peter R and Rob strongly feeling that no such implication would follow. They said the speaker was invited for information purposes only as part of the consultative process. They felt there was no time at the AGM for a second speaker. It was agreed that no second speaker should be invited.

Rob agreed to write a paragraph about the Port of Hastings development and consultative process for the SCA website, plus an appropriate link to the Authority website. It was agreed that when advertising the AGM it was to be clarified that SCA did not have a policy position re the proposed container port.

## **5. Correspondence**

### **5.1 In:**

5.1.1. 22nd April from Cr Celi re Council Budget Submission; thanking SCA for their participation in the budget development process for 2014/2015;

5.1.1 30th April and 15th May from Elliott Reid, MPS, following up on the various issues of playground equipment, benches, parking etc. discussed at the SCA meeting 28th April.

### **5.2 Out:**

5.2.1 6th, 14th and 15th May, emails to Elliott Reid in response and reminder re: issues raised at meeting of 28th April;

5.2.2 5th May email to Elliott and Nicola of MPS re hand rail and ramp to entrance of Old School Hall.

## **6. Priority Projects**

- 6.1 Shared Paths/Trails - Lee/Rob. There was nothing to report.
- 6.2 Drainage - Peter K reported that construction of a fantastic drain had been completed in May Street. This was due to pressure from SCA and it was agreed a note of gratitude should be sent to Cr Martin/Crs Gibb & Garnock and MPS Officers involved from the SCA. This could be reported on the website.
- 6.3 Hall refurbishment/maintenance - Peter R reported that a building inspection and audit was scheduled for last December, but nothing seems to have happened. He would follow up on this.
- 6.4 Shoreham Triangle - Peter K reported that Matt Stahmer, MPS, had offered 1,500 wildflowers for planting. It was agreed to accept the offer and have a working B for planting on the 3rd weekend of June. This date to be put on the website.
- 6.5 Road verges - there was nothing to report.

## **7. Standing Committee Reports**

- 7.1 Taskforce - Peter R reported that nothing more had been heard following the VCAT mediation. If no agreement was reached then a full VCAT hearing will commence on the 12th June.
- 7.2 Membership - Barb reported no new or renewing memberships.
- 7.3 Finance and Budget - Barb reported that the budget was the same as at the last meeting.
- 7.4 Strategic Planning - Rob reported on a meeting at Mayor Cr Celi's office on Tuesday 13th May of the Red Hill Ward Consultative Group. The meeting considered a range of issues that had been presented to Cr Frank Martin some time ago without a reply. Cr Celi seemed under pressure since two extra people had turned up, but did her best to answer the questions. She knew nothing with regard to the Coastal Village Strategy but undertook to obtain more information.

The Mayor also reported that Cr Garnock had worked with Minister Greg Hunt on a feasibility study for the Port of Hastings

In the absence of Cr Frank Martin who has been on extended sick leave, Cr Gibb and Cr Garnock had apparently been representing the Red Hill Ward, - this came as a complete surprise to the Red Hill Ward Consultative Group. Eweun though Cr Martin was expected to return to work in the week commencing Monday 19th May, Cr Celi said that any future correspondence with Cr Martin should be also be copied to both Cr Gibb and Cr Garnock.

- 7.5 Building Community - Lee reported that the next dinner would be in late August; the theme would be Indian.

Verity said that feedback from the dinners was that young people were reluctant to attend; older people and very young children were the ones attending. Discussion ensued with Peter R clarifying that live entertainment etc was catered for in special events and not dinners. Youth engagement needed to be envirogated. He said it was part of SCA's charter to cater for the needs of youth. It was agreed that this was a matter for further discussion. Discussion referred to

various factors inhibiting attendance, including the small size of the hall and the colder weather. Things might improve when the new CFA hall is built and the weather warms up. Peter R said The Bridge newsletter had listed events for young people in Balnarring that may be of interest to Shoreham young people. SCA should ask them how it can assist them realise their interests.

7.6 Media and Communication - there was nothing to report.

7.7 Red Hill Ward Consultative Group - see para 7.4 above.

## **8. General Business**

8.1 The Bridge newsletter was looking for financial support for its publication and it was agreed SCA could send them \$25 and request they advertise the SCA website.

8.2 Lee suggested putting information about SCA upcoming events on the blue signboard on the road verge outside Balnarring where other community upcoming events were listed.

8.3 Peter R reported on getting no response to his correspondence to Vic Roads re revising speed limits in February last. He had got no response from Martin Dixon with regard to improvement to the bus service, or other issues raised & will follow them up.

## **9. Coming events/activities**

9.1 Peter K and Lee reported on a CFA auction night on Saturday July 5th - 'Christmas in July'. This was a farewell to the old shed. There would be a spit roast (possibly a small fee) with BYO salads and desserts. There would be about 30 or 40 auction items. Lee would be coordinating the event and they would like SCA support in setting up and organising.

Peter K agreed to write something for the website.

9.2 Sue said a working B was planned for Sunday 25th May in Howard Street. Further working B's were planned for the 4th Sunday of each month. She would give Kathryn further information for the website.

**10. Next Committee Meeting.** This would be held on Monday 16th June at 7.30 pm in the Old School Hall.