

SHOREHAM COMMUNITY ASSOCIATION
Special Committee of Management Meeting
Monday 7th July 2014, 6.00pm, 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, Maddy Machin, Lee Collins, Verity Ducos Saunders,
- Apologies: Linda McLeish, Sue Boggan, Steve Dolman, Helen Alcock, Ann-Heather White
- Member present: Brian Alcock
- Guests by Invitation: Nicola Belcher & Elliott Reid MPS

- 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. Peter R reminded the committee that this was NAIDOC week.

2. Purpose of the Meeting: Peter outlined the purpose for the meeting:

2.1 to meet with Nicola Belcher & Elliott Reid of MPS to discuss:

- the interim development program for 'The Shoreham Common' so that both MPS and SCA know what is decided for immediate implementation and so that any queries/uncertainties about details are resolved; so that the committed MPS funds for 2014/15 are expended according to the agreed plan

- the next steps to take to obtain a MPS sponsored Master Plan for The Common, organised in partnership with SCA and ensuring a process engaging all stakeholders and the Shoreham community.

2.2 to resolve (or otherwise) the following two recommended Motions:

- That the first stage/interim development of The Common be minimal – including construction of a crushed rock pathway from the Hall exit/entry to the toilets (M.F.D.), extra seats and tables for picnics in the area from the Hall towards the old tennis court parking area and a couple of seats facing the tennis court, minimal extension of the playground (S & E) to accommodate a new 'shuttle' piece of equipment while relocating the rocker into

the eastern extension corner, and fixing a hand rail to the Hall steps entrance to facilitate elderly/disabled access;

- That, as soon as possible, the SCA do all necessary preliminary preparations to secure with MPS a professionally guided and orchestrated Stage 2/Master Plan exercise – where The Common planning exercise will be a comprehensive consultation involving all Shoreham stakeholders, including: members of SCA, Shoreham residents, property owners and Shoreham groups/organizations.

2.3 to finalise preparations for the AGM – Committee nominations, website, BBQ, speaker arrangements, President’s and Treasurer’s Reports, media release, etc....

3. Discussion with Nicola and Elliott: Nicola and Elliott having not yet arrived it was decided to go ahead with discussion of AGM business.

4. AGM - finalisation of preparations.

4.1 Nominations for Committee - Peter reported that Steve Dolman and Ann-Heather White were not re-nominating. Robyn Oswald-Jacobs and Robert Nottle had nominated. Liz Clancy had shown an interest as well as Sally Prideaux - both to be followed up and nominations got to the Secretary by 12th July.

4.2 Media - an announcement is to be placed with the Western Port News together with a photo of Rob and Mike Lean; Steve was to write an article. Details had been given for publication in Balnarring’s ‘The Bridge’. Emails and hard copies had been sent out to members; invitations placed in the Post Office with the relevant forms; the SCA website contained all the information; Peter/others will place sandwich boards outside the Post Office, etc. next week.

4.3 Lee confirmed she would purchase a gift for Mike Lean.

4.4 Brian Alcock confirmed he and Helen would organise the BBQ lunch. They were thanked by the Committee.

4.5 Peter confirmed he would present a President's Report and Barb the Treasurer's Report.

5. Development of the Common - discussion with Nicola and Elliott

5.1 A short discussion ensued between Committee members prior to Nicola and Elliott arriving. Peter assured members that Nicola held the health of the consultation process as a priority.

5.2 Nicola and Elliott were welcomed to the meeting.

5.3 Nicola outlined the history of communication between MPS and SCA, re interim development of The Common and the Master Plan process, including issues re parking, disabled parking, blocking off vehicle access, playground equipment, picnic tables and seats, basketball court and ring and footpaths. There had been consultation following which these items were placed on a plan. \$25,000 had been allocated for interim development over the next financial year - carried forward from the last financial year.

Nicola acknowledged process difficulties - feedback from the consultation was limited, there were concerns about heritage value and the structural state of the Old School Hall; and installation of some items impinged onto other areas of The Common.

5.4 Nicola said MPS would go ahead at this stage with one new piece of play equipment, the provision of new seats and tables, improving access to the hall from Byrnes Road by sealing the shoulder. She had a quote for disabled parking, but had not gone ahead with this. The basketball ring had been ordered but this could be used in another area on The Common or somewhere else altogether.

5.5 Elliott reported he was obtaining a quote for a portable ramp and rail for disabled access to the hall. This would be easy to erect and dismantle when required.

5.6 Lee asked Nicola what the liability of MPS was if someone was hurt by a car driving across The Common - where else within the Shire was this allowed? Nicola responded that most Sports Reserves had car access and therefore this would not be an issue for MPS - The Common was basically an open space reserve, albeit not defined. Fault would lie with the driver of the vehicle if speeding, negligent etc. Nicola said it would be best to have a separation of vehicles from The Common area (ie by blocking off vehicular access) but it was agreed to leave this to the Master Plan process, which would also address the old tennis court area. She felt that grassing over the vehicle track, or putting up signs, would make little difference to vehicle use. Maddy noted that the community wanted more green space.

5.7 It was agreed that the extension to the playground could go ahead and installation/moving of play equipment. After discussion the location of the 5 new seats and 4 tables was agreed as located on a plan. Elliott said the chairs and tables would be bolted to concrete footings; they could be moved later if found to be in the wrong position. The pathway from the Hall to the toilet block was approved - made from crushed rock. There would be no disabled parking area and no basketball court or ring - these to be part of the Master Plan.

5.8 Considerable discussion took place around the sealing of the shoulder of Byrnes Road at the entrance to the Hall. It was decided this could go ahead so long as it was made of exposed aggregate.

5.9 Nicola raised the issue of the Avenue of Honour. She said MPS had a project to audit existing war memorials to ascertain how better to look after them etc. The Shoreham Avenue of Honour would be audited. A bid for funds would be made from the mid year budget, there being no separate budget for the project. The pathway could be replaced as part of that project. Brian outlined the lack of Shire maintenance for the posts, plaques and trees. Nicola said they were not on any Shire register at the moment. Brian and Helen were to be included in the audit process and Nicola was advised to talk to the Flinders & District Historical Society.

5.10 Re the Master Plan process: Nicola said SCA should contact Fiona Colquhoun (Recreational Leisure Team, MPS) and invite her to an SCA meeting to get the process started. Peter R to contact her. There were 5 or 6 Master Plans in process at any one time with MPS. She advised looking at the MPS website to view the various master plans (eg Balnarring Recreational Reserve and Flinders Park Master Plan) to see what was involved. As a community Shoreham could feed into the Master Plan process and those with the right skills etc could potentially be employed. She suggested looking at the MPS Community Capital Policy on the MPS website.

5.11 Nicola and Elliott were thanked for attending.

6. Motions: the following two Motions were adopted -

6.1 That initial minor works associated with improvement of The Common be limited to a crushed rock/dust pathway from the hall to all toilets; construction of an 'exposed aggregate' crossover from Byrnes Road to the existing footpath; rehabilitation with a durable grass species of the internal track from the top of the old tennis court to a point in line with the northern wall of the Old School Hall; installation of additional seats and picnic tables as marked up on the MPS plan on 7 July 2014, including some additional seats facing the tennis court; relocation of the rocker car to an extension to the eastern side of the playground; installation of the Concorde within the extended southern boundary of the playground; installation of a portable ramp and hand rail to facilitate disabled access into the main entrance of the hall to improve safety for the public.

**Moved: Rob Patrick; Seconded: Verity Ducos Saunders;
Passed unanimously.**

6.2 That as a matter of priority, the President invites Fiona Colquhoun (MPS) to meet with the new SCA Committee with the purpose of designing a Master Plan process for The Common and its immediate precinct that effectively engages all interested parties within the Shoreham community, and that the initial community consultation phase commences as soon as possible.

**Moved: Rob Patrick; Seconded: Lee Collins;
Passed unanimously**

10. Next Committee Meeting.

NOTE:

(1) It was resolved not to meet the day after the AGM as scheduled on 21st July

(2) the next/first meeting of the new SCA Committee of Management will be held on Monday 25th August 2014 at 7.30pm in the Old School Hall