

**SHOREHAM COMMUNITY ASSOCIATION**  
*Thirty-seventh Committee of Management Meeting*

Monday 16th February 2015, 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), Lee Collins, Sue Boggan, Bob Nottle, Peter Kelly, Verity Ducos Saunders, Maddy Machin, Helen Alcock
- Apologies: Linda McLeish, Robyn Oswald-Jacobs
- 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 the December meeting
  - **CFA:** the opening of the new CFA hall and Xmas BBQ, Saturday 20th December was well attended and excellent. Peter K reported a letter had been received from CFA's Westernport Regional Area Chief who attended the event and thought it the best opening he had been to.
  - **'Cuppa and Talk':** the event on 6th February was enjoyable and well attended.
  - **'Under the Trees' on 12<sup>th</sup> January.** This was a good Tennis Club event.

Lee reported a contingency plan had been worked through for use of the CFA hall had the weather been inclement; logistically this was not easy and it was a very promising start to possible future use of the hall.

**2. Confirmation of previous minutes:**

Minutes of the thirty-sixth Committee of Management meeting held on 15th December 2015

**Motion:** that the Minutes be approved

Moved: Barb; Seconded: Sue. Carried: unanimously.

**3. President's Report:** Peter reported on an Executive Meeting (Peter R, Rob, Barb & Kathryn) held on 6th February - Bob and Peter K were also in attendance re SCA's input to the 2015-2016 Shire Budget Submission.

The Executive considered SCA's position at the end of its fourth year of operation and the direction to be taken in 2015. A strong suggestion from the Executive was for the Committee to re-establish and consolidate its mandate with the community/various stakeholders - members/residents/property owners/campers - in the months leading to the AGM. Was the mandate given to SCA four years ago still legitimate? SCA needs to look at all aspects of communication and information sharing - including the holding of public meetings eg re the Post Office site development.

Misunderstanding arose among some members and it was clarified that the example of a public meeting re Post Office site development was not a decision but for consideration. No decisions were adopted.

#### **4. New and/or priority items:**

**4.1 Guest Speaker for next AGM:** After discussion it was agreed that SCA invite Shoreham resident architects - Keith Lodge, Russell Barrett, Sally Draper and Adrian Bonomi - to speak as a panel, along with James Legge (Sixth Degrees Architects and local resident). They will decide their own topic.

Verity is to contact and talk about possible theme(s) to all of the above.

**4.2 Devising SCA's 'Media Schedule' for 2014/15:** Robyn was absent; she has indicated she wishes to resign from the Committee. Some time ago she prepared a draft Media Schedule which could be useful. A new Media and Publicity Sub-Group was appointed being Bob, Rob and Verity to consider the whole issue of media/publicity. Rob offered to write news releases. Bob will convene the Media & Publicity group. It was agreed the Western Port News and Balnarring Bridge were good publications to approach.

**NOTE:** Kathryn is the conduit to Linda Patrick for all website items.

#### **5. Business arising from previous minutes:**

**5.1 The 'grassing' of The Common:** Peter R reminded the Committee that a meeting had been held with MPS staff (Fiona Colquhoun, Elliott Reid, Sean (student)) on Friday 12th November. Lee, Rob, Peter K, Peter R, Helen Alcock and Sue attended.

Peter's written report of that meeting has been circulated. He was awaiting response from MPS and is unsure if those people still hold their positions following the appointment of the new MPS CEO.

Fiona had previously indicated \$40,000 may be allocated for The Common and the Master Plan would be put in the 2015/16 budget; this is not confirmed. SCA needs to advise the community about the proposed Master Plan for the Common; The Plan process was to be have a short time-line of 4-5 months.

**5.2 Listening to the Youth of Shoreham:** There was no report from Linda (who was an apology and had sent an email of resignation - see below para 8.5).

Peter K reported three young members had recently joined the CFA. CFA was considering a snooker and/or table tennis evening - there is a table tennis top that fits over the billiard table. Lee suggested making pizzas for evening events. Peter K offered to supply a table tennis table, and Lee a Bocce set.

**5.3 Submission to MPS Shire Budget 2015/2016:** Peter R circulated a copy of the final document now submitted to MPS. There was still the opportunity of speaking to the submission later in the process. Peter R, Rob, Bob and Peter K were thanked for their work on this.

#### **6. Correspondence:**

##### **6.1 In:**

**6.1.1 17<sup>th</sup> December 2014** from Cr Tim Wood inviting SCA send two representatives to his inaugural 'Residents' Associations Meeting' (RAM) on Thursday 12<sup>th</sup> February 2015 at Shire Rosebud Office; further meetings to be held during the year with meeting format outlined.

**6.1.2 15<sup>th</sup> January 2015** from MPS Project Manager-Drainage to Residents – advice re updating drainage information for flood mapping to understand flood risks & potential impact of climate change involving project from 19/1/15 over 4 months.

**6.1.3 10<sup>th</sup> February 2015** from Cr Tim Wood – Agenda with submission of questions & items from Associations of Ward for RAM meeting on 12<sup>th</sup>.

**6.1.4 11<sup>th</sup> February** from Local Community Insurance Services/QBE Insurance-Certificate of Insurance receipt for premium paid (\$612.15).

**6.2 Out:**

**6.2.1 10<sup>th</sup> February 2015** to MPS - written submission to the Shire's Budget for 2015/16 integrated with the Shire's strategic plan 2013 to 2017.

**6.2.2 11<sup>th</sup> February** to Cr Wood – copy of SCA's Shire Budget Submission.

## **7. Priority Projects updates:**

**7.1 Shared Paths/Trails:** Lee reported funding not available for a scoping study. A submission will be made to MPS for a 'Community Placemaking Grant' - applications due by 9th March. She will prepare the submission which needs to prioritise connection with the community.

It was reported that a shared bike/walking pathway has been built in Somers. MPS are considering some form of community charge scheme whereby ratepayers pay for elements of the project.

The Disabled Surfers Association (DSA) have applied to MPS for funding for material for a wooden walkway at Pt Leo - across the creek and sand - to enable disabled surfers to access the water. The DSA are supplying the labour. This could tie into the joint shared paths/trails project.

**7.2 Drainage:** Peter K reported MPS are undertaking a survey of the Shoreham area. The drain under Oxford St is still blocked - after rain water cascades down Sydney Rd.

Peter R reported drainage was on Cr Wood's agenda. He with Bob had spoken to the MPS Manager Infrastructure Project Management (Craig Cinquegrana) who was present at Cr Wood's first RAM meeting in Rosebud, about Shoreham's need for drainage to be a priority.

**7.3 Hall refurbishment/maintenance:** Peter R reported the interior of the hall is to be painted in next few months. There seemed little point since other work was first required. Structural repairs to the hall were included in SCA's Budget Submission to MPS.

**7.4 Development of the Common:** See para 5.1 above.

**7.5 Shoreham Triangle:** Peter K reported a working bee is organised for Sunday 1st March, 9.30 am - weeding and general cleaning up. Brian Alcock is to be thanked for the work he has done. The Triangle changes with the seasons and animals and birds are returning to the area. Stage 1 is implemented but not the educative role which has been added to the MPS Budget Submission. SCA needs to work in conjunction with CFA and SE Water.

**7.6 Road Verges:** This item was included in the Budget Submission. The possibility of obtaining a Green Army Commonwealth grant was raised. Bob has researched this possibility and thought it highly unlikely to succeed. The grant is intended for a substantial project to occupy a number of 17-24 year olds for 26 weeks. There were rounds of submissions - round 1 - money went to a Western Port group for work around Red Hill, Somers, Baxter and Somerville. Round 3 submissions need to be in by March 17th backed by a strong business case and support from service providers such as Manpower, Job Futures. The criteria/time frame/required agreements are not conducive to our obtaining funding.

Discussion ensued around the community doing work themselves. This requires careful planning - insurance is an important issue re volunteers, particularly on a high profile/dangerous site such as Byrnes Road.

Sue will prepare a plan of action for the various areas requiring attention. Brian Alcock is to be approached re issue of insurance. The community needs to be involved, not just SCA, and publicity is required for this aspect. The timing for tackling different weeds eg blackberries was important. There will be costs involved and other issues to be sorted through. Rob suggested that insurance cover for volunteers needs to be considered if working on public land such as Frankston-Flinders roadside reserve.

## **8. Standing Committee Reports**

**8.1 Taskforce:** Peter R reported the asbestos has been removed from the building behind the Post Office, but nothing further is happening. A digger came and went without doing much work. He has emailed Gordon Hamilton to find out what is happening. A building permit has not been completed - there are issues re: disabled access to the first floor of the buildings.

**8.2 Membership:** Barb reported membership at 194 - 6 people have renewed their memberships.

**8.3 Finance and Budget:** Barb tabled her financial report (see Appendix A) showing a balance at 15th December of \$5,079.17 in the Statement Account. The Term Deposit Account has a balance of \$10,078.53. \$3,000 had been deposited by mistake into the Statement Account (direct bank transfer) and this has now been returned.

**Motion:** that the Treasurer's report be accepted.

Moved: Barb; Seconded: Kathryn; Carried unanimously.

**8.4 Strategic Planning:** Rob reported that with the change of State Government, there is no activity to report re the Port of Hastings development. The Port of Hastings Development Authority staff has been cut back. Politically matters need to settle down.

**8.5 Building Community:** Lee said the Cuppa and Talk event went well. Everyone was welcome - all age groups. In the winter it may be possible to use the CFA hall since it has easy access and is easier to warm than the hall.

The Community Dinner is planned as an outside event on March 13th weather permitting. There will be a number of small BBQ's on the common for people to cook their own food. Lee asked for anyone with a small BBQ and gas bottle to bring it along. Publicity was briefly discussed: details were already on the website and this is to be an item for the next e-news. Sandwich boards to be used as usual in strategic places.

Peter R reported with regret the resignation of Linda McLeish from the committee. However, she is willing to stay involved with organising the community dinners. Kathryn to draft a letter of thankyou for her work with the committee and welcoming her continuing involvement with community dinners.

**8.6 Media and communication:** See para 4.2 above.

## **8.7 Red Hill Ward Consultative Group/Cr Tim Wood's first Residents' Association Meeting (RAM) 12th February: attended by Peter R & Bob**

Peter R reported the Red Hill Ward Consultative Group has not met this year. The first RAM meeting was excellent with representatives from 8 community associations present. Two PA's assisted Cr Wood, refreshments were provided and the meeting finished by 7.40 pm. Cr Wood expects associations to present a written outline of issue(s) prior to the meeting, having done their homework and investigated other possible avenues of assistance; he then questions the representatives. The issues of importance to most associations are:

- roads - quality and speed limits. Cr Wood has prepared a paper for the whole of the ward. Verity is to scan and email to Committee members. Any comments to be sent to Peter R to put in the next submission to RAM;
- rabbits - MPS are to coordinate a program;
- Telstra black spots - Red Hill raised the importance of this especially during bush fire season if mobile phones fail to work (Rob said this may partly be an overload issue);
- planning issues - concern with MPS delay in dealing with planning permits. Eg Flinders garage and convenience store - MPS failed to deal with this within the time frame and the matter went directly to VCAT; MPS and Vic Roads will oppose a permit. The concept is not in accordance with the Coastal Villages Strategy.

**8.8 SCA Website:** Kathryn noted the great work done by Linda on the website - there was a lot of new information uploaded. She gave a brief report from Linda which included a Google Analytics graph showing the number of hits the website had received for one month from 11th January. More detailed information could be provided.

Bob reported on a meeting with Kathryn and Linda P on 16<sup>th</sup> February - as a result the website Home Page now highlights the next community event to happen in the calendar.

It was agreed the next e-news should go out to time with advertising the community dinner on 13th March.

Lee suggested SCA should establish a better 'brand' for all communications - website, noticeboard, flyers etc. to make things look a little more official.

Kathryn reported information contained on the community website re Priority Projects is mostly out of date. Convenors are requested to provide up to date information to Kathryn (or Bob while Kathryn is not available between the 14th and 23rd March) for forwarding to Linda P for inclusion on the website.

## **9. General Business:**

### **9.1 Applying for grants - for what purpose(s):**

- Peter R reported on a proposed joint SCA/CFA submission under the MPS 'Community Placemaking Grants' scheme for wooden benches/chairs (as on the Common) to better integrate the CFA area with the Triangle. Peter read from the criteria set for the grant - he is to contact Cathy Heffernan, MPS, to make sure an application would not jeopardise the application Lee is to make in relation to the shared paths/trails.
- Peter suggested applying to Bendigo Bank for a noticeboard to put up when the new post office had been built. Verity reported that Adrian Bonomi was already designing a SCA notice board on behalf of the Signage Group.
- Green Army Grant from the Commonwealth - see item 7.6 in relation to road verges.
- With regard to the Foreshore Committee, Bob made note of the Committee's draft Reserve Management Plan 2015/16 - 2019/20 (accessed from the Community website) - a joint submission may be possible in the future.

## **10. Coming events/activities:**

Community dinner - 13th March 6.00 pm, on The Common.

**11. Next Committee Meeting.** This will be held on Monday 16th March 2015, 7.30 pm in the Old School Hall.

## Appendix A

### SHOREHAM COMMUNITY ASSOCIATION INC.

MONTHLY FINANCIAL REPORT AS AT 16<sup>th</sup> FEBRUARY 2015

#### STATEMENT ACCOUNT

Opening balance (from 15/12/2014) \$5,643.82

INCOME:	Memberships x 6	120.00	
	Transfer to SCA a/c *	<u>3,000.00</u>	
			3,060.00
			\$8,763.82

OUTGOING:	Expenses-LeeCollins	20.50	
	Transfer to correct a/c *	3,000.00	
	MPS Hall Hire Term 4'14	52.00	
	Local Comm.Insurance Premium	<u>612.15</u>	
		3,684.65	\$5,079.17

#### TERM DEPOSIT ACCOUNT

Opening balance (from 15/12/14) \$10,078.53

**Balance as at 16<sup>th</sup> February, 2015: \$ 5,079.17 - Statement Account**  
**Balance as at 16<sup>th</sup> February, 2015: \$10,078.53 - Term Deposit Account**

Memberships total 194 as at 15/2/2015 - 6 renewals