

SHOREHAM COMMUNITY ASSOCIATION

Forty-first Committee of Management Meeting

Monday 15th June 2015 at 7.30pm in the Old School Hall, Shoreham

MINUTES

1. Chair's introduction (Peter Renkin):

- Present: Peter Renkin (President), Bob Nottle, Kathryn Shain (Secretary), Peter Kelly, Alan Fisher, Lee Collins
- Apologies: Rob Patrick, Sue Boggan, Barb Kelly, Maddy Machin, Helen Alcock, Verity Ducos-Saunders
- Acknowledgement of the Boonwurrung/Bunnurong First People.
- Recognition of notable community activities since May meeting:
 - 'Cuppa & Talk" on Friday 5th June – Bob/Kathryn reported this was an excellent occasion with 10-12 people attending;
 - 'Walk with Barb' on Monday 25th May;
 - Foreshore Working Bee on Sunday 24th May – Peter K/Bob reported 10-12 people attended; the focus was on weeding polygala. The next working bee will focus on planting;
 - Death of Ken Woods – Peter R reported on the death of Ken Woods who lived in Blake Street with his wife Loris. He had once been a coach of Olympic gold medal swimmers as well as an Australian authority on chickens; Loris' family has lived in Shoreham for generations, including at Cliff House before WWII;
 - Publication of the June issue of the SCA e-News and Newsheet;
 - MPS Placemaker Grants – Peter R reported the good news that grants have been given for the Shared Paths/Trails Project - \$3,025 and for the joint CFA/SCA application for benches and tables on the Triangle - \$3,000;
 - SCA was unsuccessful in the Leonie Dunbar Website Awards for community websites. Linda was thanked for the large amount of hard work she had put in to the application.

2. Confirmation of Minutes of previous meeting:

The Minute of the Fortieth Committee of Management Meeting on 18th May 2015 were approved with the addition of the following wording at the end of para 3.1 'The meeting agreed SCA present a commentary on progress at the Post Office site and time be made available for questions'

MOTION: Moved - Peter Kelly ; Seconded - Alan Fisher; Unanimously Approved.

3. New and/or Agenda items to prioritise?

3.1 AGM – Peter R reported that Guest Speaker Cr Tim Wood has entitled his address topic: "Experiences and Aspirations of a new Ward Councillor".

The meeting discussed preparation of the AGM:

- **Publicity** – Bob reported Linda is getting the web updated and will upload the Notice of AGM and Nomination Form which Kathryn will prepare. Verity has already placed a notice in The Bridge, Balnarring. Kathryn to check with Barb re email lists. Bob to put a short article in the Westernport News with details of the speaker, the BBQ and issues to be discussed.
- **BBQ lunch** – Kathryn to ask Helen and Brian Alcock if they are prepared to organise the BBQ - they have done a great job over the last number of years.
- **Financial Report** – It was agreed after discussion that the accounts be audited. Peter R suggested asking Colin Wansborough, accountant, who lives locally – Peter K to follow up.
- **President’s Report** – Peter R will prepare and give this to Bob/Kathryn for uploading to the community website.
- **Setting up Hall** – this will happen at 10.30 am on the 19th – everyone available is welcome to assist.
- **Nominations, Ballot Papers and scrutineers for election of Committee Members and Office Bearers** - nominations for Executive and Ordinary Members to be sent to Kathryn (Secretary) by 11th July. Lee will talk to two good community people/residents who may be willing to act as scrutineers in the unlikely event that a ballot for these positions is required.
- **Gift for, and thank you to, the Guest Speaker** – Lee offered to do this.
- **Present Members not standing for re-election for 2015/2016, recruitment of new SCA Committee members and Nominations, including Office Bearers for election** – Peter R wishes to stand down as President but stay on the Committee; Rob (Vice President) being absent, the Committee was unsure of his intentions, although he had in the past indicated his reluctance at this time to take on the President’s role; Barb was willing to stay as Treasurer and Kathryn as Secretary. Ordinary Members re-standing are Peter K, Lee and Alan Fisher. Bob unfortunately is to resign. He was thanked for his contribution to the working of the Committee. The intentions of those members not present at the meeting is unclear. Kathryn will contact all Committee members and request they both renew their membership and nominate for a Committee position by the 11th July, if they so intend. Kathryn to contact Ian Joy who, Peter R indicated, was willing to nominate for Committee. All present to think of those who may be interested in joining the Committee.
Peter R to write a role description for the Position of President and circulate this – it will assist anyone thinking of taking up this position. Also it was important for all Committee Members to know the scope of the role so they can actively support that role. Peter was very much thanked for his enormous contribution towards the Committee from its inception.
- **Membership Renewal and Recruitment Methods and approval of revised Application for Membership Form (Barb)** – The Membership Application Form required minor revision to take out the words ‘of voting age’ – the Committee reached agreement a year ago that there was to be no age requirement. This was agreed. Kathryn to talk to Barb. Kathryn will put Application forms in the Post Office; Barb will set up a recruitment table at the AGM; Peter to talk about membership at the Community Dinner on Friday 19th June.

3.2 Proposal for “Shoreham Architects’ Forum” – Forum – This was deferred until the next meeting which would be the first meeting of the new Committee.

3.3 SCA’s ‘Media Schedule’ for 2015 – the Committee thanked Bob for his circulated Report of the SCA Communications Sub-Committee. The contents were agreed.

Peter R asked if there were suggestions for things that had not been done/could be done in the future. It was generally agreed to keep activities within achievable limits re time and energy. Peter said engagement with community required attention and outlined future issues that would require SCA to engage/involve the community eg the Shared Paths/Trails project in particular re community sensitivity to sand dune disturbance; the Common and post office site development. It was agreed the website and e-news/newsheets were the prime tools to use for this purpose as well as contact with the various neighbourhood networks that were already in existence.

3.4 Other:

3.4.1 Red Hill Baker – coffee machine. Peter K reported that the Red Hill Baker is willing to lend their coffee machine for community events. Agreed that Peter K ask Ray and Jill Johns (Red Hill Baker) if they can lend this for the AGM.

3.4.2 Website/publicity – Bob reported that the Leonie Dunbar application had taken a lot of work, mainly done by Linda. It was agreed a letter of thanks be sent to Linda. Linda has circulated statistics re the website and Bob has discussed these with her. Two-thirds of the hits were for for one page only; 25% of hits were from returning visitors; the spikes in the graph over the year were not associated with circulation of the e-news, but possibly due to school holidays/people looking for campsites/accommodation/things to do. The most popular viewing is the Home Page with the Shoreham Foreshore Page consistently high, following by What’s Been Happening and the Community Calendar. The dots on the graph were weekly, not daily dots and showed an approximate 200/300 hits per week.

Lee commented that Pt Leo camp site has soaring numbers as a result of on-line bookings and are taking up to \$8,000 per weekend. Peter R indicated that the Shoreham Foreshore committee are not intending to go on-line – the campsite is already 80% booked for the year. Lee saw the potential of targetting campers/engaging them more in community - campers were often looking for things to do.

Peter R said the new committee should appoint someone in Bob’s place re Communications Sub-Committee, since he is resigning. He said in the past more use had been made of the Westernport News and other local newspapers.

4. Business Arising from the previous Minutes:

4.1 Listening to Youth of Shoreham – Peter R said the Committee has not engaged well with youth – there has been a lot of talk but not much action. Peter K reported on the imminent setting up of a snooker night at the CFA; he is also wanting to get activities around environmental issues that will draw youngsters in. Lee said she is happy to assist the CFA with youth activities.

4.2 'Guidelines to assist organisers/sponsors of Events' – this was deferred until the next meeting.

4.3 Contributions to Foreshore Reserve Committee's draft Management Plan 2015-2019/20 – Final Draft to be considered at the Foreshore Reserve Committee's meeting on Monday 29th June at 6.00pm. Peter R reported that a small number of submissions have been received.

4.4 Approach to Bendigo Bank re defibrillator – in Barb's absence Peter R reported that she has the requisite application forms.

4.5 De-briefing of discussion with Sally Prideaux re: an appropriate 'place making method and process' for the SCA to adopt for the development of the 'Common' and a possible role she envisages she may play with SCA in conjunction with MPS officers - deferred until the next Committee Meeting.

4.6 Preparation for Community Dinner on Friday 19th June (Lee/Maddy) – Lee reported everything is under control, but she needs props such as old rugs for the floor and ottomans. We all need to invite people along.

5. Correspondence:

5.1 In:

5.1.1 Cr Tim Wood – Reporting on Items raised at last RAM meeting;

5.1.2 Nicola Belcher – No funds available for this financial year but possible funding offering in next year through 'minor township improvements'. Uncertainty about which team will be responsible for this project;

5.1.3 Leonie Dunbar Application for Website Award – notification that SCA submission was unsuccessful;

5.1.4 Cr Tim Wood – nominating his topic of AGM address

5.1.5 Nicola Belcher - Requesting advice from SCA Committee following a local resident's request to MPS to construct a road from Nelson Street along Buxton Lane and Blake Street to Marine Parade – see para 5.2.2 below

5.1.6 Linda Patrick – suggesting a Flinders District Historical Society rep be invited to join the Reference Group and issues raised when the Hall is renovated and painted

5.1.7 Damien Taylor – MPS Fire Officer replying to the Red Hill Ward Consultative Group re improving communications during fire administration. RHWCG had written to local Federal MP & Minister Greg Hunt requesting him to approach Minister Turnbull, Communications Minister, for need to greatly improve telecommunications within Red Hill Ward, especially during fire risk summer period.

5.2 Out:

5.2.1 Cr Tim Wood – suggesting topics for his guest speaker's address at the AGM

5.2.2 Nicola Belcher – advising that her request will be dealt with by the Committee on 15th June and response given to her.

Peter R reported Nicola had 'written out of the blue' saying 'a resident' (unidentified) had enquired about MPS constructing a roadway. Nicola wants SCA advice. Peter gave the letter to Rob to gauge the CFA initial response and Rob has circulated comments to the Committee prior to the meeting. The present arrangements suit the CFA and they were not in favour of constructing a roadway. Lee outlined a minor amendment of an historical nature from Malcolm to Rob's

comments. The Committee discussed the history of the situation around the building of Coryule Estate and the nature of Buxton Lane as well as the current position; ie the part of New Shoreham being cut off from the area including the Post Office/future development of that area and the dangerous nature of the intersections at Byrnes Road. It was agreed Rob's comments be made the content of a response to Nicola; that his points about re-designing the highly dangerous intersection of Byrnes Road with the Frankston/Flinders Road and Shoreham Road be clearly outlined; additionally the dangerous nature of the second intersection of Byrnes Road with the Frankston/Flinders Road should also be included in any discussion. Bob is to contact Rob re the inclusion of the second intersection.

Peter R raised the issue of conflict of interest in relation to some members of the Committee viz at least 3 members would be directly affected by the new road – that it was very important to make sure that SCA follows proper process.

MOTION: that a response letter be sent to Nicola advising that SCA's initial consideration is not favourable to the construction of a roadway; they have conducted no community consultation (with the exception of the CFA); that they request a meeting with Nicola for further consideration and clarification of the issue.

MOVED: Alan Fisher, SECONDED: Peter Kelly, ADOPTED: unanimously.

5.2.3 Geoff Emberson, MPS Manager Finance – a Submission was made and advised that SCA will present at Council meeting on 11th June re MPS's Budget for 2015/2016

5.2.4 Lisa Marris – enquiry re whether she is MPS officer for the Common and if not, who?

6 Priority Projects updates (project convenors in bold):

6.1 Shared Paths/Trails: **Lee/Rob** – see para 1 above, re Placemaker Grant of \$3,025;

6.2 Drainage: **Peter K** – nothing to report;

6.3 Hall/Toilets refurbishment/maintenance and Hall Reference Group: **Peter R** – the Hall Reference Group met last week when 2 new MPS Engineers attended. It would seem that the poor state of the hall foundations is now being taken seriously;

6.4 Development of the Common: **Verity/Peter R** – MPS has not earmarked any funding for a Master Plan in 2015/2016. There is \$250,000 for minor township Shire wide improvement works that has not yet been allocated;

6.5 Shoreham Triangle – **Peter K** – the next planting day was on August 23rd. Bob is to check if this clashes with the Foreshore Working Bee;

6.6 Road Verges – **Sue/Peter K** – nothing to report;

7.0 Standing Committee Reports:

7.1 Taskforce: Peter R - he is to check further on the status of the Post Office site Planning Permit and Building Permit;

7.2 Membership: Barb – in Barb's absence Peter R reported there are 2 renewals;

7.3 Finance & Budget: Barb – presentation of monthly statement by Peter R showing \$4,942.17 in the Statement Account and \$10,222.18 in the Term Deposit Account. Barb was thanked for preparation of the statement;

7.4 Signage on Common: Barb/Verity – Peter R reported on first draft plans prepared by Adrian Bonomi for the erection of signs on the corner of Byrnes/Cliff Road. Community feedback will be sought. A visual display will be presented at the SCA AGM;

7.5 Strategic Planning: Rob – nothing to report;

7.6 Building Community: Lee/Maddy – the community dinner is next Friday 19th June – see 4.6 above;

7.7 Media & Communication: Bob – see Item 3.4.2 above;

7.8 Red Hill Ward Consultative Group: Peter R/Rob – nothing to report;

7.9 SCA website: Kathryn/Bob – nothing further to report, see para 3.4.2 above;

7.10 President's Report: Peter R

Peter wrote a SCA Submission to Geoff Emberson, Manager Finance re the MPS 2015/16 Proposed Budget, and on 11th June at Rosebud Office spoke to this submission.

The Committee thanked Peter for his enormous contribution as President to the running of the SCA .

8.0 General Business:

9.0 Coming Events/Activities:

9.1 Next "Cuppa & Talk" Friday 3rd July at 10.30am in the Old School Hall.

9.2 Next 'Barb's Walk' – not known

9.3 Next Community Dinner – Friday 19th June – Old School Hall; Theme: "Middle Eastern cuisine"; contribution of 'props' welcome – See Lee &/or Maddy; setting up the Dinner at the Hall from 4.00pm on 19th June.

10. Next Committee meeting: Monday 20h July, 7.30pm, Old School Hall

11. Close.