

## **SHOREHAM COMMUNITY ASSOCIATION**

### **Fifty-sixth Committee of Management Meeting**

**Thursday 20<sup>th</sup> October 2016 at 7.00pm in the Old School Hall, Shoreham**

#### **MINUTES**

**Present:** Peter Renkin (Chair), Barb Kelly (Treasurer), Kathryn Shain (Secretary), Alan Fisher, Sue Boggan, Peter Kelly, Verity Ducos, and John McMahon

#### **1.0 Chair's introduction:**

- Apologies: Lee Collins, Ian Joy
- Acknowledgement of the Boonwurrung/Bunnurong First People.

**Welcome to Adrian Smith of MPS:** invited to report back on the findings of the Community Participation Day survey.

**Recognition** of notable community activities since September meeting:

- Death of Ed Garing – Peter R reported the sad passing of a long term community member and member of the SCA;
- 'Cuppa & Talk' 7<sup>th</sup> October– Peter R reported a record number of attendees;
- Foreshore Reserve Working Bee 25<sup>th</sup> September – Sue reported a small number of workers;
- Community Dinner 15<sup>th</sup> October – Peter R reported on the good spirit of the occasion at the CFA Hall with a number of young people in attendance;
- Congratulations to Jean Downing who was awarded the University of Melbourne Hyslop Medal for distinguished service to the field of social work;
- Verity reported on a number of car and house break-ins in Shoreham, Flinders and Balnarring.

#### **2.0 Confirmation of Minutes of previous meeting:**

Fifty-fifth Committee of Management Meeting on 15<sup>th</sup> September 2016

- Motion: Moved – Sue; Seconded Barb K; Passed unanimously

#### **3.0 New and/or Agenda items to prioritise**

##### **3.1 Report on the Community Participation Day – Sunday 11<sup>th</sup> September.**

Peter R gave an historical overview of SCA and MPS's role since 2013 in relation to the Common Project leading to the allocation of funds by MPS for the present community place-making project (CPMP) and Adrian Smith's appointment to the project by MPS. He mentioned in particular that the CPMP was a joint one between SCA and MPS and at a meeting in March the following two recommendations were moved, seconded and agreed upon by the SCA:

- 1) that the SCA agrees to undertake a project that minimally develops the Shoreham Common in association with the MPS and members of the Shoreham community;
- 2) That the SCA forms a Shoreham-wide representative 'Common Working Group', responsible to the SCA Committee - membership consisting of stakeholders, interested people and MPS - to be chaired by a SCA COM member. Verity was appointed Coordinator of the Project.

A Reference Group and Creative Group (of architects) has since been formed. CPMP activity has resulted in the recent Community Participation Day on 11<sup>th</sup> September involving both the areas of the Triangle and the Common.

Verity gave a brief report – (see also report to the September COM meeting). She said participation in relation to the Triangle and the Common was pulled together on the one day due to the logistics of bringing the community together twice. Various people were engaged on the day to encourage feedback with the aid of a questionnaire.

Adrian Smith then reported on the feedback findings. He was aware of the survey undertaken and the mud map produced in 2013/2014. The Participation Day questionnaire was designed to draw out the core community values. Community members are the ‘experts’ with himself as a ‘professional’. He was there to stimulate change which was envisaged to be incremental.

He circulated hard copies of the findings he had made from the questionnaires, other notes taken on the day and emails received.

On being questioned about methodology Adrian agreed the information was not complete but provided base data only. He was queried on issues of concern that appeared to have been omitted from questions and findings. He explained he had deliberately omitted areas of dissention (eg blocking the roadway, use of tennis courts) – he wished only to include elements that resolve issues and are not divisive. Discussion ensued around this issue.

The CPMP was to create a sense of ‘place’ for those spending most of their time in Shoreham; the idea was to increase capacity for people’s use of the area.

The results will be taken back to the community at an Interactive Session scheduled for Sunday 6<sup>th</sup> November. He will provide a power point presentation and other interactive devices enabling the community to choose how they move forward. He was looking at ways of disseminating information to those members of the community who had so far not participated/not able to attend the Interactive Session. Discussion ensued around this.

Given present time constraints, in particular in relation to the funding, it was agreed to go ahead with the Interactive Day on 6<sup>th</sup> November rather than delay the process whilst other avenues of dissemination (such as Survey Monkey) were investigated. There may be criticism but it was important to get the results back to the community and not to lose the \$40,000 allocated to the project.

Discussion ensued re what expenses can be reimbursed from the budget. In particular Verity has spent her own money and SCA has spent money in relation to the Participation Day BBQ and other expenses. Adrian could not guarantee these moneys would be reimbursed but would push MPS for this.

Discussion ensued around the impending 6<sup>th</sup> November Interactive Day - planning, publicity, budget, assistance needed from the COM etc.

The next Reference Group meeting is to be held the week prior to the Interactive Day.

**3.2 Shoreham Village Common CPMP, Reference Group Meeting 14<sup>th</sup> October, Progress Report and plans for further development:** Verity briefly spoke to her report (see attached). She and Adrian then left the meeting.

**3.3 Triangle Project – Report on Participation Day and future plans:** Peter K reported there was no official feedback from the Participation Day re the Triangle, it was by word of mouth. The morning was a very positive one with about 60 people touring the Triangle. MPS staff (Matt, Scott, Damien) brought samples of banned weeds. They enthusiastically showed off the growing vegetation at the site. Main comments related to pathways – where they start and finish, possible pathway along Byrnes Road abutting CFA and Triangle; access; suggested tables/chairs/benches; improvements to the wetland area; the connection of Triangle with Stony Creek and the Common; a marked road crossing from CFA to the Common across Byrnes Road; parking; approach to VicRoads to remove pine trees; and interactive signage.

SCA COM to make a formal request to MPS/Simon Thorning and Matt Stahmer to complete the Triangle Project as designed by landscape consultants some years ago; also to enquire what is the MPS's budget available to do this.

**3.4 Deployment of The Green Army (GA):** Peter K reported the GA is to be deployed for a few days from 7<sup>th</sup> November. Discussion ensued about the best place for the GA to work. The meeting agreed the GA be used exclusively in relation to the Triangle, in particular in the breaking up and removal of an area of concrete that presently was home to numerous rabbits; also to plant suitable vegetation around the SE Water facility to visually improve its appearance from Byrnes and Flinders-Frankston Roads. **Peter K to contact GA and confirm this.**

**3.5 Setting a date, time and meeting place re the operations of the SCA and its committees:** Kathryn's had tabled a report at the last meeting. It was agreed to have a meeting on Friday 11<sup>th</sup> November between 2 – 4.00 pm; alternatively Saturday 12<sup>th</sup> November at 11.00 am at the Old School Hall. **Kathryn to confirm the date with those not present at the meeting and book hall.**

**3.6 Road Verges – Byrnes Road Fire Protection Project:** Sue had previously circulated a report (see attached).

**3.7 Workshop at Pt Leo re Red-capped plover beach nesting:** John reported attending a workshop on 15<sup>th</sup> October organised by Birdlife Australia. Volunteers are needed re plover nesting sites on the beach between Shoreham and Pt Leo. Nesting is between July and March and nests are fenced off in high traffic areas. The workshop was good, provided training and an exam taken by participants.

**3.8 Old School Hall:** Alan reported he has talked to the Engineering Dpt at MPS. The architectural consultant is currently preparing the scope of work for restoration within the \$170,000 budget. MPS expect to tender the work before year-end with a planned February/March 2017 work schedule.

The work continues to focus on foundation repair, however the architect is seeing what can be done to improve disabled access to the main hall; it may be possible to enable this by raising the level of the footpath.

**3.9** Alan reported work has been carried out in running the NBN cable to Pt Leo but no information has been released. **Peter R said he would obtain more information from Greg Hunt's office.**

#### **4.0 Business Arising from the previous Minutes**

**4.1** The 'thank you' evening for Peter R at Pier 10 on 28<sup>th</sup> October has been cancelled since Peter is now Acting President until the end of the year.

**4.2 E-news, newsletter and website:** Kathryn reported on the excellent e-news and newsletter produced by John.

**4.3 Foreshore Reserve Committee & DEWLP Proposal for Amalgamation –** there was nothing to report.

**4.4 Shire fee charges:** Kathryn reported receiving a telephone call but no confirmatory letter re the reduction in fees for use of the hall. Peter R said SCA should press for a block fee instead of an hourly rate – this to be taken up with the new Councillor when elected.

**4.5 Commonwealth Government's priority of 'Black Spot' Road Safety Works:** Sue reported Greg Hunt is still to get back to the SCA. **Sue will follow up this matter with MPS.**

**4.6 Drainage – May Street and Higgins Lane:** Peter K reported the loss of SCA's contact at MPS; and a replacement had to be found. Sue suggested contacting Peter Young at MPS. **Peter K to follow up.**

#### **5.0 Correspondence:**

##### **5.1 In from:**

**5.1.1** Mornington Peninsula Shire – advice that SCA's Objection to grant

a Planning Permit for 4090 Frankston-Flinders Road Shoreham was not sustained and a conditional permit has been granted.

**5.1.2** Notice of Red Hill Ward Consultative Group meeting at 5.30pm on Thursday 13<sup>th</sup> October at the Old School Hall Shoreham – to meet Ward Council election Candidates.

**5.1.3** Mornington Peninsula Shire – requesting Nominations for Australia Day Local Awards.

**5.2** *Out to:*

**5.1.1** Thank you emails following Participation Day.

**6.0** **Standing Committees/Priority Projects updates (convenors in bold):**

**6.1** **Treasurer’s report – Barb** – tabling of Monthly Financial Statement. There were two new members – membership now stands at 167. The Financial Statement was accepted. See Appendix.

*Barb to follow up with MPS the protocols for reimbursement of expenses.*

**7.0** **General Business - Coming Events/Activities:**

**7.1** Invitation to Jessica Wingad, MPS Manager Climate Change, Energy & Water – it was decided to defer this until 2017.

**7.2** Next “Cuppa & Talk” – Friday 4<sup>th</sup> November at the Shoreham Rural Fire Brigade building. Lee and Kathryn.

**7.3** Next Foreshore Reserve Working Bee – Sunday 23<sup>rd</sup> October at 10am – 12 noon Sue.

**7.4** Appoint Chair and Minute Secretary for next meeting – Chair Alan Fisher.

**7.5** Next Community Dinner – Friday 18<sup>th</sup> November, theme to be determined – Lee attending.

**7.6** Forthcoming Shire Elections; postal votes to be in by 6.0 pm 21 October 2016.

**8.0** **Next Committee meeting:** Thursday 17<sup>th</sup> November 2016, 7.00pm, Old School Hall.

## APPENDIX

### SHOREHAM COMMUNITY ASSOCIATION INC.

#### MONTHLY FINANCIAL REPORT AS AT 20 OCTOBER 2016

##### STATEMENT ACCOUNT

Opening balance (from 15/9/16)			\$
7,127.69			
<b>INCOME</b>	Memberships x 2	40.00	\$
7,167.69			
less <b>EXPENSES</b>	B Kelly Expenses (food etc) - Community Participation Day	389.30	\$
6,778.39			

**Bank Balance as at 20/10/16**

**\$6,778.39**

**TERM DEPOSIT ACCOUNT**

Opening balance (from 10/06/16)

\$10,477.93

**Plus interest to 10/09/16**

**64.53**

**\$10,542.46**

**Balance as at 20<sup>th</sup> October, 2016: \$ 6,778.39 - Statement Account**

**Balance as at 20<sup>th</sup> October, 2016: \$10,542.46 - Term Deposit Account**

Membership: 2 new members – Heather Geschke & Peter Francis. Total to date 167.

**Verity: SCA Committee Reporting period to October 20th 2016**

(- 4 meetings and 2 site visits (processing Community Participation Day data together with Adrian Smith MPS), meeting prep, project management meeting, tree/veg site visit, next event prep, creative gp site visits) - 17 project management hours)

The Reference Group met Friday 14th October where Adrian Smith presented collated data from the Community Participation Day (doc to be presented and tabled at SCA Committee meeting Thursday 20th October by Adrian Smith (MPS). In general terms, the vast majority of community respondents are in favour of soft landscaping leaving open spaces, preserving non-urban feel with no-through roadway. All areas of usage and community ideas have been recorded.

Wording was approved in the following form for the the Reference Group General Agreement:

- **'Simple improvements to be made over time**
- **Giving priority to removing the through-road and**
- **Undertaking soft landscaping, leaving green, open spaces**

Plans were made for the **follow-up interactive day, Sunday 6th November at 10.30am-12.30pm** where community will be encouraged to actively value and process the collective feedback eg: roadway treatment, landscaping-types, looks, feels; Visual material with value 'dots' and interactive workshop will be facilitated by Adrian with Verity assisting.

**Action: The committee are asked to encourage as many community members as possible to participate. Help on the day would also be greatly appreciated.**

**Communication** with all respondents and the wider community is planned via the MPS website, Shoreham Community website, email-out invitations with accompanying information about 'successful place', flyers in post boxes, posters at PO, roadway entrances, 'face to face' with community members. This effort will be followed-up by Verity to ensure effective engagement.

The Creative Group plan to meet within 2 weeks (date TBC) to discuss the data presented by Adrian Smith (MPS), to input to the interactive workshop session. The Ref Group and Creative Group will meet together post the interactive session to develop a scheme to go back to the community for comment.

### **Progress**

Ref: **draft** timeline attached. This doc is a work in progress together with MPS and is dependent on community response, I attach it as an updated indication.

### **Budget**

#### **Status unchanged.**

Adrian is confident the funds will remain dedicated to this project whether or not the total funds are allocated by the 12 month time frame. To be officially qualified.

### **Sue: Report re Pruning of vegetation programme for Shoreham.**

Tuesday 4<sup>th</sup> October Barb Porter and I met with Sam Della Santa Coordinator of Parks and Roadsides for the MPSC; Steven Hosking and Laura Crilley of Broad Spectrum, Contractors, to discuss the pruning programme for Shoreham.

The results of previous pruning we raised as a major concern. The Community did not want to see further extreme works culling the vegetation insensitively.

We decided it was best to view some of the roads in Shoreham to ascertain exactly what works would be carried out. Past work was carried out sporadically. Council now see work to be done on a five year basis and all roads to be covered.

Barbara and I were accepting of what was to be carried out with an assurance that the work would be well supervised and that the arborists employed are experienced. Steve also assured us that if any resident had concerns they would respond to any queries.

To note, any saplings at the edge of the road will be removed as will any overhanging vegetation. Vegetation that was to be pruned or reduced was with an understanding of visual safety for traffic and in some places pedestrians.

It was suggested we visit Pt Leo to see the pruning programme that has recently been completed.

A number of streets in Shoreham Village had previously been pruned, as Steve pointed out to us, so these would be left until the next time.

It was appreciated that Sam Della Santa had notified us of the programme and will keep us informed of any future works for Shoreham.

Sue Boggan.

Convenor of Roadsides and Vegetation