

# PEACEFUL BAY PROGRESS ASSOCIATION INC

**Peaceful Bay WA 6333**

ABN: 54389092839

[www.peacefulbayprogress.org.au](http://www.peacefulbayprogress.org.au)



## **Committee Meeting Minutes** **Wednesday 6<sup>th</sup> December 2017**

**Meeting Opened:** 09:00 am

**Present:** Callum Baxter, Emma Holland, Janine Phillips, Judi Coote, Katie Eddington.

**Apologies:** Mavis Jones, Hayden Jones, Michelle Burkett, Leanne Taylor

### **1. Confirmation of Minutes from 6<sup>th</sup> November 2017 meeting:**

**Moved:** Katie Eddington                      **2<sup>nd</sup>** Callum Baxter                      **– Carried**

### **2. Business Arising**

No business arising not otherwise covered in General Business.

### **3. Correspondence**

#### **IN:**

6<sup>th</sup> Nov – email from Kath Lymon with attached NRRP Minutes 30<sup>th</sup> October 2017

10<sup>th</sup> Nov – email from SoD Invitation to Thank a Volunteer Day

13<sup>th</sup> Nov – email from Jo Walker, offer to help on Family Fun Day

14<sup>th</sup> Nov – email from Denmark Weed Action Group advising of visit to PBay on 16<sup>th</sup> Nov

15<sup>th</sup> Nov – email from SoD Council Agenda 21<sup>st</sup> Nov available for viewing on Shire Website

16<sup>th</sup> Nov – email from SoD re Community Info Sessions

17<sup>th</sup> Nov – email from Tropical Shade and Sails with attached invoice

21<sup>st</sup> Nov – email from Denmark Community Resource Centre RE Christmas Parade 22<sup>nd</sup> Dec

21<sup>st</sup> Nov – email from Robert Ohle, SoD Environmental Health Officer RE Business on Council Land feedback

22<sup>nd</sup> Nov – email from SoD with attached letter RE Not in favour of formalising Green Waste Collection Site.

24<sup>th</sup> Nov – email from Claire Thompson SoD EA, with query RE Rate Book Extract

27<sup>th</sup> Nov – email from Donna Sampey, SoD Environmental Officer RE Managing Phytophthora

27<sup>th</sup> Nov – email from Jenny Broun RE Family Fun Day Hay Toss Prize money Donation

28<sup>th</sup> Nov – email from Katie Eddington with attached 5<sup>th</sup> Avenue Garden plans.

28<sup>th</sup> Nov – email from SoD RE Council Minutes 21<sup>st</sup> Nov available for viewing

29<sup>th</sup> Nov – email from SoD with attached Rate book Extract for Peaceful Bay

#### **OUT:**

9<sup>th</sup> Nov – email to DWAG RE granting permission to remove *Acacia iteaphylla*

9<sup>th</sup> Nov – letter to SoD RE Service Agreement between PBPA and the Shire of Denmark for the Maintenance Budget of 2017/2018

9<sup>th</sup> Nov – letter to the ATO with change of Business Registration Details

13<sup>th</sup> Nov – email to SoD with request for Summer Newsletter mailing labels

14<sup>th</sup> Nov – email to Jo Walker RE thanking for offer to help on Family Fun Day

27<sup>th</sup> Nov – email to SoD with request for Peaceful Bay rate book extract

29<sup>th</sup> Nov – email to Jenny Broun thanking for kind offer to continue Hay Toss prize money donation

**Moved:** Janine Phillips                      **2<sup>nd</sup>** Judi Coote                      **- Accepted/Endorsed.**

#### 4. Finance Report

All proceeding to budget.

**Moved:** Katie Eddington **2<sup>nd</sup>** Emma Holland **- Accepted/Endorsed**

#### 5. Maintenance Report

Green Waste Collection Site – SoD Engineer Gilbert Arlandoo advised that the PBPA's request to formalise Green Waste Collection site is currently not an option. SoD are now looking at the waste collection site (tip) as the green waste collection point. Committee to write letter to Shire to request that the existing green waste collection site be maintained until a viable alternative is provided.

Signs – sign audit completed on site with Shire Ranger. Recommendations passed to SoD Engineering.

East Avenue Dust Suppressant and Drainage Modification – Shire Engineer informed – ongoing.

Alternative options for flexible posts and line marking of pedestrian/cycle path – reviewed during Shire Ranger sign audit. Suggestions passed to SoD Engineering.

Hall Storage Area – power supply – thanks to Electrician Michael Thorpe for completing the work.

Walkway and Railings at Swimming Beach – SoD Maintenance Officer, Steve Bookham to undertake inspection regarding immediate safety issues and maintenance items. Graham Blackmore (Acting Director Community and Regulatory Services) noted that with the current budget constraints, Steve Blackmore requested the possible assistance of Jeremy Newman with Committee approval. Ongoing.

BBQ Oval – installation complete. Request funding for additional gazebo (to cover new BBQ) - Lotterywest or Shire Municipal Budget 2018/2019. Amber Ward to investigate Lotterywest grant – ongoing.

Oven – RSL have offered to pay half for the installation of a new oven in the Progress Association Hall. Investigate installing gas to PBPA Hall. Electric stove top not working – ongoing.

Garden Corner 5<sup>th</sup> Ave and Ring Road – committee have requested drawings and budget from Committee members Phillips and Coote. Budget allocation formalised. Plan received. Budget outstanding.

#### 6. General Business

Proposal to Hire Kayaks, Stand-up Paddle Boards and Snorkelling Equipment at Peaceful Bay – SoD has requested input from the PBPA on this matter in writing. Overall favourable proposal but PBPA would prefer to see a local operator run the business if possible.

Sewerage Infrastructure – Letter sent to SoD requesting investigation into establishing a reserve fund for construction of sewerage infrastructure – awaiting response. Ongoing.

Historical Signs –old signs to be re-installed along fence adjacent to new playground.

Entry Statement – The Shire of Denmark is currently undertaking a Review of the Strategic Community Plan. Entry statements for Peaceful Bay, Nornalup, Bow Bridge and Denmark are being considered - ongoing.

Speed Reduction Rame Head Road – Shire informed and awaiting feedback from Shire Engineer.

Wheelie Bin Collection – Letter sent to SoD Engineer Gilbert Arlandoo with request that the dates be changed for the 3<sup>rd</sup> option “Seasonal Pickup” to cover the Easter Holidays – 1<sup>st</sup> Nov – 31<sup>st</sup> April. SoD has no objection to our request. PBPA will be advised of change on completion of the changes necessary to SoD Fees and Charges.

Turning lanes for South Coast Highway/Peaceful Bay Road intersection - letter sent to SoD. SoD forwarded request to Main Roads Western Australia – ongoing.

Gardening projects for 2018 – telephone box area

Community Christmas Party Saturday 23<sup>rd</sup> December 2017– organising committee arranged.

Family Fun Day – Monday 1<sup>st</sup> January. Invite DFES. Organise wagon, lollie bags, speaker, stickers and sausage sizzle, shade tents and eskies for drinks. Jo Walker has offered to assist in preparation. Sausage sizzle at new oval bbq.

AGM – Saturday 6<sup>th</sup> January at 7pm in Progress Association Hall.

Newsletter – mailing labels received. Aim to post second week of December.

## **7. Other Business**

Spray paint graffiti on First Avenue – submit works request to Shire.

**Meeting closed:** 11:00 am

**Next Meeting:** AGM Saturday 6<sup>th</sup> January 2018