



**Committee Meeting Minutes**  
**for Saturday 20 January, 2018**

**Meeting Opened:** 7.13 pm

**Present:** Michelle Burkett (President,) Mavis Jones (Vice President), Katie Eddington (Treasurer), Hayden Jones, Leanne Taylor, Callum Baxter, Janine Phillips, Graham Liddlelow, and Gill Irvine.

**Apologies:** Emma Holland, Judi Coote

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

**Moved** Katie Eddington **2<sup>nd</sup>** Callum Baxter – Accepted and *carried by all*.

**2. Business Arising:**

Welcomed new committee members Graham Liddlelow and Gill Irvine.

Committee Meeting Dates for 2018 set as follows:

9.00 am on the 1<sup>st</sup> Sunday of each month (except Public Holiday long weekends)

February 4 <sup>th</sup>	March 5 <sup>th</sup> (Monday)	April 2 <sup>nd</sup> (Monday)	
May 6 <sup>th</sup>	June 4 <sup>th</sup> (Monday)	July 1 <sup>st</sup>	August 5 <sup>th</sup>
September 2 <sup>nd</sup>	October 7 <sup>th</sup>	November 4 <sup>th</sup>	December 2 <sup>nd</sup>

**3. Correspondence**

**IN:**

6 Dec – Hayden Jones RE Green Waste, Beach Business and Hall Stove  
11 Dec – NRRRA Minutes Dec 4<sup>th</sup> Committee Meeting  
15 Dec – SoD RE Reserve Find Peaceful Bay  
29 Dec – NRRRA AGM Agenda 20 Jan 2018  
12 Jan – SoD Australia Day Flyer  
12 Jan – SoD Council Delegates  
15 Jan – SoD Solar Lighting  
17 Jan – NRRRA Minutes Jan 8<sup>th</sup> Committee Meeting

**OUT:**

13 Dec – SoD Beach Business PBPA Response

**Moved:** Hayden Jones **2<sup>nd</sup>** Janine Phillips - **Accepted/Endorsed.**

**4. Finance Report:**

All proceeding to budget

**Moved** Katie Eddington **2<sup>nd</sup>** Janine Phillips - **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. Sign changes underway – some have already been erected. Ongoing.

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. Ongoing.

Hall Storage Area – purchase fluorescent light and extension cord. Hayden will provide these.

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 Bookham requested the possible assistance of Jeremy Newman with Committee approval. Need to follow up with Graham Blackmore. Suggested community members submit Work Orders to SoD through the Website as a matter of urgency. Ongoing

BBQ Oval – installation complete. Request funding for additional gazebo (to cover new BBQ) through Lotterywest or Shire Municipal Budget 2018/2019. Investigate Lotterywest grant. Janine will discuss Lotterywest application preparation with Amber. 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, waiting on final account.

## **6. General Business**

2018 AGM Items – review items raised at AGM - Referred to February meeting.

Constitution Update - Graham Liddelow will follow up procedure and will report to Committee in March. Update needs to be completed before June to avoid incurring lodgement fees.

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. Response provided to Shire.

Sewerage Infrastructure – Letter sent to SoD requesting investigation into establishing a reserve fund for construction of sewerage infrastructure. Written response provided by Shire CEO supporting the establishment of the fund – commencement scheduled for 2018/2019 municipal budget. It was noted that the title given to the fund by the SoD omitted the word “Sewerage” and will need altering to reflect the correct fund title as requested by the PBPA.

Historical Signs – old signs to be re-installed along fence adjacent to new playground. Hayden will following up. Timing / budget still to be determined.

Entry Statement – The Shire of Denmark is undertaking a Review of the Strategic Community Plan and 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 supported the request and advised the new dates will be implemented from 1 Nov 2018. The committed felt the SoD should, as a goodwill gesture, do pickups to the end of April, 2018, therefore a motion was put:

**Motion:** “request seasonal pickup be extended by a month to include April, 2018 as initially requested by public and phase in dates that will be in place in 2018/2019.”

**Moved:** Hayden Jones                      2<sup>nd</sup>                      Graham Liddlelow   - **Carried by all**

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

The Community Christmas Party Saturday held at the Hall on 23<sup>rd</sup> December, 2017 and the Family Fun Day on Monday 1<sup>st</sup> January were a great success. Thank you to all who participated and those who assisted in running both events. Thank you to Janine, from the Caravan Park for providing the lollies and the ice. A Thank You letter will be sent to the De Landergraff family for sponsoring the Hay Toss event on the Fun Day.

## **7. Other Business**

Michelle will contact Tony Duckett for his opinion on the condition of the microphone as it was not working properly on the fun day. Is it worth fixing or do we source a new one?

External lights outside men’s toilet and verandah at the Community Hall site to be installed by M Thorpe.

Solar lights to Gazebo area and public toilets near the beach are proposed by the SOD. We will write and agree to this proposal.

Dog control by owners was a concern and the ranger presence needs to be increased. This will be discussed at the next meeting with a view to contacting the SoD Ranger and the District Manager of DPAW at Walpole.

**Meeting closed: 8.45 pm**

**Next Meeting: Sunday 4<sup>th</sup> February , 2018**