

## **DOWNER COMMUNITY ASSOCIATION 3 APRIL 2023 MEETING**

### **PRESENT**

Robyn Rennie, Miles Boak, Jacqui Pinkava, Stephen Sedgwick, Amit Barkay, Simone Gray, Peter and Aniko Carey.

- 1. APOLOGIES:** Leon Arundell, Suzanne Pitson, Sue Dyer, Patrika Sheehan, Garth Jurd (Scouts)

Commenced 7.35pm, chaired by Robyn- Convenor. Concluded 9.10pm.

### **2. DCA CORRESPONDENCE RECEIVED AND ISSUES RAISED- Jacqui Pinkava**

Corro of significance: Note : Underlined are agenda items

- 8 March- Garth Jurd- Well Station Scouts asking to be a regular for meetings plus promo words.
- 8 March- Denys Garden- arrange to take new photos of the Square. Done
- 8 March- Vet- Kimberley Godwin- re access to our debfibrillator – forwarded to Amit and Stephen.
- 11March- Tom McAlary- would like a basketball court in Downer- forwarded to Miles and Amit.
- 14 March- Elizabeth Lee's office, too busy to meet.
- **15 March- OUTGOING- E-Newsletter**
- 16 March- Lara Doolette- interest in grant for markets. Sent near final guidelines.
- 16 March- Alison Percival following up on possible request for grant support.
- 22 March- Suzanne Pitson- notes of conversation with ACT Property Leasing. Followed on 27 March email to request a response.
- 24 March- Yasmin Manning, PR company for Farmers Market – seeking advertising opportunity
- 24 March- Canberra Solar Guru company soliciting custom with associations with venues. Forwarded to Amit.
- 27 March- ACT Property-Leasing. Short email « sorry for delay...at present unable to renew...keep on hold-over plan... «
- 27 March- Sue Dyer- link to RiotACT article on the new Gang Gang.
- 2 April- Leon Arundell- Porta Loos for Netball Centre- seeking DCA (NCCC LCA) support to lobby gov.
- 10, 13,14,17,30,31 March- Sue Dyer- info and articles pertaining to planning matters.

### **3. MINUTES AND ACTIONS REPORT**

- Minutes of 6 March 2023- approved. Loaded on DCA website.

### **REPORTS:**

#### **4. ACTION ITEMS FROM PREVIOUS MEETING**

- Amit- accessibility report from ACT Property Group, met with them again and they will send the report. Amit noted that his email is not working, so they may have sent it!
- Will hold off on getting quotes on dimmable lights and storage cupboards until leasing arrangements are sorted.
- Pump Track donation from The Dickson Tradies Club sorted via a letter instructing Stephen to release funds.
- Jacqui to contact toilet campaigners (Andrew and Peter) once a meeting has been arranged with Minister Steel.

#### **5. CENTRE LIAISON- Stephen Sedgwick**

- Employer superannuation contribution for Adele Cameron and direct payment of Ann Clark's (new Centre Co-ordinator) wage into superannuation fund now sorted.
- Ann Clark is away until 20 April, so has not started. Advised that she has, as advised by her accountant, an ethical issue with the use of her own computer for DCA work. Has requested DCA provide a computer. Note: Job description provided

did not specifically stipulate that the employee is required to use their own computer. Much discussion but unresolved.

**ACTION: Resolve matter of use of private computer or purchase a DCA specific use computer hopefully before 20 April!  
Invite Ann to our May meeting.**

- Reported that number of one-off bookings has increased.
- Stephen reported that toilet lights have been left on, though doors have been locked.
- Storage issues. Discussion around charging big storage users (eg. Majura Women's group) a monthly charge as incentive to rationalise their materials. Suggestion that DCA provide storage containers to be clearly marked by the client, or we recommend the type of storage units tenants are to purchase themselves.

**ACTION: Stephen to draft a letter to all tenants that have materials in storage with his preferred option of how to manage the storage issue. Provide this wording before the next DCA meeting for decision on approach to the storage problem.**

- The Village Vet has asked for access (via key) to our AED- defibrillator. Stephen has attempted to contact the vet, awaiting her response. Stephen noted that the AED is for our tenants use and felt that the Vet should get their own. Also, if used, it will cost \$500 to renew the pads and battery if used to save a life. As Gang Gang has not approached DCA, access to the AED will not be offered.

**ACTION: Stephen to follow up with the Vet and explain its use, notification of use to DCA (hopefully not) and key bond.**

- Stephen reported that he is aware that a member of the Majura Women's Group had written to the Minister (Steel?) noting how run-down the Downer Centre facility has become. This possibly prompted the visit by the ACT Property Group. Some items are to be attended to such as fixing drainage and reversing the door swing in the men's toilet to make the toilet more accessible.

#### **6. TREASURER'S REPORT- Stephen Sedgwick**

- Current account balance in all three accounts (working, special projects and term deposit) has decreased to \$85,271. Working account as at March is \$59,942.
- March saw a net decrease of \$15,157 in the working account.
- Income from payment of room hire amounted to \$6,113.
- Total expenses for March totalled \$1,610, made up of wages \$260, super \$204, reimbursements totalling \$168, and \$778 for waste removal and ACTEW bills.
- A grant payment of \$12,890 for bike pump track made in March. A total of \$19,985 was disbursed in March which included money to the Berry St park group.
- DCA administers grants for the Berry St park and the Bike Pump Track.

#### **7. BIKE PUMP TRACK- Amit**

- Dickson Tradies Club donated \$10,000 towards the project. To release these funds, Stephen contacted the Tradies, who responded with a formal letter agreeing to the release of the remaining \$3,000 funds to the project coordinators who wish to spend it on plants and landscaping.
- Miles noted that the DCA had undertaken to also make a contribution to the Pump Track. The minutes of 4 April 2022 indicate this but no amount was specified. Out of session, the committee agreed to contribute \$1,000 to the project.

**ACTION: \$1,000 from the DCA Working Fund to be provided to the Bike Pump Track project. Stephen to arrange.**

#### **8. NCCC meeting report- Leon (apology)**

- Leon provided the committee with a report on the 15 March committee via email (16 March)

## PROJECTS AND ISSUES:

### 9. DOWNER CENTRE LEASE RENEWAL- Miles (Suzanne)

- The five year peppercorn lease of the community halls in Frencham St expired on 31 March 2023.
- After much prompting (formal letter, phone calls, emails) on 27 March, ACT Property responded with an ambiguous reply stating that at this present time they are unable to renew the lease and will keep the DCA on a “hold-over plan”.
- Amit and Miles met with the Property Group (not the Leasing team) and ascertained that the Government is reviewing the whole concept of peppercorn leases for community groups. Some 70 centres are involved including many run by Labor affiliated organisations (eg. Trade Unions). It seems no one is getting a renewal.
- Therefore, the Downer Centre will operate on a monthly lease basis until further notice. This situation affects the DCA’s plans for making improvements to the building.

### 10. DCA COMMUNITY GRANTS GUIDELINES- Jacqui

- DCA community grants offering to support appropriate and meaningful community projects and activities. Draft guidelines were circulated for finalisation.
- Amit and Stephen requested greater clarity around the size of the individual grants and the overall cap on the grant program.
- Only one person has responded to the opportunity as advertised in the 15 March E-Newsletter. The draft guidelines were provided noting their draft status.

**ACTION: Jacqui to refine guidelines to increase clarity.**

### 11. MEETING WITH BEN PONTON, CHIEF PLANNER- Miles

- Miles reported that he has made a number of approaches but has been fobbed off.

**ACTION: Miles to send copies of this correspondence for the DCA records and future reference.**

### 12. PROMOTION OF QUASI AND COMMERCIAL ACTIVITIES- Jacqui

- DCA received an email from the PR company for the Farmers Market at EPIC to see if we would advertise the markets to our members. The general view of the committee was that as a not for profit community organisation we will happily promote not for profit activities and organisations in the Downer area. The Farmers Market was deemed commercial (despite being started by Rotary) and already well patronised.

**ACTION: Jacqui to respond to Yasmin Manning in the negative.**

### 13. SEECHANGE UPDATES- Amit

- In discussion with SEEChange, it seems that SEEChange will use their own money to set up an EV charging arrangement for their electric bikes. They will replace their gas heater with a split system using a grant from the ACT Gov. Also installing sensor lights to protect their bike storage shed and will replace a gate to ensure greater security.
- Stephen raised the potential fire issue of bike batteries being charged when people are not there to supervise. He also commented about the cleanliness of their office area.

**ACTION: Amit to speak to SEEChange re potential fire hazards of charging batteries... and maybe to check if they have a cleaner!!**

### 14. TOILETS AT THE SQUARE - Jacqui

- At the invitation of Rebecca Vassarroti, Jacqui wrote to follow up on offer to arrange a meeting with Minister Steel (responsible for City Services) to discuss the issue of public toilets at the Downer “shops”. Assured that they have written to Minister Steel and are awaiting a response.
- Leon Arundle and Sue Dyer have raised the issue of a lack of toilets at the Lyneham playing fields, especially for the Netball Association. Articles to appear in the media on this matter.

#### **OTHER BUSINESS**

- The AEC have asked to book the Downer Centre for The Voice Referendum at some stage this year. This brings in \$500.

#### **OTHER ACTION**

- **Stephen to provide Miles with an up to date copy of our Insurance to send to the Floriade people.**

#### **NEXT DCA MEETING**

Monday 1 May 2023, 7.30pm

Robyn Rennie- DCA Convenor

Jacqui Pinkava- Secretary