

## **DOWNER COMMUNITY ASSOCIATION MEETING**

Downer Community Centre, 3 June 2019

### **PRESENT**

Miles Boak, Jacqui Pinkava, Stephen Sedgwick, Sam Hussey-Smith, Suzanne Pitson, Sam Roggeveen, Patti Kendall, Robyn Rennie, Kerry-Ann Hugo, Greg Mulvaney, Brian and Margo O'Malley, Peter Carey, Sue Dyer, Phil McCracken.

**Apologies:** Simone Gray- possibly working in Sydney.

Meeting opened 7.05pm.

### **1. MINUTES and CORRESPONDENCE- Jacqui Pinkava**

Minutes of 6 May 2019 were accepted and signed.

Electronic copy sent to Sam HS for loading on the DCA website.

#### **DCA CORRESPONDENCE RECEIVED AND ISSUES RAISED**

Attachment A (hard copy only) correspondence received to DCA inbox. Main issues raised in correspondence:

- Information that poet Les Murray lived at 77 Burn St, Downer in 1964. Suggest a mention in the next newsletter and see if anyone remembers.
- How to find a JP information. Suggest sending to all DCA members.
- Community Centre matters- FIO
- Links to relevant news items for saving in DCA archives
- NCA tree survey- invite to send to all members
- Outgoing- 16 May Downer by Design community survey. Invite for input. Results to be shared at next planning workshop.

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#### **ACTION arising**

Jacqui- to send JP List to Sam for website- done and to Kerri at DCC.

Jacqui to archive as PDFs the articles in newspaper links sent by Sue.

Miles suggested that we could write to Canberra Times Editor to point out the good credentials and benefits of Residents Associations, ie. DCA.

### **2. CENTRE REPORT- Greg Mulvaney and Stephen Sedgwick**

- Referred to the ACT Property report on the Centre (circulated to Committee). About the only thing likely to happen is painting under the eaves. ACT Property noted the need to have a sign-in book for workmen.
- Problem of condensation under the metal northside veranda roof. Dripped on voters lining up to vote.
- Request from Karate group to store their BBQ was denied. No room and issue with storage of gas bottle. They can use the DCA BBQ.
- DCA BBQ to be replaced with a better one.

- Noted that Kerri the Downer Community Centre Coordinator has sent a letter out to all clients using the West Hall about the need to leave the room in a clean state.
- Cleanliness issues also noted in East Hall with bubble gum stuck in relatively new carpet. Mention that a cleaning levy to be included in new fees (see next item).
- Issues around cleanliness and shared storage with the Sunday Playgroup noted. Exchange of emails between DCC and group has occurred.

**ACTION:**

Greg to write to Jenny Purseglove, ACT Property, about the condensation issue. Stephen to monitor the Sunday Playgroup's use of the facility with hope for improvements.

**3. TREASURER'S REPORT - Stephen Sedgwick**

- Two items- the Income and Expenses information - table emailed by Stephen, and the Review of Finances report – Denys Garden.
- Income and Expenses showed a small profit of \$829 in May. \$3,260 in incomes with \$500 expected from AEC (Election) in June. Expenses totalled \$2,430 with maintenance (\$728) being the biggest item. Noted that quarterly invoices to be sent in July will total ~\$9,000.
- Stephen stressed that that there were “no ongoing viability issues”. The cash flow issue was temporary. It is usual for the first quarter of the year to have low income coupled with insurance and superannuation due at the same time compounding the situation.

**ACTION:**

Stephen to withdraw \$1,000 from term deposit account to become a buffer for the working account. Note term deposit up for renewal 4 June. Stephen to write letter and Miles and Stephen to sign. AGREED by committee.

**REVIEW OF FINANCES REPORT- Denys Garden**

- Committee already agreed to increase rates at the 3 December 2018 meeting of the current committee. It had been noted that the Centre has not had a room hire increase in over 10 years and is possibly the cheapest community venue available in Canberra.
- Noted that the rates for casual hiring of the centre had increased by \$5 per hour in February 2019. Interestingly casual booking numbers have increased.
- Report provided by email and modelled scenarios outlined. Recommended a scenario that would yield \$3,700 pa. An increase of \$3 for the first hour and \$1 for subsequent. There is also a carpet cleaning surcharge for clients using the West Hall.
- Suggested that the room hire increase to be reviewed at the end of the year.
- Miles reiterated that we had a responsibility to make the Centre affordable for not for profit organisations.

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**ACTION:**

Committee AGREED to the Report's recommended room hire fee increase to be applied from 1 July 2019 and from the renewal date for regular bookings.  
Stephen to draft a letter to regular clients outlining the rate changes and to send draft to the Committee.

Patti Kendall gave a vote of thanks to Denys and Stephen for their efforts in undertaking the Financial Review.

**4. "DOWNER BY DESIGN" PROGRESS REPORT- Suzanne Pitson**

- Noted that Suzanne has collated the material from the 1 April workshop. Waiting for information extracted from surveys to inform a Precinct Code for Downer (suburb specific planning provisions).
- Sam HS and Sam R prepared a SurveyMonkey survey which Sam HS emailed to all DCA members on 16 May. Sam HS reported that 90 responses have been received so far. Some 100 surveys are to be manually inputted.
- Need to start work on a Precinct Code to feed into the ACT Government (EPSDD) by the second half of 2019. This is when EPSDD have timetabled to look at the Gateway Plan north of Antill Street. Anticipating that there may be some time slippage in this timing.
- Present a draft Precinct Code to the DCA Committee for 5 August meeting with aim for a public meeting on Precinct Code in September.
- Sue Dyer felt that in the interim, the public/community need to be educated on what a Precinct Plan is and why we want one. Suggested that Miles (as a planner) draft something to put on the website and in the newsletter.
- Sam HS questioned how much a Precinct Plan could change the NCA's provisions in the City and Gateway Framework. Felt that this area of Downer is a fait accompli.
- Miles noted that the DCA had made a commitment to the community to lobby the ACT Government.

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**ACTION:** Sam HS to put link to survey on DCA Facebook. Jacqui to email by mid June a reminder that survey is due by 30 June.

Downer by Design sub-group to work on a draft Precinct Code.

Suzanne to prepare a draft presentation for the Committee meeting in August.

Miles- to draft information about Precinct Plan and why we want one.

**5. ELECTION DAY RECAP- Miles Boak**

- Some 1,100 people voted at the Downer Community Centre. This was a little down on the previous election.
- The AEC were happy with the venue, so it is hoped that the DCC will be used again. Expect to receive the \$500 room rent in June.
- The Men's Shed made \$500 with the sausage sizzle. DCA gave \$250 for food.
- Drama group made good recycling use of the cardboard voting booths.

## 6. DCA QUIZ NIGHT- Sam Roggeveen

- Suggested as a way to improve the DCA financial situation and forestall cash flow issues. Sam noted that he has experience in organising quiz nights on a large scale.
- Saturday 27 July in the West Hall was settled upon. Stephen booked the room. Suggested tables of 6-8 to a max of 10 tables. \$10 per head. Bring own drinks and nibbles.
- A small group (Sam R, Sam HS, Patti, Robyn, Kerry-Anne) volunteered to help organise the night.

### ACTION:

Jacqui to send list of quiz night volunteers to Sam R- done

## 7. PARTY AT SHOPS- Miles

- Miles noted that this needs a lot of organisation and the Centre clients need time to organise if they want to mount displays or stalls at the Square.
- Various dates bandied about, but possibly end of February or early autumn to avoid the “fete season”.
- Greg Mulvaney expressed an interest in co-ordinating.
- Note from December 2018 meeting that Peter Keast, father of the vet, had an interest in organising a Party at the Shops.

## NEXT DCA MEETING

Monday 1 July 2019

Note: Suzanne Pitson is an apology. Later advised that Miles Boak and Greg Mulvaney are also apologies.

Meeting closed 8.30 pm

Miles Boak  
Co- Convenor

Jacqui Pinkava  
Secretary