

## **DOWNER COMMUNITY ASSOCIATION 7 JUNE 2021 MEETING**

### **PRESENT**

Jacqui Pinkava, Robyn Rennie, Suzanne Pitson, Sue Dyer, Geoff Francis, Kerry-Ann Hugo, Stephen Sedgwick, Peter Carey.

**APOLOGIES:** Patti Kendall, Amit Barkay, Sam Hussey-Smith,

**ABSENT:** Miles Boak, Bill Scott

Commenced 7.35pm, chaired by Robyn Rennie

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

Agenda items \*

\*4 May- Lara Doolette- updated insurance for application to hold markets in the Downer Square- sent to Stephen and the commercial tenants as a heads up on market 3rd Sunday of the month 1-5pm- winter timing. PUBLIC LIABILITY INSURANCE ITEM

6 May- Lindsay Hunter TP Dynamics- saying he will put DCA on mailing list re Coles development. NB. Have not heard anything since.

\*6 May- Stephen through Downer Centre- no to using our insurance for the markets.

7 May- Erik Boddeus- requesting a meeting to discuss our letter of 15 April re Goodwin Downer plans.

\*10 May- Suzanne Pitson- response to Erik Goodwin to meet 4pm 13 May. GOODWIN DOWNER DEVELOPMENT

10 May- Kaycee Meads- Crime Stoppers ACT press release. Sent out to all DCA members on 17 May after embargo.

10 May- Sue Dyer- link to City News article on loss of Downer heritage trees.

12 May- Top Psychology asking about rental opportunities at the Downer Shops. Responded with contact details for Nejosh Popovich NTA Constructions- as provided by Miles

13 May- Jane Goffman via Miles- seeking DCA support for letter to Minister on parking situation in Dickson as a result of Coles development.

\*17 May- Lara again asking about public liability insurance as she needs to submit land use application to hold markets. Cc Stephen.

\*18 May- Anne Stearman- suggesting a kids library be built to complement the existing library in the square. KIDS LIBRARY IN SQUARE

20 May- Jane Goffman, copy of the final letter sent to Chief Minister and other Ministers about parking in Dickson during redevelopment of Block 21, Section 30.

25 May- Watson Rosary Primary School wanting to put note on Facebook. Saw it too late. Responded with Kerry-Anne's details for future notices- with more lead time!

\*28 May- Neal Baudinette- copy of his letter to Minister Vassarotti and Leanne Castley about pine tree planting at The Bradfield. Includes copy of responses from both recipients. TREES

30 May- Jane Olsen- copy of email to Vassarotti and Rattenbury on pine tree issue

31 May- Emma Doy- copy of email on pine trees similar to above.

\*31 May- Suzanne Pitson- draft response to Goodwin for comment.

\*2 June- Lara Doolette- to Stephen asking about insurance. I suggested sending info to Downerassociation in-box.

7 June- Liza- with email janetwalsh0@gmail.com offering to improve our website's findability on Google rankings. WEBSITE UPDATE

Outgoing

In addition to general replies- especially about public liability insurance- Lara/Stephen...

5 May- to Lindsay Hunter requesting DCA be on distribution list for information on Coles development.

17 May- to all DCA emails- National Crime Stoppers Day information- awareness raising.

## 2. MINUTES AND ACTIONS OUTSTANDING- Jacqui Pinkava

### MINUTES

Minutes from the 3 May 2021 meeting approved and signed off. Soft copy sent for loading on DCA website. Sam still to load 2021 Minutes onto website. Minutes of December meeting still require signature (Sam).

### ACTION ITEMS FROM PREVIOUS MEETING- Jacqui Pinkava

#### Downer Goodwin- Suzanne Pitson

- Met with Goodwin representatives and architects on 13 May on site. Goodwin provided a detailed response (plans/drawings etc) to issues raised by DCA in letter of 15 April. Sub-committee met to respond to outcomes of this meeting. Outstanding concerns around loss of three significant oak trees on Melba street side and narrower setbacks causing shadowing on the southern boundary being main sticking points. (more info in notes taken by Sue Dyer/ Jacqui at the 13 May meeting).
- Refine draft response letter to Goodwin. Reiterate concerns, eg. vigorously explore alternative access for fire truck and garbage trucks to save loss of three oak trees.

**ACTION: Suzanne to incorporate committee comments. Deadline COB 8 June. Robyn to sign. Jacqui to distribute via email.**

#### Auditors Report/Annual Return

- Stephen reported that he has received the signed Auditor's Report for DCA 2020 Financial Statements. This is one part of the ACT Government's Annual Return process. Stephen said he has contacted Sam about this.
- Stephen said that he phoned ACT Gov folk about the Public Officer issue. He mentioned that the DCA Public Officer is still listed as Brain Callahan (2018 perhaps?).

**ACTION: Jacqui to contact Sam to progress Public Officer duties. Done 8 June. Sent email with link to forms and fines and to the Associations Incorporations Act (revised 2021)**

#### Meeting with Ken Heffernan – Heritage Council- re Bradfield St tree replacement

- Miles identified as the person who was going to do this. Miles absent so no report.

#### Noticeboards purchase -NCCC grant of \$640

- Stephen and Miles to action. Stephen reports that this is still to happen.

#### Website update

- Jacqui reported that the DCA website is still out of date. Minutes have not been loaded for late 2020 or 2021. Sam wrote to say he would load soon. Photos of Square old. 2020 room booking schedule, 2020 room prices, no Covid information etc.
- Noted that Patti was going to investigate getting someone to update. Money available to do so. Sue Dyer suggested using the person who does the Dickson Residence Group website.
- Interim measure- get Sam to share administration function so some bits can be updated.

**ACTION: Jacqui to contact Sam and see if she can get administration function and short lesson in how to update website.**

**Patti to follow up on web designer for more comprehensive improvement.  
Jacqui to ask Jane Goffman for contact details of DRG web designer.**

### 3. NCCC- REPORT BACK ON 21 APRIL MEETING- Geoff Francis

- Geoff did not attend. Amit attended. Amit an apology so no report.

### 4. DEVELOPMENTS IN AND AROUND DOWNER

**Goodwin Downer-** addressed in Item 2.

**Thoroughbred Park-** Sue Dyer noted that she will be participating in a Zoom session on 8 June. She reiterated the issues of lack of cohesion between all the developments occurring in the same location (west of Northborne Ave and Downer western border). No mention of social impacts- aged care, child care, infrastructure etc.

Geoff noted that the NCCC are aware of these issues.

**ACTION: Geoff to follow up at next NCCC meeting, reiterating DCA concern of the lack of integrated planning.**

### 5. PUBLIC OFFICER- ANNUAL RETURN 2021

- Sam Hussey-Smith is the 2021 Public Officer. Not present at the meeting. Covered in Item 2.
- Stephen mentioned a mistake in figures (transposition of numbers?) on a previous Auditor Report, possibly 5-7 years ago. Stephen waiting on a letter from the Tax Office. Said there is no tax liability involved in this error.

### 6. CENTRE LIAISON- Stephen Sedgwick

- Sought Committee permission for a special request for a former Centre Co-ordinator to hold her 50<sup>th</sup> birthday in the West Hall. Permission granted as long as she is prepared to pay for carpet cleaning.
- Locks in toilets to be replaced, leaking toilet has been fixed, soap dispensers to be installed.
- Six folding tables to be purchased.
- Storage of items owned by the clients is becoming an issue. Noted Dementia Australia bringing their own chairs which is causing an OH&S issue.

**Action: Stephen to write to all clients about storage. Stephen to purchase large storage boxes for client use.**

- Stephen reported that he has updated the duty statement for the Centre Coordinator position. No further action towards recruitment at this stage.

### 7. TREASURER'S REPORT- Stephen

- April financial reports not received as Stephen absent at May meeting.
- May income and expenses report provided electronically. Shows current account balance in all three accounts (working, special projects and term deposit) as \$52,688. Working account is \$27,394. May saw income of \$4,408 with expenses a mere \$190. Net increase for May was \$4217 compared to a net loss in April of \$348.

### 8. WiFi AT THE CENTRE- Stephen

- No advance- ongoing.

### 9. FLORIADE- Suzanne Pitson

- Bulb planting in the Square occurred on Saturday 5 June. 400 bulbs and violas provided by ACT Gov. Small group of committee members and some community folk participated. Many of last year's bulbs are sprouting. Spare bulbs to be planted in Cole St and Berry St parks.

#### **10. KIDS LITTLE LIBRARY SUGGESTION- Jacqui Pinkava**

- Anne Stearman wrote to the DCA suggesting a kids library to be built to complement the existing library in the Square. Anne originally set up a community library in Gang Gang.
- Committee suggested that the Mens Shed be approached to build the library with DCA paying the costs.

**ACTION: Jacqui to contact Jim Dehlsen at the Majura Mens Shed to see if they are interested and if so, to get a quote for construction and secure installation in the Square.**

#### **11. PUBLIC LIABILITY FOR TWILIGHT MARKETS- Jacqui Pinkava**

- Lara Doolette, Downer resident, has been organising markets in the Square and has (with DCA permission) provided a copy of the DCA public liability insurance as part of her application to the ACT Gov to hold a function in a public space.
- Stephen has been in contact with the DCA insurer and found out that this is not valid as DCA is not the function organiser.
- Stephen assured the committee that he rang Lara and advised her of the situation. Individual stall holders will need to provide their own public liability insurance.

**ACTION: Stephen to follow up with written advice to Lara stating that DCA public liability only covers events organised by the DCA and that stall holders have to have their own insurance.**

#### **12. TREES IN BRADFIELD STREET- Jacqui**

- Noted that there is a “campaign” of letter writing being mounted by The Bradfield residents to stop the planting of Canary pines as a replacement for the removed heritage pines. Emails sent to various Ministers- Vassarotti, Rattenby and Liberal member Castley, cc to DCA mail box.
- Committee decided that no action from DCA required, except that outlined at Item 2- Miles to meet with Ken Heffernan of the Heritage Council.

#### **NEXT DCA MEETING**

Monday 5 July, 7.30pm

Meeting closed: 8.50pm

Robyn Rennie- DCA Convenor

Jacqui Pinkava- Secretary