

## **DOWNER COMMUNITY ASSOCIATION 5 OCTOBER 2020 MEETING**

### **PRESENT**

**At home via Zoom-** Sam Hussey-Smith, Stephen Sedgwick, Jacqui Pinkava, Miles Boak, Kerry-Ann Hugo, Patti Wilkins (resident)- briefly.

**Apologies:** Simone Gray, Patti Kendall, Robyn Rennie, Geoff Francis, Suzanne Pitson, Peter and Aniko Carey.

Meeting opened 7.35pm, chaired by Sam Hussey-Smith.

### **1. MINUTES AND DCA CORRESPONDENCE RECEIVED AND ISSUES RAISED ACTIONS ARISING**

#### **MINUTES**

Minutes from the 7 September 2020 meeting approved. Soft copy sent for loading on DCA website. Hard copy to be signed at some time when we are able to meet personally.

#### **CORRESPONDENCE-** of significance- Jacqui Pinkava

##### Outgoing:

7 Sept- Sam sent out letter to Minister Gentleman regarding the Bradfield Tree Survey with survey result attachments. No response probably due to caretaker period.

Note: This corro was forwarded to Erik Boddeus at Goodwin on 5 October- approved by Sam.

22 Sept- to Goodwin, Downer Centre rooms, sizes and capacities.

4 Oct- copy of notes from the two meetings with Cassandra Keller, Goodwin development architect- sent to Cassandra.

##### Incoming:

11 Sept- Forwarded from Amit Barkay, 10 Sept corro from Andrew Selth, response to Minister Steel letter on toilets in Downer shops. Steel letter not attached.

Note: Caroline LeCouteur forwarded copy of Steel response to Secretary's private email.

11 Sept- ACT Gov-Economic Business Services- bid for Downer Pump Track grant was not successful. Note: Sam received feedback separately, stating that it was a very good proposal (thanks to work done by Hedda Ransan-Cooper). Pump tracks are popular to such an extent that the ACT Gov needs to prepare guidelines for their construction before able to provide grants. Also noted that Nature Play grants will be available soon.

21 Sept- Elizabeth Lee (Liberal MLA)- update on Liberal plans for traffic calming measures for Banfield and Durack Streets. Forwarded to committee.

21 Sept- Chris Mobbs Convenor Hackett Community Association sent a copy of their Annual Report for information. Forwarded to committee for info and inspiration.

22 Sept- Forwarded from Sam, NCCC inviting submission for funding on activities with a community communication theme. See Other Business.

30 Sept- ACT ALP Secretary, "stock" response to DCA letter to election candidates asking their views on what they will do for Downer. Forwarded to committee. Similar letter but more targeted received from the Liberal Party on 7 September. See Agenda 5.

**ACTION:** Rolled over from September meeting- Miles to draft a letter to the ACT Gov to request that the oval dirt carpark be formalised to be available for use by the Centre and shops. Also to request a dedicated loading zone in the Centre car park for clients. To also note that builders are parking on the heritage tree roots. Draft to be circulated to the Committee for comment.

## 2. TREASURER'S REPORT AND CENTRE LIAISON- Stephen Sedgwick

### TREASURER'S REPORT

- Income and expenses (working account) report for September and Grant Allocations Report sent electronically.
- Grant Allocations (Special Projects). \$16,764 current balance. Report presented as balances for individual projects, no total provided. Noted that the Cole St project now moved into the DCA working account- with outgoings of \$8,912 for September.
- Noted that administration of the Cole St Park re-development takes a lot of work but also noted that DCA gets a management fee of 10% of the total grant. This amounts to \$3,400.
- Current account balances for the three accounts (working, special projects/grants and term deposit) is \$37,630, down by \$8,864 due largely to payments for Cole St park redevelopment.
- Working account increased by a modest \$524 in September. Current balance is showing as \$13,920.
- Room hire income was \$1,167 with \$200 in key bonds. The ATO provided another quarter of Covid Cash Boost of \$4,568.
- Invoices for term 3 will be generated in October.
- General bills of \$824 comprising \$530 for energy costs, workers comp insurance \$169 and \$142 reimbursement for garden tools being the main outgoings.
- DCA audit preparation to begin. Noted that a date needs to be set for the AGM. Monday 23 November suggested as the date for the AGM.
- Update of signatories at the bank is underway. December 2019 Minutes, June 2020 Minutes contain the information required by the bank for this to happen. This will allow access to Special Projects/Grant account.

**ACTION: Sam and Stephen still to complete the update of signatories.**

### CENTRE LIAISON/ MANAGEMENT

- Noted increase in number of new bookings and enquiries- eg. Latin Dancing, U3A, but things are now slowing down.
- NCCC booking for their monthly meetings is on-hold. Their meetings currently being held via Zoom due to Covid restrictions.
- Change in the 4sq metre rule to a 2 sq m rule. Now can have 25 people in each room, though due to small size of the east room, capacity will be 12.
- 17 October election booking has displaced some bookings. \$500 booking fee to be used to get the carpets cleaned.
- Issue with one tenant splattering food in a non food room. They have been advised to pay a \$250 cleaning fee.
- Manual coded key box has been purchased.
- First Aid Cabinet has been re-stocked.
- Number of building issues possibly still need rectification- eg. broken locks, sensor light in cupboard permanently on, sandpit top-up, chairs need to be replaced or at least cleaned in East room etc.

**ACTION: On-going** - Jim Dehlsen to affix key boxes and advise on or fix other maintenance issues.  
Stephen and Miles to investigate code lockable storage units to be affixed to wall- ongoing.

### 3. RECRUITMENT OF A PAID CENTRE MANAGER- Sam

- Suggested to recruit after the 23 November AGM, maybe February 2021.
- Stephen reiterated that activity at the Centre is slowing down. Miles agrees to continue assisting. Management is currently done on a voluntary basis.

### 4. GOODWIN MEETING UPDATE AND NEXT MEETING- Jacqui

- Jacqui, Robyn and Patti attended the 22 September meeting. This was the third meeting with Goodwin concerning the development of 130 independent living units on the remaining one third of the old school site.
- Focus of the latest meeting was outlining a four block, four storey plan prepared by Clark-Keller architects. Permeability of the development with the surrounding suburb and retention of mature oak trees were strongly emphasized. Connection with the Downer Centre also ranked highly in the proposed design.
- Goodwin would like to meet with the whole DCA committee to show the plan prior to any public meetings. This is predicated on prior meetings with various government authorities.

**ACTION:** Invite architect and Goodwin representatives to the November DCA meeting. Suggested meeting just prior to the official start of the meeting. Jacqui to email Erik Boddeus at Goodwin to broach. (Done)

### 5. ACT ELECTION – candidates and party promises- Sam

- Sam made the observation that Downer seems to have done well in getting mentions in the election lead-up. He made particular mention of the Labor promise of a destination playground (akin to the Arboretum one) in the inner north. Noted that the Liberal party was matching promises and had specifically mentioned public toilets in shopping precincts, including Downer.
- Sam saw the elevation of Downer as an indicator that the DCA has some leverage.

### 6. DOWNER CENTRE- TRANSITION TO ALL ELECTRIC- Sam

- Sam reported that he had followed up on contacts provided by SEChange, as part of a fact-finding exercise- re: costs, grants available, efficiencies etc. He has not heard back from these ACT government agencies.
- Stephen expressed an interest in being kept in the loop.

**ACTION:** Sam to present findings to the committee- agenda item.

### 7. OTHER MATTERS

#### - NCCC invite for funding in 2021

#### - Facebook input

- **NCCC funding** invitation is for, inter alia – “Activities of other community organisations in the inner north where the funding is consistent with the objectives of the NCCC and primarily directed to communication activities”.
- Funding proposals are to be provided to the NCCC no later than end of October.
- Sam has already responded to suggest new notice boards for the Downer Centre and Square for people to promote activities etc.
- Stephen suggested getting funding for WiFi to be installed at the Centre. This was enthusiastically supported as clients have requested connectivity.

**ACTION:** Jacqui to alert Bruce Smith NCCC to our additional proposal. Stephen to research cost of installing WiFi (router, cabling etc.) and ongoing cost for an ISP plan with a minimum 15Mbps upload speed.

- **DCA Facebook-** Kerry-Ann has put in a request for more input/ideas for items to keep the DCA Facebook page current and interesting.

- Suggested that Centre clients can use the DCA FB page to promote their group or have a link to their own website or Facebook page.

ACTION: Stephen to email Centre clients to invite them to post. Sam to send Stephen some pointer about what to put in this communique- ie. "guest posting"?

### **NEXT DCA MEETING**

Monday 2 November 7.00pm- in person at the Downer Centre for a half hour presentation by Goodwin Downer architect/ Goodwin- TBC  
7.30pm normal committee meeting open to the public to follow.

Meeting closed 9.10 pm

Sam Hussey-Smith  
Convenor

Jacqui Pinkava  
Secretary