

DOWNER COMMUNITY ASSOCIATION
Minutes of Management Committee Meeting
Monday 5th August 2013

The meeting opened at 7.05 pm.

PRESENT

Miles Boak (Chair), Denys Garden, Stephen Sedgwick, Brain Callahan, Chris Paterson, Amit Barkay, Jane Ahern, Carolyn Le Couteur. Observers: Chris May, Peter Lockwood, Aniko Carey.

APOLOGIES

Di Fielding, Patti Kendall.

MINUTES

Minutes of the meetings held Monday 3rd June and Monday 1st July 2013 were accepted. It was resolved that Minutes could be placed on the website after acceptance.

BUSINESS ARISING FROM MINUTES

Dealt with under individual items below.

CORRESPONDENCE

In.

1. Letter from ACTPLA re. amendment being sought by the applicant to a condition of parking for the DA for the shops development.
2. Letter from Richard Larsen and John Briggs seeking our support for a larger woodland for the suburb of Kenny.
3. Email from EDD re, release of Watson Block 9, Section 64 (behind Prime TV and next to Justice Robert Hope Park) for unit development. Comments closed 19th July.
4. Email from Watson Community Association with a copy of their submission re. above unit development.
5. Email from Leon Arundell with copies of 2009 Draft Master Plan for Canberra Airport and presentation to meeting of Community Aviation Consultation Group, 11th July. Next meeting 14th November.
6. Email from Bonnie Jackson (EDD) requesting a copy of the minutes of the meeting of 1st July.

CENTRE COORDINATOR LIAISON OFFICER REPORT

Amit Barkay reported on the following:

A client has asked to use sheds at the back of the Centre to store items. It was noted that the sheds were erected by other groups, and we have no authority to give permission.

Heater problems. At least one heater has expired and others require high maintenance. There was discussion about replacing the heaters. **Action: Miles Boak to check whether the DCA or ACT Government is responsible for replacing heaters.**

Hot water urn. Brochures are available, and the cost of installing a wall-mounted or under-sink instant heater is \$1900-2500. However, some of these include chilled water which probably isn't required. Peter Lockwood raised the issue of energy efficiency of these heaters. **Action: Amit Barkay to email brochures to Committee members and to enquire about energy efficiency.**

There is a broken blind in the West room. **Resolved that this should be fixed or replaced.**

TREASURER'S REPORT

Stephen Sedgwick reported that bills for July were \$1443.83 (77% ActewAGL) and we had received \$1104 from Hall hire. At the end of July, the main account balance was \$4207.36.

Stephen has replaced the paper-based diary system of scheduling client bookings with an electronic application in Excel, greatly simplifying both existing and new hall hiring. Danger of damage/loss of the diary or applications has been eliminated, and hall hire is no longer restricted to 1 person. Finding hall availability, identifying room conflicts, managing client details and computing hall usage for billing have now become much simpler. Unbilled Term 1 invoices have been identified and the remaining Term 2 invoices are now accounted for. Following final acceptance testing of the application, these invoices will be sent out.

There have been problems in contacting the Tax Office, because the contact person in our organisation has not been updated for several years. The Tax Office refuses to communicate with anybody but the Public Officer. **Action: Brian Callahan agreed to fill in the appropriate form to resolve this.**

Stephen Sedgwick asked the Committee to consider changing the arrangements for signing cheques, to allow 1 signatory to sign cheques under the value of \$300. The purpose of this is to allow day-to-day operations to proceed more easily (e.g. salary payments to staff, etc). The Committee agreed to this change, providing it was not in conflict with the Constitution. **Action: Denys Garden to check the wording of the Constitution.**

SPRING FAIR

Because of the earlier date of the election, it was decided to proceed with an 'Election Fete' rather than a full fair on the 7th September. The notes prepared by Di Fielding will form the basis of plans for the day. Chris Paterson (patersons2@webone.com.au) and Miles Boak (miles.boak@environment.nsw.gov.au) will be in charge in Di Fielding's absence, and Committee members will have to be involved as Di Fielding is away until just before the Fete, and Chris Paterson will be away in September.

Action: Amit Barkay to contact clients and Theo Poulos about being involved.

Action: Miles Boak and Denys Garden to prepare a Newsletter for circulation before the event and put a notice on the website.

DEVELOPMENT ISSUES

Shops. Miles Boak had circulated details of an amended plan submitted by the developer of the shops for the change of lease clause for parking. It was agreed that the DCA is happy with the current parking arrangements. **Action: That the DCA write a letter to ACTPLA supporting the amended plan.**

Old School site. It was agreed that the DCA should contact ACTPLA and remind them of their commitment to ensuring public good in the development plans. Maybe there is a need to zone for this. A precinct plan should be prepared which list all things on the site such as a community

garden and open space. It was agreed that the DCA should nominate what we see as essential from the community's point of view.

OTHER BUSINESS

Peter Lockwood raised the following for consideration by DCA.

1. Parking on green space and under canopies of trees, particularly near the business centre.

Action: That the DCA write a letter to TAMS and ACT Heritage drawing their attention to the problem.

2. Netting on fence around parts of Downer oval. This was done to protect children when the school was in use, but is no longer required and could be removed to make easier access to the central area. At the same time, broken areas of the fence could be repaired.

Action: Miles Boak to speak to Dave Mann (ACT Sportsgrounds). If necessary, DCA could write a letter to TAMS..

Denys Garden advised members that there was a JP service available at Dickson Library on Fridays 11am-1pm. Suggested that this could be put on the website and included in the next newsletter.

NEXT MEETING

Monday 2nd September at 7 pm.

The meeting closed at 8.28 pm.

Miles Boak
Acting Convenor

Denys Garden
Secretary