



**Village of Hall and District Progress Association Inc.**

VHDPA Inc.  
PO Box 43  
Hall ACT 2618  
[www.hall.act.au](http://www.hall.act.au)

**President:** David Hazlehurst.

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## **VHDPA out of session committee to discuss Pavilion arrangements**

<b>Meeting date</b>	7pm Wednesday, 4 May 2016
<b>Meeting number</b>	
<b>Location</b>	Headmasters Cottage
<b>Committee Members present</b>	Hazlehurst, Morris, Barnes, Philp, Mansfield, Crocker, Richardson, Robson, Huckstepp
<b>Attendees</b>	Margaret Morris, Yvonne Robson, Alistair Crombie, Heather Morris
<b>Apologies</b>	Howard, Wedrat, Berent

### **1. Minutes.**

1.1	<p>Current financial performance</p> <p>The Association breaks even on current performance. The Pavilion (excluding discretionary costs to the association) cleared about \$6000 in seven months, historically contributing about \$10,000 to \$15,000 per financial year to the Association.</p>
1.2	<p>Required financial performance - including bond, rate</p> <p>Key issues include:</p> <ul style="list-style-type: none"><li>- affect on any increase in bond could have on new and recurrent bookings</li><li>- affect on any increase in rate could have on new and recurrent bookings</li><li>- any increase be for new bookings only (not those already made)</li><li>- a forward plan for increases be considered and communicated, such that there is a progression over next few years, at the beginning of each financial year, to smooth the transition to a higher rate.</li></ul> <p>To be considered by Morris, Robson and Barnes in advance of next meeting.</p>
1.3	<p>New booking system</p>

	<p>Key issues include:</p> <ul style="list-style-type: none"> <li>- minimizing the administrative burden of: a) the booking, and b) on the night, noting that date negotiation is the biggest present time commitment</li> <li>- issues of human interaction versus risk of trouble if a purely virtual experience and no interaction with hirer, noting very few bond issues and hirer difficulty in the last few years</li> <li>- level of identification required including drivers licence and alternate hirer contact details.</li> <li>- proposal of \$4000 set up and then \$40 per month thereafter. However if moves to administration of ACT Property Group then their system may be available at no cost.</li> </ul> <p>Agreed that a new online booking system be explored. That interested persons (Morris, Robson, Barnes and Mansfield) discuss prior to next meeting and a proposal be put to the Committee then.</p>
1.4	<p>Risk management measures- signs, lighting, locks, etc</p> <p>Issues considered included:</p> <ul style="list-style-type: none"> <li>- rare to have a significant security issue, however noise is a continuing concern for residents of Gladstone street.</li> <li>- The entrance to the car park poses a large part of the problem when left open, this often involves people congregating in the car park after events.</li> <li>- Music not facing toward Hall Creek also exacerbates issues.</li> </ul> <p>Agreed to consider:</p> <ul style="list-style-type: none"> <li>- internal signage as to noise</li> <li>- bond forfeit if complaints</li> <li>- retain an external security company to be available on call should residents have noise complaints</li> <li>- clearer escalation process for residents, including contacts for security company, to be distributed by letter and included in the fringe on a regular basis</li> <li>- variation of bond amount on either: a) type of event, or b) time of event (night versus day bonds).</li> </ul> <p>Barnes to explore security company fee. Barnes, Robson, Morris and Mansfield consider as part of proposal to next Committee meeting.</p>
1.5	<p>Escalation process for breaches – noise, anti-social behavior</p> <p>Considered as part of item 1.4</p>

**Next Meeting. 18 May 2016**

**VHDPa Sect. Brenton Philp. 0439 988 110.**