



**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: Gavin Mansfield  
Treasurer: John Starr  
Secretary: Bob Richardson.

---

**VHDPA Committee Meeting  
Wed. 20<sup>th</sup> Dec. 2017. 7-00pm.  
School Cottage.**

**MINUTES**

**1. COMMITTEE MEMBERS PRESENT:**

Leigh Crocker, John Starr, Gavin Mansfield, Brenton Philp (Chair), Barry Huckstepp, Bob Richardson, Margaret Monahan

**Others present.** Ken Heffernan. Alan Jenkins.

**Apologies:** Jo Hall, Tony Morris, George Southwell, Peter Howard

**2. MINUTES PREVIOUS MEETING.**

Accepted with amendments to the treasurer's report.

**3. MATTERS ARISING**

nil

**4. CORRESPONDENCE:**

- i. Email from Graeme Bryce raising concerns on Fringe letter to editor. Response from Gavin noted.
- ii. Letter from Sam Steggle – Request to assist with a reduction of current rent paid for use of a school site building. Rent reduced to \$1000 for past year AGREED.
- iii. Correspondence regarding Cricket Pitch. The committee had previously agreed to pay \$1135, one third of cost, on receipt of invoice.

## **5. TREASURER'S REPORT.**

The Treasurer had tabled three documents electronically

PDF Account transactions - all reconciled transactions since the last meeting.

PDF Balance sheet - to the end of the month.

Excel spreadsheets (in the rough) with P&L on cottage and pavilion for last FY and FY to date.

Membership lists are up to date. 125 members.

There has been no ABN lodged with the Bank, subsequently we are still paying withholding tax.

## **6. SUB-GROUPS REPORTS.**

Museum planning for next year's exhibition. Safety of volunteers noted, including height of items not above 2m.

## **7. AGENDA ITEMS.**

- i. Proposal to run annual cricket match NOTED. Development of artificial turf for cricket pitch AGREED out of session. Alan and Peter to progress.
- ii. Membership Drive – George (to be held over in part as George an apology)

Gavin noted online membership fees and benefit of automatic, recurring payments, and notification of renewal by email, using Eway system. AGREED to pursue, and consider the ongoing need for cash payments.

The need to limit confusion on identifying details for treasurer reporting NOTED. The electronic booking system for the Pavilion has been a success and will be extended to the Cottage booking system.

- iii. Pavilion a- proposal from the Bushrangers to appoint Shaun O'Connor to the sub committee was tabled. Deferred until next meeting

Proposed Terms of Reference/Code of Ethics (including the Constitution) – Deferred until next meeting

- iv. Consultation on bike track - follow up to Wednesday 13<sup>th</sup> December drop-in meeting (Leigh)

Pilbrow's report expected mid-January 2018. We will circulate to community, including through the website, encouraging clarifying comments and queries to Pilbrow. Comments to

be considered and next steps discussed at the February 2018 meeting. Pilbrow to be invited to February meeting.

Attendance of 63 community members noted.

Discussed a community event after the bike path process.

- v. Minutes Secretary. John opened discussion on pro and cons. of engaging, or employing a minute taker. AGREED – to explicitly agree as to what was to be minuted after each item. Reconsider the need for a minute secretary at a later time.
- vi. Review VHDPAs processes to include process for members designated as a project manager for an agreed action, including time frame for completion of project and committee mandate. AGREED.

## **8. ACTION ITEMS UPDATE**

Proposed updated list format attached.























## **9. NEXT MEETING**














21 February 2018. Start 7-00pm. Cottage.








**Meeting closed 10-00pm.**

**Bob Richardson Secretary VHDPAs**

Action item register:

No	Current Status	Next Action	Who	When	On Track?
<b>1</b>	<b>Pavilion</b>				  
<b>1.1</b>	<b><u>Business Plan</u></b>				
	Draft submitted to November meeting for comment	Comment by Committee	C'tee	Dec. Mtg	
		Propose members of subcommittee	Tony	Dec. Mtg	
<b>1.2</b>	<b><u>Security</u></b>				
	Two recent incidents show the security arrangements with SNP didn't work as planned	Agree a contract with SNP to visit each weekend event, or some other form of definition	Gavin	Feb	
		Provide SNP with read only access to booking system so they can see the booking contact details	Tony	Feb	
<b>1.3</b>	<b><u>Licence</u></b>				
		To be renewed in 2021	Tony?		
<b>2</b>	<b>Halls Creek</b>				  
<b>2.1</b>	<b><u>Letter to Government</u></b>	Follow-up to get a reply	Leigh	Feb	
<b>3</b>	<b>CSIRO Development</b>				  
<b>3.1</b>	<b><u>Keep Across their plans</u></b>		Leigh		
<b>4</b>	<b>School Licence</b>				  
<b>4.1</b>	<b><u>Lease</u></b>				
	Confirmation lease is signed and agreed June 2018	Dialog with ACT Government on process and plans	C'tee	Mar	
		Maintenance	???????	???????	
<b>4.2</b>	<b><u>Cottage</u></b>				
	Management system	Implement but prevent bookings after 7pm?	Tony	???	

<b>5</b>	<b>Village Safety</b>				  
<b>5.1</b>	<b><u>Speed limit signs etc</u></b>				
	Improve street speed signs	Complete	Peter		
<b>5.2</b>	<b><u>Traffic Calming in Victoria Street</u></b>				
	Problem agreed, proposed solution needed.	Leigh to seek informal advice from Traffic Engineers on a possible solution and present it to the Committee	Leigh	Feb 2018	
<b>5.3</b>	<b><u>Street lighting</u></b>				
	Improved nighttime lighting	Status??	George	?????????	
<b>6</b>	<b>Planning</b>				  
<b>6.1</b>	<b><u>Cricket Pitch</u></b>				
	Funding for synthetic grass on the pitch.	Previous Committee agreed one third funding, around \$1000. Project being progressed by the "King Browns" cricketers. Expected cost \$1135. Turf to be laid in the week beginning 18 <sup>th</sup> December	Peter	Sometime in week beginning 18 <sup>th</sup> Dec 2017	
<b>6.2</b>	<b><u>Proposed re-development</u></b>				
	Bushrangers proposal	Status?.  Written to Mick Roberts, want to be involved in progression. Awaiting govt response.	C'tee	Await response.  March	
<b>6.3</b>	<b><u>Village masterplan</u></b>				
	Time to update the Village masterplan. Plans recently funded for Tharwa and other parts of Canberra	Discuss how we progress various planning issues in Hall	C'tee Leigh	Feb. Mtg	
<b>6.4</b>	<b><u>District Planning</u></b>				
	Border edge (RU6 Deadzone Group?) proposal by Yass Council	Approached by one group to give our support to preventing the Yass Council proposal. Find out what it means so the committee can consider our position.	George		
<b>6.5</b>	<b><u>ACT Government submission</u></b>				

	Better suburbs call for submissions. Gavin wrote to ACT Government, out of session, listing the priorities for the development of Hall	Next step???	Gavin	Complete.	
<b>6.6</b>	<b><u>Bike Track</u></b>				
	Proposed kids bike track.	Drop in style community consultation held 13 <sup>th</sup> December. Michael Pilbrow, the consultation manager, to report back in the new year.	Leigh (organizing Michael Pilbrow)	Feb?	
<b>6.5</b>	<b><u>Extension of Centenary trail to Barton Highway</u></b>				
	The extension of the Centenary Trail down From Clarrie Hermes/ Barton Highway down Victoria Street to connect with the Hoskins/ Hall Street point is necessary for cyclists/ walkers safety.	Communication with Nadia Rhodes, Chief Ranger for the area has commenced.	Peter	Feb	
<b>7</b>	<b>VHDPA</b>				  
<b>7.1</b>	<b><u>Proposed Terms of Reference/Code of Ethics (including the Constitution)</u></b>				
	Sort out and refine the Constitution of the VHDPA, including adding/Updating TOR and Code of Ethics.	Values discussed. 2013 Constitution lodged.	Jo	Feb	
<b>7.2</b>	<b><u>Membership</u></b>				
	Update membership list and resolve forms of membership	Membership list updated. Need a discussion on the forms of membership – with constitution and Jo.	John	Feb	