



Village of Hall and District Progress Association Inc.

VHDPA Inc.
PO Box 43
Hall ACT 2618
www.hall.act.au

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

VHDPA Committee Minutes

Meeting date	7:00pm Wednesday, 18th April 2018
Meeting number	
Location	Headmasters Cottage
Committee Members present	Gavin Mansfield, Bob Richardson, , Peter Howard, John Starr, Jo Hall, Tony Morris, Margaret Monahan, George Southwell,
Other Attendees	Ken Heffernan Jan Klaver, Juanita Caddy. Brian Banyard, Olga Minion, Ann Toet, Peter Toet
Apologies	Brenton Philp, Leigh Crocker, Barry Huckstepp

1 THE CHAIR WELCOMED ATTENDEES AND OPENED THE MEETING.

2 MINUTES OF PREVIOUS MEETING. 21ST MARCH 2018.

ACCEPTED

3 MATTERS ARISING

Nil,

4 CORRESPONDENCE

- 1 .E-MAIL CHAIN. E-WAY UP-GRADE. Mansfield to Duncan CROMBIE. 21/3/19.**
- 2. E-MAIL CHAIN. E-WAY TRANSACTION UP-GRADE REPORT. John Starr, Gavin 3**
- 3. Mansfield, Jo Hall, John Howlett.7/4/18**
- 4. E-MAIL CHAIN, Bike trail Heritage (SHE) Brian BATHGATE, Gavin Mansfield 9/4/18**
- 5. E-MAIL CHAIN, Mr. FLUFFY houses and heritage compliance. Jo Hall 9/4/18**
- 6. E-MAIL CHAIN, Bike trail, Jo Hall, Peter Howard, Gavin Mansfield, Brian Bathgate, Leigh Crocker , Brenton Philp.**

MATTERS ARISING

Nil

5 TREASURER'S REPORT

John Starr tabled electronically the following documents:

1. Balance sheet to date
2. P& L to date
3. Transaction report from last meeting to date

Moved Peter that the treasurers report be adopted and all paid invoices be ratified. Agreed

Two invoices tabled for payment

- Invoice from Strategic Developments for \$13,076

Moved by Tony that the account be queried before payment and more substantiation provided. It was resolved that Bob contact Strategic Development immediately to let them know we would seek to negotiate and seek further details on Leigh's return. Leigh asap to provide the brief or other arrangement with Michael, including the basis of how it was decided which materials to share at the community consultation and to request a timesheet or similar more detailed account. The Committee seeks to gain a full understanding of the steps that have led to the account being on a totally different range from that initially portrayed to the Committee and subsequently being higher than expected. The amount of contribution from the ACT Government via Mr Bathgate also needs to be ascertained.

- Invoice from property group for \$588 being for a locksmith. Tony to check on this before payment.

6 SUB-COMMITTEE REPORTS NIL.

7 AGENDA ITEMS.

It was confirmed that agenda items for upcoming meetings should be accessible on the Hall website.

7-1 CONSTITUTION AMENDMENTS

Jo circulated proposed constitution changes and a proposed membership form, both still in draft form. Comments are welcome.

The following timeframe was agreed to enable membership renewals by 1 July 2018:

- Circulate final draft constitution (and membership form) to Committee by 25 April for agreement by 30 April
- Send both documents (Handbook and Constitution amendments) to members on 1 May for consultation. In the same email, call a General Meeting for 31 May at 7pm. The business of the meeting is to (i) decide whether to accept the changes to the constitution and (ii) to endorse the Handbook for Committee Members. Jo to draft the email for Gavin.
- Incorporate any member revisions and circulate documents to members in good time for the general meeting as the versions to be voted on
- If agreed, lodge the new constitution with the ACT Government
- Committee agree the membership form
- Update the website with membership page etc in June
- Notify Special Interest Groups and Email to members to renew membership by 1 July

7.2 RECREATION TRACK UP-DATE . Gavin.

Heritage and TCCS are involved in the assessment process. We must await the outcome of next step which will proceed in May 2018 when TCSS submits the next SHE to the Heritage Council. AGREED that we must wait for the Heritage Council decision.

7.3 SECURITY PAVILION. Gavin.

AGREED Gavin to up-date protocols, sign agreement and notify residents.

7.4 Membership website page. AGREED Tony/Gavin To narrow quotes received , clarify the needs of the new package, Reconcile understanding between our stake holders. Auditors, Treasurer, web- designer and sub-committee members. Tony to replace Jo on subcommittee.

7.5 Repair to Gabion weir Hall creek. Weir has been removed and formed into a crossing for Fire Vehicles. Further reporting on this issue when Leigh is present.

7.6 Bridge over creek at Hall show ground. John. Starr. No action required by the Progress Assn.

8 OTHER BUSINESS

ACTION ITEMS UP-DATE (see register)

Peter Howard updated the meeting on the centennial bike track connecting the Barton Highway via Victoria st to Hall. Peter reported he had contacted a Nadia Rhodes and will report to committee as required. Jo Hall and John Starr to join Peter on sub committee.

9 AGENDA ITEMS FOR NEXT MEETIN

10 NEXT MEETING














Wednesday 16th May 2018







Meeting closed 9-00pm

Bob Richardson Secretary VHDPA

Action item register: Matters to be discussed are those marked ☹️

No	Current Status	Next Action	Who	When	On Track?
1	Pavilion				☹️ 😐 😊
1.1	<u>Business Plan</u>				
	Pavilion Subcommittee appointed by VHDPA Committee at February 2018 meeting.	Subcommittee reported back to March meeting. Business Plan to be updated as a result of discussions at the sub-committee meeting.	Pavilion sub-committee	To sub-committee out of session.	😊
1.2	<u>Security</u>				
	New arrangements with SNP proposed.	Agree a contract with SNP to visit each weekend event, or some other form of definition. Provide SNP with read only access to booking system so they can see the booking contact details, or provide them with an email with the details.	Gavin	May 2018	😐
		Revisit emails sent to hirers through booking system to highlight responsibilities, transport difficulties from Hall, need to comply with curfew etc	Tony/Gavin	????	😐
2	Halls Creek				☹️ 😐 😊
2.1	<u>Letter to Government</u>	Follow-up letter to Government in order to get a reply.	Leigh	??	☹️
3	CSIRO Development				☹️ 😐 😊
3.1	<u>Keep Across their plans</u>	Leigh and/or George to attend Belconnen Community Council (BCC) meeting to hear their discussion on the development.	Leigh/George		😊
4	School Licence				☹️ 😐 😊
4.1	<u>Lease</u>				
	Confirmation lease is signed and agreed	In response to our letter the Department advised they will contact VHDPA and organize negotiations for the new lease when they are ready. Re-visit at end of Financial Year	Gavin	May 2018	😐
		Prepare an annual report from the school site users group to highlight the current effective use of the site.	Gavin	30 June 2018	😐
4.2	<u>Cottage</u>				
	Booking system	Under consideration by the Pavilion Subcommittee Now with Pavilion booking up-grade group.	Tony	???	☹️

5	Village Safety					  
5.2	<u>Traffic Calming in Victoria Street</u>					
	Problem agreed, proposed solution needed.	Site visit and verbal response from Traffic Engineers complete. Options to be brought back to the Committee	Leigh	May 2018		
5.3	<u>Street lighting</u>					
	Improved nighttime lighting	Several reports have been made to "Fix my Street"	George			
6	Planning					  
6.1						
6.2	<u>Proposed re-development</u>					
	Bushrangers proposal	Keep informed	Peter			
6.3	<u>Village Planning</u>					
	To set aims and priorities for Village planning.	Committee to "workshop" the issues. A background paper to be prepared.	Brenton/Leigh	May 2018		
6.4	<u>District Planning</u>					
						
6.6	<u>Recreational Track</u>					
	Proposed kids bike track – renamed "Recreation Track"..	Still awaiting approval from the Heritage Council. Write to ACT Government, as advised by Heritage response to VHDPA letter, to seek information on progress.	Gavin	April 2018		
6.5	<u>Upgrade of Centenary trail to Barton Highway</u>					
	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.	ACT Government have responded and may have some budget for work next FY. Site visit by ACT Government (Track Coordinator) planned in the near future.. Await. Jo Hall and John Starr. To join the action group.	Pete Howard John Starr Jo Hall	July 2018		

7	VHDPA				  
7.1	<u>Members Handbook</u>				
	Provide a handbook to Committee members on how the Committee should work.	The consultation draft of the committee member handbook, of March 18, as amended at the March 21 meeting, was AGREED to go to community consultation at the same time as the Constitution.	Jo	May 2018	
7.2	<u>Constitution Review</u>				
	To review the constitution and make changes in time for the AGM.	A draft presented to the April meeting. To be circulated again and to the community for consultation	Jo	May 2018	
7.3	<u>Membership</u>				
	Membership page on website and hard copy/ online membership form	Requires a page on the website to allow people to renew, including possibility of online payment. Pursuing details and quote with Duncan and membership group.	Gavin and Tony with membership group	June 2018	
7.4	<u>Membership Drive</u>				
	To look if and how we can increase the number of members in the Village	On hold – awaiting item 7.2			