



## 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.

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### VHDPA Committee Minutes

<b>Meeting date</b>	7:00pm Wednesday, 20 June 2018
<b>Location</b>	Headmasters Cottage
<b>Committee Members present</b>	Mansfield, Richardson, Starr, Hall, Morris, Monahan, Crocker
<b>Attendees</b>	Brian and Marion Banyard, Allan Monahan, Graeme Bryce Samantha Ming and Lachlan Taylor from Urban Treescapes, ACT Government
<b>Apologies</b>	Howard, Huckstepp, Philp, Southwell

#### 1. Minutes of previous meeting.

1.1	Minutes of Committee meeting were accepted.
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#### 2. Correspondence

2.1	The secretary advised that all email and other correspondence has been circulated out of session
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#### 3. Treasurers report.

3.1	<p>The Transaction report was circulated from last meeting to date. Since the EOFY is only two weeks away, the usual balance sheet and P&amp;L statements will be circulated the first week in July.</p> <p>It was moved that all the financial transactions since last meeting to be ratified. – AGREED</p> <p>The treasurer reported his embarrassment that the Michael Pilbrow letter thanking him for withdrawing his invoice.had not been sent Secretary to draft and send this letter.</p>
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	<p>The Treasurer had been advised by the CBA that the investment account has been frozen due to no recorded operative on the Term Deposit. . The Secretary will organise for the CBA's instructions to be followed. The Committee AGREED the Authorities on the account should be the President, Vice President, Secretary and Treasurer.</p> <p>The Treasurer sought reimbursement for minor costs associated with his role. Costs include need for thumb drives, folders, paper and other miscellaneous items needed to fulfill the Treasurers reporting requirements. This was estimated at less than \$100. The Committee AGREED to refund these expenses.</p> <p>There was some discussion on whether or not an account had been received from SNP Security for their work on pavilion security. Treasurer replied that there had been no account received from SNP The query was related to checking if the service has been provided. Tony to check, but the likely outcome is that the service has not been needed since the contract commenced.</p>
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#### 4. Sub-group reports.

4.1	<p><b>Pavilion</b></p> <p>Tony to call another meeting soon. The Business Plan and SNP security issues to be taken up by Pavilion sub-group.</p>
4.2	<p><b>Membership</b></p> <p>New system working and it is now possible to join and pay membership on-line by filling in a form and paying by credit card. Test environment been working for some time. Ready and live, awaiting the go ahead to implement. Eway reporting and payment function included.</p> <p>The committee AGREED to go ahead with implementation. This would mean paying a one-off fee of \$960. Gavin advised that the ongoing cost would be covered by the current maintenance payment for the website.</p> <p>The committee was reminded of the requirement to seek approval for payment before any intended work is carried out.</p> <p>New membership form(s), as amended at the meeting and attached to these minutes, was agreed.</p>

## 5. Agenda.

5.1	<p><b>Tree management in Hall</b></p> <p>Samantha Ming and Lachlan Taylor from TCSS in ACT Government talked about the assessment of trees in Hall, and their management.</p> <p>ACT Government has done an initial survey of trees in Hall, and will be doing a more detailed audit over the coming winter with removal or habitat pruning of trees to follow. Scope of their work includes unleased Territory land in Hall (e.g. Showground), so not the school (for example). However, if their survey notices any issues not on their own land, then they will report it to the relevant land manager in ACT Government.</p> <p>Hall has a number of Eucalyptus blakelyi and these trees are a favorite habitat of the endangered Superb parrot. While no Superb parrots currently nest in Hall, they use Hall as a stopover point and have been seen in the village.</p> <p>They expect to have to trim or remove a number of trees. One technique they use is habitat pruning. This involves cutting back a tree, which may or may not be dead, so that it is safe, but will provide habitat for a range of species. They have evidence from local research that “habitating” a tree can attract fauna within 24 hours of the pruning. They advise that, that while a tree that has been “habitated” may not look pretty, there is good evidence it will be useful habitat and this has driven this new approach to pruning trees.</p> <p>In relation to safety, they advised that any trees that are assessed as not structurally sound will be removed. People’s safety is their first propriety, but they also want to create habitat, particularly for the superb parrot. For example, a dead Eucalyptus blakelyi that has been “habitated” can remain structurally sound for 10-20 years. They tabled before and after pictures of trees that had been pruned in this way.</p>
5.2	<p><b>Issues arising at the General Meeting</b></p> <p>Minutes of the GM need to be agreed next month in order to be presented at the AGM. (Secretary to place on next month’s Agenda)</p>
5.5	<p><b>Recreation bike track progress</b></p> <p>Continue to await feedback from ACT Government</p>
5.6	<p><b>Centenary Trail Upgrade</b></p>

	<p>This project is being managed by ACT Government, and they put out a funding submission into the 18/19 FY ACT Government budget process. ACT Government (Nadia's group in TCCS?) are awaiting the outcome of the bid. If successful the funds will become available sometime after 1 July 2018.</p>
5.7	<p><b>Pavilion Business Plan</b></p> <p>Leigh reported he has reviewed the business plan to be presented at the next sub-committee.</p> <p>SNP security to be addressed</p>
5.8	<p><b>Status of VHDPA letter to ACT Government regarding Halls Creek and Kinlyside</b></p> <p>Aside from their initial response there has been no reply from ACT Government for around 12 months. It was AGREED that the Secretary will draft a letter asking ACT Government to engage with us on their plans for Kinlyside and any developments since we wrote to them.</p>
5.9	<p><b>AGM preparations</b></p> <p>AGM set for 7pm Wednesday 15th at the Pavilion. Brenton to organise.</p> <p>Calls for a new Public Officer for VHDPA, with the position currently vacant. Gavin to provide a definition for the role and Committee to think of an appropriate person.</p>

## 6. Other business.









6.1	<p><b>Hall Tree Logo</b></p> <p>Nancy Tingey and Polly Plowman have agreed to give VHDPA perpetual use of the logo. It was agreed that Jo to prepare and have signed an agreement.</p>
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**Next Meeting. Wednesday 18 July 2018 7pm, Pavilion**

**VHDPA Sect. Bob Richardson..**

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

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>				
	Pavilion Subcommittee appointed by VHDPAC 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.  Sub-committee to produce a draft annual report for the Pavilion which will be included in the VHDPAC annual report.	Pavilion sub-committee	July.	😊
<b>1.2</b>	<b><u>Security</u></b>				
	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	<b>completed</b>	😊
		Revisit emails sent to hirers through booking system to highlight responsibilities, transport difficulties from Hall, need to comply with curfew etc	Tony/Gavin	????	😊
<b>2</b>	<b>Halls Creek</b>				😞 😐 😊
<b>2.1</b>	<b><u>Letter to Government</u></b>	Follow-up letter to Government in order to get a reply.	Bob	<b>July</b>	😞
<b>3</b>	<b>CSIRO Development</b>				😞 😐 😊
<b>3.1</b>	<b><u>Keep Across their plans</u></b>		Leigh/George	July	😊
<b>4</b>	<b>School Licence</b>				😞 😐 😊
<b>4.1</b>	<b><u>Lease</u></b>				
	Confirmation lease is signed and agreed	To put a proposal to Government to get a new 5 year lease.  Prepare an annual report from the school site users group to highlight the current effective use of the site.	Gavin Bob Phil  Gavin	<b>July</b>  After renewal organised	😊  😊
<b>4.2</b>	<b><u>Cottage</u></b>				
	Booking system	Under consideration by the Pavilion Subcommittee	Tony	???	😞
<b>5</b>	<b>Village Safety</b>				😞 😐 😊
<b>5.2</b>	<b><u>Traffic Calming in Victoria Street</u></b>				
	Problem agreed, proposed solution needed.	Site visit and verbal response from Traffic Engineers complete.			😊
<b>5.3</b>	<b><u>Street lighting</u></b>				
	Improved nighttime lighting	Several reports have been made to "Fix my Street"	George	<b>July</b>	😊

6	Planning				  
6.1					
6.2	<b><u>Proposed re-development</u></b>				
	Bushrangers proposal	Keep informed	Peter		
6.3	<b><u>Village Planning</u></b>				
	To set aims and priorities for Village planning.	To be listed in the annual report.	Brenton/Leigh	June 2018	
6.4	<b><u>District Planning</u></b>				
	RU6 dead zone proposal	Watching brief – no action at present.	George		
6.6	<b><u>Recreational Track</u></b>				
	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	July 2018	
6.5	<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.	ACT Government have responded and may have some budget for work next FY. Site visit by ACT Government (Track Coordinator) completed.	Peter	Ongoing	

7	VHDPA				  
7.1	<b><u>Members Handbook</u></b>				
	Provide a handbook to Committee members on how the Committee should work..	The consultation draft of the committee member handbook to be put to General Meeting for endorsement	Jo	Complete	
7.2	<b><u>Constitution Review</u></b>				
	To review the constitution and make changes in time for the AGM.	Draft amendments to be put to General Meeting for agreement.	Jo	Complete	
7.3	<b><u>Membership</u></b>				
	Update website	Requires a page on the website, an online and hard copy form and facility to allow people to renew on-line. Seeking quote from Duncan	Gavin/ Tony	Complete	
7.4	<b><u>Membership Drive</u></b>				
	To look if and how we can increase the number of members	On hold – awaiting item 7.2	All	Ongoing	