



Village of Hall and District Progress Association Inc.

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

President: Peter Toet.

VHDPA Committee Meeting - Minutes.

Meeting date	7:00pm Wednesday, 19 February 2020
Location	Hall School Cottage
Committee Members	Peter Toet, John Starr, Tony Morris, Olga Minion, Margaret Monahan, Peter Howard, Ralph Southwell, Phil Robson, Heather Wilford, Robert Yallop, Yvonne Robson.
Attendees	Peter Toet, John Starr, Tony Morris, Olga Minion, Margaret Monahan, Peter Howard, Ralph Southwell, Heather Wilford, Robert Yallop.
Apologies	Yvonne Robson, Phil Robson

Hall Honeys Grant - Jonathan Palmer & Leigh Crocker

Jonathan Palmer and Leigh Crocker were invited to the VHDPA Committee meeting to discuss the plan for consultation and Implementation of the Commonwealth Communities Environment Grant of \$15,000 that the VHDPA applied for on behalf of the Hall Honeys and for which the VHDPA is responsible and accountable.

Jonathan Palmer explained to the Committee how the Hall Honeys were to expend an **Adopt a Park Grant** from the ACT government made to Hall Rotary of \$1,000. This expenditure included a cost of \$800 for the purchase of wood from the Hall Men's Shed.

Jonathan advised that the Hall Men's Shed intended to use the \$ 800 they were paid for wood and funds from Bee Hotel production towards developing a community garden in the School Site area beside the Cottage. There was some discussion on the "Spirit Poles" (which were installed in the 2000s with some local indigenous engagement) and how they should be handled. The Committee explained to Jonathan and Leigh the Aboriginal Representative Organisation (ARO) should be invited to look at these and provide advice. A representative from the Hall School Museum could assist them with this. Peter Howard explained that the whole concept will be required to go to the wider community for their information and feedback with maybe the top two or three ideas to be considered.

Jonathan explained that the Hall Honeys had already provided a moveable watering facility that is located beside the Men's Shed that will be used by volunteers to water gardens once they are built.

On the **Community Environment Grant**, Jonathan and Leigh informed the Committee that they were in contact with Stephen Allegria of TCCS in the ACT Government to seek advice on street plantings and a possible landscape design consultant for the project. Jonathan and Leigh will then develop a design brief for the proposed bee-friendly plantings on Victoria St to engage a design consultant, using an appropriate tender process. When an initial design is prepared, the Hall Honeys together with the VHDPA will begin a process of consultation with residents and traders in Hall before the plan is finalised incorporating feedback from stakeholders..

The Committee requested that the Hall Honeys keep the Committee informed of their progress including copying the Committee through the Secretary on significant documents and correspondence such as requests to the ACT government, the draft design brief and the like. Jonathan and Leigh explained that they are the managers of the project and do not wish to seek the approval of the VHDPA. Peter Toet accepted that the VHDPA Committee do not need to review and approve every email. However, the VHDPA is responsible and accountable for the project and the Hall Honeys group must be fully and wholly transparent both to the VHDPA and the community. All information on the project plan is to go on the website and into the Rural Fringe. Leigh agreed to provide a report to the Committee every month and copies of documents and correspondence to the VHDPA Secretary.

Safety and Security of Site - Judy Roberts

Judy Roberts explained that, as a result of the last Band Concert, the Museum became aware that no testing had been carried out on urns, leads etc. Fixed equipment is required to be tested every 5 years and portable items every year.

Judy also explained that there were no fire drills and no one trained in the use of extinguishers and other fire equipment. Judy had spoken to Graeme Bryce (the Team Leader of the Hall Community Fire Unit CFU) and he was supportive but stated that the CFU had no role in this area. The site will be required to carry out a risk assessment including an evacuation plan. This will entail a lot of paperwork. John Starr has copies of forms that he can forward on to the Committee. It was agreed that a separate risk assessment will be required for each site entity. The risk assessment will then inform what action and possible training may be necessary.

Peter H asked what the requirements from our Insurance Company were. Tony suggested that we check with the ACT Government as to who has the responsibility under our Licence to Occupy.

Tony explained that there were evacuation maps from the time the school was in operation and that there was an evacuation spot for the whole village at the Pavilion. No one on the Committee was aware of these.

Peter T will send an e:mail to the ACT Government Property Group to check what they will tag, test and risk assess as they own the site.

The Committee was not aware of a bush fire plan in place with the Hall CFU.

Ralph mentioned that the Rotary room and the Pre-School had recently been broken into and vandalised. The site alarm was disconnected when the site was being re-roofed is awaiting reconnection. This is a high priority.

1. Minutes of previous meeting.

1.1	Minutes of Committee meeting 18 December 2019 Minutes accepted as a true record by Peter Toet and seconded by Margaret Monahan.
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2. Correspondence

2.1	Internet at Pavilion There has been a request for an internet connection at the Pavilion for the wildlife fundraiser on 29 February. The Committee agreed to give the group access for the purpose of connection but has no interest in any further connection in the VHDPA name as we have no need of a continuing service.
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3. Presidents report

3.1	Peter Toet report Peter stated that it is already half way through February. There are a number of challenging items coming up. But with a good Committee and good communication all should be ok.
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4. Treasurers report.

4.1	Tabling of financial statements Treasurers Report, Treasurer, John Starr tabled electronically: <ul style="list-style-type: none">• the Transaction report for transactions since the last meeting for ratification
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	<p>The term deposit is due to roll over. Peter Toet and John Starr will go into the Dickson Branch and attend to this matter.</p> <p>Robert drew attention to the Balance Sheet and said that the agreed emergency reserve operating costs should be quarantined. It was agreed by the Committee to make the current term deposit the Operating Expense Emergency Reserve representing 12 months reserve to enable sufficient funds to meet expenses.. John S will make the changes.</p> <p>John S moved that the Treasurer’s report be ratified. Ralph seconded.</p>
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5. Agenda Items

5.1	<p>Hall Park Upgrade</p> <p>The Hall Upgrade Group has received the budget estimate from the contractor to undertake work on the park. The amount is quite substantial. Peter H stated that the difference would not be made up by the VHDPA.</p> <p>The Committee has not yet received the detailed plan that was requested by Heritage from TCCS. The Secretary is to write to TCCS to request copies of the detailed plan and information on what has been approved.</p> <p>As the estimate is over \$25,000 it appears that the Government will be required to call for tenders. It was agreed that there should be no further action until we have a copy of the detailed plan and we are clear what has been approved by Heritage and TCCS. Once we are aware of what is actually involved we can follow due process to consider the VHDPA role and what and how the Park Upgrade may be implemented.</p> <p>All Committee members agreed</p>	All
5.2	<p>Hall Honeys Grant</p> <p>The Committee discussed the various grants for bee-related activities and the proposed “Cottage Garden”. There was discussion about the “spirit poles” and how they should be handled.</p> <p>Peter H agreed to see Doug Anstess, Foreman of the Men’s Shed, and strongly recommend that the correct advice is received from the correct members of the RAO. The school site is managed by the Site User Group who should be involved. This proposal will need to be considered in terms of the use of the whole site and also by communication with the Government.</p>	All

	Peter Toet will contact Bill Pearson from whom Peter received an email on the proposed garden. Peter will outline the need for engagement by all School Site Users, the Recognised Aboriginal Organisations and, as appropriate, the ACT government.	

6. Sub-group reports.

6.1	Hall School Museum & Heritage Centre Nil Report
6.2	Hall Rotary Club Nil Report

7. General business.

7.1	<p>Inspection and Pruning of Trees around Hall Village Showground before the beginning of March.</p> <p>The VHDPA has received a request for inspection and pruning of trees prior to the running of the sheep dogs event in mid-March. Robert contacted the ACT Government on this topic. Their advice was that they had carried out a thorough and extensive review in November. They will attend to the trees before the end of February. There was discussion on the seating requirements for the sheep dogs event. The Dog committee is expecting 2000 people but only has seating for 450. John S has a number of seats that he can provide. He will arrange for them to be picked up and transported to the Hall showground site. However most of them will need some repair. The Men's Shed will be asked to help refurbish them.</p>	Robert
7.2	<p>VHDPA website</p> <p>Robert has been granted access to the Hall website and is currently bringing everything up to date. A number of news articles and events have already been placed on the site. All minutes have been rationalised to make them easy to access. People in the 2618 postcode need to be re-engaged. To make the site useful good information is required. Robert has asked that we send information on upcoming events and potential news items to him.</p>	Robert
7.3	<p>VHDPA Membership Renewals</p> <p>The membership lists show a number of former VHDPA members whose membership has lapsed. Margaret Monahan suggested a note on the Hall Community Facebook page about the VHDPA and reminders of</p>	Robert

	<p>membership renewal.</p> <p>At the April meeting, the Committee will discuss further contact with lapsed members and encouragement to renew for FY 2021.</p>	
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8. Action Items

No	Current Status	Next Action	Who	When
1.1	<u>Street Lighting</u>	<p>Improved night time lighting</p> <p>Peter T to follow up. The issue is related to unlit parking area on Loftus/Victoria Streets. Additional light on each side of lampposts in that area directed onto the parked vehicles should work.</p>	Peter Toet	March Mtg
2	Planning			
2.1	<u>Extension of Centenary trail to Barton Highway</u>	<p>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</p> <p>Two small bridges have been built, one without handrails. This is because it is classified as a "soft fall" and therefore does not require handrails. The contractor will return to back fill the hole under the bridge. The track will be extended so that it continues from Gladstone Street. Signage will need to be done and a bit of drainage. It will never be perfect.</p>	Peter Howard,	March Mtg

Next Meeting. 18 March, 2020

VHDPA Sect. Olga Minion