



**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:** Peter Toet.

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## **VHDPA Committee Ordinary Meeting - Minutes.**

<b>Meeting date</b>	21 July 2020
<b>Location</b>	by Zoom Topic: VHDPA Committee Meeting Time: Jun 28, 2021 07:00 PM Canberra, Melbourne, Sydney Join Zoom Meeting  Join Zoom Meeting <a href="https://us02web.zoom.us/j/82068179976">https://us02web.zoom.us/j/82068179976</a> Meeting ID: 820 6817 9976
<b>Office holders and committee present</b>	Peter Toet, Olga Minion, Jan Klaver, Phil Robson, Tony Morris, John Starr, Margaret Monahan, Aaron Whittaker, Ross Hampton
<b>Other Attendees invited</b>	Nil

### **1 Welcome and introductions**

The President opened the meeting, acknowledged traditional owners and Elders past, present and future and welcomed attendees.

### **2 Notice of any conflicts of interest re agenda items**

Nil

### **3 General Business**

#### **3.1 Review matters including:**

- **Annual Return 2021**
- **Incorporation of the Collector's Club**
- **New Rules**

#### ***Background:***

Michael Sinclair is appointed as Reviewer to the VHDPA and is assisting the VHDPA with improvements to its financial and other governance. The Association has recently amended its Rules, including, to more clearly set out its activities and relationship to Special Interest

Groups. During consultation on the amended Rules the Collectors Club indicated it would seek incorporation. Incorporation took effect on 1 June 2021. Other Special Interest Groups accepted and indicate they will comply with the Rules.

Committee noted discussions of the format of the financials for the 2021 Annual Return have occurred with the Reviewer who will implement the format in Xero (i.e. same as that used for regular reporting to the committee).

The Committee discussed closing off the former operations of the Collector's Club as a Special Interest Group (sub committee) of the VHDPA).

The Committee resolved that the Collectors Club is no longer part of the VHDPA from midnight on 30 June 2021.

Proposed – Peter Toet

Seconded - Robert

Carried - unanimously

The Committee resolved that the funds in the Collectors Club bank account be transferred to the Hall and District Collectors Club Inc as at the 30 June, 2021, i.e. and will no longer be considered part of the VHDPA funds.

Proposed – Peter Toet

Seconded – Tony Morris

Carried unanimously

There was general discussion about providing advice to the HDCC in writing and the need to communicate with all members about the separate incorporation of the HDCC as well as about membership renewals. Committee noted the likelihood that there will be members of the VHDPA whose membership will cease as the HDCC is separately incorporated, some will reside in the 2618 district and be eligible for membership, others may not.

Action Meeting #10/1 - Robert Yallop to review VHDPA membership and write to remind members about renewals and the upcoming AGM.

### **3.2 President's Report**

*Verbal*

### **3.3 Treasurer's Report including: Financial statements EOFY preparation**

The Treasurer tabled the financial transactions for the period and sought Committee endorsement. (These were circulated by email before the meeting.) The Treasurer noted that that the overall account balance will reduce by the amount transferred to the HDCC.

Motion to accept and ratify the financials presented by the Treasurer.

Proposed: Peter Toet

Seconded: Tony Morris

Carried

There was general discussion about end of year reporting. The Treasurer noted readiness to provide documents to Reviewer.

### 3.4 Minutes of previous meeting #9

The minutes were previously circulated to the Committee and edits were made.

Motion to Accept the Minutes of Meeting #9 and  
Note these will be placed on the website.

Proposed – Peter Toet

Seconded – Tony Morris

Carried

### 3.5 Update on Actions

#### **Background**

Open actions:

Meeting Number	Action Number	Responsible	Description	Updates	Status
7	1	Jan Klaver	The Committee requested the Secretary to invite a TCCS representative and Graeme Bryce to give an update on the playground upgrade project at the next ordinary meeting.		open

Committee noted that the action to seek an update on the playground works is not yet completed.

### 3.6 Correspondence

1. 2/7/21 Email from Peter Elford (GCC) about an update on developments re potential NBN upgrades
2. 4/7/21 Email from Gail Carters about tree roots pushing up the surface of the tennis court, including an offer of assistance.

There was discussion about the correspondence received and interest in finding out more about the NBN situation in Hall.

It was noted that the condition of the tennis court has been an issue for some years and most likely requires treatment of the tree and replacement of the court surface.

Action Meeting #10/2 Jan Klaver to seek advice from the ACT tree protection unit about the tree and feasibility of treating some of the roots.

## 4 Reports of VHDPA Sub-Committees

### 4.1 Hall School Museum & Heritage Centre

The President noted that the Muse has come out recently and provides an update on the HSM&HC activities.

### 4.2 Hall Mens Shed

It was noted that the Men's Shed AGM will be held on 29 July, 2021.

### 4.3 Hall Facilities – Pavilion and Cottage

Committee noted the following report:

*Facilities Management Sub Committee Report*

*Pavilion & Cottage Management Discussion Thursday 8 July at Cottage*

*Present – Jan Klaver, Bill Pearson, Phil Robson, Tony & Margaret Morris.*

*Apology – Margaret Monahan*

*Chairman Tony opened the meeting at 4.10 pm, welcomed everyone and thanked them for their willingness to participate in the responsibilities for Hall facilities management.*

*Discussion topics were:*

- *Generic email for Pavilion and Cottage*
- *On line booking system*
- *Access to accounts for checking payments*
- *Refunds*
- *Key distribution*
- *Cleaning*
- *Inspections after use & casual*
- *Repairs / Maintenance*
- *Eventbrite use when bookings recommence*
- *Grant activities : Painting, Sewerage, Kitchen Stove.*

*Members of the Sub-Committee volunteered to share the responsibilities to ensure the Pavilion and Cottage remain viable facilities for local community use and available for hiring as health regulations are eased.*

*Tony thanked everyone for their attendance and co-operation.*

*Sub-committee members will receive follow up briefing according to their volunteered responsibilities. The meeting closed at 5-15pm.*

*Margaret Morris, Secretary*

There was general discussion about the Pavilion toilet repairs.

Action meeting #10/ 3- Peter Toet to contact a plumber and get a quote for the drainage work.

## **5 Other Business**

### **5.1 Pavilion management update**

The Committee noted that a volunteer group has formed to look after the Pavilion and Cottage facilities – Bill and Andie Pearson will look after the Cottage and Jan Klaver and Margaret Monahan will look after the Pavilion. Phil Robson will oversee finances for both buildings. Margaret and Tony Morris have offered to mentor operations for the foreseeable future.

New email addresses have been established for bookings:

[Hallpavilion@gmail.com](mailto:Hallpavilion@gmail.com) and [hallcottage2618@gmail.com](mailto:hallcottage2618@gmail.com)

Updates to website information are underway.

The Committee discussed and agreed to establish a Facilities subcommittee for management of the buildings.

Proposed motion to create a Facilities subcommittee with members: Andie and Bill Pearson, Jan Klaver, Margaret Monahan, Tony and Margaret Morris and Phil Robson. Jan Klaver to coordinate.

Moved Peter Toet

Seconded Phil Robson

Carried.

## **5.2 Update on Pavilion painting – Fenner Stronger Communities Grant**

Committee noted that painting work commenced on Monday 12 July, 2021 and is still continuing. Pavilion bookings were cancelled for the weeks beginning 12 and 18 July, 2021.

## **5.4 Axeman’s club building repairs and slab**

Committee noted that no further update has been forthcoming from ACT Govt about repairs to the Pony Club shed.

Action Meeting #10/4: Jan Klaver to write to Sport and Rec and seek an update, Peter Toet to request a copy of the lease from Sport and Rec.

## **5.5 Workers Compensation renewal**

Committee noted that the current workers’ compensation insurance expires on 30 July and is due for renewal (cost \$675-40). The insurance broker has advised that VHDPA volunteers may be considered ‘Public Interest Voluntary Workers’, hence may be covered under the policy. Maintaining the insurance may offer protection should a subcontractor default.

Committee agreed to the expenditure of \$675-40 for renewal of the policy.

## **5.6 2022 Sheepdog Trials**

Committee noted that the National Sheep Dog Trials held its AGM on 16 July 2021 and announced the trials for 2022 will be held between Monday 14 to Sunday 20 March 2022 inclusive.

The Pavilion has been booked for those dates and marked as fully paid. Committee also noted that it has been general practice to charge them on a cost recovery basis and an invoice will be issued after the event when costs can be calculated.

## **5.6 Ross Hampton update on replacement district representative**

Ross Hampton updated the Committee that he has made some enquiries about a district representative replacement – no one has yet come forward so contact may continue on informally with the president.

## **5.7 AGM**

The AGM is scheduled for 7pm , Wednesday 18 August 2021. The pavilion has been booked. Robert Yallop will send an email notification to current VHDPA members by 27 July 2021, also advice that the nominations ( form on the website) need to be received by the Secretary before Noon 16 August 2021. Robert is going to send information to Peter who will place the Notification details onto the Hall Noticeboard outside The Daughters asap.