



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 Ordinary Meeting –#12 minutes.

Meeting date	20 October 2021
Location	by Zoom VHDPA Committee Meeting Join Zoom Meeting https://us02web.zoom.us/j/81659293197 Meeting ID: 816 5929 3197
Office holders and committee present	Peter Toet, Olga Minion, Jan Klaver, Phil Robson, Tony Morris, John Starr, Margaret Monahan, Aaron Whittaker Apologies: Ross Hampton
Other Attendees invited	Doug Anstess – item 4.2, Jo Hall – item 5.1

1 Welcome and introductions

The President acknowledged the traditional Aboriginal owners of the Hall village and district and opened the meeting.

2 Notice of any conflicts of interest re agenda items

Nil

Note relevant recusals at item 5.6

3 General Business

3.1 Review matters including:

- Bank account details – Collectors Club**

The Committee discussed the resolution made at its last meeting, to self-report the non-compliance of the Collectors Club bank account to the Registrar and seek advice on resolving the issue. The Treasurer noted he had taken an action at the last meeting to write to the Registrar but is still discussing the matter with the VHDPA reviewer. The Reviewer has recommended that the Committee should formally resolve that

the bank account of the HCC and any other assets in their accounts be transferred to the HDCC Inc as of 1 July 2021.

Action 12/1: Phil to advise \$ amount involved.

The Treasurer proposed a motion that the bank account of the Hall Collectors Club and any other assets in that account as at 1 July 2021 be transferred to the Hall and District Collectors Club Incorporated (HDCC).

In considering this resolution to pass the bank account to the new HDCC, the committee is required to satisfied that:

1. The new HDCC is incorporated ref A06253 on 1 June 2021, and
2. Has objects similar to the VHDP, and
3. Is not carried on for the object of securing pecuniary gain for its members, and
4. Has provisions requiring any surplus property of the association to be passed, on the dissolution or winding-up of the association, to another association that—
 - (i) has objects substantially the same as the firstmentioned association; and
 - (ii) is not carried on for the object of securing pecuniary gain for its members.

Seconded: Tony Morris

Resolution passed.

Action 12/2: The Treasurer will advise the Registrar of the resolution and seek assistance to close the matter off. The HDCC will also be notified of the resolution as a courtesy.

3.2 President's Report

President noted that the VHDP has been active on a number of matters in the Village.

3.3 Treasurer's Report including: Financial statements Annual Return

Financial Statements

Transactions made since last Committee meeting were tabled by the Treasurer and discussed. The Treasurer drew attention to the change in format since last month and removal of the Collectors Club account. The Treasurer noted that as per requests made at the last meeting, there is now improved visibility of all the accounts and transactions.

There was general discussion of accounting for monies received via the Cottage and it was noted that it was historically anticipated that the Pavilion would subsidise the Cottage costs. Committee noted that the Cottage was used widely by the Hall Community and it was largely free for community use.

There was general discussion about the Museum grants and the Committee noted that the Museum was successfully managing numerous grants, including an ACT Heritage grant for cataloguing, a national library grant for assessment of the Gillespie collection, and two grants for 21/22 for stage 2 of the cataloguing and a special interpretive heritage sign on the Morris tanning pit. There is also a paid research assistant for the archiving project.

The Museum has adopted a sound process for seeking and agreeing to projects including endorsement by the President of the VHDP before making applications and requiring the President's signature on deeds. The Subcommittees retain copies of the grant agreements, as part of and for the VHDP, and these are freely available.

The Committee noted that the Rules of the Association allow the Subcommittees to manage their own financial processes under general oversight of the VHDPA Committee.

Committee resolved to accept and ratify the financial statements and transactions of the VHDPA and subcommittees.

Proposed: Peter Toet

Seconded: John Starr

Carried.

Annual Review

Committee noted the President's update: that he and the Treasurer have signed the report and are waiting for the Reviewer to provide the final copy. It was noted that the report is needed by next Tuesday so that it can be put on the website contemporaneous with the 21 days notice for the AGM (given by publishing on the website and email communication to members).

3.4 Minutes of previous meeting #11

Committee noted that minutes from meeting #11 were circulated for review on 21/09/2021 and that suggested edits have been made.

The Committee resolved to accept the Minutes of Meeting #11 and noted the minutes will be placed on the website.

Proposed: Peter Toet

Seconded: Robert Yallop

Carried.

3.5 Update on Actions

Committee noted the actions and updates.

There was general discussion of the tennis court repairs and the Committee resolved to seek permission for a tree damaging activity.

Proposed: Peter Toet

Seconded: Tony Morris

Action 12/3: Jan Klaver to complete an application for the President's signature.

3.6 Correspondence

The Committee noted and discussed correspondence received since its last meeting.

There was general discussion of insurance coverage, including whether the artillery piece near the war memorial is a responsibility of the VHDPA or another organisation such as Rotary.

Action 12/4: Peter Toet will look into responsibility for the artillery piece and report back at the next meeting.

4 Reports of VHDPA Sub-Committees

4.1 Hall School Museum & Heritage Centre

Muse has been circulated.

4.2 Hall Mens Shed

Doug Anstess attended the meeting to provide an update of Mens Shed activities. Doug noted that the Shed will be open on 21 October for the regular Thursday get together, with COVID safe practices. (If more than 25 attend then the attendees will be separated into two groups.)

Doug noted the Community Oven has been completed and any expenses for materials will be reimbursed, following discussion with the Mens Shed committee.

There was general discussion about the oven and the Committee expressed appreciation for the efforts expended by volunteers Bill Pearson and Dennis Greenwood in its construction.

The Committee noted that revitalizing the areas between the Cottage and Victoria Street had been subject of discussions and an onsite meeting with VHDPA committee members some years ago, however, due to the passage of time subsequent developments such as the pizza oven may not have been part of the original agreed plan. The Committee noted that it was unclear (and unlikely) that any formal approval would be needed for a pizza oven, given numerous residential premises in Hall also had similar ovens constructed. Committee nonetheless noted that in future it may be prudent to ensure written records existed in meeting minutes to show VHDPA committee endorsement of constructions on land leased by the VHDPA, particularly where public community use might be anticipated (noting that the oven is not intended for any business use). The Committee noted that any issues arising with use or misuse of the oven, or its fitness for purpose, would most likely fall to the VHDPA to resolve.

The Committee noted the Mens Shed advice that a QR Code was being developed for the Pizza Oven location to ensure that its use was COVID compliant and that information would be included on the check in that provided advice about safe use of the oven, particularly fire safety.

Action 12/5 – Phil to check whether to include operation of the Pizza oven/outdoor cooking on the VHDPA public liability insurance policy?

Action 12/6: Peter Toet to update the QR Code to refer to conditions of use.

Doug briefed the Committee about the Greater Glider nesting boxes project being undertaken in conjunction with the Yass Valley Mens Shed and the ANU. The Mens Shed will be coordinating the purchase of the materials and the ANU will provide funds.

The Committee noted that the Hall Mens shed will do most of the cutting and cut pieces will be distributed for assembly. The boxes are costed at \$70 and funds will be distributed between the Yass Valley and Hall Mens Sheds. The Hall Mens Shed will sign a contract for labour for producing the boxes and anticipates that the boxes will be produced by the end of January 2022, subject to materials availability. Doug advised that the project will be run with full accountability re transactions and that invoices and reimbursements will be tracked and the VHDPA Treasurer will be kept in the loop.

Doug advises that the Mens Shed Christmas party will be held at Gold Creek Station - it will be catered and attendance will cost \$20, VHDPA Committee members are cordially invited.

In part of preparation for the VHDPA AGM, Doug also noted he has followed up on Mens Shed memberships, including reported double payments and unfinancial members. Doug noted he is maintaining a list of membership payments and will ensure that an updated membership list is circulated to the Public Officer by next Tuesday to enable communication about the AGM.

There was general discussion about the desirability of email addresses to receive notification of the AGM.

There was general discussion about how to bank monies received for memberships to make reconciliation as simple as possible and Doug and Phil agreed to see how the current process works to identify member names.

4.3 Hall Facilities – Pavilion and Cottage

The Committee was advised that bookings have recommenced for the Pavilion following the relaxing of COVID restrictions on 17/10/2, and noted anticipated bookings for the next three months. Committee also

noted that the Cottage and associated grounds have been booked for a Christmas Fair on 11 December 2021.

Action 12/7: Jan Klaver will send Robert revised wording for the Pavilion website to advise that bookings can be made.

Committee also requested future discussion of cleaning requirements and current booking fees.

The Committee thanked Jenny Whittaker for her assistance in purchasing a new oven for the Pavilion.

5 Other Business

5.1 Rural Fringe delivery issues and future arrangements

Jo Hall spoke to this item and explained the issues with Australia Post delivery of the Rural Fringe. Roadside deliveries have increasingly required administration and form filling with roadside deliveries going via Mitchell and a delivery contractor, however, in the last two years deliveries have sometimes been unreliable. As of 2020 Australia Post has advised that unaddressed mail will not be delivered in December. Jo sought assistance from the Committee for an alternative delivery method.

There was general discussion of the issue and Aaron Whittaker agreed to raise the issue with the Mens Shed membership and ask if there was a person willing to take on the delivery for approx.. \$150. As a fallback Margaret Monahan, Jan Klaver, Phil Robson, and Aaron Whittaker volunteered to do the December delivery.

The Committee thanked Jo for her update and for her tireless work on the Rural Fringe.

5.2 AGM

The Committee discussed preparations for the AGM and reconfirmed 17 November 2021 as the date, depending on public health orders, and decided it would be held at the Pavilion.

Robert Yallop advised that the annual reports of the VHDPA and Subcommittees will be added to the website and physical copies can be requested from the Secretary.

Nominations for the Committee will be requested to be made before 12 noon on Monday 15 November, 2021. Members will be given twenty-one days notice of the AGM.

Committee noted that the Secretary would be away on the AGM date and Olga Minion volunteered to take the minutes.

5.3 Hall Polocrosse Club

The Committee noted that Kerri De Britt has contacted the VHDPA to advise that the Club has approval from ACT Sportsground Hire (Dave Mann) and Hartley Hall Markets to replace the existing fence between the parking area and No1 polocrosse field with a new 1.8m high fence. All existing entries through the fence will be retained. They will also erect a 1.8m fence from behind the Markets shed around to the footbridge. Both fences are for public safety purposes.

Kerrie noted that they have agreed to allow the sale of Christmas trees and other items from their site during November for charitable purposes.

The Committee agreed to write to Kerri and thank her for the advice.

Action: Jan Klaver to draft correspondence for Peter to send.

5.4 Christmas Fair organized by Zina Richardson

There was general discussion of the proposed Hall Christmas market on 11 December, 2021, on the School grounds which was recently advertised on the Hall facebook page.

Peter Toet advised that he has contacted the organiser and advised on protocols for use of the VHDPA leased School grounds.

Committee agreed that the organiser should be alerted to the risk of using the platform beside the cottage as a 'stage' since it was an older structure that had been simply repaired by the Mens shed for children, and it may not be adequately weight-bearing for other uses.

The Committee noted that the organiser intended to seek assistance from the Mens Shed to marshall traffic on the site.

5.5 VHDPA and Subcommittee administrative matters

The Committee discussed the need to improve its communication and guidance for sub-committees who wish to enter into agreements and apply for funding under the oversight of the VHDPA. The Committee recommended that a simple one-page policy be prepared for the website to assist.

Action 12/8: Robert Yallop, Jan Klaver, Phil Robson and Olga Minion agreed to work on developing some guidance for subcommittees on grant agreements and applications for funding.

5.6 Subcommittee Office Bearers

The Committee noted that the Mens Shed and Museum Subcommittees had recently elected their 21/22 committees and office bearers. The Committee noted that the VHDPA Rules apply equally to its Subcommittees and by endorsement of roles the Committee can delegate persons to act on its behalf for certain duties.

The Committee resolved to endorse the following persons and roles as elected office bearers to perform those duties:

Mens Shed: Foreman - Doug Anstess, Assistant Foreman- Aaron Whittaker, Secretary - Garth Chamberlain, Treasurer - Jonathon Palmer and Equipment Officer - Graeme Smith.

Museum: Honorary Curator – Alastair Crombie, Treasurer - Margaret Foley, Senior Management Committee- Mardie Troth and Paul Howarth.

Proposed: Peter Toet

Seconded: Tony Morris seconded

Aaron Whittaker recused himself from the motion.

The resolution was carried.

The Committee noted that Jo Hall was willing to continue as Editor of the Rural Fringe.

The Committee resolved to endorse the editor of the Rural Fringe as follows:

Rural Fringe: Editor - Jo Hall

Proposed: Peter Toet

Seconded: Margaret Monahan

Robert Yallop recused himself from the proposal.

The motion was carried.

5.7 Bushfire Preparations

The Committee discussed bush fire risks in the vicinity of the village, including along Halls Creek. It was agreed that more information was needed, however, in the interim the VHDPA should write to the ACT ESA to advise of its concern and seek assistance, the correspondence should be copied to other stakeholders including the Hall RFS, Landcare and relevant government agencies.

Action: Jan Klaver will draft correspondence for the President, with advice from John Starr before circulation to the Committee.

5.8 Fenner Stronger Communities Grant

The Committee noted the grant funds are expended and the Secretary is currently writing the grant acquittal report.

5.9 Centennial Trail path

The Committee noted that the President has written to the ACT government to request upgrade of the path and that letters of support have been received from local opposition MLAs.

5.10 Hall laneways

The Committee noted that there has been no further ACT government response to the condition of the rear laneways however stormwater clearance pumpers have been busy in Hall recently on blockages near the park and in Victoria and Alexandra Street

The Committee noted there was discussion on the Hall Facebook site about repairing the lane behind the shops.

5.11 Floriade 2021

The Committee noted that the Floriade displays had been delivered and were now being prepared to be dismantled. The President noted that he had encouraged the ACT government to consider continuing the remote displays even if the Floriade main site is operating in future.