

**Minutes: 13<sup>th</sup> February 2023: 6.45 pm, Macclesfield Institute**

**1. PRESENT:** G. Harris (Treasurer), M. Buckby, C. Gordon (Vice), J. Conroy (Secretary), L. Boyd, , P. Worland (Chair), R. Davidson, K. Scholz

**2. APOLOGIES:** D. Maher

**3. WELCOME:**

Acknowledgement of the traditional owners - the Peramangk people – past, present and emerging, on whose land we meet tonight.

**4. GUESTS:** **Bev Slack – Carols on the Square report** – Did not attend

**Karen Stephenson- Maccy Youth**

- outlined group purpose, how formed, who volunteers are, funding sources (General Store, Karen). 3 events held, attendance dropped over each event. Social media promotion to neighboring towns (Echunga) with no increase in attendance
- P Worland met with K Stephenson to discuss & explain MCA insurance requirements.
- K. Scholz suggested attract participants by offering course's ie First aid, Resilience attendees might find useful to assist with preparation for future employment
- P. Worland how are the activities identified? K. Stephenson - First session attendees suggested & selected activities.
- Discussion re indemnity, parental waiver? P. Worland clarified auspice arrangement is for short term activity/event so task group structure may be a better fit.
- P. Worland suggested we support K. Stephenson to explore ways to support the group, discuss & possibly formalise next meeting

**5. MINUTES OF PREVIOUS MEETING:** Motion: " *That the minutes of the meeting held 12/12/22 be accepted*".

Moved: *Christie*

Seconded: *June*

**Motion carried.**

Agenda items	Discussion	Decision	Action
<b>6. Business Arising from Minutes</b>			
6.1 Community Emergency Response: Resilience Network	<ul style="list-style-type: none"> <li>- Groups met last week, each group has convener. Biggest issue to work through is governance – own incorporated body or another task group of MCA. Collective body: Macclesfield Resilience Group</li> <li>- 2 steps: what is needed &amp; how MCA might manage that (more responsibility &amp; that will need consideration)</li> <li>- <i>Info &amp; knowledge group</i>- preparing a booklet for each household, needs a grant (waiting on governance) Awaiting feedback from group conveners for any further additions to booklet</li> <li>- Negotiating a notice board at P.O.</li> <li>- <i>Social Connection &amp; cohesion group</i> – Graeme Milne – proposing each convener invite 5 people to social event- increase knowledge and awareness of MRG</li> <li>- <i>Security</i> Karin Scholz- what resources, equipment needed in event of Fire – eg fencing, animals, livestock,</li> <li>- Preparing Community mapping – survey of residents – identify skills set. What might you offer in case of emergency?</li> </ul>		

Agenda items	Discussion	Decision	Agenda items
6.1 Cont.	<p>E.g. fodder, space for livestock which need to be relocated</p> <ul style="list-style-type: none"> <li>- <i>Infrastructure</i> – Wayne Leibich scoping Satellite sprinklers, Rec ground use, smart board, projector screen</li> <li>- <i>72 hour response</i> group – none attended</li> <li>- <i>Wellbeing</i> – 6<sup>th</sup> March <i>Maccy Mates</i> BBQ all conveners invited to progress discussion</li> <li>- Location for safe place?? Institute however has some implications for as MCA has management responsibility.</li> </ul>		
6.2 Crystal Lake – progress	<ul style="list-style-type: none"> <li>- P. Worland wrote to MBDC re site plan &amp; how to progress proposal. MBDC has not responded to written request to provide timelines on progress.</li> <li>- R. Davidson suggested speak with Councilors to discuss outcome of their meeting?</li> <li>- G. Harris suggested regular meeting with Councilors/Mayor to discuss.</li> <li>- MBDC has agreed to do feasibility study on arts hub by EOFY.</li> </ul>	Follow up – email Councilors & Mayor to arrange meeting to discuss our election agenda with items to work on over next 4 years	P. Worland
6.3 Acknowledgement/Membership information	<ul style="list-style-type: none"> <li>- Not finalised yet</li> <li>- Discussion about whether personal ph numbers on letter (Currently have 3; Chair, Secretary etc)</li> </ul>	P. Worland proposed someone work with R. Davidson to tidy up	C Gordon & R Davidson



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<b>8. New Business</b>			
8.1 Food pantry	<ul style="list-style-type: none"> <li>- Jenny Terlett involved in Haven - MB Community Centre, Hannah Jewel</li> <li>- Identified community members in need of assistance. Has set up partnership with Coles, Second Bite.</li> <li>- Request to hire institute 3 hours on Monday's to distribute donated food</li> <li>- Discussion re:               <ul style="list-style-type: none"> <li>- original request for additional fridge at Institute (P. Worland discussed with Jenny Terlett &amp; agreed to use kitchen fridge).</li> <li>- non-perishables storage space, suggested: place MCA items into plastic boxes &amp; move to shed</li> <li>- Fee? Community hirer – nominal contribution (\$10 for 3 hr session)</li> <li>- Insurance? What cover required? (if registered as a Charity cannot fall under MCA)</li> </ul> </li> </ul>	Agreed to offer 1 month free, no charge pending insurance requirements.	R Davidson to contact J. Terlett
8.2 History Month Bush Dance	<ul style="list-style-type: none"> <li>- Planned for May 13th or 14th</li> <li>- L. Schack will contact if assistance required with set up/ pack up</li> </ul>	Date to be confirmed	C Gordon
8.3 Bollards project- Crystal Lake Park	<ul style="list-style-type: none"> <li>- MBDC have purchased gates &amp; bollards - stored in Maccy awaiting install. Grant covers costs, MMS volunteer labour. Includes cost to relocate &amp; install stones for artwork</li> </ul>	J. Farrington prepared grants submission for funding. Contact J. Farrington re follow up with MBDC.	P Worland

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8.3 Cont.	<ul style="list-style-type: none"> <li>- MBDC advised \$3000 of grant is for Council to project manage (not previously identified)</li> <li>- MCA may no longer require involvement in project process.</li> </ul>		
8.4 'Grants for Seniors'- Seats for reserves	<ul style="list-style-type: none"> <li>- P. Worland submitted application to Office for Ageing Well for 3 seats - Davenport Sq, CLP &amp; one to be determined. MMS already commissioned for Davenport Sq seat.</li> <li>- Grant only covers cost of seats not install. C. Horsnall quote for install \$600</li> </ul>	MCA to fund install	
8.5 MBDC Long Term Financial Plan – submission	<ul style="list-style-type: none"> <li>- P. Worland has prepared response, circulated for comment</li> </ul>	Submit	P Worland
8.6 Weed control in Night Paddock	<ul style="list-style-type: none"> <li>- S. Bradstreet requested MCA support to spray Day Paddock for gorse, broom, Blackberry (MCA and MBCG have joint responsibility)</li> </ul>	P. Worland requested to see quote for works	
<b>9. Any other business</b>			
9.1 Insurance email	<ul style="list-style-type: none"> <li>- No decision yet. Committee need to revisit information.</li> </ul>	Re-circulate email	K Scholz
<b>10. MCA Planner</b>			
10.1 Strategic plan	<ul style="list-style-type: none"> <li>- Defer to March</li> </ul>	Please review ready for next meeting	
10.2 Policy review	<ul style="list-style-type: none"> <li>- Review of policies to be presented each month over next 6 months. Complete all reviews by AGM</li> </ul>	If changes required send prior to meeting for comment.	M Buckby
10.3 Clean up Australia Day, 5 <sup>th</sup> March	<ul style="list-style-type: none"> <li>- G. &amp; R. Milne have registered, looking for volunteers, 8 am -10 am</li> </ul>	Meet Davenport Sq,	All

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<b>11 Finance</b>			
11.1 Report	<ul style="list-style-type: none"> <li>- Some adjustment required as funds allocated to different line</li> <li>- C. Gordon suggested some changes to report format of balance sheet</li> <li>- Term deposit to be reinvested for 12 months</li> <li>- Do we need online saver? Suggestion Could close account and consolidate in term deposit</li> </ul>	<p>P. Worland suggested quarterly report not monthly – agreed</p> <p>Motion: to re-invest term deposit (\$20 000). Moved: G. Harris. Second: C. Gordon. All agreed. Motion moved.</p>	G Harris & C Gordon to do some more work on accounts
	- Bushcare group final payment – to arrange payment		P Worland
	- C Gordon asked why MCA still paying for SASSA website.	If any further invoices received, committee to discuss how to manage in future	C Gordon
<b>12 Grants Update</b>			
12.1 DHS Access path/Sensory Trail at Crystal Lake	<ul style="list-style-type: none"> <li>- Quote submitted last year was for accessible Path install &amp; location of sculptures (unsold pieces sitting in CLP), Seat- funded through Grants for Seniors?</li> <li>- P. Worland has requested council allocate \$15 000 in 23/24 budget to fund path install a second stage to get further down the hill toward the lake area</li> </ul>	Luke Kimber to undertake works	P Worland
12.2 Awesome Grant – business case Crystal Lake hub	- Only successful applicants are contacted – no communication so assume not selected		

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Cont Post office grant available	- Macclesfield Resilience Group nominated for \$1000 donation to contribute to printing of community information booklet	Liaise with Maccy P.O. staff	L Boyd
Stronger communities grant (Federal Govt.)	- Available through R. Sharkie's office \$20 000 max, although \$10,000 is more likely to succeed.	Any suggestions for funding please circulate by email to committee	All
<b>13 Reports</b>			
13.1 Market	<ul style="list-style-type: none"> <li>- Garage 29 attended, popular, sold out of some products, commitment to future markets yet known.</li> <li>- Money raised \$100 for MCA table, \$100 raffle</li> <li>- Cliff and Jackie busked, fee \$30 + refreshments</li> <li>- New stall holders Maccy market garden selling produce</li> <li>- MCA stall - do we need? L. Boyd will run next market then review - offer new produce stall if they would like to offer herbs &amp; strawberries MCA usually offered</li> </ul>		
13.2 Hall Report	<ul style="list-style-type: none"> <li>- Septic lid dislodged, odor released, has been replaced but not fully secure.</li> <li>- Maccy Hotel installing new rainwater tank which needs to be at street level, possible that Institute back fence needs to be removed and reinstated for earthworks to be completed</li> </ul>	Follow up with Council and R Milne re maintenance issues	R. Davidson



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13.2 Cont.	<ul style="list-style-type: none"> <li>- Food pantry request</li> <li>- Letter received regards defibrillator mounted outside Institute - outdated, requires new pads, battery \$600 to repair, replace – is this part of MCA remit?</li> </ul>	Speak with R. Milne regards who is responsible for replacement costs	P Worland
13.3 School Report	- School requesting MCA support for advocacy for improved school crossing	Letter to be provided	P Worland
13.4 Events – Rec Grounds	<ul style="list-style-type: none"> <li>- Chad Horsnell from Rec Grounds Committee contacted C. Gordon to request \$500 donation for use of rec grounds for Strawberry fete. Discussion re reasonableness of request not negotiated prior to the event, actual cost to Rec grounds.</li> </ul>	Discuss donation value with Chad and Dennis (from Football Club)	Strawberry Fete committee members – C. Gordon & M. Buckby
13.5 Task Groups	Nil report		
13.6 History Group	See 8.2		

**Finish: 9.20 pm**

**Next Meeting: Tuesday 14<sup>th</sup> March 2023, 7.00 pm**