

MACCLESFIELD COMMUNITY ASSOCIATION
Minutes for Meeting Monday 21st September 2020

PRESENT: Graeme Milne (Chairperson), Christie Gordon (Vice-Chairperson), Robyn Milne (Secretary), Anne Stott (Treasurer), Penny Worland, Sandy Bartlett, Shane Bartlett, Brian Lewis, Tess Minett. John Moore (Visitor)

APOLOGY:

MINUTES OF PREVIOUS MEETING:

Motion: Christie/Sandy That the minutes of the meeting held 17th August be accepted. **Motion carried.**

BUSINESS ARISING/ACTION LIST:

1. Macclesfield Town Plan.
 - 1.1. Eastern side Venables street upgrade.
 - Meeting with the MBDC key staff, successful and effective in keeping the project in the forefront for the next budget.
 - Meeting with Kristian, shared the draft plan minus the engineering report. MCA can review before it goes public. Send draft out to MCA members to look at. **Action Penny.** Meet Thursday 8th October 7pm Institute to discuss after which we give Kristian feedback.
 - Josh Teague also want to meet with us to see where it is up to. **Action Graeme** to confirm date and let everyone know.
 - 1.2. 2021/2022 MBDC business plan and budget. Council will take submissions of any projects we have that they may be able to support. Look at another element from original Davenport Sq concept plan. **Action Penny**
2. MACCY MATES. Mental Health training. 7th and 8th Nov. Get info out to those interested in attending. **Action Graeme**
3. Davenport Square shelter furniture. Invoice for timber received. \$2500. Acquittal forms to be completed by November. **Action Christie.** Need to get final invoice for final work on table from Men's Shed. **Action Brian.** All invoices to be sent to Christie. **Action Robyn**
4. Healthy Towns Challenge funding. Form to be signed so that payment can be made. **Action Penny and Graeme.** Reporting and evaluation is quite a bit of work, ie use of park before and after. Schedule/Roster to survey use to be done. **Action Penny** then committee to nominate when they can help. Tess and Penny looking into using a students to help with evaluation. Project starts 1st of Oct and have until end of end Sept 2022 to present the elements. First job is to order plants needed. Bushcare to be asked to help. **Action Penny/Brian/Tess.** Organise information session for our community to find out about the project Late Oct /Nov, decide next meeting.
 - 4.1. Manager – no takers yet. **Robyn** still happy to continue
 - 4.2. Online hall bookings. **Motion Christie/Penny** that we trial it for 12 months. **Motion carried.** **Action Christie**
 - 4.3. Hire fees. **Motion Christie/Sandy** new fees to be \$15 per space or \$25 for both. **Motion carried.** **Motion Penny/Robyn** that a bond of \$500 through the system be set and if booked locally a \$250 in advance bond be paid. **Motion carried**
5. Community led initiatives (main street Gumeracha) Ongoing **Penny**
6. Meeting of local community Associations. Oct 18th 10:30 Morning tea at Mawson House. Penny, Christie, Graeme, Robyn, and members from Echunga Community Assoc to attend. Invite Meadows Community Association. **Action Graeme**
7. Policy reviews – “Dispute resolution policy and procedure”. Ongoing **Penny**
8. Donation to netball club for Junior trophy has been sent.
9. Music licence. **Ongoing** Sandy talking with Chloe. Waiting for something in writing.
10. MBDC Strategic plan. Draft submission sent out to MCA members for comment; add info re biochar and work on final draft for signing and sending by Sept 30th. **Action Penny.**

NEW/GENERAL BUSINESS:

1. MCA planner
 - Send Invoice and Audited Financials to Council for current financial Hall funding, Electrical compliance certificate required. **Action Robyn** contact David Baird for exact requirements, then organise electrical tagging to be done.
 - Fire safety checks and Extinguisher checks. Done last Wednesday invoice to come.
 - Check first Aid boxes. **Action Robyn**
 - Air conditioner service. **Action Robyn**
2. Management Plan for parks. In the future, perhaps Dec meeting, look at finding a new group (subcommittee) to take over the Role of the past Crystal Lake Subcommittee with the view of working with council to develop the parklands township plan actions.
3. Macclesfield Bushcare group 25th Anniversary. **Motion Penny/** that the MCA write to chairperson to thank them and make a donation to Maccy Bushcare in recognition of their recent 25th anniversary. All agree in principle but contact Sue to find out if they have any project that we can help with to work out an amount. **Action Graeme.** **Motion on hold**

CORRESPONDENCE IN:

- MBDC, Michelle Bell. Insurance details and Certificate of currency.
- Healthy towns Challenge. Well Being SA Official notification of successful application for \$50K. Media release information. Congratulatory email from Josh Teague.
- Erik Adetutu (MBDC) re kitchen; Food Business notification form. Food premises inspection report.
- Narelle King, letter of resignation as Hall cleaner.
- MBDC, Michelle Bell re Facility hire System.
- MBDC Michelle Bell, notice of consultation and meeting re Community Plan 2020/2035. Forwarded MCA members and Maccy groups.
- MBDC David Baird, re increasing amps at Davenport Square power point. Cannot do.
- MBDC Sue Millar re meeting times with Mayor and council officers to discuss Venables Street.
- MBDC Michelle Bell re COVID marshal online training. Completed by Sandy, Shane, Robyn, Graeme, Christie. Cathy Megson and Carol Prey have also done the training.
- MBDC Luke Gray, apology for incorrect information re budget and business plan for Venables street.
- MBDC Kristian Wohlstadt re organisation of meeting re Venables street upgrade.
- Josh Teague's office asking for update on Venables street upgrade
- MBDC re 2020/2021 annual business plan submission
- MBDC Kristian Wohlstadt asking for MCA reps on to discuss Crystal Lake toilet development. Shane/Penny/Robyn Communicate with Kristian for a meeting date and time. **Action Graeme**
- Biochar - August mins, Sept Agenda, Invoices
- LIONS Club, Dean Hurford. Re their involvement in BBQ at September Market
- MBDC, David Baird re damage to Hall floor. Has arranged for repair.
- YAH newsletters
- MBDC Michelle Bell re our projects for inclusion in MBDC 2021/2022 draft annual business plan, due 30th Sept
- Josh Teague re meeting to discuss Venables Street upgrade. Suggested dates 8th or 9th Oct.
- SA Housing, Lisa Drabsch, requesting area of Institute (COVID requirements) as Institute is listed as emergency relief centre. Robyn sent information requested.

CORRESPONDENCE OUT:

- Graeme to Maccy Newsletter - Meeting report and calendar.
- Graeme to Maccy Groups forwarding notice of MBDC Futures Forum
- Graeme to MBDC to organise meeting Mayor and council officers to discuss Venables Street.
- Graeme to David Baird re increasing amp at Davenport Sq power points.
- Graeme to Kristian re Venables Street meeting.
- MCA media release about Healthy Towns Challenge.
- Brian Lewis request to Michelle Bell for Insurance information.
- Robyn to MBDC David Baird re hole in the Hall floor.
- Graeme to Echunga Community Association re a get together.
- Sandy to LIONS (dean Hurford) thank you for the market feedback.
- Graeme reply to Josh Teague re Venables Street upgrade meeting. Gave info about our last meeting and queried who he wanted to be involved in the meeting with him.
- Graeme to groups and individuals re Mental Health first aide training planned for Nov 7th & 8th.

REPORTS:

FINANCE:

- Question about agistment not in profit in loss answered
- Need to set up line for healthy town.
- Reconciliation statements, Profit and Loss statement and Balance sheet for August sent out.
Motion: Anne/Brian That the financial statement be accepted, and accounts paid as they fall due. **Motion carried.**

WEB SITE:

- Improving search engine optimization (SEO) and some things need to be updated.
 - Give Rodney Dyke Robyn's contact details to see if he can help with this. **Action Penny**

INSTITUTE:

- Need a hook for men's toilet. **Done**
- Fly screen on Kitchen louvres. **Brian** ongoing
- Bug zapper purchased.
- Kitchen inspection by Eric Adetutu done and all compliant.
- Water pump tripping fuse. **No fault found.**
- Relocating the defibrillator work completed, thanks Ryan Snell
- Cleaner, Narelle has retired. Robyn will clean when needed at this stage. When bookings for hall increase need to look at contract for new cleaner.
- Electrical work. New 15amp power supply installed outside the hall. Checking pump power supply, Removal of possible faulty power point, replaced circuit breaker in kitchen sub-board. Invoice \$676.50 paid
- Damage to hall floor. MBDC, David Baird will organise it to be fixed.
- Review of hall hire agreement. need to include COVID requirements. Action Christie.
- Authority for Executive to spend money between meetings and brought to next meeting for approval. Past decision gave Chair up to \$200 to spend if between meeting emergency needed to be attended to. With emails it is easy to send out information of work that may need to be done for members to approve if more than this. No action required.

MARKET:

- Report for September market given. Number down a bit but successful.
- Next Market Sunday 4th October, Long weekend. Set up start at 7 am. Robyn and Graeme to help.
- 15amp lead required. Check in box in the Shed Out Back. If don't have one may need to purchase. (cost between \$40 & \$60) **Action Shane**
- Can the gazebos purchased by the Crystal lake Subcommittee be used for Market and Strawberry fete? Question around how many still Ok as were not the best quality. Stored at Crystal Lake. Contact David to find out. **Action Graeme**

EVENTS:

- Strawberry Fete
 - Report from last meeting given.
 - **Motion Penny/Christie** that we purchase 2 blenders that can be used at around \$69. **Motion carried**
 - Next meeting will have list of volunteers that will be needed.
 - Post a note on social media asking for volunteers. Draft read, needs to be shortened with few changes. **Action Christie**
 - Budget of expected expenses and income prepared. Purchases before the event be reimbursed on presentation of receipts.
 - Living Word stall. Discussion around local church groups having a stall. Committee voted on Living Word being allocated a stall at the Strawberry Fete. For 4, against 3.

HISTORY: Nil

AGISTMENT: Nil

BIOCHAR: September Meeting Report given.

First school visit tomorrow, 2 new medium size kilns purchased, spoke at Mount Barker Futures Forum and a met with interested people after making few new contacts. Talking to vineyards about making and using biochar.

CRAFT GROUP: September meeting.

MACCY PRIMARY SCHOOL COUNCIL: OSHC having a trouble maintaining numbers. Student numbers dropping is a concern.

Township plan includes actions around housing rezoning which may provide housing for new families that could impact this. MCA to look at how to lobby council to start that process in the new year.

OTHER BUSINESS

New welcome book has been revamped and has been sent to Peta Llewellyn (Raine & Horne) for printing.

Next Meeting: Monday 19th October. 7pm

MEETING CLOSURE. 9:35pm

Signed as a correct record: _____