

MINUTES 4/06/2025	GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC	
Meeting opened	6.01pm	
Present	J.Hornum, W.Trow, K.Menard, G.McMullen, W.Ayers, K.Magi, R.Benson, A.Scott, J.Taylor, W.Irvine, R.Knopper, S.Keady, J.Knopper and I.Thamo	
Apologies	J.Milton, R.Thomas, H.Christensen, M.Giles, N.King, S.Doyle	
Verge cleanup	K.Menard has collected bags from the Shire to clean up the highway and is organising a group to take part. This is not an activity covered under BPA insurance but it was agreed that BPA provides \$100 to purchase food. Date to be provided. Moved K.Menard Seconded W.Ayers Carried	K.Menard
SFFD report	A.Scott advised the SFFD had a successful day. Kids program was very popular and activities over-subscribed (well done to Sonja Franks and Anne Morton). Crowd was a bit smaller and there were less stalls. Committee agreed we need to reduce costs (eg traffic control costs \$8000). Next year, will not close Walter Street and plan for parking to focus on town centre. Will also reduce sound system. The event has broken even and plans to run again on 18 th April 2026. Andrew thanked his committee and volunteers and this was endorsed by BPA.	Information
CISCO/ Disaster Relief Australia	W.Trow advised that she attended a meeting with Shire and Disaster Relief Australia www.disasterreliefaus.org . DRA comprises a mix of military veterans and individuals trained in emergency services that volunteer in recovery (not response) after an event such as a fire or flood. For details see Annex C. It was agreed that BPA: <ul style="list-style-type: none"> • Invites DRA to make a presentation • Advertise /encourage locals to join DRA and attend training (free chainsaw and 4WD courses). • Offer to participate in a joint community/DRA recovery exercise to test both the DRA and CISCO processes. • Agree for the CISCO to actively support DRA if/when they use the Recreation Centre as a Forward Operating Base. 	W.Trow
Curtin University volunteers	Curtin University has invited BPA to host a group of 12 students for the weekend of 12-14 Sept 25. The students work as volunteers and the aim is to show them what rural life looks like. BMC and SFFD have expressed an interest in participating and any other groups are invited to contact Wendy Trow. It was agreed that this is a worthwhile project and BPA agreed to provide \$500 to pay accommodation (at Recreation Centre) to support the students. Remaining costs to be provided by participating groups and individuals Moved: W.Trow Seconded R.Benson Carried	W.Trow
Expression of thanks/W.Trow	W.Trow expressed her thanks to Jodie Hornum, Noelene King and Helen Christensen for ‘conspiring’ to nominate her for the South West Volunteer Leader of the Year award. She didn’t win, but much appreciated the gesture and time taken to submit the application.	Information

RAC Horizons	<p>The RAC Horizons team have visited Balingup and this has resulted in:</p> <ul style="list-style-type: none"> • a “Small towns spotlight” on Balingup in the Winter 2025 edition of the RAC Horizons magazine, and • a video featuring some of the town’s businesses. <p>RAC has given permission for Balingup to put a link to the video on the balingup.asn.au web page (see Visitor information). This was a great PR exercise for the town and BPA commends local businesses for taking part in this initiative.</p>	Information
Balingup Night Markets ending	S.Keady has written to BPA to advise that Balingup Night Markets umbrella group is dissolving and has closed down with effect 2 June 25. There is no money to be distributed. W.Trow to advise AON insurance.	W.Trow
Wattyl Paint	BPA has opened an account with Wattyl Paints to enable BPA umbrella groups to receive a 25% discount to purchase paint for community projects. W.Trow is liaising with their representative to set up system.	W.Trow
BPA Registration for GST	J.Hornum has sent a letter to BPA umbrella groups regarding an important change – advising that BPA will be registered for GST with effect 1 July 25. From this point on, BPA will need to make quarterly financial reports and will be using the accounting software XERO. If needed, BPA will help umbrella groups to make this transition – see Annex D. Financial representatives of impacted umbrella groups should make contact with Jodie Hornum immediately.	All BPA umbrella groups
Honour Board	H.Christensen has requested that the Honour Board be up in the foyer of the Town Hall. She has suggested on the wall next to the treatment room. BPA agreed to this proposal - Helen to talk to Shire and BACH.	H.Christensen
Report on action items Annex A	Ongoing (tabled) Complete (tabled)	Chair
Correspondence list	Incoming/Outgoing (tabled) Annex B	Secretary
Correspondence list accepted and received	Moved: W.Trow Seconded: R.Benson	
Other meetings/groups		Secretary
Confirmation of minutes from previous meeting	Amendments (N) Moved J. Hornum Seconded W.Trow	Carried Y
Treasurer’s report Accounts for payment	<p>BPA Treasurer’s Report as 31/05/25</p> <p>BPA Treasurer’s Report as 31/05/25 Available Balance - BPA Operating Account \$5576.26 Current Balances:</p>	Treasurer

	BPA Operating Account balance (including funds held on behalf of BPA sub committees see table below)		\$8020.30	
	BPA Trust Fund Account		\$114.27	
	Balingup Futures Term Deposit Account		\$35,842.25	
	Insurance Reserve Term Deposit Account		\$38,444.27	
	(previous) Event Coordinator Account		\$0.06	
	Record of funds held on behalf of BPA sub committees as 31/05/25 (included in operating account balance above)			
	Name	Balance (Start of Month)	Balance (End of Month)	
	Avenue of Honour	827.04	827.04	
	Balingup Men’s Forum	400.00	400.00	
	Health and Wellness Group	1,250.00	500.00	
	BMC (raffle)	0.00	717.00	
	TOTAL	(\$2,477.04) ACTUAL \$2,468.04 *BRG \$9.00 to repay	(\$2444.04) ACTUAL \$2453.04 *BRG \$9.00 to repay	
Treasurer’s report accepted	Amendments N Moved J. Hornum Seconded G.McMullen		Carried Y	
Business arising from previous minutes	See Annex A			
Reminders	Upcoming Events at Town Hall https://bachub.com.au/event-calendar Morning Melodies Fox and Firth Friday 13/5 Midwinter Ball Saturday 21/6 Telling Tales in Balingup 12 & 13/7 Leading Ladies of Cabaret Saturday 19/7			
Meeting closed	6.50pm			
Next meeting date/time	Wednesday 2 nd July, 6pm			

BPA Action List

as of 27/05/25	ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC	
MEETING DATE PERSON RESPONSIBLE	ITEM	STATUS
Letter of Appreciation May 25 W.Trow	G.McMullen suggested that BPA writes to recently retired Works & Services staff, David and Ron, to thank them for their years of service. Letter to be sent via Shire Works & Services. K.Menard also asked that we thank the Shire Ranger for his assistance helping her neighbour with an unwelcome ram. Email to be sent to Ranger services.	COMPLETED COMPLETED
Men in Sheds May 25 G.McMullen/ W.Trow	G.McMullen advised that Men in Sheds has changed its name to Balingup Mens Forum. BPA has passed on to AON insurance.	COMPLETED
War Memorial W.Irvine May 25	W.Irvine advised that 'Places of Pride', a website managed by the Australian War Museum, is available to promote war memorials and avenues of honour. He also discussed flag pole and plaques. It was agreed: <ul style="list-style-type: none"> Wayne to email details (photos and text) to balinguppa@wn.com.au. W.Trow to upload to Places of Pride. Wayne liaising with Shire (re location), obtaining quotes (to purchase and install) and investigate possible sources of funding. Jodie to take photo of honour board and send to Wayne. Wayne has spoken to Donnybrook RSL and they will assist in sourcing plaques. 	ONGOING
Cycling Event May 25 J.Hornum	A major cycling event will take place 10-11 Oct 26. Based in Nannup but, with 3,000 cyclist and estimated 15,000 visitors, accommodation will be spread out over the region. The Shire has invited Balingup to provide a representative on the working group. BADTA have contacted their members, waiting for confirmation on who willing joining group.	ONGOING
Nbn Apr 25 W.Trow	nbn local - South West WA visited the town with the "big blue bus" on 30th May. It was very well supported with around 16 people attending.	COMPLETED
GST Dec 24/ J.Hornum All BPA umbrella groups	J.Hornum advised that she has sought advice from a professional accountant regarding GST. See update New Business for update.	ONGOING
Community Foundation Nov 24/ W.Trow	Initial discussions have been held with Fremantle Community Foundation to discuss creating a Community Foundation in Balingup. FCF advise they have DGR1 (charitable) status but are now awaiting ATO/ACNC approval (expected by end June). Before making a decision, a meeting will be held with the wider community to seek input.	ONGOING
Showers Sept 24/	In September 2024, BPA wrote to the Shire requesting that the fee for using showers at the Transit Park be waived or reduced during periods	ONGOING

W.Trow	of declared drought. This was included as a budget request in April 25. The Shire will review the fee to ensure equity with other Shire facilities	
Stand pipe costs W.Trow Aug 24	There is a 45% difference between water charges in Donnybrook and Balingup. Shire has written to Water Corporation requesting clarification (10 March 25). More investigation is required. It may be necessary for BPA to write to Water Corp after investigation carried out.	ONGOING
Lease - Shire	The Shire acknowledges that the Shire/BPA lease agreement has expired. The CEO has provided an email to formally extend the existing lease until the new lease is finalized. It is now up to the Shire to follow up.	COMPLETED

Annex B

Emails/Letters In Note: This list does not include newsletters/general updates from other organisations.

Date	From	Subject	Action
8 May 25	Shire	Remittance advice \$3545	JH
7 May	Mailee Dunn	Playground proposal	Forwarded K.Magi
7 May	Talison	Site bulletin	Forwarded all BPA
13 May	Balingup Primary	Thanks for BPA Community grant	JH
14 May	I.Obern	Request to remove surplus footbridge	WT
14 May	J.Esmonde NBN	Big blue bus	WT
19 May	Talison	Environmental assessment	Info
19 May	B.Chia	'For Art Sake' grant	JH
22 May	Wattyl	Application for credit	JH
23 May	Rural Aid	Remittance \$6400/ CISCO project	JH/WT
23 May	W.Trow	Request payment \$6400 CISCO project	JH
24 May	C.Maddison	Grant details	JH
25 May	Rafflelink	Raffle details	JH
28 May	Balingup Winery	RAC Horizons video of Balingup	Forwarded all BPA
3 June	Wattyl Paints	Account opened	WT
2 June	S.Keady	Balingup night markets umbrella group closing down	WT
4 June	Rafflelink	Raffle details	JH

Letters/emails Out

Date	To	Subject	Actioned by
7 May	Balingup Primary	Grant \$3534 approved	JH
7 May	BACH	Grant \$2800 approved	JH
8 May	Clair Middle	Health & Wellness distribution of funds	JH
8 May	All BPA	Talison site bulletin	JH
8 May	All BPA	May Minutes & community grant info	WT
12 May	Works & Services	Staff appreciation	WT
12 May	Shire Ranger	Goat appreciation	WT
15 May	Works & Services	Footbridge – no objection to removal	WT
27 May	All BPA	Meeting notice	WT
29 May	All BPA	RAC Horizons video of Balingup	WT
3 June	BPA umbrella groups	GST registration	JH

Summary of Disaster Relief Australia

Disaster Relief Australia www.disasterreliefaus.org comprises a mix of military veterans and individuals trained in emergency services that volunteer in **recovery** (not response) after an event such as a fire or flood. They have 660 volunteers registered in WA and 5600 across Australia.

Type of Work. DRA can:

- Assist residents who are under/not insured - they often work with older people or people with disabilities.
- Work with businesses to get them back on their feet after an event.
- Clear/repair burnt fences.
- Work in mitigation (including firebreaks) if requested.

They can assist recovery after an incident impacting just a small number of properties.

How they Deploy. DRA:

- Take approximately 3 weeks to activate.
- Set up a Forward Operating Base and stay for 3-4 days, sleeping on camp beds. A Recreation Centre would be a typical venue.
- Send out crews of four including one usually a chainsaw operator.

Get Involved. DRA are happy for locals to register with them and provide insurance for Spontaneous Volunteers (SVs) who can register on the day via an App, QR code or hard copy. Volunteers wanting to use chainsaws must be accredited (see training below). Many volunteers sign up in response to just one event in their local area – there is no obligation to volunteer in response to other disasters.

Training. DRA runs training on 4WD, remote first aid, chainsaw, fencing repairs/ removal. They even free courses to provide Nationally Accredited chainsaw certificate.

Balingup Future Involvement

Step 1 is for the Shire to sign a Memorandum of Understanding with DRA. Susie Delaporte (Shire Local Recovery Officer) has this in hand. Balingup then has the opportunity to:

- Invite DRA to make a presentation (if needed)
- Advertise /encourage locals to join DRA and attend training (free chainsaw and 4WD courses could be very useful for younger members of the community).
- Potentially participate in a joint community/DRA recovery exercise to test both the DRA and CISCO processes.

For more information, contact Wendy Trow

Registration for GST – impact on Umbrella Groups

