

<b>MINUTES 6/03/2024</b>	<b>GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC</b>	
Meeting opened	6.00pm	
Present	Jodie Hornum, Wendy Trow, Roz Benson, Noelene King, Damien Cameron, Sharon Smith, Cynthia Copeland, Helen Christensen, Katrin Menard, Rick Thomas, Chris Leam, Janine Milton	
Apologies	S.Franks, J.Taylor, G.McMullen, G.Hodge	
<b>Visitors</b>	None	
<b>New Business Australia Day Awards.</b>	S.Franks has requested that BPA funds a board to recognise Community Citizen of the Year Awards Australia Day Award recipients and suggests that it be erected in the Recreation Centre function room. S.Franks to obtain quotes to present to BPA. H.Christensen collate a list of past winners.	S.Franks H.Christensen
<b>Workspace Repairs.</b>	W.Trow advised that the Carnivale committee is carrying out significant repairs to the Workspace. They have replaced the roof trusses and are in the process of replacing weather boards that have deteriorated over the years. The final step will be to oil the whole building. Work has been coordinated by Damien Cameron with labour provided by Bunbury Regional Prison team. BPA acknowledges and appreciates the work done in maintaining this important community resource. Special thanks go to Damien Cameron, Sonja Franks and Nicola Rigby.	Information
<b>Rural Aid Project.</b>	W.Trow advised that she has made an informal approach to Rural Aid to run a project that will share the Community Information Social Centre (CISC) model with other small rural communities. Rural Aid has expressed an interest and Wendy asked for approval to progress this. It would be run as a BPA project and she would facilitate the sessions on a cost recovery basis. No cost would be incurred by BPA. The meeting agreed this should be followed up.	W.Trow
<b>Water Supply</b>	Email received from Water Corporation. Due to low water level supplies, Balingup has been switched over to another pipeline and this may cause discoloration. Email has been forwarded to BPA General list.	Information
<b>NBN Services.</b>	NBN will be carrying out work/upgrades that may disrupt services. J.Hornum/W.Trow have agreed to attend meeting and find out more.	J.Hornum/ W.Trow
<b>Response to Changing Environment.</b>	February was a particularly hot month and not all homes are equipped to deal with the heat. W.Trow advised that the Shire of Nannup now opens public buildings on very hot days and asked if there would be any interest in a similar scheme in Balingup. The meeting agreed it was a good idea and we should ask BADSA if they would consider this. If BADSA is not available, speak to the Shire re use of the Town Hall.	W.Trow
<b>Emergency Generator.</b>	C.Leam advised that Shire has asked Balingup Brigade if they could store the emergency generator (on trailer) and the Brigade has agreed. If they have resources available, they would transport the generator to BADSA as needed. They can also run it periodically. The meeting agreed this was an excellent result and thanked the BFB for their co-operation.	Information
<b>Footpaths.</b>	J.Hornum has spoken to the Shire re town footpaths. She requested that	H.Christensen

<p><b>Lions Club BBQ.</b></p>	<p>H.Christensen provide an updated audit, with the latest footpath priorities, to Jodie so she can progress this issue.</p> <p>C.Leam advised that the Lions BBQ trailer is falling into disrepair and suggested that the Bushfire Brigade take over storage and maintenance of the trailer. He confirmed that it could be used to support emergency events and still be available for general community use. The BBQ would still be owned and insured by BPA – but maintained and stored by the BFB. All agreed this was a good idea and Chris will email a written proposal to BPA for our records. A use agreement to be prepared and signed by both parties and procedures for hiring to community groups and ‘for profit’ groups to be confirmed. It was moved the BBQ trailer be stored and maintained at the Fire Shed. Moved H.Christensen. Seconded R.Benson. Carried.</p>	<p>C.Leam</p>
<p><b>Community Club Expo 18 May .</b></p>	<p>The Shire of Donnybrook-Balingup has invited all community groups to participate in a Community Club Expo on 18 May in Donnybrook. It was agreed that we have a shared table that displays activities of BPA and umbrella groups. Umbrella Groups to be invited and, if roster can be filled, submit application by 29 April.</p>	<p>W.Trow</p>
<p><b>Mining Tenements</b></p>	<p>BPA Members have requested that we arrange a presentation from DMIRS on how the Mining Act works (see Annex A for background). W.Trow re-stated that the Liaison Officer will make a formal presentation for 2 hours on the Mining Act and, although we can request a Q&amp;A at the end, the Liaison Officer is limited in his ability to answer a wide range of questions. W.Trow to email DMIRS officer contact details to K.Menard so she can contact the DMIRS officer to arrange a date/time/venue.</p>	<p>K.Menard</p> <p>W.Trow</p>
<p><b>Talison meeting</b></p>	<p>K.Menard/R.Thomas are keen to have a follow up meeting with Talison and have a genuine Q&amp;A session – not a presentation. W.Trow recommended that questions be collated and sent to Talison in advance as they are more likely to be able to respond to questions on notice:</p> <ul style="list-style-type: none"> <li>• K.Menard/R.Thomas to send questions to J.Hornum via email to <a href="mailto:balinguppa@outlook.com">balinguppa@outlook.com</a></li> <li>• BPA to invite people to send questions into BPA when Minutes are distributed (questions to be received before next BPA meeting April)</li> </ul> <p>W.Trow has emailed Talison re the meeting and is awaiting response and will forward to K.Menard.</p>	<p>K.Menard</p> <p>R.Thomas</p> <p>W.Trow</p> <p>W.Trow</p>
<p><b>Council Meetings</b></p>	<p>See Annex A for background. J.Hornum advised that Council cannot relocate the equipment (used to record and stream meetings) to Balingup. One suggestion by Jodie was for the Shire to contribute to facilities such as a large tv screen in the Town Hall where residents could connect via a computer and watch as a group. C.Copeland advised that, as a Tier 3 local government, it is not mandatory for the Shire to live stream Council meetings. Cynthia to email her information to Jodie for consideration. Jodie to confirm details. Webpage link for Council meeting dates - <a href="https://www.donnybrook-balingup.wa.gov.au/upcoming-recent-meetings.aspx">https://www.donnybrook-balingup.wa.gov.au/upcoming-recent-meetings.aspx</a></p>	<p>C.Copeland</p> <p>J.Hornum</p>
<p>Report on action items Annex A</p>	<p>Ongoing (tabled) Complete (tabled)</p>	<p>Chair</p>
<p>Correspondence list</p>	<p>Incoming/Outgoing (tabled) Annex B</p>	<p>Secretary</p>

Correspondence list accepted & received	Amendments N Moved W.Trow Seconded J.Hornum	Carried Y																																
Other meetings/groups	None	Secretary																																
Confirmation of minutes from previous meeting	Amendments N Moved W.Trow Seconded J.Hornum	Carried Y																																
Treasurer's report Accounts for payment	<p>(tabled)</p> <p>Current Balances as of 29/02/24:</p> <table border="1"> <tr> <td>BPA Operating Account balance (including funds held on behalf of BPA sub committees see table below)</td> <td>\$66.357.01</td> </tr> <tr> <td>BPA Trust Fund Account</td> <td>\$27.093.62</td> </tr> <tr> <td>Balingup Futures Term Deposit Account</td> <td>\$1000.50</td> </tr> <tr> <td>Insurance Reserve Term Deposit Account</td> <td>\$36,700.94</td> </tr> <tr> <td>(previous) Event Coordinator Account</td> <td>\$0.06</td> </tr> </table> <p>Record of funds held on behalf of BPA sub committees as of 29/02/24 (included in operating account balance above)</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Balance</th> </tr> </thead> <tbody> <tr> <td>Avenue of Honour</td> <td>827.04</td> </tr> <tr> <td>Men in Sheds</td> <td>400.00</td> </tr> <tr> <td>Community Garden</td> <td>10,406.90</td> </tr> <tr> <td>Health &amp; Wellness Group</td> <td>1,250.00</td> </tr> <tr> <td>Balingup Rail Group</td> <td>44,727.00</td> </tr> <tr> <td>TOTAL</td> <td>\$57,610.94</td> </tr> </tbody> </table> <p>Record of grant funds held for BPA as 29/02/24 (included in operating account balance above)</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Balance</th> </tr> </thead> <tbody> <tr> <td>War Memorial Grant</td> <td>260.17</td> </tr> <tr> <td>Bendigo Bank Grant</td> <td>250.30</td> </tr> <tr> <td>TOTAL</td> <td>510.47</td> </tr> </tbody> </table>	BPA Operating Account balance (including funds held on behalf of BPA sub committees see table below)	\$66.357.01	BPA Trust Fund Account	\$27.093.62	Balingup Futures Term Deposit Account	\$1000.50	Insurance Reserve Term Deposit Account	\$36,700.94	(previous) Event Coordinator Account	\$0.06	Name	Balance	Avenue of Honour	827.04	Men in Sheds	400.00	Community Garden	10,406.90	Health & Wellness Group	1,250.00	Balingup Rail Group	44,727.00	TOTAL	\$57,610.94	Name	Balance	War Memorial Grant	260.17	Bendigo Bank Grant	250.30	TOTAL	510.47	Treasurer
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Business arising from previous minutes	See Annex A																																	
Reminders	An Acoustic Journey... 23 <sup>rd</sup> March, 6.30pm, Balingup Town Hall Divas and Duets, 30 <sup>th</sup> March, 6pm, Balingup Town Hall																																	
Meeting closed	7.00pm																																	
Next meeting date/time	Wednesday 3 <sup>rd</sup> April at 6pm																																	

## BPA Action List

Annex A

as of 6/03/24	<b>ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC</b>	
ITEM MEETING DATE PERSON RESPONSIBLE	ACTION	STATUS
<b>BPA Treasurer</b> Feb 24	Pat Ridley can no longer carry out the role of Treasurer due to other commitments. It was requested another BPA member take on this role by the next meeting. J.Hornum will continue doing role for now.	Complete
<b>Donnybrook Home Care vehicle</b> Feb 24/ N.King	At February meeting, G. McMullen advised that the Belong Car has been removed from Balingup resulting in resignation of at least 2 volunteer drivers. N.King advised that CWA has written a letter and are following it up.	Complete
<b>Emergency Helicopter access.</b> Feb 24/M.Giles	At February meeting, M. Giles raised concern regarding emergency helicopter landings in town. BPA has written to Shire and they forwarded BPA correspondence and contact details directly to DFES Aviation Services ( <a href="mailto:ERHS@dfes.wa.gov.au">ERHS@dfes.wa.gov.au</a> ). Shire encouraged BPA to consider requesting a visit from the flight crew. A request can be made using DFES online request form: <a href="https://dfes.wa.gov.au/about-us/aviation-services#rac-rescue-helicopter">https://dfes.wa.gov.au/about-us/aviation-services#rac-rescue-helicopter</a> C.Leam advised that pilots have many reasons for not landing direct. After further discussion it was agreed that no further action is required.	Complete
<b>Talison Meeting</b> Feb 24/ K.Menard R.Thomas J.Hornum W.Trow	K. Menard has requested BPA arrange a follow up Community meeting with Talison regarding questions from previous survey meetings  See New Business for update	Ongoing
<b>Council meeting dates.</b> Dec 23/ J.Hornum	Council has released its dates for Council meetings in 2024 and all will be held in Donnybrook. BPA has written to the Shire to request one meeting be held in Balingup and Jodie has discussed this with Shire President and Acting Shire CEO.  See New Business for update	ONGOING
<b>Short term accommodation</b> Dec 23/ W.Trow	Representatives of BPA, BMC, Bibbulmun Track, Shire and Talison have met to discuss possible ways to address the shortage of low cost and short term (1 night) accommodation in town. A meeting with Shire Officers on 6 <sup>th</sup> February 2024 was attended by T. Larkin, S.Burke, S.Franks. One option discussed was to locate the buildings nearby the Balingup Transit Park. To be progressed by BADTA.	COMPLETE
<b>CISCO Generator.</b> Dec 23/ W.Trow	The extra generator is currently stored at Donnybrook Shire Depot. At the March meeting, Chris Leam advised that the Balingup Bushfire Brigade has agreed to store the generator at the Fire Shed.  See New Business for result.	COMPLETED
<b>Shire Works Balingup</b> J.Hornum Nov 23	The Shire has provided a list of works planned for Balingup. J.Hornum sent letter to the Shire to seek clarification on: - the type of maintenance to be carried out on the skatepark, and - plans for future footpaths in the town.  See New Business for result.  Still following up on Skatepark maintenance plans/progress	ONGOING
<b>BPA Admin</b>	W.Trow advised that the following important administrative tasks need to be	ONGOING

W.Trow, J.Hornum, R.Thomas	<p>completed and we agreed responsibilities as follows:</p> <table border="1" data-bbox="272 174 1254 322"> <tr> <td data-bbox="272 174 411 232">October</td> <td data-bbox="411 174 1011 232"> <ul style="list-style-type: none"> <li>Review Carnivale MOU</li> </ul> </td> <td data-bbox="1011 174 1254 232">J.Hornum (Done)</td> </tr> <tr> <td data-bbox="272 232 411 322">November</td> <td data-bbox="411 232 1011 322"> <ul style="list-style-type: none"> <li>Umbrella groups provide current asset register to BPA - kept on file. (Underway)</li> </ul> </td> <td data-bbox="1011 232 1254 322">W.Trow</td> </tr> </table>	October	<ul style="list-style-type: none"> <li>Review Carnivale MOU</li> </ul>	J.Hornum (Done)	November	<ul style="list-style-type: none"> <li>Umbrella groups provide current asset register to BPA - kept on file. (Underway)</li> </ul>	W.Trow	
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<b>Shire Lease Agreement</b> W.Trow/ Jul 23	The Shire has provided lease documentation that lists approved use as 'Community Centre, workshop and toilet block'. BPA has responded with a request to add "event, recreation and market stalls" to the approved list. Awaiting response.	<b>ONGOING</b>						
<b>Mining Tenements</b> W.Trow/ Jul 23	A DMIRS representative attended a meeting in Balingup in December and issues raised by BPA to DMIRS were discussed. At that meeting, the DMIRS Liaison Officer: <ul style="list-style-type: none"> <li>agreed to provide more information about the stakeholder engagement process.</li> <li>has offered to return and give a two hour presentation to BPA members - topic would be "how the Mining Act works".</li> </ul> See new Business for update.	<b>ONGOING</b>						
<b>Cluster Developments.</b> April 23 W.Trow	The Shire has included cluster developments in their draft Local Planning Strategy. The draft has been approved by Council and sent to WAPC for review. Community consultation will then follow. Cath Meaghan (Director DPLH) has offered to attend the consultation meetings. Acting Shire CEO has recommended we contact Michelle Bennett. Action by W.Trow	<b>ONGOING</b>						
<b>Update of map in bus shelter</b> June 2021 H. Christensen W.Trow Feb 2023	H.Christensen has met with Sandy Mitchell and a budget of \$200 was agreed at the September meeting. The Information Bay has been painted and new panels installed. Keys for new panels are at the Visitor Centre: <ul style="list-style-type: none"> <li>D.Cameron to liaise with Sandy and arrange delivery of the map.</li> <li>H.Christensen to coordinate the work by Sandy.</li> <li>W.Trow to liaise with J.Hornum re posters for displays.</li> </ul>	<b>ONGOING</b>						
<b>Anzac Sculpture</b>	R. Browton has offered BPA the opportunity to commission a casting of his large (2x scale) sculpture of a soldier and his war horse titled 'Saying Goodbye'. He has provided a quote of \$118,000 excluding stonework. The meeting agreed that BPA could not fund this however Wayne Irvine has expressed interest in having it at the Avenue of Honour. W.Trow to advise R.Browton of the outcome.	<b>COMPLETED</b>						

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

<b>Date</b>	<b>From</b>	<b>Subject</b>	<b>Action</b>
5 Feb	R.Browton	Quote for horse sculpture \$118,800	Discuss next meeting
6 Feb	V. McCarthy	Notes from meeting with J.Hornum	J.Hornum
7 Feb	Vanguard Publishing	Request to advertise in 2024 FOUND magazine	J.Hornum
8 Feb	K.Menard	Short term accommodation - Origins Centre	W.Trow replied.
8 Feb	SFFD	SFFD Risk Management Plan	File
13 Feb	AON	Certificates of currency	File
19 Feb	Shire CDO	Community Club Expo invite	Discuss at meeting
22 Feb	Town Teams	Grants available	Info
27 Feb	Shire SESM	Helicopter rescue	Info
28 Feb	Water Corp	Discoloured water supply	Forwarded to BPA General list
29 Feb	W.Trow	Update footpath audit	Action by J.Hornum
29 Feb	G.Patrick	Council meetings prevent him from attending BPA at the moment	Information
1Mar	NBNCo	Fixed wireless outages will occur in the next few months.	W.trow/J.Hornum to meet with NBNCo
5 Mar	Shire	Notice of application for Exploration Licence DMIRS	Forwarded to S.Noonan, J.Richardson, K.Menard

#### **Letters/emails Out**

<b>Date</b>	<b>To</b>	<b>Subject</b>	<b>Actioned by</b>
5 Feb	Shire	Council meetings	J.Hornum
8 Feb	K.Menard	Community citizen of the year. S.Hill.	J.Hornum
9 Feb	Shire	Letter re helicopter rescue.	J.Hornum
12 Feb	Boyanup Progress	Copy of BPA constitution	J.Hornum
25 Feb	S.Franks	Final Carnivale MOU	J.Hornum