

MINUTES 7/08/2024	GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC	
Meeting opened	6.02pm	
Present	J.Hornum, W.Trow, R.Benson, W.Ayers, R.Thomas, K.Menard, G.McMullen, M.Giles, S.Doyle	
Apologies	H.Christensen, J.Milton. G.Patrick	
New Business		
Trails Sub-Committee	G.McMullen advised he is closing the Tracks and Trails committee due to lack of volunteers. The committee thanked him for his service.	G.McMullen
Townscape	Shire Parks & Gardens supervisor would like to meet the Balingup Townscape committee. G.McMullen agreed to organise a Townscape meeting and advise J.Hornum of the date/time.	G.McMullen
BACH/ Town Hall Lease	An email has been received from G.Hodge regarding BACH and a possible lease agreement for the Town Hall. His preference is for the Service Level Agreement to be expanded to include hall bookings and that the building remains the responsibility of the Shire. BACH extension of SLA still in progress. See Annex C for details. It was agreed that a Service Level Agreement is preferred. If a proposal for BPA to take over the lease is put on the table, it must be discussed/approved at the BPA AGM in October	Information
Talison meeting	R.Thomas gave an overview of the meeting held with Talison on 24 July. Most people think their questions were answered but some still believe the answers were not comprehensive enough. Meeting was well run with four tables discussing specific issues. S.Doyle advised the mine footprint will increase by 25% (up to 2000 ha). A 'yellow brick' is available to monitor sound and she has requested a loan. R.Thomas wants to set up a group to represent the community to investigate the impact of the mine on the Balingup community, environment and water. It will not be combative and will focus on working together to find solutions. Decision as to whether it would be a BPA umbrella group would be made at AGM. Wendy Wilkins has requested that the following email be tabled at BPA: "I would like to congratulate the BPA on organising the meeting last night with Talison. About time they informed us what they've been doing and what they're planning. It was very informative and I liked the themed conversation format. The venue was the only problem because I dressed for the warm comfortable room as it was last time. I'd love to see more of these and certainly have told Talison. Congratulations. Kind regards Wendy Wilkins"	R.Thomas

AGM	The AGM will be held on Wednesday 2 nd October. W.Trow to send out request for Umbrella groups to provide updates in writing by end of September.	W.Trow
Standpipe charges	<p>In 2024, Balingup experienced a long dry period and many residents, ran out of tank water/were forced to cart water using the new public standpipe near the Balingup Fire Shed. There is a 45% difference between water charges in Donnybrook and Balingup. In 2023/24, the Shire of Donnybrook-Balingup standpipe charges were as follows:</p> <ul style="list-style-type: none"> • \$7.86 per kilolitre in Donnybrook. • Balingup \$11.38 per kilolitre. <p>The Shire advises this is because of the cost to install the new infrastructure. The meeting agreed that BPA should write to the Shire, requesting them to:</p> <ul style="list-style-type: none"> • lobby Water Corporation and State Parliament to provide: <ul style="list-style-type: none"> ○ concessional rates to rural community members, irrespective of the cost of new infrastructure, and ○ subsidies for rainwater tanks. • Confirm that the Balingup standpipe charges are not impacted by the commercial use of water by Talison. 	W.Trow
New member	Stephanie Doyle has requested to join BPA as a member and paid the membership fee.	
Federal Redistribution	The Australian Electoral Commission has proposed to move the Shire of Donnybrook-Balingup from Forrest into the Federal electorate of O'Connor and BPA has submitted an objection to this proposal. A letter was received from AEC on 2 August, offering the opportunity to make a 5 minute presentation in person on 7 August in Perth. Given the very short notice, no-one attended.	Information
Wheelchair	Nicola Rigby & Chris Leam have gifted a wheelchair to the community. Available for use by anyone and stored in the Community Centre. The meeting extended their thanks.	Information
Caravan dump point	M.Giles requested BPA ask the Shire if it is possible to have a caravan dump point in Balingup.	W.Trow
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	None	Secretary
Confirmation of minutes from	Amendments N Moved W.Trow	Carried Y

previous meeting	Seconded J.Hornum																																												
Treasurer's report Accounts for payment	<p>(tabled) BPA Treasurer's Report as 31/07/24</p> <p>Available Balance - BPA Operating Account \$ 5,506.86</p> <p>Current Balances:</p> <table border="1"> <tr> <td>BPA Operating Account balance (including funds held on behalf of BPA sub committees see table below)</td> <td>\$44,907.77</td> </tr> <tr> <td>BPA Trust Fund Account</td> <td>\$14,602.04</td> </tr> <tr> <td>Balingup Futures Term Deposit Account</td> <td>\$21,723.46</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 31/07/24 (included in operating account balance above)</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Balance (Start of Month)</th> <th>Balance (End of Month)</th> </tr> </thead> <tbody> <tr> <td>Avenue of Honour</td> <td>827.04</td> <td>827.04</td> </tr> <tr> <td>Men in Sheds</td> <td>400.00</td> <td>400.00</td> </tr> <tr> <td>Community Garden (Shire grant)</td> <td>10,406.90</td> <td>10,406.90</td> </tr> <tr> <td>Health and Wellness Group</td> <td>1,250.00</td> <td>1,250.00</td> </tr> <tr> <td>Balingup Rail Group</td> <td>25,391.00</td> <td>25,391.00</td> </tr> <tr> <td>TOTAL</td> <td>\$38,274.94</td> <td>\$38,274.94</td> </tr> </tbody> </table> <p>Record of grant funds held for BPA as 31/07/24 (included in operating account balance above)</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Balance (Start of Month)</th> <th>Balance (End of Month)</th> </tr> </thead> <tbody> <tr> <td>War Memorial Grant</td> <td>125.47</td> <td>125.47</td> </tr> <tr> <td>Shire DB (past Grant CC)</td> <td>0</td> <td>500.00</td> </tr> <tr> <td>TOTAL</td> <td>125.47</td> <td>625.47</td> </tr> </tbody> </table>	BPA Operating Account balance (including funds held on behalf of BPA sub committees see table below)	\$44,907.77	BPA Trust Fund Account	\$14,602.04	Balingup Futures Term Deposit Account	\$21,723.46	Insurance Reserve Term Deposit Account	\$36,700.94	(previous) Event Coordinator Account	\$0.06	Name	Balance (Start of Month)	Balance (End of Month)	Avenue of Honour	827.04	827.04	Men in Sheds	400.00	400.00	Community Garden (Shire grant)	10,406.90	10,406.90	Health and Wellness Group	1,250.00	1,250.00	Balingup Rail Group	25,391.00	25,391.00	TOTAL	\$38,274.94	\$38,274.94	Name	Balance (Start of Month)	Balance (End of Month)	War Memorial Grant	125.47	125.47	Shire DB (past Grant CC)	0	500.00	TOTAL	125.47	625.47	Treasurer
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Business arising from previous minutes	See Annex A																																												
Reminders	24/25 Aug Medieval Carnivale 2 nd Oct BPA Annual General Meeting 5 th Oct Health & Wellness event at Village Green 19 Oct Play "Barman of Balingup" at Balingup Hall 2 nd /3 rd Nov Wedding Expo in Balingup																																												
Meeting closed	6.55pm																																												
Next meeting date/time	Wednesday 4th September at 6pm																																												

BPA Action List

Annex A

as of 7/8/24	ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC	
ITEM MEETING DATE PERSON RESPONSIBLE	ACTION	STATUS
BRG Loan June 24 J.Hornum	J.Hornum advised that Balingup Trust Fund Committee's condition of underwriting a \$5,000 loan amount to BRG was that it had to be repaid to the BPA Futures Fund Account by 30th June 2024. Funds have not been used so they have been transferred back to Trust Fund account. BRG have been advised that, if they require the \$5000 before they secure their funding they will have to submit a request to Trust Fund Committee.	COMPLETED
Home Care June 24 W.Trow	At the June meeting, W.Trow gave an overview of InCasa – a group in Perth that is working with small community groups to manage their own at home care for special needs residents. No groups have indicated interest in following up.	COMPLETED
Australian Tax Office J.Hornum Jun 24	The ATO now requires not-for-profit incorporated bodies to register and report their income. J.Hornum has agreed to action.	ONGOING
New Residents event J.Hornum Jun 24	J.Hornum suggested another new resident event – an afternoon event on 23 rd November is proposed. N.King has offered to help. Anyone interested in helping co-ordinate should contact J.Hornum	ONGOING
Disabled access community centre May 24/ W.Trow/ D.Cameron	S.Franks requested that improvements be made to the ramp that provides disabled access to the community centre. G.Patrick has provided design/specifications of what will be needed and this has been sent to Preston Valley for quote. D.Cameron is liaising with Preston Valley.	ONGOING
Australia Day Awards. Mar 24 S.Franks H.Christensen	BPA has purchased an honour board for \$380. Names are still being collated. \$510 held in BPA grant funds, and \$430 from BPA current account, to be used to pay for the sign writing. H.Christensen has gone through old BPA records to collate a list however we do not have all names going back to the establishment of BPA. We agreed to 'go with what names we have'.	ONGOING
Talison Feb 24/ K.Menard R.Thomas	A community meeting was held with Talison on 24 July 2024 and was well attended. See New Business for update.	COMPLETED

Shire Works Balingup J.Hornum Nov 23	J. Hornum has contacted Shire to follow up on Skatepark maintenance plans/progress. Shire has agreed to discuss with Jodie.	ONGOING
Shire Lease Agreement Jul 23 W.Trow/ J.Hornum	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. Shire has advised that the new Sub-Lease between the Shire and BPA has been prepared however it will need prior approval by ARC. A meeting to review the draft lease with the Shire is still to be held.	ONGOING
Update of map in bus shelter June 2021 H. Christensen Feb 2023	A budget of \$200 was agreed at the September meeting: H.Christensen is coordinating the map with Sandy Mitchell and it is proposed to display the map (using one of the old noticeboards) in the Village Green shelter. J.Hornum to follow up with H Christensen.	ONGOING

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

Date	From	Subject	Action
3 Jul 24	R.Thomas	Talison meeting	WT
3 Jul 24	R.Thomas	List of Talison questions	WT
3 Jul 24	J.Hornum (Shire)	Tree lopping community grounds	JH
4 Jul 24	R.Thomas (Talison)	Date for community meeting	Issued with July minutes
6 Jul 24	J.Hornum	SW Times – boundary reform	Info
4 Jul 24	R.Thomas	Talison meeting	Emailed to BPA list
6 Jul 24	W.Trow (Pharmacy)	Hearing tests	Emailed to BPA list
8 Jul 24	K.Menard	Talison questions	WT
8 Jul 24	R.Thomas	Minutes query	WT
9 Jul 24	DMIRS	AGM non-compliance	JH
11 Jul 24	Shire Accounts	\$500 remittance	JH
11 Jul 24	Shire CDO	Community resilience notice	Info
19 Jul 24	AON	Horse insurance BMC	Emailed to BMC
16 Jul 24	BADTA	AGM notice	Info
19 Jul 24	S.Doyle	Consolidated list Talison questions	JH
21 Jul 24	BACH	Hall lease	See new business
24 Jul 24	htoakley@gmail	Request to add Talison questions	Received too late
28 Jul 24	DMIRS	Tenement E70/6654	Info
25 Jul 24	W.Wilkins	Talison meeting - congratulations	Emailed to R.Thomas
31 Jul 24	S.Delaporte	Community resilience	Info
1 Aug 24	Water Corp	Water bill	JH
3 Aug 24	Balingup P&C	Acquittal for grant	JH

Letters/emails Out

Date	To	Subject	Actioned by
4 Jul 24	R.Thomas	Talison meeting	WT
7 Jul 24	All BPA	Hearing tests	WT
8 Jul 24	All BPA	Nbn outages	WT
10 Jul 24	R.Thomas	Minutes query response	WT
9 Jul 24	DMIRS	AGM non compliance response	JH
16 Jul 24	AON	Carnivale insurance	WT
21 Jul 24	BACH committee	Hall lease	WT
24 Jul 24	htoakley@gmail	Request to add Talison questions	WT (copied to R.Thomas)
28 Jul 24	R.Thomas, K.Menard	Talison meeting - congratulations	WT

Background

An email has been received from G.Hodge regarding BACH taking over the lease for the Town Hall. As BPA is the incorporated body, the lease would have to be taken out by BPA. BPA has no financial or administrative control over BACH therefore we have to be careful to ensure that the BPA Executive is not held accountable for decisions made by the BACH sub-committee. W.Trow has requested that the BACH committee:

- Ensures all future documentation makes it clear that BACH sub-committee is responsible for all aspects of management (operational and financial) of the Town Hall. In the unlikely event that the BACH sub-committee disbanded after a couple of years, this documentation is to explain what action would be taken until the lease expiration date.
- If a proposal to take over the lease is put on the table, it must be discussed/approved at the BPA AGM in October.

Proposal for Service Level Agreement

G.Hodge has advised (email received 25 July) that he has indicated a preference to the Shire for a Service Level Agreement approach rather than a binding lease on the Balingup Town Hall. Rather than take out a lease, the Shire would add an extension to the current SLA and the Outcome/focus would be "Good governance and Administration of the Town Hall":

- managing bookings and associated hall booker requirements (need for evidence of the booker to have in place public liability, statement of intent on use, public safety and risk management plans in place, observation of alcohol consumption by-laws etc)
- consulting with the Shire on its annual and long-term maintenance plan (maintenance remains the prime responsibility of the Shire)
- consulting with the Shire on longer-term investment projects that add additional community amenity and benefit
- coming to agreement with the Shire on the level of financial return to the Shire in line with community management and wellbeing outcomes (assessed by the Health Report that I recently submitted)
- coming to agreement with the Shire on security and cleaning arrangements

In extending the current SLA, BACH would be seeking a modest increase in annual Shire financial support for BACH to cover the costs of a contracted Hall Administrator and contracted Arts and Cultural Director.

A more simple arrangement, the SLA can be negotiated on a 1, 2 or 3 year SLA period and is essentially a Memorandum of Understanding without the binding legalities and risks of a lease.