

MINUTES BALINGUP PROGRESS ASSOCIATION GENERAL MEETING 03/03/2021

Meeting opened: 7.05pm

Present: Roz Benson, Jackie Massey, Geoff McMullen, Jodie Hornum, Wendy Trow, Helen Christensen, Sharon Smith, Janine Milton, Noelene King

Apologies: Douglas Gordon, Deb Vanallen, John Bailey, Pam McRorie, Mike King, Helen van der Waal, Peta Knapton, Wayne Irvine, Wendy Ayres

Confirmation of minutes of previous meeting:

Resolution - that the minutes of the of the Balingup Progression Association meeting held on the 3/2/21 at the Balingup Community Centre – with the amendment to Sandwich board item to read Fred made the board by hand - be read and confirmed as true and accurate

Moved (Jackie Massey) / Seconded (Helen Christensen)

Carried

Business arising:

Item	Discussion/Update	Action By	Status																
Water Supply Main Street	<p>Wendy Trow has been in touch with the Valmec. They advise</p> <ul style="list-style-type: none"> o Jayes Rd through to Bridgetown Rd will be 12th -27th April 21 o Works along Bridgetown Rd -12th March 21 to 29th March 21. o Existing footpath between Jayes Rd and Bridgetown Rd - they are not intending to trench within this easement. <p>Issues of concern have been raised by a local farmer and G.McMullen advised Valmec say they now plan to trench.</p> <p>President has arranged meeting with Water Corp at Mushroom Café on 11th March at 9am. Local businesses have been invited. All welcome.</p>	President	Ongoing																
Insurance	<p>Neither Gallaghers nor Wesfarmers could provide quotes for building and contents.</p> <p>We finally receive a revised quote from AON for ISR insurance (buildings and contents) which resulted in a reduction in the premium. See Annex A for full details.</p> <table border="1"> <thead> <tr> <th></th><th>Building</th><th>Contents</th><th>Premium</th></tr> </thead> <tbody> <tr> <td>2020</td><td>\$350,000</td><td>\$58750</td><td>\$3582</td></tr> <tr> <td>2021 draft</td><td>\$566,200</td><td>\$220,000</td><td>\$7495</td></tr> <tr> <td>2021 final</td><td>\$386,200</td><td>\$132,000</td><td>\$4998.73</td></tr> </tbody> </table> <p>Due to the urgency, BPA Executive approved the payment of the reviewed invoice.</p> <p>Motion</p> <p>It was moved that payment of \$4998.73 be ratified by the BPA general meeting.</p> <p>It was also agreed that the President and Treasurer:</p> <ul style="list-style-type: none"> o continue to progress the issue of insurance to find alternatives, and o provide more information to umbrella groups to improve their understanding of what is covered under BPA insurance. <p>Moved (Roz Benson) Seconded (Sharon Smith) CARRIED</p>		Building	Contents	Premium	2020	\$350,000	\$58750	\$3582	2021 draft	\$566,200	\$220,000	\$7495	2021 final	\$386,200	\$132,000	\$4998.73	President Treasurer	Ongoing
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BPA Community Grants Acquittal due 18/06/21.	<p>All groups who have been approved to receive a grant have been contacted. Invoices are now being submitted.</p> <p>Treasurer to continue to monitor and ensure the project is complete before acquittal date.</p>	Treasurer	Ongoing																
Review of Shire Community Strategic Plan	<p>President met with Shire CEO on 3 March and will report progress at next meeting.</p>	President	Ongoing																
Emergency Communications in Rural areas	<p>A meeting was held on Thursday 25th February at 3pm at Balingup Community Centre and was attended by regional managers from Western Power, NBN, DFES, Telstra, Shire of Donnybrook-Balingup, local Bushfire Brigades.</p>	President	Ongoing																

	<p>It was found that installing generators at mobile phone towers would not provide the best solution. Instead:</p> <ul style="list-style-type: none"> ○ The Shire will liaise with Telstra/ investigate providing satellite phones. ○ NBN has added Balingup to the list of Sky Muster points. It is proposed that this service will be installed at the Recreation Centre. <p>President will continue to liaise with meeting participants.</p>		
Event signage	<p>Permanent option to display event information and provide a 'photo opportunity' and encourage people to stop in town throughout the year was discussed. This would comprise a dragon/scarecrow theme.</p> <ul style="list-style-type: none"> ○ Two possible locations have been identified in the town (Kalyir Mia Park and near Chris Reynold's) however some members of BPA are concerned that the sign will not add value to the appearance of the town and we need more community consultation. ○ S.Smith suggested that we just ask the Shire to erect a standard events sign (same as Donnybrook) but W.Trow advised this could impact any requests for funding – in kind contributions are usually required. <p>Actions agreed:</p> <ul style="list-style-type: none"> ○ Put photocopy of plan and location options at post office and on Facebook, asking for feedback to BPA. ○ Continue to obtain quotes ○ Discuss at next meeting. 	<p>President</p> <p>R.Benson</p>	Ongoing
BMC Agreement & SFFD/BMC Insurance	<p>Motion from February meeting-</p> <ul style="list-style-type: none"> ○ a meeting be held between the BPA, SFFD and BMC to review payment arrangements, and ○ BPA and BMC meet to review the workspace lease agreement. ○ Agreements be re-issued each year. <p>The President advised she has developed a spreadsheet to recommend the sharing of insurance and electricity costs between the SFFD, BMC and BPA. It is based on pro-rata actual costs. This was provided to the BMC President at a recent meeting and discussed. Once the figures have been checked by the BMC committee, the spreadsheet will be submitted at a BPA meeting for approval.</p> <p>The BMC President also agreed to prepare a draft Partnership Agreement to replace the existing Lease Agreement.</p> <p>It was agreed that J.Milton meets with N.Adams and R.Benson to discuss distribution of funds into the future.</p>	J.Milton	Ongoing
Meeting with Shire CEO	<p>Meeting to discuss: Watering trees, Public liability for works undertaken by townscape, Lack of community consultation re events, Footpaths, Tracks and trails, Project submitted to Shire list, Hire of Town Hall, Dragon/scarecrow sign.</p> <p>President met with Shire CEO on 3 March.</p> <p>Outcomes to be discussed at next meeting.</p>	President	Ongoing
Terms of Reference for Townscape Committee	<p>Townscape background notes have been provided to the President.</p> <p>The Shire is currently reviewing the Townscape draft Policy and Operating Procedures. It is proposed that we wait for this document to be finalised before revising Balingup/Townscape TORs.</p>	President	Ongoing
Trees around the Community Centre	<p>As a result of the insurance assessment process, on 28 January 21 we were advised that we need to prune the trees around the community centre as a matter of urgency. This work has all been completed at no cost to BPA.</p> <p>Letter sent to the Shire to thank them for their prompt action.</p> <p>Shire have advised they have also generated a maintenance request to have a tree risk assessment undertaken on the additional tree.</p>		Complete

Possible activities BPA could be involved in during a COVID-19 lockdown	Develop a list of possible activities. President has met with Shire Community Development Officer and a follow up meeting is scheduled.	President	Ongoing
Deadlocks.	Following an insurance assessment, we were advised that we should install deadlocks on all doors at the Community Centre. S.Smith was requested to obtain quotes. As our AON application stated "standard door locks" however, and they are our insurer for 2021, it was agreed we no longer need to install deadlocks.		Complete
Bunbury Regional Prison – work team	An application for blanket insurance cover for all BPA sub-committees has been submitted and is being considered by the Bunbury Regional Prison head office.	President	Ongoing

Other Meetings/Umbrella Groups: None

Correspondence In:

From/Re	Info	Action
Jim Lethorn, VALMEC re WRR#0218-0364 – Balingup Water (18/02/21) email	x	
Jen Woollard, Water Corporation, re Briefing on current progress of Water Corporation work (19/02/21) email		x
G Davenport-Lang, re BPA review of financial statements (19/02/21) letter	x	
Ian Dodson, BUFC, re Lotterywest grant (23/02/21) email	x	
Fiona Sparkes, PRU Bunbury Regional Prison, BPA Project Nomination Form (23/02/21) email	x	
Nadia Adams, BMC, re BMC terms of agreement with BPA (02/03/21) email	x	

Correspondence Out:

To/Re	Info	Action
Fiona Sparkes, PRU Bunbury Regional Prison, re Pre-release prison program(23/2/2021)	x	
Jim Lethorn, VALMEC re WRR#0218-0364 – Balingup Water (11/02/21) email		x
Damien Morgan, Shire DB, re- Making trees safe at Balingup Community Grounds (12/02/21)	x	
Fred Mills, re Community Noticeboard thank you (12/02/21)	x	
Fiona Sparkes, PRU Bunbury Regional Prison, Project Nomination Form (24/02/21) email	x	

Resolution - that correspondence be received.

Moved (Sharon Smith) / Seconded (Noelene King)

Carried

Treasurers Report:

The Treasurer was not present so the Secretary presented the bank account statement to meeting-

Closing Balances: as of 26/02/21

BPA operating Account	\$ 9,123.73
Bendigo Bank Term Deposit 1	\$12,023.05
Bendigo Bank Term Deposit 2	\$35,141.35

Other amounts held for

Memorial Grants	\$ 260.17
Men in Sheds	\$ 400.00
Avenue of Honour	\$ 756.04

Accounts for payment: Bellfire \$75.35

Resolution - that the accounts be accepted for payment and the Treasurer's bank account statement be accepted

Moved (Jodie Hornum) / Seconded (Geoff McMullen)

Carried

New Business:

Discussion Item	Action	Action by
<p>Cluster Development Plan (see Annex B for details).</p> <p>In response to a submission made to the Bunbury Geopraphe Regional Plan, Wendy Trow has been invited to make a presentation to the WAPC group in Bunbury.</p> <p>The presentation was shown at the meeting and met with a positive response.</p>	<p>It was agreed that:</p> <ul style="list-style-type: none"> ○ The attendees at the 3 March BPA meeting support the concept of the Cluster Development Plan, and ○ That information be more widely disseminated in the community to confirm the level of support. 	President
<p>N.King asked if the Shire plans to hold another “mass” Australia Day event in 2022. W.Trow advised that she had relayed our preference to keep small individual events to James Jarvis.</p>	Continue to follow up with Shire.	President
<p>N. King on behalf of W. Irvine asked for an update of the Climate Change meeting held in late 2020.</p>	<p>J. Massey advised the recommendations went to Council, a regional working party has been formed and she is a member of that group. The group is in the stages of working out parameters.</p>	No action

Reminders:

Water Corporation update at Mushroom Café on 11th March at 9am

[Health and Wellness Festival](#) – Balingup Village Green - Sat 20th March

2021 Balingup Small Farm Experience

Long Table Dinner on April 9th, Farm visits on April 10th and 11th, Village Market Green on April 10th.

Meeting closed: 8.40pm

Next Meeting: Wednesday 7/04/21 at 7pm

AON Invoices	2020	AON Dec 20	AON Feb 21	Status
Public liability	\$1676	\$1676	\$1676	Paid
Associations liability	\$130	\$328	\$328	Paid
Personal accident	\$76	\$76	\$76	Paid
ISR Agricultural (buildings etc)	\$3582	\$7495	\$4,998.73	Paid
Total	\$5464	\$9702	\$7079	

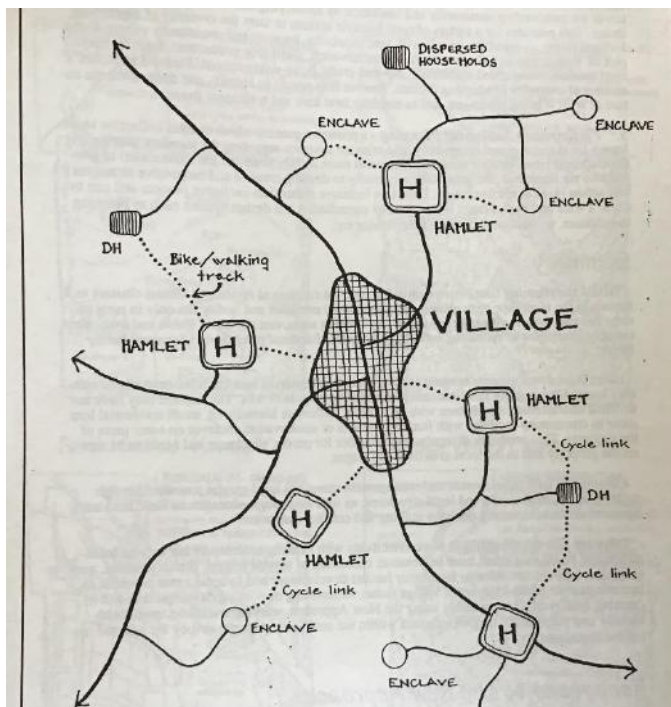
Building insurance		Contents insurance	
Community Centre	\$200,000	Community Centre	\$50,000
Workspace	\$120,000	Workspace	\$40,000
Carnivale toilets	\$20,000	Carnivale toilets	Nil
Carnivale containers x 4	\$15,000	Carnivale containers x 4	\$10,000
SFFD shed	\$30,000	SFFD shed	\$20,000
Community garden shed	\$1200	Heritage museum	\$10,000
Total	\$386,200	Community garden shed	\$2,000
		Total	\$132,000

	Type of cover	AON
Personal Accident	Volunteer personal accident	\$2,500,000
Association	Professional liability	Nil
Association	Management liability	\$5,000,000
Association	Association liability	\$5,000,000
Association	Employment practices liability	\$5,000,000
Association	Employee fraud`	\$100,000
Combined	Public liability	\$50,000,000
Combined	Product liability	\$50,000,000
Combined	Property in care	\$1,000,000
Combined	Owner liability of animals	\$50,000,000
Combined	Trade space liability	\$50,000,000
	Entertainers	
Combined	Negligent acts/ errors and omissions	\$1,000,000
	Car parking	\$100,000
ISR	Removal of debris	\$500,000
ISR	Gate takings	Nil
ISR	Accidental damage	250000
ISR	Money in transit/ in strong room/safe	\$50,000
ISR	Theft	\$15,000
ISR	Burglary (forced)	\$50,000
ISR	Theft of property in open air	\$15,000
ISR	Storm damage to property in open air	\$50,000
ISR	Marquees (fire)	\$50,000
ISR	Flood	\$100,000
ISR	Infectious/contagious disease	\$500,000
ISR	Buildings	\$386,200
ISR	Contents	\$132,000

Note: to be rechecked when Invoice/Cover Note is issued.

Cluster Developments

In 1995, Balingup Progress Association invited innovative thinker, Peter Cumin to share his cluster development concept with the community.



The concept was simple – instead of small towns growing through high density sub-divisions, clusters of 6-10 houses would be spread throughout the surrounding area. The advantages of this are:

- Farmers could carve off 5 – 10 acres of poor quality agricultural land, sell it and raise some capital.
- Rural sub-divisions of 10 – 20 acres would not be needed (these are often bought as weekenders from Perth - they are not used for agriculture or rentals and often present a high fire risk).
- High density sub-divisions on the edge of town would not be needed. (Balingup has had proposals for 50 – 300 house sub-divisions raised in the past).
- The 'hamlets' would offer small, strata title lots for people who want to live in the country but do not want to maintain big acreage.

These ideas were very well received by the community in 1995 and incorporated into the Balingup Strategic Plan. Unfortunately it could not get off the ground because of WA Planning Commission regulations governing infrastructure (water, electricity, phones). These issues no longer exist and Wendy Trow is 'resurrecting the concept' – not just for implementation in Balingup, but the entire State.