

<b>MINUTES 01/03/22</b>	<b>GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC</b>	
Meeting opened	9am	
Present	Katherine Thorgersen, Janine Milton Roz Benson, Ric Thomas, Wendy Trow, Jackie Massey, Damien Cameron, Joe Taylor, Katrin Menard	
Apologies	Karyn Conner, Michael Staffa, Pat Ridley, Geoff McMullen, Jodie Hornum.	
New business	<p><b>BalingUpcycle.</b> J.Massey provided an update:</p> <ul style="list-style-type: none"> <li>The group is enjoying great success and has extended their lease for another 3 months. They expect to be able to share some of their profits with BPA later in 2022.</li> <li>A fundraising event will be held on 25 March. Venetian style masquerade with limited numbers. 6pm at Balingup Goldsmiths. Jackie and team are currently investigating possible expansion into the empty cafe space (former Taste of Balingup). Uses could include community arts, sustainable centre. Business Plan is being developed to determine if this is feasible. Contact Jackie Massey for details.</li> </ul> <p><b>Medieval Carnivale.</b> D.Morgan advised that they no longer plan to hold solstice markets due to Covid. Now planning a 1 day event at the end of August 2022 and they will review in 2023.</p> <p><b>Road Safety.</b> Michael Staffa was unable to attend the meeting but provided a written update. He has spoken to the Shire and will now speak to MRD and Police. Joe Taylor advised he has written to the police and received a verbal reply (report tabled). It was recommended that:</p> <ul style="list-style-type: none"> <li>the two should combine their efforts to reduce duplication, and</li> <li>they ensure that written responses are obtained from the authorities.</li> </ul> <p>Once the Road Safety team has collected the information, it can be brought to BPA for a plan to be agreed.</p> <p><b>Environmental Action.</b> K.Menard asked the group to increase its work in the area of sustainability. It was agreed that W.Trow arranges an “Energy Usage” talk in Balingup through Transition Towns Bridgetown.</p> <p><b>Health &amp; Wellbeing Picnic.</b> K.Thorgersen advised that a Wellness Picnic will be held at 10am on Monday 7<sup>th</sup> March at the Village Green. This will be an informal event – BYO everything.</p> <p><b>Catering Supplies.</b> J.Milton offered to donate 100 glasses, trays, tablecloths and other supplies to the community. This to be available for loan at low/no cost. It was agreed that this could be combined with the SFFD &amp; Carnivale stocks and possibly combined in the Town Hall.</p> <p><b>Balingup Music Experience</b> – A summary of the proposed program for 2022 was provided via email by Gary Hodge (see “BPA Proposed Annual Program” attached.)</p>	<p>M.Staffa J.Taylor</p> <p>W.Trow</p> <p>J.Milton W.Trow</p>

	<p><b>Balingup Town Hall Lease.</b> W.Trow advised that preliminary discussions had been held with the Shire regarding the Town Hall lease. The Balingup Music Experience group is participating in these discussions and, if the lease is taken over by BPA, this group would assume responsibility for all town hall bookings.</p> <p><b>General Issues.</b> G.McMullen could not attend the meeting but asked that the following be discussed:</p> <table><tr><td>Map in bus shelter (needs update)</td><td>G.McMullen to liaise with H.Christensen</td></tr><tr><td>Water Corporation – top up trench, poor road seals and dead deodar.</td><td>G.McMullen to liaise with Water Corp</td></tr><tr><td>Street sweeper needed to sweep road gutters.</td><td>W.Trow to submit request to Shire for sweeper every 4- 6 weeks.</td></tr></table> <p><b>NBN.</b> Regional Development Australia South is examining opportunities and challenges related to the NBN network. Any NBN related representations or complaints in the past 12 months can be sent to him. He will not be addressing the specific complaints but will use the locations to map issues. He will also do site visits to confirm the data. To contact him direct: Mike Hendry Phone: 0477 352 943 Email: <a href="mailto:mike@rdasouthwest.com.au">mike@rdasouthwest.com.au</a></p> <p><b>Step by Step Guide to Service WA.</b> A guide to set up MyGov account, mygovID and Service WA account is available at Balingup Library (or Donnybrook CRC)</p> <p><b>Tracks &amp; Trails.</b> Group has met and plans to conduct a trails audit. Once this information is available:</p> <ul style="list-style-type: none"><li>• Visitor Centre can finalise trail head sign and trails brochures</li><li>• A report can be sent to Council for consideration in 2022/23 budget.</li></ul> <p>Anyone interested in joining this group, to contact Geoff McMullen.</p> <p><b>Pulse Oximeter.</b> Oxymeters measure oxygen levels and are useful for home monitoring during Covidetc. Available from Balingup Library and Shire Admin to the following:</p> <ul style="list-style-type: none"><li>• Non-Aboriginal and over 65</li><li>• Aboriginal and over 50</li><li>• Pregnant</li></ul>	Map in bus shelter (needs update)	G.McMullen to liaise with H.Christensen	Water Corporation – top up trench, poor road seals and dead deodar.	G.McMullen to liaise with Water Corp	Street sweeper needed to sweep road gutters.	W.Trow to submit request to Shire for sweeper every 4- 6 weeks.	<p>W.Trow G.Hodge</p> <p>G.McMullen</p> <p>G.McMullen</p> <p>W.Trow</p>
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Report on action items	Ongoing (tabled) Annex A Complete (tabled)	Chair Chair						
Correspondence list	Incoming/Outgoing (tabled) Annex B	Secretary						
Correspondence list accepted and received	<b>Moved</b> Jackie Massey <b>Seconded</b> Ric Thomas	Carried Y						
Other meetings or group minutes	None received							

Confirmation of minutes from previous meeting on 2/02/2022	Amendments N <b>Moved</b> Roz Bensen <b>Seconded</b> Ric Thomas	Carried Y
Treasurer's report and accounts for payment	(tabled) Bank account statement presented to meeting Operating account \$18407.51 (Includes monies held for Birdwood Park Avenue of Honour \$756.04, Men in Sheds \$400.00, Memorial Grant \$260.17) Term Deposit account \$35356.26  It was moved that the following accounts be approved for payment: Donnybrook CRC (Covid flyer photocopying) \$42.00 Balingup Post Office (Covid flyer letterbox delivery) TBA  Donations: none Membership payments: \$1.00 (K.Menard)	Treasurer
Treasurer's report accepted and accounts approved for payment	Amendments N <b>Moved</b> Janine Milton <b>Seconded</b> Katrin Menard	Carried Y
Business arising from previous minutes	<b>Refer to Annex B</b>	
Reminders	Wellness Picnic 10am on Monday 7 <sup>th</sup> March at the Village Green. Informal event – BYO everything.	
Meeting closed	10.30am	
Next meeting date/time	We discussed the possible impact of Covid on meetings over the next 3 months. Members advised that they wanted to keep face to face meetings (not Zoom) and stay outdoors if weather permits.  Next meeting: Tuesday 5 <sup>th</sup> April 22 at 9am	
Contacts	BPA email: balinguppa@outlook.com President – Wendy Trow 0457404571 brookview@wn.com.au	

1/3/22	<b>ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC</b>	
ITEM MEETING DATE PERSON RESPONSIBLE	ACTION	STATUS
<b>Australia Day 2023</b> Feb 22 (W.Trow)	Balingup BFB have requested another group cook next year. It has been suggested that we consider a new multicultural format next year.	<b>ONGOING</b>
<b>Insurance – Umbrella Groups</b> Feb 22 W.Trow	W.Trow has advised AON Insurance of the proposed changes in 2022: <ul style="list-style-type: none"> <li>• Cancellation of SFFD</li> <li>• Change of format for Carnivale (3 or 4 small events).</li> <li>• Addition of Balingup Music Experience group.</li> </ul> AON has advised their insurers and we await their response.	<b>ONGOING</b>
<b>Insurance – Property</b> Nov 21 (W.Trow) G.Hodge	W.Trow advised that the Shire cannot insure BPA property in the Town Hall. <ul style="list-style-type: none"> <li>• acoustic panels fitted on walls</li> <li>• sound system (in storeroom)</li> <li>• baby grand piano (if purchased)</li> </ul> AON has advised that they would need to get a quote to extend our cover. G.Hodge has advised that, if the Balingup Music Experience committee assume responsibility for running the Hall, they will insure the above items.	<b>ONGOING</b>
<b>Road Safety.</b> Feb 22 M. Staffa	M.Staffa to develop a plan of action and bring to a BPA meeting for approval.	<b>ONGOING</b>
<b>Event Coordinator.</b> Feb 22 P.Ridley	Event Coordinator has been paid all monies owing to her. Treasurer to: <ul style="list-style-type: none"> <li>• Return balance remaining in the Event Coordinator account to the SFFD, and</li> <li>• Close the Event Coordinator account.</li> </ul>	<b>ONGOING</b>
<b>FRRR Grant</b> Feb 22 W.Trow	Application for SFFD funding to Foundation for Rural and Regional Renewal (FRRR) – awaiting feedback from FRRR.	<b>ONGOING</b>
<b>Agricultural Show grants</b> Feb 22 W.Trow.	Andrew Scott followed up on this and found we do not qualify as we held a field day last year. We may be able to claim for the Event Coordinator wages for 2022 if they have another round of funding.	<b>ONGOING</b>
<b>Covid Preparedness</b> Feb 22 W.Trow	W.Trow has: <ul style="list-style-type: none"> <li>• Distributed a local BPA Covid mailout (28 Feb 22).</li> <li>• Updated the Covid street helpers list, and</li> <li>• Emailed community groups asking them to identify members who may need help and stay in touch with them during the next few months.</li> </ul>	<b>COMPLETED</b>
<b>Cluster Developments</b> Feb 22 W.Trow	W.Trow advised she held a productive meeting with the Shire Senior Planner, Kira Strang and Corporate Manager, Steve Potter to present the results of the survey; with a request that it be included in the review of the Local Planning Strategy 7.  Shire were receptive to the idea, though can see problems getting it through the WA Planning Commission. Shire staff undertook to carry out more research to determine the best way forward.	<b>ONGOING</b>

<b>Village Green Entrance Statement</b> Dec 21 H.Christensen	Townscape has discussed cleaning options and modifications with the sculptor Duncan Moon. Townscape/ H.Christensen will clean the sculpture and are progressing this project.	<b>ONGOING</b>
<b>Community Response in an Emergency</b> Nov 21 (W.Trow)	BADTA have confirmed they are forming a Tourism/Economy sub-committee. A meeting with CWA will be held in April – it is hoped they will form a “community” response group.	<b>ONGOING</b>
<b>Balingup Town Hall</b> Nov 21 (W.Trow)	The Shire has offered Balingup the opportunity to take over the lease to manage the Town Hall. See New Business for update.	<b>ONGOING</b>
<b>Volunteers Day.</b> July 21 W.Trow K.O'Connor	Volunteers and New Residents Day 6 <sup>th</sup> June 22 5.30 - 9pm. Balingup Recreation Centre BPA has agreed to contribute \$400/ Shire has already donated \$400. Discuss in June	<b>ONGOING</b> June 22
<b>Community Op Shop.</b> July 21 (J.Massey )	The shop opened in November under a 3 month lease. See New Business for update.	<b>ONGOING</b>
<b>Bunbury Regional Prison Workforce</b> March 2021 Wendy Trow	BPA has requested that all Umbrella Group's to make use of Prison Workforce. The Prison did not include Trails or the Community Garden in the list of approved activities. A second letter, with more details, has been sent to request this decision be reviewed. The Prison advise that all outdoor work team activities have been cancelled due to Covid.	<b>ONGOING</b>
<b>Community Insurance</b> May 2021 Wendy Trow	Letter sent to Labor representative, Jane Kelsbie 21 May, with a request that insurance companies provide “Community Group Insurance Packs”. W.Trow has requested a meeting with Ms Kelsbie.	<b>ONGOING</b>
<b>Use of BADSA building in emergencies</b> 2021 Wendy Trow	Balingup Recreation Centre was not activated on 5 <sup>th</sup> Feb (during extended power outages, phone outages and bush fires) because the Shire did not have the resources to deliver the generator. It was also found that the Sky Muster could only be fully activated (by DFES) when the centre is officially declared an Evacuation Centre. This was a very disappointing outcome and W.Trow is following up with Shire staff.	<b>ONGOING</b> March 22
<b>Update of map in bus shelter</b> June 2021 H. Christensen	Update of town map in bus shelter Costs to be negotiated with Sandy Mitchell and presented to BPA meeting for approval. <i>H.Christensen has confirmed this is still in progress – waiting for the weather to cool down!</i>	<b>ONGOING</b>
<b>General Signage 2021</b> (Helen C./ Deb Vanallen)	Make a list of all redundant signs in town (BADSA and Townscape). Send list to Shire and ask that they liaise with the landowner to arrange removal (Townscape). D.Vanallen confirms work is continuing on this.	<b>ONGOING</b>

**Correspondence List (as of 23/2/22)**

**Incoming - from**

Mike Hendry – RDA South West, re NBN Experience (15/2/22)

Stephanie Balzan, Aon Insurance, re Balingup Events Update (15/2/22)

Damien Morgan, Shire of DB, re Balingup Path Replacement (10/2/22)

Gary Hodge – Balingup Music Experience (status and program) (28/2/22)

Michael Staffa – Road Safety update (28/2/22)

**Outgoing - to**

Stephanie Balzan, Aon Insurance, re Balingup Events Update (6/2/22)

Fran Wilshusen, Balingup Medieval Carnivale Committee, re Letter of Authority (17/2/22)

BPA members, re Covid response – street volunteers (23/2/22)

BPA members, re Covid response – Local Covid preparations/response (23/2/22)

BPA members, re Covid response – Border reopening/Covid(23/2/22)