

MINUTES 4/08/2021	GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC
Meeting opened	7pm
Present	Sharon Smith, Ros Benson, Helen Christensen, Geoff McMullen, Pat Ridley, Jodie Hornum, Wendy Trow, Fred Mills, Helen van der Waal, Deb Vanallen, Janine Milton, Jackie Massey
Apologies	Wendy Ayers, Noelene King, Anish Shah
New business	<p>1.BalingUpcycle (Jackie Massey) An update was provided. Refer to Appendix A (Action List) and incoming correspondence</p> <p>2.Local Government Elections in October (Jackie Massey) Shire of Donnybrook Balingup upcoming local election in October, candidates from Balingup region encouraged to nominate. The next Ordinary elections will be held on 16 October 2021. Nominations open from 2 September to 9 September. Advertisement in August Preston Press and information available from website. https://www.donnybrook-balingup.wa.gov.au/.../local.../317</p> <p>3. SFFD and Health & Wellbeing Group collaboration (Janine Milton) An update was provided. Refer to Appendix A.</p> <p>4. SFFD/BMC shared coordinator discussions (Janine Milton) Currently having conversations around a shared Coordinator employed in a contract position. Janine is looking at available grant applications related to economic development.</p> <p>5. Water Corporation/Road closure Old Padbury Rd & Southampton Rd Southampton Road between South West Highway and Old Padbury road will be closed for Water Corporation construction of the Greenbushes to Kirup pipeline. The closure will be between Tuesday 10 – Thursday 19 August 2021 and there will be a detour for access to GVTP. Further information available from the Water Corporation. www.watercorporation.com.au/GTKLink</p> <p>6. Caravan and Camping (Deb Vanallen) BADTA joined forces with the Shire of Donnybrook Balingup and Donnybrook Regional Tourism Association, (contributing \$1,000) to buy into a 5 minute segment on the WA Caravan and Camping TV series which airs on GWN7 Saturday's at 5.30pm. Filming was on August 2nd and included the GVTP and the Historical Museum Exhibition. The segment will be going to air in August.</p> <p>8. Scarecrows in Balingup - a proposal to build 6 to 9 permanent scarecrows on the main street of Balingup (Deb Vanallen) BADTA request BPA's support for this project involving 6 to 9 permanent scarecrows through the town. This would provide numerous marketing opportunities for Balingup, increase visitation to the town, resulting in economic growth for local businesses. This project was presented to BPA previously but BADTA were unsuccessful in previous grant applications.</p>

	<p>Deb to provide proposal and design details to be included with agenda for next BPA meeting.</p> <p>9. Community Meeting, Donnybrook/Balingup Ratepayers & residents Association DBRRA (Fred Mills) A Community meeting will be held at the Balingup Town Hall on Tuesday the 10th of August, registration at 6.30pm and starting at 7pm.</p> <p>10. Town Hall decoration (Wendy Trow) A quote is being sought from Sean and Sandy Mitchell for the cost of ceiling decorations (similar to those used at the SFFD dinner) to be installed for year round use.</p> <p>11. Community List (Wendy Trow) The Shire's community list for the Balingup area has been updated by Wendy and will be forwarded to the Shire and Pam Williamson for inclusion websites. A copy will be included in the BPA Minutes.</p> <p>12. Community Centre Toilets (Fred Mills) It was reported they are now open (two out the three toilets are currently operational). A thank you to all volunteers involved.</p> <p>13. Balingup Primary School Breakfast Club Refer to incoming correspondence, request from BPS Chaplain Mary Taylor for funding from BPA. Motion – BPA will provide \$400 to BPS and review again in six month's time.</p> <p>Moved Geoff McMullen Seconded Wendy Trow</p>	
Report on action items	Ongoing (tabled) Complete (tabled) Refer to Annex A	Chair Chair
Correspondence list	Incoming/Outgoing (tabled) Refer to Annex B	Secretary
Correspondence list accepted and received	Moved Helen van der Waal Seconded Jackie Massey	Carried Y
Other meetings/groups	none	Secretary
Confirmation of minutes from previous meeting on 6/07/2021	Amendments N Moved Wendy Trow Seconded Jodie Hornum	Carried Y

Treasurer's report and accounts for payment	<p>(tabled)</p> <p>Bank account statement presented to meeting</p> <p>Operating account \$19,631.26*</p> <p>TD1 \$ 0.00</p> <p>TD2 \$35, 294.18*</p> <p>*Operating Account includes monies held for Men in Sheds (\$400.00) and Avenue of Honour (\$756.04)</p> <p>*TD2 \$27,000 of this is reserved as 'rainy day' account for SFFD & BMC.</p> <p>Donations: none</p> <p>Membership payments: \$1 Pat Ridley</p> <p>Accounts for payment:</p> <ul style="list-style-type: none"> • \$594 Covert signs (grant payment), • \$132 2R Electrical <p>Change of Treasurer Position</p> <p>The President advised that Pat Ridley has agreed to nominate for the role of BPA Treasurer at the next AGM. Helen Van der Waal (who has completed 3 years in office) has suggested that the changeover happen immediately so that he can start with the new financial year. This would be on the understanding that, in keeping with the rules of the AGM, all positions will become vacant in October and a vote would be taken if a second person nominates.</p> <p>It was moved that Patrick Ridley be appointed as Treasurer of the Balingup Progress Association and his name be added as a bank signatory. Tina Ridley to be appointed as Deputy Treasurer.</p> <p>Moved Wendy Trow Seconded Roz Benson</p> <p>The meeting thanked Helen Van der Waal for her service.</p>	Treasurer
Treasurer's report accepted and accounts approved for payment	<p>Amendments N</p> <p>Moved Helen van der Waal</p> <p>Seconded Janine Milton</p>	Carried Y
Business arising from previous minutes	None	
Reminders	None	
Meeting closed	8.21pm	
Next meeting date/time	07/09/2021 at 9am	

04/08/2021	ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC	
ITEM MEETING DATE (FROM) PERSON RESPONSIBLE	ACTION	STATUS
Volunteers Day. July 21 W.Trow	<p>Application has been submitted to Department of Communities to hold a volunteers celebration at Recreation Centre on 5 December 4.30-6.30pm. A grant of \$1000 has been requested. \$100 contribution from BPA will be required if grant is successful.</p> <p>We will not find out if the grant is successful until early November. It was moved:</p> <ul style="list-style-type: none"> that we change the date to Sunday 6th February 2022, and \$100 contribution from BPA be allocated if grant is successful. <p>Moved Wendy Trow Seconded Jodie Hornum</p>	ONGOING
Community Op Shop. July 21 J.Massey W.Trow W.Trow/J.Massey	<p>A number of group meetings have been held and there is lots of interest. Jackie Massey advised the group plans to open BalinguUpcycle in November 2021 under the auspice of Balingup Progress Association. All profits will go to BPA and community groups (similar to the SFFD Trust Fund).</p> <p>It was moved that:</p> <ul style="list-style-type: none"> The request to become an umbrella group of BPA be accepted A bank account be opened in the name of Balingup Progress Association – BalingUpcycle. Jackie Massey, Brenda Wright & Katherine Thorgeresen be approved as bank account signatories. <p>Moved Jackie Massey Seconded Roz Benson</p> <p>It was also agreed that:</p> <ul style="list-style-type: none"> The President advises our insurers (AON) that the group will be operating under BPA umbrella. BPA enters into a rolling three month lease agreement with the shop owners. Lease to be dual signed by J.Massey & W.Trow. 	ONGOING
SFFD/BMC July 21 J.Milton	The SFFD and members of Health & Wellbeing Group have met twice and are working on a merger of themes (growth and care of land, earth, yourself, communities) for the next event. A number of people are expressing interest in taking part. The next meeting is on August 16 at 10am at the Balingup Recreation Centre. Contact Janine Milton 0411 259 411.	ONGOING
Bunbury Regional Prison Workforce application March 2021 Wendy Trow	<p>Application for ongoing/general approval for BPA and Umbrella Group's to make use of Prison Workforce.</p> <p>- Chased by W.Trow in July - application has been submitted to Prison Board but Prison is still awaiting decision.</p> <p>-BSFFD and BMC can continue to use workforce.</p>	ONGOING

Community Insurance May 2021 Wendy Trow	Letter sent to Labor representative, Jane Kelsbie 21 May, with a request that insurance companies provide "Community Group Insurance Packs"). Chased in July. Ms Kelsbie confirms her staff are investigating. W.Trow met with Shire President and discussed insurance issues. Have emailed him a copy of the insurance details and he has advised he will try to take this up with the Warren Blackwood Alliance of Councils and/or SWALGA.	ONGOING
BPA Lease Agreement 2021 Wendy Trow	W.Trow has followed up with Shire but there does not appear to be any urgency. BPA lease agreement with the Shire expired 30 June 21 – continue to operate under that.	ONGOING
Use of BADSA building in emergencies 2021 Wendy Trow	Use of BADSA building by community during extended power outages/emergencies. BADSA and CWA have confirmed all OK. W.Trow followed up response from Jess at Shire office and will continue to progress.	ONGOING
Australia Day 2021 W.Trow	Place of announcements. President wrote to the Shire and requested that they reconsider their decision that all winners be announced in Donnybrook. Awaiting response.	ONGOING
BPA notice board (black board) June 2021 S. Smith	S.Smith and F.Mills have modified the board and attached a whiteboard material. Monitor success.	ONGOING
Update of town map in bus shelter June 2021 H. Christensen	Costs to be negotiated with Sandy Mitchell and presented to BPA meeting for approval.	ONGOING
Community Centre Toilets June 2021 W. Trow	W.Trow has requested Lucy to contact H.Christensen for photo for Preston Press to acknowledge volunteers	COMPLETED
Use of Town Hall by Community Groups June 2021 W. Trow	BPA President has discussed use of the Town Hall by community groups with the Shire President and requested that community groups not be charge set up/take down hourly rate. It is important that any changes do not have an adverse impact on the Recreation Centre.	ONGOING
General Signage 2021 (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)	ONGOING
BSFFD/BMC Insurance contribution (Treasurer)	To be annually reviewed and be formally communicated via correspondence to the umbrella groups by the Treasurer. (BMC's contribution details are included in their recent Partnership Agreement document). Action annually in November.	ONGOING November

Correspondence In:

INCOMING	INFO	ONGOING	ACTION
Grants Officer of Department of Communities re acknowledgement of application for Thank a Volunteer Day Grants Program (14/7/21)	x		
Chaplain Mary Taylor of Balingup Primary School re Balingup PS Breakfast Club (21/7/21)			x
Jackie Massey, BalingUpcycle Project, (31/7/21)			x
BADTA re Balingup Road Closure - Old Padbury Rd & Southampton Rd – information link (4/8/21)	x		

Correspondence Out:

OUTGOING	INFO	ONGOING	ACTION
To Department of Communities, re Volunteers Day Grant Application - Balingup (14/7/21)		x	
To Community Groups re Community List update (23/7/21)	x		
To BPA members re Community Volunteers Wanted, Monday 16 August at 10am at Balingup Community Centre	x		