

Honeywood Residents Group (Inc)

**Agenda for the Committee Meeting to be held on:
23 August 2016 at 7:00pm**

**Location: hosted by AS and MS
Chair: JM(President)**

1. Attendance

Present: CG, AM, MS, AS, HC, AL, JM, GM, EM,

Apologies: SH, RM

Guests:

2. Welcome

- Call for any additional agenda items

Meeting opened at 7:08pm

3. Confirmation of previous minutes

Confirm minutes from meetings:

- 13 July 2016

Amy moved accepting the minutes

Seconded by AM

Accepted

4. Contributions from residents/guests

Nil

5. Business arising from Minutes

Actions from 13 July 2016 meeting: CARRY FORWARD TO NEXT MEETING OR COMPLETE OUT SESSION

1. CG to add to the signatories list for the accounts. (outstanding) (CG and AM)
2. CG to provide AM with a copy of the AGM minutes (outstanding) (CG)
3. Car dash mats - RM to look at his Chinese suppliers (RM)
4. CG to give SH a photo of frog pond once the algae is gone (after summer heat) (outstanding) (CG)
5. CG and AM to see if WPA is interested in a joint community meeting with police and include a bushfire prevention update, possible Community picnic (will raise at April 17 2016 meeting of WPA) yes they are interested – sometime in the future
6. See if the Aubin Grove Community Group are interested in spreading the word about the Sunday Markets (JM) Farmers put out flyers – done AS to advice mothers group
7. SH and CG to work on the email to get a newsletter up. SH to do s template. Start a thread on the FB on what sort of things. (SH and CG) outstanding
8. Recirculate FAQ to committee (RM) outstanding
9. SH can give the breakdown of some of the stats on the demographic of the area. (SH) will email

10. Conflict of interest – CG to check her conflict of interest, CG to provide info on Lotteries west funding so AS can check her conflict of interest done
11. CG to do a pros and cons for each community garden site to provide to John at Satterley. Still to do
12. Investigate signs to go up to watch out fro quendas. CG to follow up
13. There is funding available through lottery west. CG to follow up
14. Flick Pieta an email re sausage sizzle at the Saturday markets when we are able to a sausage sizzle – re access at Christmas time
15. Action - JM to put this feedback into an email to give to SSY.
16. Add Manger Healthy Lifestyles to the FB page (MS) will add FB read only
17. Request from MV to advertise or share a page on FB for Rhee Taekwondo Atwell open day – will share on FB page. (CG)
18. CG to talk to SSY when she is back (18 July)
19. Internet issues – RM to update later
20. Insurance update – RM to advise next time
21. Doggy Day out – put on an agenda after organising the Carols to organise for early 2017.

6. Correspondence

- No correspondence this month

7. Reports

7.1. President

- Had cupcake stall and had the membership, but no one signed up.

7.2. Treasurer (AM)

No report for this month as Amanda was away

AM moved to accept the treasurers report

MS seconded

Accepted

7.3. Neighbourhood Watch (AL)

- Monthly report

\$3000 max application for NH, prefer applications for \$1000, needs to relate to safety, due in by the end of August. Ask people on the FB page and no really good ideas came through. AM will consider doing it for the dash mats. RM can provide the costs from suppliers.

7.4. Events (All)

- Carols by candle light (JM)

Provisional date Saturday 17 December – 6:30pm-9pm

JM has put in the Lottery West funding application has been submitted – applied for \$6000.

Part of the application is to provide the financial statements of HRG and the constitution.

When JM spoke to LW person, it is half the amount that they can provide funding for and they seemed pretty

Two documents are outstanding (after sending in the financial statement) - risk management plan, SSY has provided an example, and an event run sheet. These are required after past the first stage.

JM asked HC if she could look at the risk management plan

JM has spoken to the choirs about the timing for putting together the runsheet – main advice was to have Santa last.

JM to ask the Fire Brigade to have Santa come in on the fire truck.

Song books – sell the song book for a gold coin donation (PD to be approached to provide the printing), proceeds to go to HRG

Proceeds for the candle sales to go to Beyond Blue.

City of Kwinana have agreed to waive the cost of the park for the event JM has the paper work to do the approvals for the events, but will submit the application once confirmation from LW.

St John's Ambulance has been included in the quote – not yet to tentatively booked.

Estimate came to \$8000, quotes back from the Choir and Jazz ensemble - \$750 each (cheaper due to being a community group) – both have tentatively confirmed available. Urban Grove PS have been contacted, they can't commit their choir, however there are likely to be children who are interested.

Have been approached by the HW Markets to have carols at the markets – so another opportunity to have the children to be involved. School finished on 15 December so the event is out of school time.

Choir is the Rossmoyne Community singers.

Contacted Hammond Park, Aubin Grove and Harvest Lakes community group (Vavendi and Ross Noble at Hammond Park) – different date to all of these events.

Potential to do picnic baskets, JM spoke to the Health officers at CoK and picnic baskets would be a great time. Also see if some of the farmers market stalls to come, coffee lady, donuts. Suggest to ask them to see if they will do it as a donation – for Beyond Blue. Potentially could ask people to help out putting them together and could ask for people to book them.

JM has spoken to CoK about obtaining funding. Spoke to R to about it (one of the supporters for the LW grant). R has provided forms for an events – about \$3000.

7.5. Environment (CG)

- Community Garden update

Had a site visit and there are some issues with the two sites. CG to update on the issues in the spread sheet.

Ash and Holli will take the lead on the Community Garden on CG's departure. CG to arrange a hand over meeting with HC, AS and JM.

7.6. Membership (MS)

- Update

7 requests pending less than 7 days old

923 FB members

MS can provide new members with a schpeel on the HRG and make people aware that they can join.

JM commented rom the cupcake sale that people think they are members by just being on the FB page

MS will give people warnings about people who over advertise things, including personal items for sale. One post, not multiple posts. Buy and sell is like a business.

MS to post that this is not a buy and sell page.

MS bi and AS to update the intor on the FB page before the AGM

MS provide a one warning to advertisers and delete obvious non residents off straight away.

7.7. Social

Possible social event to say farewell to SSY and CG – November (it was suspected that SSY may be hearing the patter of small feet – question is boy or girl?)

7.8. Sub-committees

7.8.1. Community Garden

See update above.

8. General Business

- Exercise opportunities - Amy wants someone to market for 35 yr old cat ladies.

There have been no opportunities that have been provided for the past 2 years. There needs to be groups that cater for people who work.

There is a current group of “yummy mummies” that meet during the day.

There are also a number of person trainers in the estate.

Possibility to get some funding through the healthy lifestyle program at City of Kwinana.

- Disabilities and inclusion committee for CoK and GM attended the meeting today, and raised the issue of the bus stops. It is a safety and disabilities issue that people can not access the bus due to the location of the bus stops. GM read out the requirements and the plans to upgrade the bus stops by PTA so that it can comply with the federal disabilities legislation. PTA need to comply by 10 years time. However CoK are working with the PTA to upgrade the stops to include the bus shelters in some of the sites. GM suggested using the area around the Suggested putting something on the FB page that the HRG is working with the CoK to improve the bus shelters.
GM to update the HR FB page in the next few days.

- HRG webpage

RM needs to prioritise this or the committee suggested that we outsource someone to do it. Need to get Ross’s ok.

JM to talk to RM, perhaps post on the FB do see if anyone is interested, or the person who JM knows up the road who could do it.

1. Membership forms, community garden info can be on there
2. Then we can post the FAQs
3. Newsletter
4. Events and photos

- CG mentioned about the issue of the lack of shade and people weren't interested in coming to the meeting. Except for Biz, the others weren't interested.

The provision of shade could be something the community group could do and get funding with the CoK.

Amy suggested a weekly bio on who's who in the community, to get some traction on the FB page. JM will do the first one.

- Newsletter

CG to talk to SSY when she is back (18 July)

Ideas – neighbourhood watch, controlled burns, bush fire season, HC's foodie tips – best lunchbox ideas, JM's tips for Pokemon Go, environment update, Winston's walks, community garden, SSY updates for things, Markets, Christmas Carols, advertising for people in the estate (get payment)

- AGM prep and date

28 September was the proposed AGM date from the last meeting, Jo will be away from 22 September 3 October. Proposed date is Thursday 6 October. Alternative date is Tuesday 4 October.

Need to confirm that the Wandri Hall is available. Notice to be displayed at least 14 days prior to meeting – 22 September 2016

Actions –

1. Need to confirm that AM can make it. (AS has posted on FB and included SSY).
2. JM to invite the Mayor, Police, Fire Service, RW (CoK), FB (CoK), SSY
3. RM to invite the NBNCoperson to the AGM –
4. Include the School - AS to contact MC to see if she would like to attend.
5. CG to send contact details to AS for WPA and AS will email to confirm the Hall and the use of the urn and cups and saucers.
6. AM to ask if Steve from Neighbourhood Watch would like to come.
7. CG to finish draft minutes and draft agenda and circulate to committee members. Provide their CG to do post with details of meeting, nomination of positions and Members to give notice of items in writing to secretary.
8. MS can post membership forms.
9. JM will post on FB that it is happening after AM has confirmed that it is happening.
10. Nominate for committee members – AM (hopefully) and JM stay as Executive members and open up the positions of Vice President and Secretary

9. Next Meeting

Tuesday 20 September as a meeting to organise for the AGM.

- Nomination for location of next meeting – AS and MS

Closed at 8:29pm

Forward agenda items

1. WPA Neighbour Day 2017 to see if we do it next year- put on July meeting (CG)
2. Joint meeting with WPA
3. Organise the Doggy Day out