

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005**

MINUTES

1. Attenders and Apologies

Present: Peter Marshall (Minutes), John Sandow, Christine Kennedy, Christine Sandow (Chair), Ann Jones, Elizabeth Estbergs, Jan Booth, Judy Cross. Apologies: Alex Wells, Matt Gardiner, Kim Salton, Sue Cameron, Chris Quinn.

2. Minutes of previous meeting

Jan moved to accept the Minutes, and Elizabeth seconded. Minutes were accepted.

3. Business arising

Peter noted that letters mentioned in the minutes had not yet been sent.

4. Correspondence

Correspondence received since May meeting:

- Bank statement
- BOC Gas invoice
- Queanbeyan Age invoice
- Invitation to SES AGM
- Invitation to Bywong Community Association
- Cooma-Monaro Shire survey form
- Letter from Council about tennis court lighting
- Invoices from the Hall for Markets
- Invitation to attend Bywong Community Association Trivia Night on 30 July at 7.30pm - it was agreed that a group would attend.

Correspondence sent since May meeting:

- Letter to council about tennis court, oval and Miners' Memorial lighting and litter.

5. President's report - None.

6. Treasurer's report

None. Peter tabled a financial report (attached) on transactions in the preceding month. Liz requested some clarification of the purchase of the .org.au Domain Name. Peter clarified that this was in addition to the .org Domain Name, and would automatically redirect to the existing website. No changes were required to Association literature or letterheads.

7. Community organisations' reports

- a. Landcare - No formal report. It was expected that more willow removal would be conducted the weekend following this meeting.
- b. RFS - A written report was provided and is attached. It was also noted that, weather permitting, there would be a hazard reduction burn the Sunday following the meeting.
- c. SES - Ann reported that the SES had had a very quiet month. Some members had re-trained in the use of the OxyViva equipment, and more training was planned. The AGM would be held on 3 July at 12:00 and lunch would be provided.

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005**

MINUTES

8. ***Subcommittees' reports***
 - a. Markets - Peter provided a written report (attached). Liz noted that she had been told Hall Markets display 30 signs around the Canberra region and do not lose any, and also have pamphlets "everywhere". Queanbeyan Community Radio was mentioned as a source of free advertising, and it was suggested that Kim Salton be asked to speak on Triple6 on the Markets morning. It was also suggested that the Markets should be listed in the Southern Tablelands Arts newsletter. [ACTION - Peter]
 - b. Ball - A written report was provided and is attached. It was commented that:
 - it would be useful for the Hotel to be informed of the date (for accommodation), and
 - with Lavender Cottage's limited opening hours and days, it would be advantageous if other outlets in the village could also sell tickets.
 - c. Tip - It was noted that the Council's Waste Management Strategy had been released.
9. ***Representatives' reports***
 - a. Mines rehabilitation committee - It was reported that there had been no developments. It was proposed that the Association write to the Minister, copying it to the Council's General Manager. John agreed to draft a letter. [ACTION - John]
10. ***Section 355 Committees' reports***
 - a. Hall - Although Council reported having done some maintenance work, on the day of the Markets the "crash doors" (fire exits) had been very difficult to open. Also one of the theatre light fittings is hanging off the wall. However, the floor had been repaired. Council was proposing to install an instant hot water system.
 - b. Swimming Pool - It was proposed that the Association write to the General Manager again about the status of the Committee. A local resident had reported that the GM had referred to the Committee as existing and volunteers as able to open the pool. [ACTION - Peter]
 - c. War memorial - Nothing to report. The gardening work was expected to be attended to in Spring.
11. ***Reports on other projects and activities***
 - a. Pathway To Gold - Jan reported that De Neefe would not be supplying the sign and she would be asking Ricky Rankin if he could fabricate something. Council plans to purchase the land at the Lookout.
 - b. Cemetery - Liz reported that the poles and signs had been returned to her but had not yet been installed. There had been no response to the Cemetery Management Plan. Liz also reported that Council staff had found lots of records when they moved from Queanbeyan to Bungendore .
 - c. Rail Trail - no developments.
 - d. Directory of Services - Liz and Chris reported no progress. Council may

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005**

MINUTES

become involved.

- e. Website - Peter reported that some of the larger pictures had now been made into "thumbnails".
- f. Water charges - there were no developments apart from the release of the Draft Management Plan.
- g. Tourism Group - It was reported that Council had set aside funds in the Draft Management Plan. It seemed that because of the divisions between the areas, Council would be developing the tourism agenda "from the top down", rather than it being community driven.
- h. Back To The Flat - Liz and Peter reported on the meeting held on 7th June. Another was planned for Tuesday 5th July to gauge interest and momentum. Further community consultation was required. It was noted that the Motor Accidents Authority provides grants.

12. ***General business***

- Gary Nairn - Chris proposed, and it was agreed, that the Association write to Gary Nairn to express its condolences on the death of his wife.
- TV repeater there was some discussion of the TV repeater, which had apparently been malfunctioning.

13. ***NEXT MEETING***

7.30pm 20th July in the Hotel.

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005**

MINUTES

**FINANCIAL REPORT
JUNE 2005 MEETING**

Payments made:

<i>To</i>	<i>For</i>	<i>Amount</i>	<i>Cheque Number</i>
Australia Post	PO Box renewal	\$56	227
<i>Account Balance at 31 May 2005</i>		<i>\$11,996.42</i>	
Markets and Fairs Magazine	Markets advertising	\$165	228
Multimedia Entertainment	www.captainsflat.org.au domain name for 2 years	\$29.95	229
Hall Committee	Hall hire for Markets: October ^{1,2} 2004 - \$139.60 November ^{1,2} 2004 - \$106.60 December 2004 - \$50; February 2005 - \$50; March 2005 - \$50; April 2005 - \$50; May 2005 - \$50.	\$496.20	230
Guy McGoogan	Hall cleaning for Markets: December 2004; February, March, April & May 2005	\$250	231
<i>Expected balance</i>		<i>\$11,055.27</i>	

¹ Includes gas

² Includes cleaning

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005
*MINUTES***

CAPTAINS FLAT RURAL FIRE BRIGADE REPORT

JUNE 2005

There had been no incidents or call-cuts since the last Community Association meeting. On Sunday 19th June a hazard reduction burn was planned for a property on Lily dale Road (off Jerangle Road), weather permitting.

Members would be undertaking training for Advanced Firefighter qualification and First Aid over the next few months.

The Zone (Lake George) Community Education Committee meeting would be held on 12 July to discuss committee structure and priorities for Community Education.

The Brigade would be encouraging residents to:

- install smoke alarms
- check electrical equipment
- clean chimneys develop and evacuation plan for each house, draw it up and practice it.

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005**

MINUTES

**REPORT FROM THE
CAPTAINS FLAT ANNUAL BALL ORGANISING COMMITTEE**

- The Captains Flat Annual Ball Organising Committee met in April. This year's committee is Brenda Carter (chair), Anne Blackley (treasurer), Karen Paxton, Manda O'Donnell, Jan Booth, Chris Sandow
- The Ball will be held on Saturday 19th November from 8pm - 12 pm in the Community Hall and will take the same form as last year with BYO basket supper and drinks. Dress is to be formal.
- The band will be Annie and the Armadillos. The idea of a DJ in addition to a band (as suggested by the community association) was discussed and rejected as being inappropriate for a formal ball.
- Tickets will be \$25 per person.
- There will be 140 tickets available. They will go on sale one month before the Ball. Tickets will be sold through Lavender Cottage and will be sold on a first come first serve basis with no pre booking or reservations. We consider this to be a fair way to sell tickets as we are anticipating increased demand after the success of last year's Ball. This will be extensively advertised so there will be no confusion and everyone wanting a ticket will have an equal opportunity to buy one.
- The Committee will be seeking sponsorship from local and regional businesses to meet the costs of the Ball.

**CAPTAINS FLAT COMMUNITY ASSOCIATION
MEETING 7.30PM WEDNESDAY 15 JUNE 2005
MINUTES**

MARKETS REPORT
4th JUNE 2005 (Peter Marshall)

Publicity

- The usual publicity was sought. There was no paid advertising this month. I did not get the opportunity to put a sign on Canberra Avenue.
- I distributed flyers at the Queanbeyan Cottage Markets in late May, but although some expressed interest there were no new stallholders as a result of this. Queanbeyan attracts stallholders from as far away as Goulburn and Cooma. One noted that Bombala now has a market on the same Saturday as us, and some produce-sellers noted that the Farmers Market at the Canberra Exhibition Centre is on the same day as ours (every Saturday), and that a Queanbeyan Farmers Market will commence from Saturday 18 June every Saturday at the Showground. (Note this commences at 13:30 and we could try to attract sellers to our market first.)
- I was unable to get to Braidwood or Bungendore Markets to distribute flyers there.
- I submitted information to ABC 666 for their community announcements, and was offered a live slot on air between 2pm and 3pm on the Friday. I was unable to take up this offer, and Tania and Tony were also unavailable at such short notice. There was too much to do on Saturday morning to phone 666 at 7am.
- Future publicity can include mention of free-range eggs (Elizabeth from Braidwood brought some), and face-painting (Di).
- John Mitchell from the Bungendore Mirror came and took photographs, one of which was printed in the newspaper dated 8th June. He correctly reported that customers were few and far between.

On The Day

- There were several new stalls, and some regulars did not attend.
- Although there were very few customers, most stallholders (including new ones) were content and indicated they would return next month.
- Therefore there will be substantial pressure on space if regular stallholders also return.
- There was also a shortage of trestle tables. Some are broken or unstable. It looks like they have been ineptly folded, and it may be worth considering whether folding tables are ideal for our purposes, given the risk of damage. Can we (or the Hall Committee) purchase some more, (simple) trestle tables before the July Markets?

Takings

- Income was slightly reduced by the shortage of trestle tables, so that I felt I had to give some concession (discount) to stallholders who ended up with unsatisfactory tables. So as to encourage his return, Glenn (woodwork) was not charged a stall fee, as he made no sales.
 - Stall fees and table hire \$210
 - Donations \$19.55
 - 1 book sale³ \$25
 - *Total* \$254.55
- On Wednesday 8 June a total of \$299.55 was banked using a paying-in slip from the back of the chequebook.

³ Some time ago Lorraine gave me \$45 for three wholesale-priced books, and I added that to the takings. As "extraordinary" income I have not included it here, but it was included in the deposit.