

CAPTAINS FLAT COMMUNITY ASSOCIATION

MEETING

7.00PM WEDNESDAY 12 AUGUST 2009

MINUTES

1. *Attendees and Apologies*

Peter Marshall (Chair), John Sandow (Secretary), Paul Cockram, Elizabeth Estbergs, Alex Fry, Katrina Gamble, Anita King, Chris Sandow.

Apologies: Judy Cross

2. *Minutes of previous meeting*

Accepted (Chris Sandow; seconded Peter Marshall)

3. *Business arising*

Mtg REF	WHAT	WHO	PROGRESS
21 Aug 2008	Jason Platt to be requested to dig Cemetery post holes.	Anita King	No action to date. EE to advise number and placement of holes.
15 Apr 2009	Continue to seek resolution to public liability insurance issues	John Sandow	Increasing numbers of stall holders now personally insured. Alternative insurer to be identified before premium falls due.
15 Apr 2009	Paul Cockram to advise re s355 Tourism Committee, and response to letter to Council re Community Garden.	Paul Cockram	No report to date. Action: JS to remind PC before next meeting.
17 Jun 2009	Request loan projector from ABI and investigate "extreme short throw" option	John Sandow	See Project Reports below
15 Apr 2009	Approach potential candidate for treasurer position	Chris Sandow	Candidate approached – no appointment to date
17 Jun 2009	Send cheque for \$120 to SES for Emergency Cards	Chris Sandow	Done
17 Jun 2009	Follow up production of STARTS stage shows	Peter Marshall	Potential coordinators approached – no action to date. Action: PM to send info to EE, AF and AK.
17 Jun 2009	Contact Ball Committee to ensure planning in progress	John Sandow	Planning in hand.
17 Jun 2009	Resolve laptop functionality	John Sandow	Done

4. *Correspondence*

In: Bank statement (now 4 monthly)
Govt Department information flyers (various)
MYOB regarding technical support for financial software

Out: STARTS membership form
Email traffic regarding the Kings Highway to Discovery project

5. *President's report*

PM noted that the rubbish tip hours had been shortened by half a day (open Monday from 7am to noon) which was a better outcome than Council's original plan which was to reduce the opening hours to the weekend only.

6. *Treasurer's report*

PM is currently acting as Treasurer. The financial software was now functional. **Action: PM to circulate prior to the September meeting a treasurer's report from end March.**

The possibility of tying reports to the 4 monthly bank statement cycle was discussed. Constitutional requirements will need to be met. **Action: PM to recommend the way forward at the next meeting for decision.**

CS proposed the Association allocate:

- a. \$165 to the purchase of a toner cartridge for the Captains Flat Telegraph
- b. \$94.60 to the purchase and printing of prize-winners' ribbons for the Big Bake Off.

Both recommendations were approved.

7. *Community organisations' reports*

- a. Captains Flat Rural Fire Brigade

There was no formal report however EE noted that a hazard reduction burn had been conducted on Sinclair Road. It was also noted that the planned monthly sounding of the fire alarm had not been maintained.

- b. SES

KG reported that the primary activity of the SES had been its CFR work. A motor vehicle accident involving motorbikes had occurred on Cattle Flat Road. Training for new members was in progress.

8. *Subcommittees' reports*

- a. Markets

CS reported that the July and August markets had been successful with more than 200 people through the door in July. A number of new enthusiastic stall holders had been welcomed. The Plaza Theatre Café was operated in August by ladies who raise money for St Joseph's Orphanage in Vietnam. They appreciated the opportunity. Markets for the next three months include additional attractions:

- September 5 – Big Bake Off
- October 3 – Quilt display
- November 7 – Environmental theme

- b. Ball

CS indicated that the Ball Committee has met, has appointed some office bearers and intends to provide a written report for next meeting. It is understood that a theme and date are decided.

c. Mines Rehabilitation

Not known if this committee still meets. JS reported that further work had been conducted on the processing plant site where soil excavated from the works at the Country Energy sub-station have been used to deepen the top-soil layer to the South of Old Mines Rd.

9. Palerang-wide Section 355 reports

a. Palerang Heritage Committee

Meeting is occurring simultaneously (12 August). No Captains Flat issues are scheduled for discussion.

b. Palerang Cultural Development Committee

PM has received no reports of activity. **Action: PM to ask if the committee requires a new representative from Captains Flat.** (Note that the S355 committees are being reviewed by Council).

10. Local Section 355 reports

a. Community Hall

A newly formed company “Traditional Building Maintenance Pty Ltd” has been appointed by Palerang Council to conduct the maintenance audit on the Community Hall. The company representatives met with the Hall Committee and a number of contractors to discuss the work. It is expected that a report on the roof will be available to Council by about 20 August with a progress report on the audit about a week later.

b. Wilkins Memorial Park

The committee met immediately prior to this meeting. Minutes will be available. Some of the points noted: AF has a new line marking machine for the oval; a rugby league game will not be held on the oval in 2009; the committee intends requesting that the RSL write to Country Energy asking that the Cenotaph be lit at night.

11. Reports on other projects and activities

a. Cemetery – no report

b. Website

There is currently no diary page on the site (PM).

c. Mine mural – no report

d. Hall projector

JS reported that a change in personnel at the supplier ABI now meant that a projector could no longer be supplied “on trial”. The question of whether an “extreme short throw” projector could achieve the desired picture size and quality while mounted at the front of the stage was still not resolved. **Action: JS to pursue the extreme short throw option. If this option could not fulfil the requirements within budget, proceed with purchase of the Benq MP727 at the discount price of \$1,995.**

12. General business

a. Digital TV repeater

EE circulated a link prior to the meeting to the Burra-Urila Residents’ and Ratepayers’ Association website in which it was noted that Federal MP for Eden-Monaro, Dr Mike Kelly,

had forwarded a request from Burra for a grant to upgrade the analog television transmitter on Mt Urila to Senator Stephen Conroy, Minister for Broadband, Communications and the Digital Economy, for consideration. The proposal is that Captains Flat makes the same request. Analog transmissions are now scheduled to be terminated sometime during the six month period starting 1 January 2012. **Action: JS to recirculate the web link.**

b. Community photo archive

EE noted that the photo archive had been loaned to the Captains Flat Public School to be used for the 25th Anniversary program. She also noted that Mike Muggleton, proprietor of Reclaimed Timber Furniture, intends framing a selection of photos for sale in his shop. The photographs would make a good souvenir for visitors.

13. Next Meeting

Wednesday 16 September, 7pm (Venue to be advised as Hall will be out of bounds)

ACTION LIST

Mtg REF	WHAT	WHO
21 Aug 2008	Advise number and location of Cemetery post holes to be dug	Elizabeth Estbergs/Anita King
15 Apr 2009	Consider alternate public liability insurance providers before December 2009	John Sandow
15 Apr 2009	JS to prompt Paul Cockram to advise re s355 Tourism Committee, and response to letter to Council re Community Garden.	John Sandow/Paul Cockram
17 Jun 2009	Seek "extreme short throw" solution for hall projector and proceed with purchase based on results.	John Sandow
12 Aug 2009	Forward STARTS stage show information to EE, AF and AK	Peter Marshall
12 Aug 2009	Circulate treasurers report for March 2009 – August 2009 prior to next meeting	Peter Marshall
12 Aug 2009	Make recommendations re frequency of financial reporting to next meeting	Peter Marshall
12 Aug 2009	Determine need for rep on Palerang Cultural Development Committee following review	Peter Marshall
12 Aug 2009	Circulate Burra info re digital repeater grant request	John Sandow