



HAMLEY BRIDGE COMMUNITY ASSOCIATION INC  
MINUTES ORDINARY MEETING HELD AT THE INSTITUTE ON 18<sup>th</sup> March 2020

**1. ACKNOWLEDGEMENT**

“We acknowledge the land we meet on today as the ancestral land of the Kurna/Ngadjuri people. We respect the deep spiritual relationship of Aboriginal people with their country. We also pay respect to Aboriginal people who may attend from other areas of South Australia”.

**2. OPENING**

Meeting opened at 7:30 pm

**3. ATTENDANCE RECORD**

Richard Gregory (Chair); Ann Sellars (Treasurer); Barbara Chappell (Secretary); Cr Wendy Williams; Mel Collinge; Kerry Ninnes; Lynda Webb; Marilyn Nichols; Kathy Elliot; Peter Gillan (Deputy Chair)

**APOLOGIES**

Kiri Togo-Hawkins, Paul Voegel, Tina Mundy; Bev Carson; Sandy Brown

**4. MINUTES OF PREVIOUS MEETING**

**Motion:** That the minutes of the previous meeting held on the 13<sup>th</sup> February 2020 be taken as a true and correct record.

**Moved:** Cr Wendy Williams    **Seconded:** Melissa Collinge    **Motion:** Carried.

**5. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

5.1 Richard to organise tag and test for the Institute – *completed.*

5.2 Institute hall floor polishing to be actioned – *completed.* *A big thank you to Hugh Tily for all his work on the hall floor. The floor is only to be dusted and not washed to preserve the waxed surface. The floor is due for replacement within the next few years so the current waxing should last until then.*

5.3 Revised constitution to be emailed to committee members for review. *Done.*

5.4 Meeting of Executive Committee to be organised to gain agreement on draft constitution for presentation to the members of the association for endorsement. *The Executive Committee met to revise the constitution and a draft will now be sent to committee members for review. A motion for endorsement will be put to the next general meeting of the Association.*

5.5 Workshop to be organised with the executive committee to review the feedback on the 5 Year Plan and set priorities. *Still to be done.*

5.6 Meeting with library group to be organised within the next few weeks. *Done. Clarified that Lynda Webb is the contact person for the group. The group has changed its name to the Hamley Bridge Book Exchange and Drop-in Centre. They are a group not a sub-committee of the association. The group has responded to the Discussion Paper on contributions to the maintenance of the hall by taking on the cleaning of the book room; meeting room and the foyer. Much appreciated.*

5.7 Barbara to follow up with council about the flagpole and pigeon damage to the Institute. *A new flagpole has been erected – a big thank you to Wakefield Regional Council; no news yet about the pigeons.*

5.8 Damage to the carpet in the supper room to be fixed. *The insurance company is getting quotes.*



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- 5.9 Budget lines to be set up for fundraising amounts allocated to community groups to keep track of expenditure. *To be actioned.*
- 5.10 Need to put a call out for a new Senior Citizen's Dinner organiser. *To be actioned with a call out in the Hamley Headlines.*
- 5.11 Need to promote the town Garage Sale and Market. *The committee made the wise decision to postpone the event in view of the coronavirus.* We took this decision in response to SA Health warnings about group gatherings. We also considered the protection that being a country town provides to us and the garage sale and market would bring in visitors.
- 5.12 Discussion paper options selection forms to be collected from community groups before the 31<sup>st</sup> March. *Book Exchange Group has responded.*

**6. CORRESPONDENCE IN/OUT**

- 6.1 Local Town Committee Contribution letter from WRC. Contribution submission form; and insurance information. Response email to WRC to advise we have a strategic plan workshop scheduled for end of March and will send a letter of response following the workshop.
- 6.2 Request from Crawford and Company Insurance for details about the age of the Institute and when changes were made to the building. Details emailed on the 20<sup>th</sup> February 2020. Thank you to Louise Wren for providing the collated information on the town buildings.
- 6.3 Email from Rob Kelly with offer of a large amount of correspondence dating back to 1913 – 1933 to a Mr J H Stott, Farmer, Hamley Bridge. Emails passed on to President Richard Gregory and President and Secretary of the History Group. One of the residents in the aged care facility is a Stott and he is 103 years old.
- 6.4 Invoice for carpet cleaning from VIP. Invoice forwarded to WRC for payment via insurance claim.
- 6.5 Emails from Holly Hannaford (WRC) re: the Grants Newsletter; Nominations for the 2020 Premier's Certificate of Recognition for outstanding volunteer service; information about the School of Creative Industries students at UniSA and what they can do with Websites, logos, sponsorship proposals, short documentaries at no cost for SA community/NFP organisations.
- 6.6 Email from Holly Hannaford re: the viability of the placement of a Library Kiosk computer in the Institute. Meeting organised with the Library Group on Monday 16<sup>th</sup> March to gather information. *The group agreed the kiosk was not suited to the book exchange set up.*
- 6.7 Emails re: the garage sale and market. Passed on to convener Mel Collinge.
- 6.8 Emails from Katz Green (HBCA website developer) re: the updates to the website. Responded to Katz with appreciation from the committee.
- 6.9 Follow up emails to WRC re: the new flagpole for Anzac Day.
- 6.10 HBCA update for Hamley Headlines.
- 6.11 Quote from OnTop Roof Restoration for cleaning and maintenance work on the Institute roof. Motion that we proceed with the work. Moved: Ann. Seconded: Mel. Motion carried. Barbara to contact Danny to advise him.

**7. FINANCE REPORT**

- 7.1 Balance for the Institute account is \$4285.85; and \$8500.00 for the HBCA.
- 7.2 Ann is working hard on sorting out the GST status of the association.

**8. MEMBERS/SUB-COMMITTEE REPORTS**



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- 8.1 The History Group car club breakfast fund raiser was a great success for the group and the town with lots of people visiting. Marilyn presented a cheque for \$67.80 as a contribution to the association for the use of the Institute. Many thanks to the History Group. Marilyn advised that some of the crockery in the kitchen cupboard was not clean and also the BBQ needed cleaning.
- 8.2 The Swimming Pool Committee will close the pool on the 31<sup>st</sup> March. The season was well supported by a core group of volunteers and much appreciated by the families in the town. WRC had all the local pools audited and there are lots of repairs needed to bring the pools up to standard.
- 8.3 The Book Exchange and Drop-In Group have plenty of volunteers. They had decided not to have the kiosk computer that was at the General Store installed at the Institute. Delivery of books ordered from libraries will continue to happen at the store. The group want to get more shelves in and some comfy chairs so people can sit and enjoy books and conversation. They will be holding a trading table as soon as it is okay to hold events again.
- 8.4 The River Regeneration Group is going okay. Kerri was asked if she was aware of any environmentally friendly ways to deal with the miggies. She talked about the dam holding water in the area and that council was asked not to rebuild it when it was damaged several years ago. Cr Wendy to make enquiries with Kelly Westell at council.
- 8.5 The Dog Club reported that all training activities had been stopped until the 30<sup>th</sup> April in response to guidelines from Dogs SA.
- 8.6 Football has been deferred until the 31<sup>st</sup> May.
- 8.7 The Christmas Party Sub-Committee met briefly in February and will reconvene within the next few months.
- 8.8 Mel from the town Garage Sale and Market Group reported she had 17 indoor stalls and 6 outdoor stalls registered and 15 garage sales. The committee commended Mel for all her work on the event and acknowledged it was a tough call to postpone it.

## 9. OTHER BUSINESS

9.1 The Anzac Day activities will have to be cancelled as a result of the coronavirus. We will still raise the flag (on our new pole) and invite everyone to tune into ABC 89.1 at 6:00 am for the Dawn Service. We are asking people to crochet poppies that we can use to light up the memorial with fairy lights.

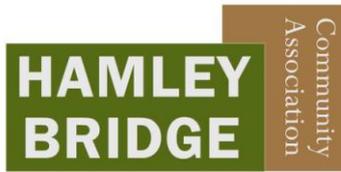
## 10. NEXT MEETING

The date of the next meeting is scheduled for the 8<sup>th</sup> April. This may not go ahead depending on where things are at with the health risk.

Meeting closed at 9:20 pm

## SUMMARY OF ACTION ITEMS

- Revised constitution to be emailed to the members of the association for endorsement at the next general meeting.
- Workshop to be organised with the executive committee to review the feedback on the 5 Year Plan and set priorities.
- Repair work to the supper room to be followed up with WRC.
- Budget lines to be set up for fundraising amounts allocated to community groups.
- Call out in Hamley Headlines for someone to organise Senior Citizens Dinner in December.



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- Discussion paper options selection forms to be collected from community groups.
- Barbara to contact On Top Roof Restorations to do maintenance work on the Institute roof.
- Ann to sort out GST arrangements for the Association/Institute.
- Crockery in the Institute kitchen to be put through the dishwasher.
- Cr Wendy Williams to speak to council about the dam on the Light River.
- Flag to be raised at the Institute for Anzac Day; notice to be put in Hamley Headlines to tune into ABC 89.1 at 6:00 am for the Dawn Service; and poppies in fairy lights to be put around the memorial.

Chair: \_\_\_\_\_

Secretary: \_\_\_\_\_

DRAFT