**Minutes: 13th June 2023: 6.45 pm, Macclesfield Institute**

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| **1**. | **PRESENT:**  | P. Worland (Chair), C. Gordon (Vice), G Harris (Treasurer), J. Conroy (Secretary), L. Boyd, R. Davidson, M. Buckby, , K. Stephenson, K. Scholz |
| **2**. | **APOLOGIES:** | D. Maher |
| **3**. | **WELCOME:**Acknowledgement of the traditional owners - the Peramangk people – past, present and emerging, on whose land we meet tonight.  |
| **4**. | **GUESTS:** | Brian Lewis (Biochar group)Finalist in Climate Leaders SA Awards (Community Category), request to display certificate in Institute. Established for 4 years - intention to capture carbon in the ground, multiplier effect as plant growth also captures carbon. Challenge - suitable wood supplies; free pick up, or community can drop off. Production cost offset through Biochar sales.P. Worland suggested contact G. Sarre re Mount Barker District Council offset emissions plan. B. Lewis indicated Council needed to engage more with the process, suggested scope for Biochar to assist with fallen logs eg. CFS prescribed burning, Council tree pruning fallen roadside vegetation (roadside collection not permitted). General discussion regards carbon offset, MCA support to assist message re climate change and Biochar production, influence council to promote ideas and other Biochar volunteer groups initiated (Normanville, Uraidla) Kelvin Williams (Agistment Manager)Income $600 per year. Summary of History of Night Paddock (7.5 acres). Need to monitor stocking rates. Currently agisted which helps with management of long grass. Tenant needs to maintain fencing. Macclesfield Bushcare grant for Gorse & Blackberry removal. Liaise with Bushcare group re managing the area, due for a broad leaf spray. Kelvin happy to continue the role of managing (volunteer role).  |
| **5**. | **MINUTES OF PREVIOUS MEETING:** | Motion: “That the minutes of the meeting held 8/5/23 be accepted”.  |
|  |  | Moved: M. Buckby | Seconded: C. Gordon | **Motion carried** |

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| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **6.** | **Business Arising from Minutes** |
| 6.1 | Community Emergency Response: Resilience Network | * L. Boyd tabled Governance Structure options & TOR provided by D. Hurford
* Info booklet - thanks to Ky Maher for formatting. L. Boyd has amendments
* Need for a representative spokesperson convener for all group conveners
* SES storm session to be held
 | * Needs MCA to approve and sign the ToR
* Proposed to have A4 format as lots of info, QR code linking to MCA website
* L. Boyd nominated
* July 13th 6.30- 7.30 pm
 | P. Worland G. Bridges |
| 6.2 | Crystal Lake progress | * No change to plan
* P. Worland deputation with Mount Barker District Council at this month’s Council meeting,
* New seats installation not approved – Council stated proposal did not meet minimum standards for installation of public furniture

- Council requires Engineer drawings for path, if engage a consultant at approx cost of $10 000. * Hills Courier journalist meeting Friday for news article re value of making Crystal Lake Park more inclusive for community members with mobility challenges
 | No feedback from CouncilRaised with Council that seats installed around district are on multiple surfacesMCA not in position to fund, Council will need to MCA hopeful that the Council may at some point in the future fund to complete path | P. Worland |
| 6.3 | Bollards project- Crystal Lake Park | * Thanks given to R. Davidson for MCA rep.
* Council has signed off, very happy with the quality of the job.
 | Invoicing: most bills sent direct to council, overall costs not clear yet or payment to MCA.  | P. Worland to follow up the payment of invoices |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **6.** | **Business Arising from Minutes (Cont.)** |
| 6.4 | Macclesfield Resilience Group – governance discussion | * Covered in 6.1
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| 6.5 | Accessible car park-Venables St. | * Outside Institute and RSL are Council preferred locations
* R. Vogt - feedback from Phil Burton that no budget to bitumise the parking area South of the Institute (MCA preferred location of a park)
 | Talk to Cr R. Vogt | P. Worland |
| 6.6 | Hall cleaning in June | * Suggested weekly rotational check/clean of Institute by Committee members
* Progress on getting green bin?
* (Included in the management lease)
 | Week of 16th June Week of 23rd June Week of 30th June, purchase toilet paper | L. BoydR. Davidson, M BuckbyC. GordonJ. Conroy |
| 6.7 | Hall Manager | * K. Scholz – will we need Hall manager if Fringe activities increased?
* Discussion re frequency of use
* Asset list to be included on booking platform - Robyn undertook stock-take
* Three parts to management of Institute
* Booking
* Building maintenance
* Cleaning
 | Send to C. GordonR. Davidson to consider R. Davidson offered to manageSuggestion: Ask D. Maher re Pub cleaner to clean Institute bathrooms | K. ScholzC. Gordon to set up online booking system |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **6.** | **Business Arising from Minutes (Cont.)** |
| 6.8 | MBDC License to occupy - Night paddock | * 1 year agreement is out of date. MCA lease to Community for agistment
* Agistment fees covering costs of maintenance (weed spraying)
 | **Motion**: that MCA continue lease for Community agistmentMoved: C. GordonSeconded: R. DavidsonMotion carried. | P. Worland to advise Council |
| 6.9 | Events Support program submissions (Strawberry Fete/Arts Group) | * C. Gordon submitted grant for $2500 Strawberry Fete
* J. Conroy submitted grant for 2 day Arts event in 2024
 | No justification to request Regional grant of $5000 as increased advertising, insurance costs to cover |  |
| 6.10 | Macclesfield Institute & Management Agreement | * R. Davidson, P. Worland, C. Gordon prepared & submitted.
 | Awaiting response | P. Worland/ C Gordon to follow up |
| **7.**  | **Correspondence** |
|  | Business Arising from Correspondence | * Nil
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| **8** | **New Business** |
| 8.1 | Lack of public transport | * L. Boyd spoke with Josh Teague. Supportive of idea to increase Public transport. Josh Teague suggested getting a petition from all constituents then submit.
 | M. Buckby advised unless petition is signed by ≥ 20 000 will be ignored, not tabled in parliamentLetters sent to Minister for transport will be more effective (approx 70-80 letters. | M. Buckby to speak with Josh Teague to get up to date info on the Keoride service |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **6.** | **Business Arising from Minutes (Cont.)** |
|  |  | * Encourage task groups eg YAH to write letter.
* R. Vogt may like to be involved to champion Council

Delegation from MCA to meet with Minister (cc Josh Teague) to discuss.* Thanks to K. Stephenson for raising this issue
 | G. Harris: draft a few points that people can use. To be arrangedMCA will be picking up and pursuing | M. Buckby, P. Worland  |
| 8.2 | Macclesfield pub update | * Deferred until next meeting
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| 8.3 | Mount Barker Council: Annual Business Plan & Budget Consultation | * P. Worland, C. Gordon, M. Buckby, G. Harris prepared, submitted and provided feedback to Council on 23/24 Council budget
 | Suggestion: post budget accountability measure -compare progress of Councilor’s 1st year outcomes to pre election statements.Go back to councilors to support township plan post budget. | **Motion:** That the 23/24 Financial Year Annual Business Plan submission by MCA be endorsed. Moved: C. Gordon.Seconded: M. BuckbyMotion carried |
| 8.4 | Bike racks & arm rests | * Quote from Jerome received
 | Need to get invoice from Jerome and send to Council before EOFY to ensure payment | P. Worland |
| 8.5 | Pantry items non perishables | * J. Terlett concerned that non perishables cupboard difficult to access upstairs

Request to move into supper room area. Discussion regards possible location, any alterations to room, fittings required.  | Best location for discretion –adjacent Hall entry door to supper room. Liaise with J. Terlett for cupboard fitting | R. Davidson |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **9.** | **MCA Planner** |
| 9.1 | EOFY | * Question to Treasurer- Anything needs to be submitted before EOFY?
 | Only require information for AGM: balance sheet, profit and loss statement | G. Harris |
| 9.2 | AGM date and notify Task groups to prepare Annual Report for AGM | * Possible dates discussed, August, Sept
 |  Agreed Sept 11th. Treasurer will be an apology Vice - Chairperson to speak on his behalf | C. Gordon |
| 9.3 | Weed control back of the Institute | * Recently sprayed. No action required at present
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| 9.4 | Policy review | * None discussed
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| **10** | **Finance** |
| 10.1 | Report | * Need to finalise
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| **11** | **Events update** |
| 11.1 | History Group- Bush Dance – 13 May | * “Super good fun”, sold out, hopefully hold again in 2024
 | Letter to L. Bullock and History group thanking for work done | J. Conroy |
| 11.2 | History Group – Reconciliation Week event – 29 May | * Courtney was a late stand in for the invited speaker.
* R. Foster - survey to see interest for follow up session, possible panel. Suggestion: Send to Eventbrite ticket holders
* Book of FAQ prepared, History group purchased 5 copies on MCA behalf
 | Committee approved payment of invoice for 5 copies of the Voice to Parliament book. To be circulated in the community. | G. Harris to pay History Group for the books |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **11** | **Events update (Cont)** |
| 11.3 | Arts event – 3 June | * Provided congratulations for work done. Learnt a lot. Set out to create opportunity for artists to exhibit but created a community for the artists.
* Projector
* Survey artists and attendees
 | For future events need a team to share workload To look into on returnSurvey monkey link sent to P. Worland for review. | K. ScholzK. Scholz /L. Boyd |
| 11.4 | CFS thank you – 19th June | * M. Buckby confirmed with F. Kiel, about 10 will attend
* Message out on Facebook
* What needs to be done?
 | 6 – 7 pm 19th June, bring a plate, CFS members to be introduced Put flyers up Short speech of thanksTo set up Monday pm | J. ConroyP. WorlandL. Boyd, M. Buckby, J. Conroy |
| 11.5 | MCA 75th Birthday | * Suggestion: dinner at end of year at local pub, invite all associated with MCA
 | Explore Options | C. Gordon/ R. Davidson |
| 11.6 | Strawberry Fete: Sub committee | * 1st meeting last Friday, new members
* Vote amongst committee to decide on location.
* Placed submission for funding
* ‘Yellow Brick Road’ around stalls
 | Agreed to hold at Recreation Grounds – booked. Awaiting grant success notification | M. Buckby/ C. Gordon L. Smith & T. Gordon |
| **12** | **Grants update** |
| 12.1 | Queens Jubilee – tree planting | * Need to install a sign in Davenport Sq. acknowledging Queens Jubilee
 |  | P. Worland |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **12** | **Grants update (Cont)** |
| 12.2 | DHS Access path/Sensory Trail at Crystal Lake | * Installation contractor not available at previously arranged date: Extension of grant from DHS til Jan
* Council approved construction drawing –Engineering requirement now added will increase planning cost.
* request for $12000 from 23/24 budget to complete stage 3 previously submitted to Council
 |  | P. Worland |
| 12.3 | Volunteer Grant- projector | * Grant money won’t become available until June
* Proposed Institute movie night when received
 | Plan when grant monies received | K. Scholz |
| 12.4 | Grants for Seniors’- Seats for reserves | * $4600.00 for Seats has been received. Did not get $2,600 grant from Council for installation
* Worth reapplying for funding
 | Men Shed built one, waiting to be installed (need to find somewhere to store in interim)Men’s Shed to be paid for seat | P. Worland |
| 12.5 | Post office grant – resilience booklet | * Successful – resilience booklet funding now available
 |  | L. Boyd |
| 12.6 | Stronger communities grant- CL access path stage 2 | * Discussed previous
* Awaiting outcome of application
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| 12.7 | MBDC Community Grants | * Thanks to K. Stephenson for effort to develop playgroup application – not successful (Seats & playgroup)
 | Gather quotes and resubmit for next year. | K. Stephenson |
| 12.8 | MBDC Events Support grants | * Discussed 6.9
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| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **13** | **Reports** |
| 13.1 | Market | * Feedback, everyone happy, Garage 29 well received
* Stall application by non Macclesfield community member to sell memoir at market. Requested insurance requirement be waived.
 | * Suggestion: Raffle money put into community booklet. Agreed.
* Insurance waiver not supported.
* Suggestion: try General Store for sales, Tanya Lyons
 | L. Boyd |
| 13.2 | Hall Report | * N/A. R. Milne on leave
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| 13.3 | School Report | * Nil from T. Horsnell
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| 13.4 | Task Groups | * Covered already
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 **Finish: 9.10 pm Next Meeting: Monday 10th July 2023, 7.00 pm**