

**CCA Committee Meeting**  
**Tuesday 12 September 2023**  
**Minutes**

**1. Meeting**

*We acknowledge that Clarendon is located on the traditional country of the Kaurua people who have lived on this land for thousands of years; we hope to learn from this wealth of experience. We pay respect to the Elders, past, present, and emerging. We commit to reflecting on reconciliation and equity.*

**Attendances:** Petrah Harslett, Mark Ashenden, Helen Ashenden, Dave Fuss, Jayne Tucker

**Apologies:** Trevor Harslett

**Accept minutes from previous meeting Tuesday 1<sup>st</sup> August 2023**

Dave moved minutes accepted, Jayne seconded and all in favour

**Business arising from minutes** – see general business

**2. Reports**

Financial Reports – see attached

Op Shop Report – see attached report.

**Correspondence**

**Received:**

- Gavin is a semi-finalist for Connecting Communities Award –. thanks to Petrah for organising this application. The CCA committee believe it is well deserved.
- Copy of communication between Jayne & Marion re community development – no further developments
- Ryan Nicholson re audit

**Sent:**

**3. General Business**

**Safety**

- a. Community Led Emergency Resilience Working Group – There was a mock disaster played out during the evening. It was a valuable evening with many lessons learnt. There is now a 7-point plan in place which will be shared on social media, newsletter and in the welcome book.

**Community**

- Community events
  - Spring Fair – Petrah will speak to Gavin about organising Muriel's Bakeoff. She also volunteered to process the event application with the Onkaparinga Council.
  - Community Garden – nothing more to add at this time. Louise is quite frustrated by the process and the lack of momentum this delay has caused. Mark will contact the council to find out the reason for the delay.
  - Community yoga session with Shoba – will delay until new year. Shoba has also cancelled her Monday 5.30am session so will no longer need financial support for hall hire.
  - Events calendar – Jayne will have a look at this and updating it.
  - Acoustic music sessions –no official feedback.
  - Hall maintenance – Helen asked Owen to follow up on his contact for gutter replacement as she has not heard back. Dave knows a couple of people who he will contact to get a quote.

#### **4. Any other business for discussion**

- AGM – current committee members will continue however new members are needed. We will provide cheese platters & wine.
- Olive Harvest community video – feedback. Petrah will share this on social media.
- Water leakage allowance – have received \$704 rebate from SA Water
- Purchase new printer for Op Shop - \$1500/ may have a donated one – Mark moved that we spend up to \$1500 on a new printer if Gavin does not think the donated Kyocera will meet our needs.
- Kindy lease – due for renewal 31 May 2024. Gavin would like to amend the lease agreement. Mark will speak directly with Gavin.
- Marshalls for Spring Fair required – 10am-2pm. Gavin & Brad will open and close. CCA are happy to organise.
- Helen will speak to Owen about mowing kindy and hall lawns together on a regular basis. CCA will pay.
- Elders Day at school recently – matching older people in community with the school children. Helen to reach out to the school to express our interest in supporting this day. Building further community connections. Police clearance and working with children certificates may be required.
- Shoba community yoga day – will be organised for the new year.
- Community dinner – Petrah will discuss with Patrick however either be 11 or 18 November may be suitable - thanks Petrah

**Meeting closed – 8.22pm**

Clarendon Community Association  
Statement of Receipts and Payments  
1 July - September 2023

Income		
	Advertising	\$15.00
	DECS Reimburse	\$0.00
	Dividend Op Shop CCA	\$1,000.00
	Dividend Op Shop Events	\$1,000.00
	Dividend Op Shop Gardens	\$1,000.00
	Dividend Op Shop Projects	\$1,000.00
	Fundraising	\$0.00
	Grant Onkaparinga	\$0.00
	Grants Other	\$400.00
	Interest	\$127.32
	Kindy Lease	\$11,423.83
	Op Shop Reimbursement	\$0.00
	Op Shop Rent	\$525.00
	Misc	\$0.00
		<u>\$16,491.15</u>
Expense		
	Community Events	\$995.90
	Community Gardens	\$0.00
	Community Projects	\$120.00
	Equipment	\$80.00
	Gardening	\$140.74
	Grant Expensed	\$0.00
	Landscaping Project	\$0.00
	Hall Maintenance	\$94.44
	Insurance	\$0.00
	Internet	\$0.00
	Hire	\$0.00
	Rates & ES Levy and other	\$1,672.98
	Stationery	\$0.00
	Utilities	\$0.00
		<u>\$3,104.06</u>
OCA Gross Profit/Loss		<u><u>\$13,387.09</u></u>
	Balance Brought Forward June 2023	\$36,857.06
	Profit/loss 2023-2024	<u>\$13,387.09</u>
		<u>\$50,244.15</u>
OCA Operating	Bank Reconciled to 8 September 2023	\$50,244.15
	<u>Provisions Breakdown</u>	
	Building Maintenance	\$10,000.00
	Community Events	\$1,274.46
	Community Gardens	\$3,542.60
	Community Projects	<u>\$3,270.00</u>
		<u>\$18,087.06</u>
	General funds remaining	<u><u>\$32,157.09</u></u>

Clarendon Community Op Shop  
Statement of Receipts and Payments  
1 July - 8 September 2023

Income

Grant	\$	-	
Sales	\$	11,873.18	
Donations	\$	-	
Misc	\$	2,500.00	
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	\$	14,373.18	

Expense

Cleaning & Maintenance	\$	-	
Insurance	\$	-	
Rent	\$	525.00	
Stationery & IT Expenses	\$	-	
Utilities	\$	-	
Equipment	\$	654.50	
Misc	\$	105.35	
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	\$	1,284.85	

Net Profit/Loss	Balance brought forward June 2023	\$	17,784.00
	Profit/loss year to date	\$	13,088.33
	Disbursements	\$	13,000.00
	Funds remaining	\$	<hr/> 17,872.33 <hr/>
	Bank Statement 8th September 2023		<hr/> \$17,872.33 <hr/>



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Treasurers Report  
Clarendon Community Meeting  
8<sup>th</sup> September 2023

Community Op Shop

Income

The Op Shop sales for year to date is \$8229.29 – staying on track for the predicted \$4000 per month.

Expenses

Expenses have only been rent for the past month.

Notes

There is a balance of \$17,872.33 in the Op Shop account and this has been reconciled to the latest bank balance

Clarendon Community Association

Income

Income received since the last report include Op Shop rent, interest (I know!!) and advertising for the newsletter.

Expenses

Expenses paid out include the Welcome to Country ceremony for NRW, cleaning products, council rates and hall hire for yoga.

Notes

The bank balance for CCA is \$52,065.89 and has been reconciled to the latest bank balance.

I am having ongoing discussions with SA Water re the large water bills we have received. I processed the paperwork for a discount on the account (we can apply for up to 50% of the invoice) in May 2023. I have followed up with various emails however had not heard back. I then received a final notice so phoned again to be told I had sent the information to an incorrect email. I have resent it; they have sent me a receipt notification and they have extended our payment terms. And so we wait again.

If you have any questions, please let me know.

Helen Ashenden

Treasurer

## Clarendon Community Op-Shop quarterly report

Volunteer pool:	Stable at 63 members, always welcoming new volunteers
Sales for the previous quarter:	\$16050
Facility Maintenance requests:	Downpipes blocked, gutters need repair and fascia's, CCA already aware, mould found on new storage box inserts, backs to be fitted to the Kallax units, this will not eliminate the problem only hide it.
Op – Shop Improvements:	Printer upgrade is required, have emailed CCA Op-Shop is willing to fund this and then it can be available for all community to use.
Disbursements:	\$1000 to all our 13 groups
Growth on Last year:	\$15,257 - \$793 increase on last year

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## Clarendon Community Events quarterly report

Report on previous events:	No event to report on
Next event:	Spring Fair
Where we are up to:	Advertising has commenced, sites are being booked, flyers ordered
What is outstanding:	Event application to council, Banners to go up
What we need from the CCA:	Persons willing/able to act as marshals on the day, Brad and Gavin are happy to open and close the event will be looking for marshals' from 10am til 2pm
Can CCA please contact Church and see how they are going with erecting their poles for the banners to hang off, please liaise with Brad on this one.	
Marshals for Spring Fair	Gavin & Brad 8am to 10am
	CCA 10am to 2pm
	Gavin & Brad 2pm to 3pm
Permissions for future events:	N/A