



## Committee Meeting

### Tuesday 6<sup>th</sup> September 2022

### Minutes

#### 1. **Meeting open** – 7.18pm

Welcome

*We acknowledge that Clarendon is located on the traditional country of the Kurna 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*

*Thanks Mia*

**Attendances:** Mia, Gavin, Steph, Louise, Helen, Trevor, Petrah

**Apologies:** Mark

#### **Accept minutes from previous meeting Tuesday 2<sup>nd</sup> August 2022**

Louise moved the minutes be accepted and Gavin seconded – all agreed

#### **Business arising from minutes**

- a. Insurance recommendations – CCTV & smoke detectors. Following up with Michael again to ask for a quote to install. Helen to email another electrician if Michael is too busy to take on this job. Helen check name from Gavin  
A CCTV has been donated.  
Helen spoke to the kindergarten committee, and they are happy to work with the CCA about installing CCTV if required.
- b. Damage to walkway bridge has been repaired – email sent to Phil updating him  
Thanks to Marion who followed up on behalf of the Clarendon community to get this job done.
- c. Community survey completed – waiting on printer to be repaired before we can print and distribute. Mia volunteered print up the survey – Petrah will email updated version.
- d. Ryan still completing the audit – it is more difficult this year with the Op Shop finances as well. Ryan recommended that the income and expenses all should be on the same report. Discussion about how to manage this going forward. Helen believes the reports should remain separate during the year and amalgamate them at end of financial year for final audit. Ryan will talk to Helen and has offered templates to assist with recording.

#### 2. **Reports**

##### 2.1 Financial Reports – see attached

Helen moved the finances are accepted and Petrah second and all agreed

##### 2.2 Community Centre & Op Shop

Everything going well with no concerns. The Spring Fair roster is complete, and the October roster is almost full.

Gavin proposed that the Community Gardens group be added as recipient of dividends. After discussions the CCA decided they will be included but the money will be kept as a reserve to help with set up costs. Louise seconded and all agreed.



A member of the community asked if the Op Shop could donate to a worthy cause. Gavin suggested the Op Shop subcommittee will make a decision on who to donate to at the end of each year. This will be discussed further with the community at the AGM however the CCA are in favour of this

### **3. Correspondence**

#### **Received:**

- Community concerns about the school bus

#### **Sent:**

- Replies to community concerns about school bus

### **4. General Business**

#### **a. Cultural**

- a. Welcome Signs & Aboriginal flag – meeting with council Tuesday afternoon

Priah and Leesa visited to talk about next steps to move this project forward. They will provide a liaison between the CCA and the Council. They have a meeting planned with the Aboriginal Advisory Group tomorrow. After discussing this further the CCA decided to include this topic in the survey as well. Petrah will update the survey.

#### **b. Safety**

Community Led Emergency Resilience Working Group – feedback

Meeting again tomorrow night – nothing further to add

#### **c. Community**

- a. Community events

- Spring Fair – 16<sup>th</sup> October 2022

Stall holders are filling up. Brad and Gavin have discussed the site plan. Brad will organise Muriel's Bake off – there will be 4 divisions for the bake off, scones, jelly cakes, cream puffs & fruit cake. \$5 to enter and Muriel's family will be asked to judge. All goods will be sold off with proceeds going to the Kindy. Goods can be dropped off either at the General Store the day before or on the day at the fair.

There will be a special page on the Clarendon Events page with details of Muriel's Bake Off

- Christmas Carols – 18<sup>th</sup> December 2022

Trevor is gathering new talent for the Carols.

- b. Landscaping at the hall – soon to be completed.

Gavin moved that we approve to install screenings in the carpark at the quoted price of \$1500.

The CCA believes that we also need to install car bumpers. After further discussion it was decided to wait until the next dividends are paid out before purchasing these. This will give us an opportunity to see how people are choosing to park and ensure the car bumpers are installed appropriately.

Helen seconded and all in favour.

As a follow up – the original quote was for the lawn and irrigation (\$10,440), and we received a grant for this. Then following discussions with the community and Earthworks it was decided to install paving at the entrance and around the building to protect the stone walls from rising moisture. This was quoted on and approved by the Community at the June General Meeting (\$13,500)



As a special amendment the CCA committee approved an additional spend to level the carpark and top up with rubble (\$2000). The final job will be to top off the carpark with screenings. (\$1500) The carpark was not included in the original quotes however it will be completed for \$3500.

c. Community Gardens – update from Louise

Louise and the Community Gardens subcommittee have completed a management plan and given it to the council for their approval. Louise has also written to the Hazel McKenzie Club to advise them that they are hoping to set up a community garden in the land adjacent to the hall and seeking support. Louise wanted to give them the option of increasing their lease and managing the community gardens if they wanted to. However, she also explained that the CCA were happy to take this on if they didn't want the extra responsibility.

Thanks to Louise and her subcommittee.

d. Hall maintenance – water leak near back corner of storeroom. David identified the leak as part of the kindly irrigation and tried to fix. However, it was more complicated than he thought. Sharelle has been advised and she will organise to repair.

Sharelle asked if we are able to remove the possums currently residing in our roof. Steph has used All State Pest Control in the past. Helen will contact them.

**5. Any other business for discussion**

a. AGM will be held September 21<sup>st</sup> 2022

- i. Paul Harding was asked to give an informal talk about the landscaping at the Clarendon Recreation ground. He is on leave until this week and has not replied. It was decided to not follow up unless he contacts us.
- ii. Petrah would like to share a basic format for the evening and will advertise this on Facebook.
- iii. Food and drinks – Mia will organise (Cheese platters and wine from M&C)
- iv. Hazel McKenzie hall booked

b. Bus using the carpark to turn around

An email was received from a community member who had concerns with bus access during the landscaping project. They were also concerned that the community was not consulted during this process. Louise will draft a reply.

c. Tennis Club news

Nothing new to add at this time

d. A community member would like to see a defibrillator installed at the General Store. Louise volunteered to investigate this and the benefits to the community. To be discussed further.

**Meeting closed – 9.04pm**



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Treasurers Report  
Clarendon Community Meeting  
6th September 2022

Community Op Shop

Income

The Op Shop has received a total of \$9595.24 this financial year.

Expenses

Expenses paid are for rent, stationery items and a new flag.

Notes

Current balance in the Op Shop account is \$12693.06 which has been reconciled to the bank statement at the 1<sup>st</sup> September 2022.

The next dividends are due to be paid at the end of September.

Clarendon Community Association

Income

Income received year to date is \$562.52 – including rent, bank interest (!!), advertising payment and a stall holder fee which will be forwarded to the Clarendon Kindergarten.

Expenses

Expenses paid are for the landscaping works, flags for events and Op Shop (to be reimbursed), brochures, maintenance and stationery.

Notes

Currently the CCA has a bank balance of \$54,999.10. This includes a building maintenance fund of \$10,000. Expenses for the landscaping project still outstanding \$15,500 which when paid will leave a balance of about \$30,000.



Clarendon Community Association  
Statement of Receipts and Payments  
1 July - 1 September 2022

Income		
	Advertising	\$ 15.00
	DECS Reimburse	\$ -
	Dividend Op Shop	\$ -
	Events fundraising & dividends	\$ 25.00
	Grant Onkaparinga	\$ -
	Grant	\$ -
	Interest	\$ 33.62
	Kindy Lease	\$ -
	Op Shop Reimbursement	\$ 141.90
	Op Shop Rent	\$ 350.00
		<u>\$565.52</u>
Expense		
	Community Events	\$ 590.46
	Equipment	\$ -
	Gardening	\$ -
	Grant Expensed	\$ 10,440.00
	Hall Maintenance	\$ 158.40
	Insurance	\$ -
	Internet	\$ -
	Hire	\$ -
	Rates & ES Levy and other	\$ 1,058.80
	Stationery	\$ 76.05
	Utilities	\$ -
		<u>\$12,323.71</u>
CCA Gross Profit/Loss		<u><u>-\$11,758.19</u></u>
Balance Brought Forward June 2022		\$66,757.29
Profit/loss 2022-2023		<u>-\$11,758.19</u>
		<u>\$54,999.10</u>
CCA Operating		
	Bank Reconciled to 1/9/22	<u>\$ 54,999.10</u>
	Grant received - Stronger Communities	\$10,000.00
	Grant expenses	<u>\$10,440.00</u>
	Grant remaining	<u>-\$440.00</u>
	Building Maintenance Fund	<u>\$10,000.00</u>
	General funds remaining	<u><u>\$45,439.10</u></u>



Clarendon Community Op Shop  
Statement of Receipts and Payments  
1 July- 1 September 2022

Income

Grant	\$	-	
Sales	\$	9,595.24	
Donations	\$	-	
Misc	\$	-	
			<hr/>
			\$ 9,595.24

Expense

Cleaning & Maintenance	\$	-	
Insurance	\$	-	
Rent	\$	350.00	
Stationery & IT Expenses	\$	40.28	
Utilities	\$	-	
Misc	\$	141.90	
			<hr/>
			\$ 532.18

Nett Profit/Loss

Balance brought forward June 2022	\$	3,630.00
Profit/loss year to date	\$	9,063.06
Dividends paid out	\$	-
Funds remaining	\$	<hr/> 12,693.06
		<hr/>
Bank Statement 1/9/22	\$	<hr/> 12,693.06

