

## **SHIRE OF WEST ARTHUR**

**Minutes** for the Arthur River Development Group meeting held Tuesday 1<sup>st</sup> September 2020 in the Arthur River Hall at 9am.

### **1. Declaration of Opening/Announcement of Visitors**

Kerryn Chia declared the meeting open at 9.05am

### **2. Record of Attendance and Apologies Attendance**

#### **Committee Members**

Lisa Saunders  
Cr Neil Manuel  
Frances O'Callaghan  
Heather McDougall  
John Pascoe  
Peter Manuel

#### **Shire Staff**

Kerryn Chia

#### **Visitors**

Neil Morrell joined the meeting at 9.20am

#### **Apologies**

### **3. Election of Chairperson**

Kerryn Chia advised that she had received one nomination for the position of chairperson from Lisa Saunders and called for further nominations. No further nominations were received and Lisa Saunders was declared elected and took the Chair.

### **4. Confirmation of Minutes – 24<sup>th</sup> September 2019**

Moved: John Pascoe

Seconded: Frances O'Callaghan

That the minutes of the Arthur River Development Committee Meeting held 24<sup>th</sup> September 2019, be confirmed as a true and correct record.

## 5. Status Report

Item	Topic	Action	Current Status
<b>Information Bay</b>	Signage and infrastructure in the information bay	<p>Table has been placed in the information bay and trees will be planted by Main Roads next year.</p> <p>Sign only to be installed. Sign is to include a map with directions, north arrow, scale, "you are here" distances to other towns, fuel availability, medical facilities, caravan parks, food, and key attractions (including brief history of Arthur River). Shire provided a draft map for discussion.</p> <p>Committee want Arthur River to be in the centre of the map. Shire has no artwork that covers this area. In addition Committee would like to see two or three sentences introducing the area.</p> <p>Will be subject to available funds. Size of sign to be approximately 1m x 1.8m.</p>	<p>Shire to follow up with Main Roads regarding planting of trees prior to next season.</p> <p>Shire has \$1000 in budget for information bays for materials and contract expenses to be shared between Darkan and Arthur River. Anything over \$1000 will need Council approval.</p> <p>Would like the sign to extend to Wagin.</p> <p>Option 1 - Potentially use Peter Manuel's sign – Arthur River the centre</p> <p>Option 2 - Arthur River Committee – will follow up with kids that can do photoshop work</p> <p>Option 3 - Kerryn to get a quote for artwork to extend beyond shire boundaries,</p> <p>Committee will liaise regarding the sign and investigate options by November.</p>
<b>Toilets</b>	Land where current toilets are located is owned by Robinsons.	Land resumption for area currently fenced State Land Services have commenced proceedings to obtain the land. Need to ensure that it has been finalised.	<p>Shire staff to follow up. Still being completed. DLPH are liaising with land owner to ensure all necessary paperwork is completed. Due to time delay some paperwork needed to be completed again</p> <p>Committee requested Shire to follow up more regularly</p>
<b>Halls</b>	Old hall	<p>Exterior light needs replacement</p> <p>An EOI has been lodged for funding for the kitchen.</p> <p>Kitchen –</p>	<p>Exterior light part of new wiring required. Quote to be received from Alan Antz to be presented at next council meeting. Aiming to fix wiring prior to wedding on September 26<sup>th</sup>.</p> <p>Apology from Shire staff regarding funding application</p>

		Investigate window coverings further. (Heather and Lisa)	through the building stronger communities programme. Funding potentially available through the Local roads and Community Infrastructure Programme. Committee would really like this to go ahead. And possibly could put some money in themselves. Kitchen not useable for some functions like making sandwiches for fires etc
	<u>Newer hall</u>	<p>Agreed that John would hold the portfolio of the hall maintenance/refurbishment and that John would work with a group of volunteers. Funds/donations for the hall to be held in the Shire trust account. The hall bank account (to be closed and transferred to trust account) is also to be used on the hall.</p> <p>Shire to assist with risk management for volunteer works. All works to be run past Kerryn before they take place. Purchase orders to be issued by Shire for any expenditure.</p> <p>Shire policy has now been developed in relation to hall maintenance.</p> <p><i>The Arthur River Development Committee, which is a Committee of Council, manage and maintain the Arthur River Hall, including the original and the 1950s sections.</i></p> <p><i>The Shire will hold all insurances (including building, volunteer, and liability), maintain fire extinguishers, pay for power utilities, pay the annual emergency services levy, pay for the removal of rubbish, provide annual white ant inspection, and assist the Committee with minor* (including preventative) maintenance of the older original section of the hall.</i></p> <p><i>Shire contributions towards improvements and major maintenance works will be considered by Council and will be subject to demonstrated use of the hall.</i></p> <p><i>Public toilets, located at the rear of the hall, will be maintained by the Shire.</i></p> <p><i>*Definitions - Minor – generally less than \$300 in material and contract expense and/or less than 15 hours staff time per maintenance item i.e. repairs to doors or windows.</i></p>	<p>Shire expenditure over the past year has included a termite treatment. Volunteer funds have paid for sealer and applicators which will be completed for upcoming wedding</p> <p>There was a query as to why the policy specifies the old hall and not the new hall maintenance. Shire staff to follow up on the reasoning behind this.</p> <p>Shire staff to follow up on what prompts the white ant inspection and if it also covers the historical village.</p> <p>John noted that there is some white ant damage on the eastern corner which needs to be attended to it. Peter to follow up with person who did previous treatment.</p>

<b>Item</b>	<b>Topic</b>	<b>Action</b>	<b>Current Status</b>
<b>Roadside management</b>	Tidy up of roadside area between the Darkan turnoff and the church.	100m north of church on east side needs to be maintained. North of Wireless Station Road.  It was suggested that the fence could be fixed and some trees could be put back – perhaps a different species,	Shire aware of issues associated with pine trees at the cemetery and will look at these trees after harvest.  Shire will liaise with community members in relation to disposal of the tree material – aware that community would like some of the wood if it is in good condition.  Shire staff to follow up on approvals for the fencing
<b>Craft Shop on Historical Site</b>		Lease on the craft shop has expired and no action has been taken to reinstate lease due to current state of Post office. Maree still storing items in the Kitchen.	Post office will be reconstructed in coming months. Jeff Riley is overseeing the Project and stone mason Nick Lukas will be undertaking the reconstruction of the Post Office.  Shire staff to redo contract with Maree as she is currently operating out of the Kitchen. Arthur river DC is supportive of her operation.
<b>Old Store Site</b>	Future of Site	Shire to seek management and control of the site.	Contamination issues to be resolved. Main Roads is aware that the Shire would like the site.  Follow up on parking there for wedding.  Shire to followup on a more regular basis
<b>Historical Buildings</b>	Sculptures	Scott was going to make some suggestions.	Christmas tree up and ANZAC soldier Scott has an addition for next year
<b>Committee</b>	New members	Committee members appointed in October 2019 - Lisa Saunders, Cr Neil Manuel, Frances O'Callaghan, Heather McDougall, John Pascoe, Peter Manuel.	Any appointments must be made formally by Council and documented in the minutes of a Council meeting. Next round of nominations due in Sept/October 2021.

## 6. New Items of Business

### 6.1 Arthur River Hall – Shire Policy

Committee were advised of the new Arthur River Hall policy and it was discussed as part of the status report

### 6.2 Quote for electrical items

Quote for electrical work required including replacement of exit signs (not working), outside lights (not working) and new fuse or circuit breaker for power point currently being prepared by Alan Antz.

In order to be considered for next Council meeting an application for funding assistance will need to be submitted to Shire office by 8am September 9<sup>th</sup>, including quotes, amount requested, details of how the balance will be funded, record of use of the hall over the past 2-3 years and record of bookings and proposed use in the coming 2 years.

Lisa will provide quote to the Shire. Alan Antz has indicated that he can undertake the work prior to wedding on September 26<sup>th</sup>.

### 6.3 Project ideas for future funding

- Old store site made into a carpark
- Info sign in truck bay/carpark
- RV dump station – item was discussed and it was decided that this was not something that was suitable for Arthur River

### 6.4 Trees at Church and General Maintenance

Frances requested maintenance of garden beds at Wagin intersection and dirt alongside the edge of the road. Shire advised that it will be done when man power available.

She also requested that branches be cleared when they fall rather than just left in place.

Shire staff to follow up on the white line at the stop sign with Main roads. Check to see if they will slash and clean for wedding.

Frances expressed her disappointment at the tree not being removed by Main Roads.  
Toilets looks great

## 7. Financial Report

Arthur River Development – Trust

01/07/2019	Opening Balance	\$7,340.87
31/10/2019	Transferred to Arthur River Hall – Donations	(\$3,055)
30/06/2020	Interest	\$40.47
	Current funds available	<b>\$4,326.34</b>

Arthur River Hall – donations

31/10/2019	Transferred in	\$3,055.00
30/06/2020	Interest	\$29.06
28/08/2020	Sealer and applicators	\$358.93
Current funds available		<b>\$2,725.13</b>

Restoration committee trust fund not reported. This money has been transferred into a Shire trust fund.

Moved: John Pascoe

Seconded: Peter Manual

Moved that a donation/fee of \$100 by charged for locals to use hall and others by negotiation. Community groups to be able to use the hall for free.

**7. Tabling of Items for Next Meeting**

**8. Closure and Date for Next Meeting**

11.50am – meeting closed