



**BAWLEY POINT, KIOLOA AND TERMEIL COMMUNITY ASSOCIATION**  
**Executive Committee Meeting- 6.00pm on Wednesday 1<sup>st</sup> December 2021**  
**MINUTES OF MEETING**

**1. Welcome and Acknowledgement of Country** – Roger Lucas

**2. Attendance:** Roger Lucas, Moira Heath, Lurlene Eve, Beverley Saunders, Bob Jansma, Carrie Jansma-Smith, Renee Skwarko, Claire Stephenson, Kerry Callaghan

**3. Apologies:** Owen McTavish, Jamilla Wood, Luci Somers,

**4. Minutes last Committee Meeting 3<sup>rd</sup> November 2021. Acknowledged as read and accepted by email.**

*Moved: Beverley Saunders*

*Seconded: Lurlene Eve*

*Carried*

**4a) Business Arising from minutes** – not included in the agenda elsewhere - nil

**4b) Actions** – all actions completed

**5. Correspondence IN**

- Fair Trading confirming appointment of Karin Lucas as Public Officer
- Mary Fraser re Kioloa Playground and Amenities. Concerns about lack of consultation with Kioloa residents
- John Nelson regarding the requirement to give 2 week' notice for a meeting of resident re CCB matters
- John Meyer re consultation with Kioloa resident for matters concerning them. Also Constitution Issues.
- Jenny Gage Traill. Concerns relating to Bawley Reserve – playground upgrade, Murramarang Coastal Walk, Recreation Hub and upgrade of BBQ facilities.
- Margaret Harmon regarding clauses in the draft constitution that seemed to be omitted.
- Update from Council re Coastal Walk program.
- Various responses of support to playground briefs that were emailed to the Mayor, Local member and councilors.

**Business Arising from Correspondence:** Communication from the association has improved over recent months with the use of Mailchimp, FaceBook and the website. It was noted that whenever you communicate more there will always be more people complaining. These people are usually the minority. But they do cause an enormous amount of work. People rarely if ever use the platforms available to them to make compliments. If we don't hear from the majority it means that they are in agreement

**6. Correspondence OUT**

- Mary Fraser. Invitation to attend an informal meeting at Kioloa Playground with other interested people from the area to discuss her concerns.
- John Nelson explain that the meeting at Kioloa Playground was informal with no Council members invited and no voting involved. No notice required
- John Meyers invited to address the General Meeting on 5 December 2021 with a Kioloa Report.
- Jenny Gage Traill. Hoping that Ms Gage Traill can attend the General Meeting on 5 December 2021 to speak to each matter as they arise for discussion.
- Margaret Harmon. Thanking her for her observations and acknowledging the omissions
- Council/local members re Bawley Reserve Playground upgrade. Brief attached
- Council/local members re Kioloa Playground and amenities upgrade. Brief attached
- Invitation to Adam Martin to address the General Meeting on 5 December 2021 regarding grant opportunities to upgrade our fishing facilities.

- Invitation to Michelle Wearing Smith to address the General Meeting on 5 December 2021 with a Termeil Report
- Invitation (verbally) asking Michael Skwarko to address the General Meeting on 5 December 2021 about the latest Recreation Hub news.

## 7. Governance, Administration and Management

**7a) Membership** The Public Officer must keep a membership list. Moira Heath to provide the live membership list to Karin Lucas in her capacity as Public Officer. We currently have 60 financial members

**7b) Constitution** – There are inaccuracies in the draft constitution to be presented to the community for discussion and voting on at the Extraordinary General Meeting on 5<sup>th</sup> December 2021. Roger Lucas presented an alternative motion. There was discussion about the wording and some changes recommended.

During the discussion Roger Lucas stood down from chairing the meeting and asked Moira Heath to take over. The discussion resulted in a new motion being formulated to present to the meeting:

*Motion: That the Bawley Point Kioloa Termeil Community Association establish a Constitution Review sub-committee of up to seven (7) members, to review the constitution and to recommend changes if required. The sub-committee will report to the Executive monthly meeting with a view to a final report within three (3) months of the establishment of the sub-committee*

*Moved: Moira Heath*

*Seconded: Rob Jansma*

*Carried unanimously*

It was further discussed that there needs to be members from the Executive on the sub-committee. Rob Jansma and Tony Sattler volunteered their services.

When this motion is presented at the Extraordinary General Meeting we will call for further volunteers from the community.

**7c) Financial-** Lurlene tabled the Treasurer's Report. Lurlene noted that there has been issues with MYOB effecting reconciliation. Lurlene is working through this with MYOB helpline.

*Motion: To accept the Treasurers Report as presented*

*Moved: Lurlene Eve*

*Seconded: Beverley Saunders*

*Carried unanimously*

**7d) Committee Member Resource Folder** – Roger Lucas will continue to work on this

## 8. Subcommittee reports

**8a) Community Connect** – Owen McTavish as the new lead on this committee will receive a hand over from Roger Lucas. A table to be set up at the General Meeting on 5 December 2021 asking current subcommittee members to renew their commitment and calling for new volunteers.

*Motion: That a Community Connect table be set up at the General Meeting on 5 December 2021 asking current subcommittee members to renew their commitment and calling for new volunteers. Owen McTavish to man the table. Beverley Saunders to organise paperwork*

*Moved: Beverley Saunders*

*Seconded: Roger Lucas*

*Carried unanimously*

**8b) Recreation Hub** – Waiting results of the community survey

**8c) Microgrid** – Roger Lucas advises that infrastructure work is still being investigated

## 9. Other Reports

**9a) Kioloa Report** – John Meyer will deliver a report at the General Meeting 5 December 2021. Roger read the report that Beverley Saunders received from John Meyer. Beverley Saunders to send the report to all committee members.

**9b) Termeil Report** – no issues at this time

**9c) Bawley Point Report** – Moira Heath will deliver a report at the General Meeting 5 December 2021

## 10. Current Projects

- 10a) **Defibrillators** – nothing further to report. Lurlene continues to work seeking best AEDs, costs, maintenance etc. Luci Somers to look at establishing a GoFundMe to raise money for AEDs at Bawley Shops and Merry Beach shops.
- 10b) **Bawley Point Reserve Playground upgrade.** An informal meeting has been called at the playground for Friday 3 December at 10:00am to discuss ideas and answer any concerns. A notice was sent on Mailchimp and placed on Facebook. Hoping it will be well attended.
- 10c) **Bus Stops and Shelters** – Jamilla Wood to present at the General Meeting on 5 December 2021.
- 10d) **Willinga Lake Water Quality** – Owen McTavish has contacted Waterwatch via email and has not heard back as yet. Owen will follow up.
- 10e) **Bawley Beach Reserve BBQ table and seating** – Kerry Callaghan. Council has advised that there is a delay in the installation and it will not happen now until around March. It is definitely going ahead. Council will do a letter box drop in the area to advise residents of the plan before going ahead.
- 10f) **Community asset maintenance** – There are 3 jobs outstanding from the original list; overhanging bushes on the road to Bawley boat ramp, roof of the Bawley Reserve amenities block needs replacing, overhanging tree on the road to North Beach. Council has been in caretaker mode so things slow down or stop completely. Renee will follow up on these. Discussion on how often we should ask community if they have any issues. Maybe every 2 to 3 months? Do we need to formulate a process for people to lodge their issues? Can we use Owen’s submission form when we have that ready to go? Whatever process we decide upon to ask the community if they have any maintenance issues we should always include a part that tells people what has already been achieved.  
**Potholes.** A notice was sent on Mailchimp suggesting that people contact Council directly as there is a quicker response this way. Asking the Association to represent them at Council, waiting for the next meeting, assigning someone to take on the request. This all takes time and is a longer process than necessary to have the pothole fixed
- 10g) **Process and Submission Form** – Owen McTavish. Ongoing. Should we use this form for maintenance issues?
- 10h) **Kioloa Playground upgrade** – Renee Skwarko. An informal meeting was held on 19<sup>th</sup> November 2021. Community members were invited by Mailchimp email and a notice on FaceBook. It was very well attended by all ages from both Kioloa village and Bawley Point. It was explained that the meeting that had been held between Council staff including Patricia White was to ascertain if there would be any funding available to upgrade the playground which is deemed outdated and unsafe by those whose children use it. The minutes are attached.

## 11. Social and Community

- 11a) **Magnusson thank you lunch** – Mimosa has been recommended as an ideal setting for the lunch as Bawley Vale Winery are booked out until February/March next year.. Lurlene will contact Linda at Mimosa to see what would be available to us and the costings. If we are able to go ahead with this venue it will be on the basis of “everyone bring a plate”. Beverley Saunders will help Lurlene to organise this.

## 12. Communication

- 12a) **Website** – lots of issues with accessibility. A work in progress
- 12b) **Messenger** – Roger will receive input until 7<sup>th</sup> January 2022 for submission by 15<sup>th</sup> January 2022 for the February 2022 Messenger.
- 12c) **Mailchimp** – Being used for communication for both association news and general community interest messages.
- 12d) **General Meeting 5 December 2021.** Discussion about what we need to provide for the meeting. Beverley Saunders to email everyone with set up information.

## 13. Other Items

- 13a) Official acknowledgment and thank you to Barrie Ellis for all the work he did for the Community Association and Community Connect, assisting with the introduction of NBN in the area and his role as Public Officer – Lurlene Eve will buy a card. Roger will write an official thank you letter to enclose in the card. There will be a thank you to Barrie in the Messenger
- 13b) Use of speed humps in some areas – Renee Skwarko. Before we can do anything we need to consult with the community about possible placement and the type of speed inhibitors they think are appropriate. A letter to Council would follow. As an intermediary measure, with school holidays

approaching fast, Bob Jansma and Carrie Jansma-Smith will look into portable flashing light/sign such as used by the road repairers, asking people to slow down

- 13c) Association re branding – Owen McTavish. Held over
- 13d) Change of meeting night. Wednesday night is proving difficult for some committee members to attend. The consensus for a new night is Monday or Tuesday. Times to be determined by hall availability. Lurlene to contact June Rushton who manages hall bookings.
- 13e) Secretary replacement. Beverley Saunders is away from 1<sup>st</sup> April 2022 for 6 -7 months. We need someone to stand in. Beverley will not be running for secretary at the next AGM. The best scenario would be if the person standing in would like to continue in the role for a further 12months.

#### **14. General Business**

- 14a) **Vision Statement.** To be taken up by the Constitution Review Sub-Committee

#### **15. Checklist of other issues to be raised if required**

- 15a) Coastal Walk. Update from Council sent on Mailchimp
- 15b) Gantry Historical Walk. Nothing to report
- 15c) Gannet Beach Viewing Platform. Nothing to report

#### **16. Actions**

- 16a) Moira Heath to provide Karin Lucas access to “live” membership / mailing list
- 16b) Roger Lucas to hand over Community Connect information to Owen McTavish
- 16c) Beverley Saunders to set up paperwork for Community Connect for Owen McTavish to use at General Meeting
- 16d) Beverley Saunders to email committee about set up for General Meeting
- 16e) Beverley Saunders to email Kioloa report to committee
- 16f) Lurlene Eve to continue investigating AEDs
- 16g) Luci Somers to investigate setting up GoFundMe to raise funds to purchase AEDs
- 16h) Owen McTavish to stay on Willinga Lake water quality
- 16i) Lurlene Eve and Roger Lucas to organise card and letter to Barrie Ellis
- 16j) Rob Jansma and Carrie-Jansma Smith to look into portable flashing warning signs to use over Christmas period asking motorists to slow down.... Children around
- 16k) Lurlene Eve to investigate Monday/Tuesday hall availability for future meetings

#### **17. Next Committee Meeting – Wednesday 5th January 2022. 6pm**

#### **28. Meeting Closed – 8pm**

# **KIOLOA PLAYGROUND UPGRADE BPKTCA - CONSULTATION WITH RESIDENTS**

KIOLOA PLAYGROUND  
19 NOVEMBER 2021 AT 10AM

**ATTENDANCE:** Moira Heath, Luci Somers, Renee Skwarko, Jamilla Wood, Carrie Jansma-Smith, Kerry Callaghan, Liza Butler, Anna Dillon, Paula & Paul Mullins, Kerby Hamilton, Stacey & Jake Graham, Jackie & Pete, Tara Potts, Paul Gilmour, Jill & Pete Taplin, Tara Leitch - (sorry if we have missed anyone's names)

**APOLOGIES:** There were a number of members of the community who advised that they could not attend the meeting but would be interested in future meetings.

Moira thanked all those in attendance for being interested in the Kioloa Playground Upgrade & highlighted that a similar meeting will be held in the Bawley Reserve Playground over the coming weeks.

Moira outlined that a meeting with Council staff, which Councillor Patricia White also attended, to inspect the Kioloa Playground & ascertain whether there would be any funding for an upgrade of the Kioloa Playground. Council confirmed that the playground was actually overdue for an upgrade & that they would include it on their schedule for the 2022/23 budget once a brief has been received from the Community Association.

With confirmation from Council that an upgrade of the Kioloa Playground was overdue, consultation with the community was then able to begin with this being the first meeting with residents from the community. It was explained that we are at the start of consultation & the next step would be to take the briefs of both Bawley Point & Kioloa Playgrounds to the BPKT Community Association General Meeting on 5 December.

Council had provided an example of play equipment that would fit into the area & this was shared with the residents at this meeting at Kioloa Playground.

Moira highlighted that the project brief for Kioloa Playground would also include an upgrade of the amenities, as suggested by Council, to try to gain funding for the whole project.

There were suggestions from those in attendance that the equipment could be moved further to one side to enable other play equipment to also fit into the area. It was also noted that the fence could also be moved out onto the unused grassed area to enable a larger area and therefore the option of more play equipment.

There were a number of suggestions on the type of equipment that kids like to play on, including a flying fox, a sand digger, a trampoline. In addition there were comments on the type of material that the playground would be built in. Some liked continuing with bright coloured equipment while others favoured the more natural timber look, which is currently preferred by Council. All were great suggestions.

There was positive feedback from the residents that the upgrade was needed. The residents appreciated being asked their opinion & requested that they continue being consulted & informed on the project. The meeting closed thanking the residents again for their attendance & advising that the BPKTCA will be continuing to consult with residents on their ideas & on any plans.