**MEETING – 1st February 2023**

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| **Date:** | 01/02/2023 | **Time:** | 6pm |
| **Venue:** | Microsoft Teams - [Click here to join the meeting](https://aus01.safelinks.protection.outlook.com/ap/t-59584e83/?url=https%3A%2F%2Fteams.microsoft.com%2Fl%2Fmeetup-join%2F19%253ameeting_MGZhYWZmMmItMWRmNS00MDJlLTlhMzctNmY5NDZkNWE5OGVm%2540thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522959a1895-ec5b-40b9-a13f-b52c6dbc76a3%2522%252c%2522Oid%2522%253a%2522fb536359-e5ae-4696-815a-551451e52aaa%2522%257d&data=05%7C01%7CHilaryV%40egipps.vic.gov.au%7C1a1df944f0304ce562e008db042a7e0f%7C959a1895ec5b40b9a13fb52c6dbc76a3%7C0%7C0%7C638108352789666989%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=2vqPLhhqWpfOYy7%2BFHFsb6lNsOWapQGFVkkYKs4yIi4%3D&reserved=0) |
| **Chairperson:** | K Hodge  |
| **Attendees:** | K Hodge, K Pearce, A Brewer, C Cooper, S Freeman, D Graham, and D Mraz |
| **Apologies:** |  |
| **Council Representatives**: | E Grunden, R Steenholdt and H Vale (minutes) |
| **Guest/s:** |  |

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| **Welcome and Acknowledgement of country** | *I would like to acknowledge the Gunaikurnai, Monero and Bidawel people who are the Traditional Custodians of the land that encompasses East Gippsland Shire. We pay our respects to all Aboriginal and Torres Strait Islander people living in East Gippsland, their Elders past and present and the Country we meet on today.* |

**PRESIDENTS REPORT – KATE HODGE**

1. **Previous Meeting Minutes from - 5th December 2022**

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| **Moved** | Ann Brewer | **Seconded** | Kirstie Pearce |

1. **HAMISH HANCOCK – NEW MEMBER**

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| No further update, Hamish has suggested that he is not going to be able to do anything in the near future, but he would like to reassess and get back to us. |

1. **GREG BRICK – MEMBER**

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| Greg is a great support, and the CRC will continue to have conversations with him around coming back. |

**TREASURER REPORT – KIRSTIE PEARCE**

1. **NOVEMBER PROFIT & LOSS STATEMENT AND TREASURERS REPORT**

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| Overview:* Income has come in from the East Gippsland Community Foundation for the Youth Program.
* Outgoings are some purchases of assets for Susan
* The December BAS will be lodged this month
* There is some GST payable for the grant, and
* We are also receiving some interest on the account (a few cents).
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| **Moved** | Kirstie Pearce | **Seconded** | Donna Mraz |

1. **DELEGATION OF AUTHORITY**

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| A Delegation of Authority is needed to arrange the Credit Card for Susan Freeman. |
| **Actions/follow ups:** Kirstie will distribute the delegation of authority and circulate a resolution to arrange a credit card for Susan. Email to be circulated before the next meeting to the Committee Members. |

**UPDATES**

1. **CANOE LAUNCH PROJECT**

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| A Deed of Variation has been completed for the Canoe Launch Project to extend the end date; ERV are waiting on photos for this new proposal. |
| **Actions/follow ups:** Susan is organising the photo’s next week and will send to ERV.  |

1. **LER 1 PROJECT – BUCHAN COMMUNITY FACILITIES**

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| Project Manager’s Crossco, have finalised the project plan. Susan met with ERV this morning and they will cover the cost of the project management which is around $15,000. The Project Manager will oversee the LER1 project processes and ensure the legal requirements of the project are being met. The CRC can wait until ERV can guarantee the funding for this or we can start, and ERV will reimburse us.Susan has also been in touch with Crossco regarding Buchan Hall Kitchen, the price on the generator and the two stages of the Wulgulmerang sports ground. The 1st Stage for this project will be the Vinyl, and the 2nd stage will be the building works which will be managed by Crossco. They are anticipating engaging contractors for this in March and then timelines will be establishedThe Men’s toilet block in Gelantipy – Mark Sykes has recommended that a a new roof be put on before any of the proposed works are carried out. The roof has been put down as one of our top five priorities, with the East Gippsland Community Foundation (Michelle Dowsett). |

1. **RENEWAL PLAN – FEEDBACK (Eleni McElroy – Warm Corners Consulting)**

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| Conversations and feedback have been given to Eleni. The next step is the consultation with the community. The committee has decided to do a targeted distribution with a general meeting for community feedback and have the Plan available through contact points, these being the General Store, Roadhouse, Bush Nursing Centres, and The Neighbourhood House. Eleni’s feedback was also sent out for the Committee Members to view and see where the plans are up to. |

**GENERAL BUSINESS**

1. **STREETSCAPING**

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| Susan contacted SophieBeasley to conform that Council is supportive of the community looking at other locations for the dump point. Sophie did not provide an answer but informed Susan that Ashlee Dixon Tong was the Project Manager. Ashlee is away until 14 February.. Ashlee has now recently passed this on to Nick Dunbar as far as the linkage’s element of the Streetscape. An email has been sent to Nick Dunbar regarding an update for the Streetscape, however we are still waiting on a reply. A suggestion was made that Paul Oaks could be contacted, and the committee recognised that there hasn’t been a meeting for either of the Streetscape committees since December. The John Flynn reserve is up to date and has moved into the PV Reserve and is still on track for completion in March. |

1. **PLACE MANAGER**

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| The Buchan Place Manager’s Position is advertised until Monday 6 February. The position is for a 12 month/ full time contract; however, this is flexible. Currently we have not found anybody to fill the position and ask if any of the committee members know of anyone that would be a great fit to contact Eva. After Monday we will have some more conversations and reassess before advertising it again. Eva will be stepping into the Place Managers role until the position can be filled. |

1. **COUNCIL SUPPORT**

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| Regarding the need to have more clarity around the Council Administration’s role and Susan’s role, the CRC concluded that they currently still require the support of Council through the completion of both the Meetings Minutes and agenda. Minutes are to be completed by close of business on the following Monday. It was decided to wait and let Susan settle into the role a bit longer, and then meet to clarify how the work will be shared across the two roles.There are changes happening in the Recovery team, a new member Julie MacLeod will be slowly transitioning into Hilary’s role. Eva will be there for the CRC’s first point of call and then will call on Hilary and/or Julie.  |

1. **RURAL LAND USE STRATEGY**

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| A meeting was held last week for clarification around some of the points in the Rural Land Use Strategy. A presentation was made to those who attended by Martin Richardson, Manager Planning EGSC. Martin responded to the questions that the CRC Executive put to him and encouraged the CRC to provide feedback by 3 February. Susan has attached dot points from the conversations that took place on the night. The CRC will also encourage other community members to put in a submission. Kirstie has drafted up a response from the Buchan, Business and Tourism Association and will send that through to the committee. |
| **Actions/follow ups:** Committee members need to look at the attachment as soon as possible and get any feedback (in dot point form) to Susan and Katie before 2pm Thursday.Susan to collate feedback and provide to Martin by 3 February. |

1. **APPLICATION FOR CRC-LGA FUND - GELANTIPY**

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| Deb Woodburn requested some assistance with a music event with The Raven and The Dove at the Gelantipy Hall. Susan put a request for funding through the CRC-LGA funding. The feedback from Janette Schimleck was that she thought the request was very reasonable. Date for the event is 29 April 2023, dependant upon fnding. |

1. **AGM**

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| We will potentially ask for funding for the AGM through the CRC-LGA Fund. Previously this event has been held at the Rec Reserve. This year a proposal was put forward to the committee members to hold the AGM at the Golf Club, the committee members were all in agreeance to move forward with this. The committee is looking at dates in either March or April for this event. |
| **Moved** | Chris Cooper | **Seconded** | Ann Brewer |
| Action – Susan and Kate to look at dates for the AGM, options will be sent out via email to committee members before the next meeting. Kate to confirm with the Golf Club if they would like the AGM to be held there. |

1. **TOP 5 PRIORITIES EAST GIPPSLAND COMMUNITY FOUNDATION**

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| The CRC Executive met to cross reference our community plan with the surveys conducted immediately after the fires. The CRC evaluated the projects that sat between the $5,000 to $75,000 mark, andfelt that they fitted this type of funding. From this, a top 5 list was established.Susan met with Rebecca, Eva and Michelle Dowsett to discuss the top 5 priorities to be chosen. The Butter Factory and the Recreation Reserve Priorities final costs and longer term time frames for works to be completed were discussed. It was agreed that other Priorities that could be achieved for the community in a reasonable time frame might be a better option. The Butter Factory and Recreation Reserve have still been included in the Buchan and Districts Top 5 Priorities list, which 6 Priorities were put forward on behalf of the Buchan Community. The other Priorities put forward include: the dump point, a shower block at the Rodeo Grounds, the roof at Wulgulmerang, and some tables and chairs for the Buchan Hall. |

1. **WINTER FESTIVAL LANTERN WORKSHOPS**

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| Information about the Winter Festival Lantern Workshops was sent out with the agenda. The funding for the workshops is through the CRC- LGA Funding and there are three different options that the community can engage in, including: 1. Train the Trainer - for people that would like to learn and then deliver the program. This is up to 10 people and will not be happening in every single District. This option will be conducted aroundlate March / early April. The cut off date to get involved in this is Thursday 23rd February 2023.
2. Workshop – Tracy will run the lantern making workshop for you. This option has a maximum of 20 people and will be held around May until 11 June. The cut off date to get involved in this is Thursday 13th April 2023.
3. Funding for a Winter Festival activity.

If another community group would like to access these funds, the CRC will need to endorse it. The options are also available to be combined.Kirstie suggested running a Wellness activity as part of the festival. Rebecca has spoken to Darren from the BTA, so if this committee doesn’t want to drive the Lantern Festival, then it might be a good opportunity to present this to the BTA, so a broader business point of view can be established. Multiple activities can be included in this (e.g., a Wellness activity, night walk and BBQ). A letter of support from the CRC would be needed, or the Minutes of the meeting can be shown as endorsement by the committee.This is a great opportunity for the Tourism Committee and for future years. Motion: CRC to endorse the Buchan, Business, and Tourism Association (BTA) to pursue the Winter Festival Funding, providing that it is something that they are happy to do. CRC to provide the meeting minutes from this meeting to the CRC-LGA Team. |
| **Moved - Unanimous** |
| **Action – Rebecca to present at the next BTA Meeting, fFixed dates to be added to the Meeting Minutes, and Kirstie to pass on the information to the Buchan, Business, and Tourism Association.** |

1. **UNITING CHURCH – TIM DAVIDSON – COMMITTEE PRESIDENT**

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| An email from Tim Davidson, President, Jane Davidson Community Trust was received and sent to the executive regarding the Trust’s request for support to maintain the community connection to the Church. The Church is in the process of looking at disposing of the Church Block. The CRC has been asked to support the Trust’s endeavours to retain the church for future community use. The Church was a community funded project that the Davidson Family funded many years ago, it was also community built. The Trust would like the asset to be retained for historical purposes. |
| **Action –** Susan and Kate to provide the Uniting Church with a letter of support. |

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| **Meeting Closed Time:** | **7.00pm** |
| **Next Meeting Date:** | **1st March 2023** | **Next Meeting Time:** | **6pm** |
| **Next Meeting Location:** | **Microsoft Teams Meeting** |