

# PEARL BEACH PROGRESS ASSOCIATION INC

## GENERAL MEETING MINUTES - Approved

DECEMBER 2<sup>nd</sup> 2023 at 5.00 pm

### Attendees

Karina Stafford (in the Chair), Nigel Tisdale (Secretary), Malcolm & Vickii Davison, Cally Osmond, Ann Parsons, Stephen Parsons, Paul Barclaire, Jill Easterbrook, Alison Phillips, Gary Phillips, Vinoo Lele, Victoria Crawford, Cathy Lancaster, Paul & Pauline Toohey, Meryl Duke, Vic Brown, Lynne Lillico, Stephanie Wood, Keith Wood, Lindsay Boyd, Luke Stevenson, Malcolm McDonald, Bronwen Young, Peter Connor, Kay Williams, Muriel Petersen, Amanda Winley, Gerarda Luck, Lisa Richardson, Pete Richardson

### Apologies

Gabrielle Crompton, Margaret Brown, Klass & Aafke Woldring, Barbara Hastings, Ruby Slade, Robyn Stafford, Amanda Thomson, Heather Brown, Robert Lillico, Dorothy McDonald, Mary Knaggs, Peter Romey, Carolyn Marks, Barry Marks

### Business Item

#### Acknowledgement of Country

Karina acknowledged the traditional owners –

“As we gather in the name of the Pearl Beach Progress Association, we acknowledge the GURINGAI people as the traditional owners of the land upon which we meet, and pay our respect to their Elders-past, present and emerging; and celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of this area.

---

#### Minutes of Previous General Meeting (2<sup>nd</sup> September)

##### Matters Arising

Peter Richardson - Correction to the minutes - Diamond Road sealing scheduled for the New Year and not October as stated in the minutes.

It was proposed that the Minutes from the September meeting be accepted.

Proposed: Gerarda Luck      Seconded: Malcolm McDonald

No other matters arising.

## Business Item

### Financial Reports

The Financial reports for Year-to-Date October 23 were emailed to members on 25/11/23.

A summarized version was presented to the meeting by the Treasurer Amanda Winley.

Amanda alerted the meeting to several specific items;

- Report shows qtr figures for July, Aug, Sept and then the month of October.
- Year to Date (to Oct 31<sup>st</sup>) Total Income \$42,477; Total Expenses \$41,414; Surplus of income over expenses being \$1,064
- Large expenses include Hall rates and Insurance for the year of \$9,217 and \$15,740 respectively.
- Income from Community BBQ, Sales of Jam, Food & Wine Fare, Raffle, Movie club, & Beatles rebooted concert (in conjunction with the Arboretum). Other items being membership fees and donations.
- Balance Sheet items: Cash at bank \$157,838 being an increase month on month of \$5,221. Total assets of \$2.309 M, Liabilities of \$16k resulting in net asset position of \$2.293M
- Breakdown of events: This information already exists in profit and loss report, however in this simplified format all agreed that this was a useful and informative report.

Moved that the financial reports be accepted. All agreed.

Proposed: Keith Wood                      Seconded: Lynne Lillico

Karina thanked all involved in the fundraising activities and apologized for forgetting to mention at the AGM the Events and Fundraising team and their tremendous effort as well as Pauline Toohey and the Glee Club for a hugely enjoyable event bringing in significant revenue.

### **REPORTS SUB COMMITTEES**

#### **Hall Management; Report - Victoria Crawford**

##### **Review of Subcommittee and its members after the AGM**

Victoria thanked the outgoing subcommittee members (all subcommittees being reviewed after the AGM). In particular, Doug McDonald who had taken on the reviewing and rationalization of fire safety requirements, certification & rectification of the back deck and insurance.

Other thanks go to: -

## Business Item

- Jeanne Albrecht: Hall Hire, Kitchen stock take, organizing storage
- Paul Barclaire: All the odd jobs and managing working bees
- Duncan Bridel: Help with the working bees
- Peter Romey: Expert advice with hall refurbishment
- Pauline Toohey: Help to clear out and organize storage
- Malcolm Davison: Showing people around the hall

All other current subcommittee members expressed their willingness to continue in a reconstituted committee. Any new members welcome.

### Hall refurbishment

- 6<sup>th</sup> May: Public meeting apprx 40 people putting forward ideas, concerns etc.
- 5 quotes to insulate ceiling ranging \$40-\$50k + \$15k for electrical work in ceiling.
- Council Heritage approval has been given to do the work.
- 15<sup>th</sup> June: Exec committee approve expenditure of up to \$65k for Stage 1
- 1<sup>st</sup> July: General meeting to explain stages.
  - Stage 1: insulating and paneling the roof, painting the ceiling (suggestion white). Paneling only covers the rafters and not the purlins which run the full length of hall.
  - Stage 2: Refurbish the floor (quotes \$9k – \$14k) and paint the walls (quote \$22k).
  - Stages 3&4 Exterior work and reconfigure Kitchen, bathrooms, storage (expectation of costs \$100k-\$150k).
- Only Stage 1 is approved so far.

Subject of possible Heritage Grants was raised by Kay Williams. Victoria confirmed that previously a grant was obtained for the work on the rear deck, but no grants are currently available for building work. \$5000 grant being pursued to get a reduction in rates. Kay and Victoria to discuss further.

Application for New South Wales Trust grant was unsuccessful. Application also being made to the Bendigo bank but not by Victoria as she has already applied on behalf of other agents.

The new Executive Committee to appoint within the committee a member to focus on grants and sponsorship.

### Storage and trial of office move

## **Business Item**

In response to a question from Ann Parsons, Victoria explained that the trial office move was ongoing. The decision to conduct the trial came out of comments from members that the office in its original position detracted from the look and functionality of the hall. The new location of the office in the back book store room has raised some issues which Victoria is hoping to be able to work through with assistance.

Paul Barclaire commented that storage within the hall has always been a problem and the more storage that is built the more is still requested. We need to be sensible about what we store. The last clean up removed an estimated 60% of what was in the storeroom.

Trial to continue – final solution not to be rushed – as managing competing needs and understanding what is best for the next 15-20 years.

The ceiling part of the Stage 1 renovation can be done whether the existing office wall remains or is removed.

### **Flag poles**

Extra flag poles in front of the building need DA and final positioning is still to be decided bearing in mind the electricity lines etc. Nothing has been agreed yet but in the interim, there is the portable 3 flag holder available.

---

### **Review of Subcommittee and its members after the AGM**

Due to the timing of the AGM, Karina proposed that all existing subcommittee and working parties would continue in place until reviewed by the Executive committee at their January 2024 meeting and new / revised Terms of References to be circulated to all members for consideration / approval at the next General Meeting on the 3<sup>rd</sup> February 2024.

By show of hands this proposal was approved by the members present.

---

### **PBSAG Update : Report Paul Toohey**

Current SAG members: New members are needed if this committee is to continue. Paul announced he is leaving Paul Beach in early 2024, Jan Steinbeck has decided to step down, Peter Little has already left, and other members may also not wish to be part of a reconstituted committee. Paul thanked all those members who had served on the committee during the year.

## Business Item

Paul covered the following SAG areas: -

- Community Support Centre (Neighbourhood Safer Place NSP) – fully operational except for the Spearpoint installation
- Joint presentation by RFS & SAG on Fire Danger in Pearl Beach to occur in Jan 24
- Bushfire Alerts – Importance of installing the App Hazards Near Me | Calling 1800 679737 for major bushfire information | NSW RFS Website – rfs.new.gov.au | Local radio stations – ABC FM 92.5 and AM 702
- Beach Safety – Pool cleaning before Xmas holidays, clearer signage on emergency beacon by Agate entrance to beach, new yellow rescue tube cabinets, new signage for directions to AED and beacon. Beach safety presentations to be held on the beach by Ocean Beach Surf Life Saving during Xmas holidays.
- Community Fire Unit (CFU) - We have not been successful in recruiting new members to the CFU. Without enough volunteers it is likely the trailer will be withdrawn. Possible solution: Relocating the trailer to a street within Pearl Beach where that street has been able to provide 6+ volunteers (to be trained by RFS).
- Defibrillators (AEDs) - The defibrillator located at the tennis courts was stolen in September. Cost of replacement: \$2,395. This is the 2nd device to be stolen from this location. In consultation with the Tennis Club, it is planned for the device to be relocated to a locked area at the Club which is only opened when Tennis / bowls play is taking place.

## Events and Fundraising : Report- Gerarda Luck

Gerarda discussed a list of events and community functions that were coming up over the next few months.

Date	Event	Details	Primary Contact	Other Comments
Sunday 10 December	Community BBQ Breakfast + Local Produce market	8.00-10.30am On the deck at Hall	Gerarda Luck Karina Stafford	Jams, pickles and shortbread for Christmas gifts available!
Saturday 25 November to Saturday 23 December	Santa Photos on the beach	Saturdays & Sundays 9am to 1pm at the Cafe	Karina Stafford Robyn Barrett	
Wednesday 6 December & 13 December	Jams & Pickles Shortbread	At the hall	Karina Stafford Kerry Colyannidis	All welcome - come along! We may have additional times.
Saturday 9 December to Sunday 24 December	Raffles	Saturdays & Sundays 9am to 1pm	Karina Stafford Gerarda Luck	Volunteers needed!!
Wednesday 13 December	Bare foot bowls & tennis	4.30pm at Tennis courts	Karina Stafford Jackie Bridel	* Practice run for Holiday events in January
Friday 22 December	Carols (with BBQ)	Arboretum from 5pm	Pauline Toohey Jeanne Albretch	
Saturday 30 December to Sunday 31 December	NY Raffle	9am to 1pm at the Cafe	Karina Stafford Gerarda Luck	Volunteers needed!!
28 Dec through January	Holiday Activities	Family Bingo – Thurs 5pm Kid's Disco – Mon 5.30pm Barefoot Bowls & Tennis Fun – Wed 5.30	Malcolm McDonald Karina Stafford Jackie Bridel	Volunteers welcome
Sunday 14 January	Community BBQ Breakfast + Local Produce market	8.00-10.30am On the deck at Hall	Gerarda Luck Karina Stafford	
Friday 26 January	Australia Day Celebration		Malcolm McDonald	Profits to Mingletta

Jams & Pickles are proving to be very successful, and Amanda is now including their

[Pearl Beach Progress Association Inc.](http://www.pearlbeachprogress.org.au)  
 9 Diamond Road Pearl Beach NSW 2256  
[www.pearlbeachprogress.org.au](http://www.pearlbeachprogress.org.au)  
 ABN 33 688 265 112

## **Business Item**

financials separately from the Breakfast BBQ in the Events Breakdown report. Volunteers are enjoying the social aspect of getting together to make the jam. In response to a question as to how much Jam is made each week from Cathy Lancaster, Karina replied that this depends on what produce had been given and how many volunteers turned up.

Other events during the holidays were also discussed including Monday night Kids discos, Barefoot tennis & Bowls, the Book Fair on the 28<sup>th</sup> December.

Gerarda thanked all the gentlemen who are stepping up this year to be Santas at the Santa photos.

Gerarda concluded by thanking all the members of the events subcommittee whether continuing or not and encouraged others to join. (next meeting on Thursday at 4:30)

---

## **Environment Group : Report – Malcolm Davison**

Malcom has been asked to stand in for Mary Knaggs and he commenced by thanking the current subcommittee members, Gary Phillips, John Haymes, Geoff Corah and convenor Mary.

Malcom highlighted the problem of trees being removed completely ignoring council guidelines. He urged us all to be vigilant to what is happening in the village. The Environment Group aim to be proactive rather than reactive to be able to move quickly and minimize detrimental incidents. An ongoing area of concern being the vegetation removed in front of the Amalfi Restaurant and the group is negotiating with the council to have this replaced with mature trees.

Victoria mentioned the review of environmental zones for deferred land. Mary Knaggs has made a submission to the council concerning this.

Ann Parsons raised the point, that the area in peoples back gardens around the northern lagoon is an endangered area.

Hayley Saunders raised concerns at the wonton destruction by visitors of the areas around the fire trail, the waterfall, and the area behind the fire station. She asked what could be done to try and stop this – more signage, patrols, reports to the national parkland authorities. She & Kay urged the Association to write to the council. Karina asked Hayley and Kay to discuss with the Environment group how best to tackle this issue.

---

## **Publicity : Lynne Lillico**

## Business Item

Items covered by Lynne included:

- Life membership awarded to Paul Barclaire and thanks for all his sterling work for the community over this extended time in Pearl Beach
- The thank you “Afternoon Tea” held for the RFS at the station on Saturday 18<sup>th</sup> Nov. A large crowd attended with children enjoying “playing” with the fire truck.
- Reminder that Cathy Lancaster is running a Lunch Club on the first Monday of the month.
- Summer Reading Book Fair 9am-1pm on December 28<sup>th</sup> Organised by Alison Philips.
- Australia day activities – 26<sup>th</sup> Jan. BBQ and fun. Organised by Malcolm McDonald & Peggy Todd
- Finally, the Christmas Dinner with the wonderful women (Lorraine Churchill, Rhonda Doyle, Louise Gledden) of the Central Coast Kids in Need association who presented a certificate to the PBPA in recognition of the donations received. A Christmas surprise occurred when Kylie Michael Archer entered the hall carrying a candle and singing acapella. Karina thanked all those who made the evening possible from caterers to volunteer decorators.

## REPORTS WORKING PARTIES

### **Updating of PBPA Constitution and Guidelines: Convenor Victoria Crawford**

Victoria reported that the review of the Constitution has been completed and was accepted by the Department of Fair Trading on the 5<sup>th</sup> September. The subcommittee is now focusing on reviewing the PBPA guidelines.

### **Central Coast Council Liaison: Convenor Peter Richardson**

Peter announced that he recently got married!

Thanks to the members of the working group – John Haymes, Duncan Bridel, Stephen Parsons for the work done surveying the condition of the roads. Peter also requested that any member with a “road” issue should inform him so it can be added to the “database”.

The road survey is to be updated and regular dialogue with the Central Coast Council continuing.

Items to note: -

- Diamond Road: Final sealing from Beryl Blvd to Crystal Avenue due Feb/Mar 24 but awaiting proposals(asked for 6 weeks ago) from CCC to address water pooling prior to resurfacing
- Other major road repairs: Awaiting a response from Boris Bolgoff (Director Infrastructure CCC) re major patching to Tourmaline and Coral

[Pearl Beach Progress Association Inc.](http://www.pearlbeachprogress.org.au)  
 9 Diamond Road Pearl Beach NSW 2256  
[www.pearlbeachprogress.org.au](http://www.pearlbeachprogress.org.au)  
 ABN 33 688 265 112

## Business Item

- Minor Road Maintenance: Request made to CCC re trimming of overhanging vegetation and reinstatement of white lines on Pearl Beach Drive.
- Building and Amenity Maintenance: Request made to CCC re repairs to Bus Shelter on Pearl Beach Drive & Soil infill and seating at Amenity Block on foreshore
- Stylised Map: Seeking approval in principle from CCC for new stylised map to be erected near amenity block. Certain members requested that key nature spots such as the waterfall and ponds are not put on the map.

In response to a question from Paul Toohey: Outcome of shared 40kph / 10kph zones request to council still awaited. Some 40kph signs have appeared around the village. Gary Phillips commented that there were excess chippings in Cornelian Road – Peter to follow up with council.

---

## Welcome New Membership

Karina welcomed the following new member to the PBPA: Marilyn Crameri of Diamond Road.

---

## RURAL FIRE SERVICE AND COMMUNITY FIRE UNIT

Luke Stevenson & Lindsay Boyd spoke on behalf of the RFS. Lindsay reported that in the last 12 months approx. 8 new people aged between 20 – 30 have commenced their training with RFS. Carolyn Blackburn has rejoined from another district. The Pearl Beach RFS brigade has developed from a rudimentary fire service 3 years ago to a growing vibrant one today and this is a positive statement of community volunteering.

Thanks were expressed for the afternoon tea put on by the local community at the RFS station.

Lindsay explained the hierarchy of levels of importance used within the RFS during an emergency or fire situation.

- First: Looking after the members of the brigade
- Second: Looking after people – members of the public

Pearl Beach Progress Association Inc.  
9 Diamond Road Pearl Beach NSW 2256  
[www.pearlbeachprogress.org.au](http://www.pearlbeachprogress.org.au)  
ABN 33 688 265 112



## Business Item

- Third: Looking after property
- Fourth : Restoring things back to normal as much as possible.

People need to take note of the status of the Fire Warning Board. If the situation is extreme or catastrophic people need to get out of the area of danger. If people remain in the danger area then the RFS will not be able to protect properties as their first concern will be protecting the people who have stayed.

In response to a question about what can people do bearing in mind a forecast of 37 degrees in the near future Lindsay advised people to: -

- Clean your gutters of leaves etc before the change comes, remove litter from around the garden. Ensure you have hosepipes handy. Know what your options are if you must leave. What will you take with you? Have a plan?
- On extremely hot days: Do not light fires outside, stay inside in the cool, Keep hydrated, monitor the “Hazards Near Me” app to see if any danger is approaching.

Lindsay warned that there is a lot of vegetation around with some areas that haven't been back burned for years and we currently have a higher-than-average bush fire danger. He said we might be lucky this year, but eventually a fire will come.

The track around the northern headland is not an effective evacuation strategy. The track is dangerous especially if there is smoke around and people are stressed. If the arrow on the fire danger sign is to the right (catastrophic) – people should have already left the area by road. During a fire, embers can be spread several kilometers in front of the main fire.

Finally, Lindsay commented that the RFS were involved in putting out a number of car fires where cars had been stolen and then set alight. A useful tool that the RFS has is a TIC (Thermal Imaging Camera) which allows them to see where the hot spots are to ensure the fire has been totally extinguished before leaving.

Karina noted that Lindsay and his family were moving out of Pearl Beach, and she thanked him and Jamie for all their support & help over the years.

---

## COMMUNITY GROUPS:

### Dune and Bush Care

Stephen Parsons reported that a “happy group of great people” met to work on the dunes. Council have provided new shirts and a council convenor attended along with the groups longest serving member Rob Payne. Cake was provided by Maggie Payne. The next meeting would be in February 2024 – location to be decided. New volunteers welcome.

## Business Item

### Plodders

In Bev's absence Karina reported that the Plodders had recently enjoyed a plod in Rumbalara Reserve on the 21<sup>st</sup> Nov.

Plods are normally held on the 3<sup>rd</sup> Tuesday on the month with the next plod to be held in February – details to be provided nearer the time.

---

### Vale Notice

Karina reported on the sad passing of Valerie Taylor, with a beautiful service having been held on Wednesday. The Community's condolences were expressed to Paul and his family.

---

## OTHER BUSINESS

Karina advised that:

- there would be no meeting January 2024. The next meeting to be in February 2024 where sub committees will be ratified.
- Community meeting in March would have Chris Masters, award winning journalist, as guest speaker
- General meeting in April
- Community meeting on May 4<sup>th</sup> where the guest speaker will be Stephen King (talk on technology – keeping safe from scams etc.)

Karina then invited people to share in a Christmas Drink where a donation is encouraged to help cover refreshment costs.

Karina thanked everyone for attending what turned out to be a long meeting.

---