

## **PEARL BEACH PROGRESS ASSOCIATION INC GENERAL MEETING MINUTES- DRAFT**

**4<sup>th</sup> March 2023 at 5.00 pm**

### **Attendees**

Karina Stafford (in the Chair), Tanya Masters (Secretary), Amanda Winley, Nigel Tisdale, Paul Wickham, Pauline Toohey, Paul Toohey, Gabby Crompton, Carolyn Marks, Diz Shea, Rachel Shea, Vic Clarke, Donna Higgins, Alison Phillips, Lindsay Boyd, Peggy Todd, Penryn Maddrell, Helen O'Loughlin, Mary Knaggs, Stephen Parsons, Ann Parsons, Peter Romey, Malcolm McDonald, Jane Borton, Klaas Woldring, Aafke Woldring, Jane Borton, Geoff Corah, Sabine Kirschke, John Haymes, Gaby Porter, Jeanne Albrecht, Andrew Tregent, Jenna Ne'Roi, Victoria Crawford, Ian Crawford, Lorelle Savage, Larry Savage, Gerarda Luck, Margaret Moore, Vic Brown, Heather Brown, Greti Rieger, Bev Hughes, Margaret Brown, Dianne Swalwell, Annette Blinco, Bill Blinco, Kay Williams, Bev Kingston, and one other ( writing illegible).

### **Apologies**

Bronwen Young, Peter Connor, Marianne Hulsbosch, Hans Hulsbosch, Adrian Thurlow, Helen Thurlow, Peter Richardson, Peter Doddrell, Vicki Powell, Aileen Samios, Mary Hyland, Lynne Lillico, Robert Lillico, Catherine O'Reilly, Robyn Stafford, Amanda Thomson, Russell Grove, Val Taylor, Barry Marks, Jane Clarke, Tony Higgins, Stephanie Woods, Keith Woods, Dorothy McDonald, John Steinbeck, Jan Steinbeck, Kate Lindsay, Ross Lindsay, Coralie Kenny, Mark Kenny.

### **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.

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#### **Minutes of Previous General Meeting**

A link to the Draft Minutes of the previous meeting on 4 /2/ 23 was included in the notice of meeting sent to membership on 23/02/23 and will be available on the website once ratified.

## Business Item

### Matters Arising

There were no matters arising from the previous meeting.

It was proposed that the Minutes from the February meeting be accepted. All agreed

Proposed: Anne Parsons

Seconded: Di Swalwell

### Financial Reports

The Financial reports for January were emailed to members on 23/02/23.

The Treasurer, Amanda Winley reported on January 2023 P&L; Year to Date, Cash Movement and Balance sheet reports.

Amanda presented a summary of the financial documents. The Community Support Centre accounts were now separated, and expected to be finalized in the coming months.

The Balance Sheet contained last years' land valuation. Amanda reported that PBPA has not received the current evaluation, which would be discussed at the Executive when available.

There has been a significant increase in total cash movement for January, compared with last year.

Moved that the financial reports be accepted. All agreed

Proposed: Malcolm McDonald

Seconded: Stephen Parsons

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## **REPORTS SUB COMMITTEES**

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

- Working Bee was a great success with 12 people volunteering. There is still some painting and other maintenance to complete .  
Please see Victoria or Paul Barclaire if you are able to help.
- Fire safety compliance is being reviewed by Douglas McDonald who is completed an entire review of the compliance schedule .

## Business Item

The Certifier had not completed a final inspection and issues a Certificate of Occupancy for the second part of the build. Douglas McDonald is following up.

- Kitchen stock take has been completed by Jeanne and Kerry and new supplies are being purchased to bring the total for all tableware to 120.
- Multiple quotes had been sought to repair the skylight once again in the storage room, however the decision has now been made to remove the skylight and replace the roof the above. The storeroom is well lit.
- Quotes continuing to be sought for the oil treatment of the floor and painting etc. Victoria advised the meeting that consultation with the community would take place before interior painting commenced.
- Victoria reported she expects the overall cost of renovations and updates to the hall to be in the vicinity of \$70,000. She hopes to be able to apply for a grant to help cover the cost.
- Victoria thanked Duncan Bridel .
- Proposed higher fence with the neighbour at 2a Tourmaline is no longer going ahead as the property has been sold.

## Safety Advisory Group; Paul Toohey

Paul Toohey updated progress with a number of current projects.

- Community Support Centre  
Almost completed with the spearpoint application being processed through Sydney Water. A special Premier's grant ( \$5000) has been approved, which with money raised from BBQ at Bunnings sausage sizzle of \$2600 should be enough to cover all remaining work.
- Neighbourhood Safer Place ( NSP) . Operational training for SAG and Executive is planned for March. Further volunteers are needed. Please contact Paul Toohey if you would like to be trained for the NSP.
- Neighbourhood Alert program. Data collection is slow, with only about half the community 's contact details so far.
- Mobile Phone Reception. A productive meeting was held with Dr Gordon Reid, member for Robinson on 3<sup>rd</sup> March .

## Business Item

Paul and Nigel explained that 50% of the cost of the upgrade is met by the Telco's, and they apply to the Government for the remaining 50% of the cost of upgrading the reception. Unfortunately the Telco's do not acknowledge there is a problem with reception in Pearl Beach, despite the extensive work completed identifying that most of the properties in Pearl Beach can receive only 1 or 2 bars on their mobile phones. ( see the map in the latest issue of the GEM) The SAG committee is asking residents to lodge complaints to their mobile phone carrier if they experience poor reception. Karina proposed the PBPA send out a template letter to Member to make this an easier process.

- Beach Safety. The Emergency beacon to be located near the Agate Ave. entrance to the beach should be installed by June this year. Costs are being borne by NSWG -Surf Life Saving and subsequently CCC.
- Poison Baits . Thank you to Nigel for making the warning signs and to Karina for organizing the community walk along the beach to locate and clean up the baits.
- Community Fire Unit. New Members for the CFU are desperately needed to provide the unit with a full team ready to use the mobile unit next summer if necessary. Please come along to the RFS Open Day to find out more about how you can volunteer.  
Open Day 25<sup>th</sup> March 5-7pm 39 Emerald Ave
- Speed Limit and Shared Use Zone. No progress to date.

## Events and Fundraising.

### Ratification of Terms of Reference and vote on the adoption of the new Sub- committee

The Draft Terms of reference for the newly amalgamated committee was sent to members for their consideration with other documents on 23/2/23, and were displayed on the overhead.

Karina briefly outlined the reason for the amalgamation of the two former sub-committees into one unit, and asked for a show of hands members were in favour of the change. The vote for the change was unanimous, and hence the new committee was officially formed.

Karina advised that in preparation for today's meeting, Gerarda Luck had been voted in as the new Convenor.

## Business Item

Gerarda spoke to the list of upcoming Events and Fundraising activities that were displayed on the overhead.

She advised that at the next Community breakfast ( 2<sup>nd</sup> Sunday morning each month) there will be items on sale from Burnt Honey Bakery and Mountain Pride Farm.

- 11th March Opera in the Arboretum ( contact Woy Woy Rotary)
- 26<sup>th</sup> March, April 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup> Mothers Day Family Photos . There will be multiple booking times available for small and larger families.
- 8th April EASTER Book Fair / BBQ/ Cake Stall/ café on Deck.  
Contact Alison on 0487 444537 if you are able to help with Book Fair or bake goods.

Pearl Beach Art Trail also on this day

- 22<sup>nd</sup> April Trivia night in hall. Contact Malcolm 0413 805 024
- 25<sup>th</sup> April Anzac Day Dawn service ( bring a candle and chair); and official opening of the renovated War Memorial.
- 13<sup>th</sup> May. Disco in the hall
- 20<sup>th</sup> and 21<sup>st</sup> May PBPA and Irvine Family Scholarship concert. Contact Lynne for tickets 4344 2319 .
- May 1<sup>st</sup> and every 3<sup>rd</sup> Wed. Winter Classic cinema

Gerarda provided

Year to Date Net Profit list for Events and Fundraising activities with the total amount raised to date being \$38,216.00.

Karina thanked all the volunteers who had contributed their time to produce this incredible result. She asked those present to please give their time to volunteer if they are able. It is important for the work load to be shared across the community.

Alison Phillips; Co-ordinator of the Book Fair advised that books were still coming in for the Fair, but asked for quality books that could actually be resold. Please don't drop off books that are torn, or with content that is unlikely to sell. She reported having extensively culled the boxes of books, some of which have been in and out of the Book Fair for more than 5 years.

There will also be a "locally made" stall, with produce from the community which could include knitting, sewing, craft; and of course there is also a cake stall.

Please identify a rough cost of the item before donating.

Adrian Thurlow is also organizing a raffle.

## **Business Item**

### **Environment Group**

The Draft Terms of Reference for the newly proposed Environment Group Sub-Committee was emailed to members with other documents for their consideration on 23/02/23 and were displayed on the overhead.

Mary Knaggs spoke about the history of the Environment Group, and outlined the approach from PBEG to become a Sub committee, in part related to protecting and enhancing the Environment being an objective in the PBPA Constitution.

She spoke of how encouraging it is to see Sydney University and other groups choosing Pearl Beach to do their research.

### **Ratification of Terms of Reference and Vote on the adoption of the new Sub -committee**

Karina asked for a show of hands if in favour of the PBEG proposition. The vote taken was unanimous.

### **Convenor: Mary Knaggs**

Mary reported that with regard to development applications, there had only been 4 submissions made to CCC by PBEG. She identified the Pearl Beach Environment Group's brochure which was written and compiled by Chris O'Brien is still available.

Ann Parsons acknowledged Mary's extensive involvement in preparing the Arboretum and Progress Association's Plan of Management report. Mary had written a lengthy submission.

- Comments about the CCC Plan of Management closed on 1<sup>st</sup> March. Council Community land in Pearl Beach includes Paul Landa reserve at the top of Green Point Rd. and the Arboretum and Tennis Courts.

Karina also acknowledged Mary's excellent submission.

Mary also identified : having a website linked to useful environmental information and monitoring proposals for off shore gas drilling.

### **REPORTS WORKING PARTIES**

#### **Updating of PBPA Constitution and Guidelines.**

Victoria Crawford apologized for being behind schedule with presenting the Working Party's report to the GM. Victoria has been out of action for quite a few weeks.

## **Business Item**

However, the group is still aiming for completion by May, with discussion and vote in June.

The Draft Constitution will be sent to all members.

Members can contact Victoria if they have suggestions for the Working party.

Victoria referred to list of things being considered by the group.

These included :

- Align where possible to the Model Constitution
- Clarify the use of electronic voting for Executive positions
- Use of various technology for GM
- Incorporating the requirement for a Conflict of Interest register
- Requirement that members nomination for Executive positions be members for at least 12 months prior to nomination.
- Clarifying sources of funds
- Clarification of location of storage of PBPA important documents

Other issues raised included:

- Preferential voting
- Lower quorum numbers

Following a question from the floor, Victoria agreed that some changes identified may be included in the Guidelines rather than the Constitution.

### **Central Coast Council Liaison**

Peter Richardson sent his apologies. Nigel reported on progress to date and showed on overhead a map of the location on overhead of all identified road defects that have been logged to CCC. Since Dec 2022 approximately 125 defects have been recorded.

NT thanked the community for referring roadside and drainage matters. In particular , special thanks to Duncan Bridel, Stephen Parsons, John Haymes, Doug McDonald and Lisa Ritchardson.

A proposal of 2500m<sup>2</sup> of damaged roads has been sent to the Director of Infrastructure for discussion .

### **Welcome New Membership**

The following new members were welcomed by Karina.

- Ian McGill
- Debra McGill
- Coralie Kenny
- Mark Kenny



## Business Item

### RURAL FIRE SERVICE AND COMMUNITY FIRE UNIT

Lindsay Boyd spoke about RFS Open Day to be held at Pearl Beach RFS at the end of Emerald Ave between 5pm and 7pm on Saturday 25<sup>th</sup> March.

Lindsay reported that this invitation was open to the surrounding suburbs .

He hoped to obtain 6-8 new members which will enable a broader group of members.

Nigel Tisdale who has recently completed his training outlined the commitment requirements;

Basic Training period is about 6 months, with weekly training sessions at RFS.

There is also an online theoretical component which is not onerous.

Lindsay reported there had been 2 call outs in the past month; with one at Mt Ettalong where the PB brigade assisted in a cliff rescue. The other was on Pearl Beach Drive where the electricity wire had fallen dangerously close to the road.

Stephen Parsons asked about the location of fire hydrants nearby the Arboretum. It appears that only 2 of 3 hydrants can be located.

LB suggested logging this defect to NSW RFS.

NT advised that the location of all fire hydrants in Pearl Beach could be found on the PBPA's website which he showed on the overheads.

Further he outlined the additional information that is now available on the website, and encouraged all to visit the PBPA website.

Karina thanked Nigel for extraordinary work on the website and also his development of QR codes to direct people quickly to specific information; What's on in Pearl Beach; The Gem and Dates for your Diary etc.

She reported that following last month's meeting where the issues of lost or damaged "blue cat's eyes" had been raised, the Executive had discussed the issue and had agreed to fund the costs of these for the village.

The RFS will put these in place on the roads.

Karina indicated that Lindsay is willing to discuss other aspects of RFS and fire danger at General meetings . She suggested that if anyone had topics of interests to please email Tanya or herself.

One possible topic suggested was to supply a list of contents for residents to prepare in their "evacuation packs".



## Business Item

### COMMUNITY GROUPS:

#### Dune and Bush Care

Stephen Parsons reported that Bush Care have had assistance from CCC who have offered to assist. Stephen had reported several months ago the CCC had ceased their monthly assistance with bush care. A welcomed return.

There were also three new people assisting with this important care of the bush and dunes.

He reminded those present about Clean up Australian Day the next day ( 4<sup>th</sup> March). Starting time would be 8.15 at the hall. Stephen proposed to have another group walk along the beach to look out for and collect any further baits.

Stephen also collects any returnable bottles and gives the proceeds to WIRES.

#### Arboretum

Victoria advised that the regular 3<sup>rd</sup> Sunday in the month “clean up” in the Arboretum is generally supplemented by the regular Thursday morning working bee between 9-11.

The Arboretum committee is currently working on a Management Plan for the next 5 years which will go up on the Arboretum website. VC thanked Mary Knaggs who has put a great deal of work into preparing the plan.

Additionally, the committee is currently in the process of formulating landscape Masterplan and exploring the feasibility on a larger ( outdoor learning area) for the cottage.

Replacement of the collapsed boardwalk is still pending. The area is owned by CCC and there are large costs involved.

VC thanked Gary and Alison Phillips who have put an enormous amount of work into restoring one of the timber seats.

VC also thanked Vic Brown for facilitating the Men’s Shed provide a roof to each of our beehives.

There were also some additional nesting boxes donated. These were added to those constructed at a Nesting Box workshop organized by Penryn Maddrell which will be held in May. Details TBC

**Business Item**

**Plodders**

The plodders are currently enjoying their Mudgee 6 night getaway. Bev Lapacek sent multiple photos for the overhead of the group enjoying walking tracks and general socialization.

**Pearl Beach Aboriginal History Group**

Peggy Todd showed an article in the local paper about the generous donation made to Mingaletta from funds raised on Australia Day. She thanked those volunteers on the day that had made that possible, and reported receiving a letter from the Gordon Reid (Fed. Member) with congratulations. She acknowledged the generous contribution from Ross Hillyard at Pearl Beach Real Estate who paid for all the ingredients.

Peggy raised the prospect of installing another flag pole at the front of the hall for the Aboriginal flag. Karina asked for a show of hands in agreement. This suggestion was fully supported by the meeting.

**OTHER BUSINESS**

Accom owner and local manager . Andrew Tregent spoke to the meeting about the rules and new legislation governing all casual rentals. He reported that his agency manages about 95 properties in Pearl Beach . Holiday house letting is required to be registered through Dept of Planning.

In addition agencies such as Accom have a register of "troublesome guests".

There are also a large number of properties ( approx. 60) in Pearl Beach that are rented privately , which are not covered under the registration rules.

He reported there are very few properties in Pearl Beach that have troublesome guests However, Accom will attend to concerns by neighbours of troublesome guests and the "after hours" number is on the front door of the Pearl Beach Real Estate/Accom office.

Accom has a limit on occupancy of no more than 8 adults and 4 children , with properties limited to 4 bedrooms. Any rental properties with 5+ bedrooms are required to have DA.

## **Business Item**

A noise abatement order can be instigated after 10pm.

Andrew advised his company contributes to fundraising by PBPA as equal sponsor with PB Real Estate as a way of thanking the community.

A question was asked about the responsibility taken for keeping properties clean and tidy, removing leaves from gutters etc. He reported that Accom takes responsibility for blowing leaves and cleaning up properties prior to a rental. If neighbours are concerned please call his office.

Karina thanked Andrew for his attendance.

Further she advised that two books were available to purchase, including the Bev Kingston history of Pearl Beach. Karina acknowledged Bev's presence at the meeting. Additionally there is a publication called Celebration of our Streets ???

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## **Local Residents**

Paul Barclaire spoke briefly about the recent death of Brian Worrell who had been a long term resident of Pearl Beach, and the President of the Tennis Club for 10 years .

Karina offered condolences to his family, and also to the families Norm Haddow of Green Point Rd and David Sillett of Emerald Ave who had also both passed away recently.

The meeting closed at 6.35 pm

All present were invited to stay for refreshments and general community socializing.

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**Next General Meeting Saturday 1<sup>st</sup> April 2023**

**Following General Meeting 6<sup>th</sup> May**

## Business Item

### Addendum:

Having lived in Pearl Beach for more than 20 years, I check my evacuation essentials at the beginning of every Summer. Although a lot of my “essential list “ is copied to the “cloud”; these are some things to consider.

- Passport
- Your Will
- Medical records if needed
- Essential medication
- Other essential identification eg birth certificates
- Photocopies of credit and bank cards.
- Special photos
- Copy of insurance documents;
- Take photos of all the rooms in your home as well as interiors of cupboards and outdoor furniture .
- If possible scan your receipts to cloud or take them with you.
- Spare car keys
- Special jewelry and watches
- Have pet food and cages handy
- Have a packed clothing bag.
- Mobile phone AND charger
- I-pad AND charger
- First aid kit
- Torch and batteries

Create a “to do” list. Eg turn off BBQ gas bottles ; turn off utilities.

I also have a picnic hamper with water, non perishable food; crackers, fruit bars, juice poppers, as many water bottles as you can carry.

( but remember to use the items and the end of summer, and refresh next year )

Members and Friends ; Please provide feedback about your own Emergency list or identify anything that you think should be on the list.

Tanya Masters