



CLARENDON COMMUNITY ASSOCIATION  
PO Box 69, CLARENDON SA 5157  
ABN: 61 800 506 640

## CLARENDON COMMUNITY ASSOCIATION INC.

### MINUTES OF ORDINARY MEETING

Wednesday 5<sup>th</sup> December 2018

**1. Opening:** 7:40pm Community Hall

**2. Present:** Mark & Helen Ashenden, Petrah Harslett, Bianca Folber, Des & Pru Fowles, Phil Scroop, Gerrit Schrale, Kathy Townsend, Louise McMaster, Karl Macaulay, Anita Butcher and Steve Tiley.

Observer: Councillor Marion Themeliotis

**3. Apologies:** Tom Millar, David Elder, David Clarke, Anneke Schrale, Brad & Louise Pickford, Di Lamont, Joan Harslett & Trevor Harslett, Gayle Mills and Lauren Bowden

**4. Minutes:** of previous meeting held Wednesday 3<sup>rd</sup> October 2018 accepted as a true record: **Moved:** Gerrit Schrale, **2<sup>nd</sup>** Pru Fowles, **Carried.**

Please note there were no minutes from the November meeting as there was not a quorum

### **5. Matters Arising from the Previous Minutes.**

#### **(a) Rec Ground pathway lighting proposal:**

President Mark Ashenden and committee member Des Fowles met with Kirk Richardson, Director City Operations, City of Onkaparinga Council to discuss the proposed concept plan for the pathway lighting and re-aligned access track. When council staff first approached the CCA for a meeting, Mark had suggested that all relevant stakeholders should be in attendance however it was communicated by Council staff that Kirk Richardson wanted to have this initial meeting just with the CCA and then look to have a meeting with all stakeholders at a later date. Mark and Des explained the concept to Kirk and three other staff attendees at that meeting and advised that the community was hoping to apply for a Grass Roots sporting grant to at least match the current funds allocated by council. Kirk was reluctant to offer his support towards a grant application as he suggested the Clarendon project may not be a priority for Council

when compared to other possible sites and projects across the City of Onkaparinga. The meeting finished with Kirk advising that his staff would do some more research into the feasibility of the concept plan.

Councillor Themeliotis continues to support the CCA regarding the concept plan. She made the following recommendations;

- Create a grant sub group to get started on the application
- Contact Josh Teague's office and see whether they may be able to help with the application
- Contact Rebehka Sharkie's office seeking further support for the concept plan
- Seek support letters from all user groups of the rec ground eg, netball, tennis, bowls...
- Netball SA to complete an audit of the site with the assistance of the Clarendon Netball Club

Councillor Themeliotis recently spoke with Netball SA and she is arranging to meet with the Clarendon Netball Club. She obtained a copy of a previous audit of the site and Netball SA are looking to do a new audit. Mark and Pru both recommended that as the netball club and tennis club are co-tenants of the site they really should try to work together and openly discuss the concept plan and the possible changes to the lease area.

The deadline for the grant application is 27<sup>th</sup> February however historically the CCA don't meet in January and the council is closed over the Christmas/New Year break. Given the tight timeframe the CCA executive committee will work on the grant application

**(b) Recognition of David Elder's contribution to the CCA:**

At the September meeting a motion was moved to look at how the CCA can formally recognise the years of service David Elder has given the Clarendon Community Association. It was suggested that David could become an honorary member which would allow him to still attend meetings however he would not be able to vote. The executive committee proposes that David become an honorary member and Mark will deliver a nice letter with a bottle of wine.

**Moved:** Petrah Harslett, **2<sup>nd</sup>** Karl Macaulay, **Carried.**

**(a) Plaque from Riverbend Park**

Di Lamont shared with Bianca prior to the November meeting that Noela's plaque has now been reattached to the front of her sculpture in Riverbend Park.

**6. Treasurers Report:**

Report's tabled for October and November 2018.

Accepted as a true record: **Moved:** Pru Fowles, **2<sup>nd</sup>** Bianca Folber, **Carried.**

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## 7. Hall Report:

Report's tabled for October and November 2018

Accepted as a true record: **Moved:** Helen Ashenden, **2<sup>nd</sup>** Des Fowles, **Carried.**

### **(a) Kindergarten Lease update:**

Nothing further to report.

### **(b) Hall Hire Conditions:**

Bianca explained to CCA members that recently the CCA had received a complaint from a resident regarding the level of noise during events being held at the community hall. There was also a complaint received from the kindergarten regarding broken glass and cigarette butts being left in the outside area which is shared with the kindergarten. The booking officers and CCA executive committee took the concerns very seriously and as such the hall booking officers Helen, Pru and Bianca met on Tuesday 6<sup>th</sup> November to discuss the current hall hire conditions and a risk assessment was undertaken. After much discussion the booking officers make the following recommendations;

1. All weddings be put on hold and revisited when the Community Hall facilities are upgraded. All party enquiries will be at the discretion of the hall booking officers.
2. The wedding that is pre-booked for April 2019 will be allowed to go ahead but the hall booking officers will notify nearby residents and the booking officers will have a private discussion with the wedding coordinator regarding the conditions of hire prior to the event.
3. President Mark Ashenden will formally apologise to both the kindergarten and the resident that submitted the complaint.

After further discussion, in addition to the above three recommendations we would also like to propose

1. The hall booking officers have approval to spend up to \$600 per maintenance or emergency event without having to seek prior approval from the CCA. All receipts will be tabled to CCA at the next CCA meeting.
2. Approval to remove the tree adjacent to the front door of the community hall.

Going forward Bianca shared with CCA members that the hall booking officers would like to put a calendar of events on the CCA website and this calendar could be emailed to nearby residents perhaps at the start of every month.

### Pricing changes

The hall booking officers would like to review the hall hire prices and include the following:

2 hour booking	\$35.00 (new)
Half day booking	\$75.00 (new)
Full day booking	\$150.00
Local community groups	\$20.00
Bond	\$400.00
Deposit to confirm booking	\$75.00

**Moved:** Helen Ashenden, Bianca Folber & Pru Fowles, 2<sup>nd</sup> Des Fowles **Carried.**

### 8. Correspondence:

- Letter from Josh Anderson (Clarendon Primary School) in support of the Clarendon Rec Ground Concept Plan
- Email from a concerned resident regarding hall hire conditions (name withheld for privacy)
- Email from Clarendon Kindergarten regarding broken glass and cigarette butts being left in the outside area following a private event at the hall
- Letter from Josh Teague MP in support of the Clarendon Rec Ground Concept Plan

### 9. Subcommittee Reports:

#### **(c) Clarendon Community Initiative**

CCI met over two separate sessions to look at what projects to focus on in the next calendar year. The following five projects were put forward;

- **The Toondilla Trail**, keep on with the development of the Toondilla Trail and the wider activation of the Toondilla name/theme
- **The Discovery Trail**, keep developing the trail and shaping it to Primary Schools as a start-up audience/market
- **Historic Hall Committee**, develop a productive working relationship with the Historic Hall Committee
- **Heritage Gateway**, promote a regional identity for Clarendon as the region's heritage gateway
- **Website/Welcome Pack**, bring together an integrated website for Clarendon.
  - Get more information out into the community on what's happening around the CCA and beyond

- Make newcomer's more welcome through an "induction pack" of some kind
- Create a recognizable form of branding for Clarendon
- Create linkage for all sorts of information from the website, like the hub that connects all the spokes of a wheel
- Make the CCENews more accessible and better known. Provide more hard copies in the community

Des proposed on behalf of the CCI that the CCA endorse the five projects.

**Moved:** Clarendon Community Initiative Committee 2<sup>nd</sup> Karl Macaulay, **Carried.**

### **Website for Clarendon:**

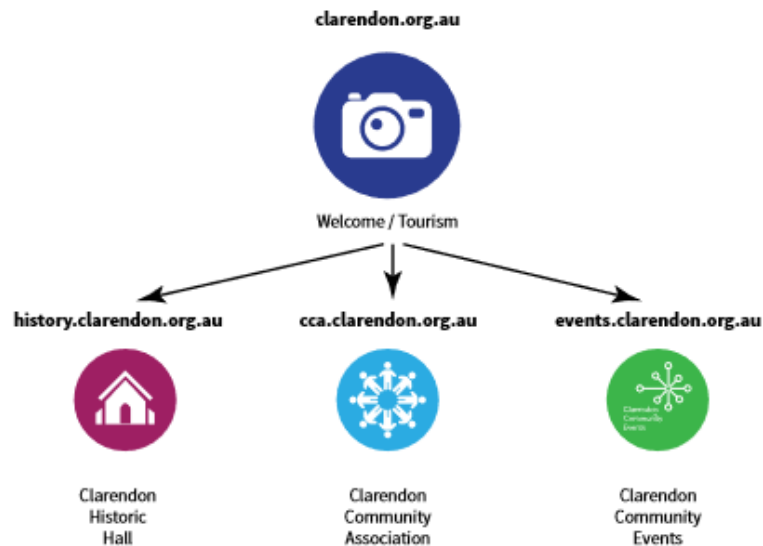
We had hoped to present this at the November meeting for endorsement however there was not a quorum to vote. Just prior to the December meeting Bianca received correspondence from our website host that our plan was up for renewal and based on this the executive committee decided to proceed with the change over to the **.org.au** extension. Brad Pickford helped tremendously as did the prior web host Kym Harper. Bianca then proceeded to explain how the new website would work.

#### **Concept**

With community sentiment and participation on the rise, now would be a good time to start unifying our efforts. A great tool in achieving this would be to have a consolidated communications hub. This would take the form of a parent domain/URL. The first step is to obtain a domain name that is easily remembered and searchable on the web. The most likely candidate would be **clarendon.com.au**, but this is taken by Clarendon Homes. After researching many options **clarendon.org.au** I believe would be a great option.

The **.org.au** extension is a country code TLD (top-level domain) for Australia. It is available for registration exclusively by non-commercial organisations operating in Australia: Associations, political parties, trade unions, sporting clubs, special interest groups, and charities.

Since the CCA is a registered organisation we would be entitled to the URL **clarendon.org.au**. The great benefit of obtaining a 'parent domain' is we can cut costs across the board as we will only require one domain name and one hosting plan, rather than each individual body buying their own. We can create 'sub-domains' off of the parent domain. These come before 'Clarendon'. So for example, the CCA domain name could be **cca.clarendon.org.au** Below are some examples of sub domains we could set up through the parent domain....



### COSTS

**Website Hosting: \$160 per year**  
This service hosts our website.

**Website URL: \$25 every 2 years**  
This is name users type in to find our website, e.g. 'history.clarendon.org.au'

**Moved:** Bianca Folber, 2<sup>nd</sup> Helen Ashenden, **Carried.**

## 10. General Business

### **(a) Santarilla**

Bianca contacted the Kangarilla Progress Association to confirm Clarendon's participation in Santarilla this year. They advised that they would like people to try and have their Santa's displayed from 1<sup>st</sup> December until the 6<sup>th</sup> of January. Meadows will also be officially joining this year.

### **(b) Community Carols**

Petra advised that on December 23<sup>rd</sup> the Church will be hosting a family friendly community carols event and all are welcome to attend. There will be a bouncy castle, face painting, sausage sizzle, carols etc

### **(c) Gazebo**

Kathy spoke to the group to inform them of the situation regarding the progress of their music business and community service they provide for the elderly.

### **(d) Phil Scroop Update**

- Clarendon CFS is having their annual Christmas party and would like to borrow the CCA chairs.
- We are now heading into the fire danger season. If you hear the CFS alarm

go off it is always a good idea to visit the CFS website and check the current incidents

- Phil would like to get a quote to bitumise the Community Hall carpark and then we can possibly look at getting a grant

**(e) Clarendon Bridge**

The Clarendon Bridge is coming up to its 100 year anniversary. The Historic Hall Committee will be working on a celebration and will liaise with the CCA event committee to organise.

**(f) January CCA meeting**

There will be no January CCA meeting. The CCA committee hope all members and their families have a lovely and safe Christmas and New Year.

**Next meeting**

**Wednesday 6<sup>th</sup> February 2019 at 7.30pm**

**11. Meeting Closed 8:47pm**

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## Clarendon Hall Report - October 2018

We have had a busy month with hall hires in October - two weddings, weekly meditation classes and the monthly Ag bureau meeting.

We have had another enquiry about using the hall as a wedding venue and looking forward, another wedding has already been booked for April next year.

Unfortunately, we have received a complaint from a resident regarding the noise levels of the last 3 weddings that have been held in the hall and we have also received a complaint from the kindergarten regarding broken glass and cigarette butts being left in the outside area. There was a wedding in August and now the 2 in October. This is very distressing, and we need to address it immediately.

Currently the "conditions of hire" stipulate that the hall can be booked until 11pm on weeknights and 1am on weekends. We are concerned that these times are too late for neighbours to put up with excess noise levels. Helen looked online at the EPA and although SA does not have any curfews on noise levels, there is an 'obligation to risk assess the event', taking into account noise levels and potential disturbance to neighbours.

The hall has not been hired out for big events in recent years and now that the hall has been proven as a great venue for this type of event, we are going to get even more requests. This complaint and possible community conflict must be addressed. The Hall Booking Officers Helen, Pru and Bianca met last night to discuss the current hall hire conditions and a risk assessment was undertaken. After much discussion the booking officers make the following recommendations;

4. All weddings be put on hold and revisited when the Community Hall facilities are upgraded. All party enquiries will be at the discretion of the hall booking officers.
5. The wedding that is pre-booked for April 2019 will be allowed to go ahead but the hall booking officers will notify nearby residents and the booking officers will have a private discussion with the wedding coordinator regarding the conditions of hire prior to the event.
6. President Mark Ashenden will formally apologise to both the kindergarten and the resident that submitted the complaint.

After further discussion, in addition to the above three recommendations we would also like to propose

3. The hall booking officers have approval to spend up to \$600 per maintenance or emergency event without having to seek prior approval from the CCA. All receipts will be tabled to CCA at the next CCA meeting.
4. Approval to remove the tree adjacent to the front door of the community hall.

Helen Ashenden, Pru Fowles & Bianca Folber  
Hall Booking Officers



## Clarendon Hall Report November 2018

### Monthly Booking Summary

The hall has been booked quite a bit during November. The Living Church of God, weekly Meditation classes, the Ag Bureau and the kindy concert. We also had a last minute booking for a washed out birthday party.

### Jobs

Pru and I had a clean up of the store room. There was quite a bit of rubbish at the end of the clean up so we asked Owen to remove it. There is still quite a bit of debris from previous committees and hall users that we need to remove – table tennis tops, random BBQ heat beads, planks of wood, signs etc. We will continue to clean when we can.

### Upgrading Cleaning Equipment

Owen and I are still looking at prices to upgrade the cleaning equipment (mops and brooms) to better manage our large hall. Owen is quite happy with what we have but I think an upgrade is needed.

### Forward bookings

Meditation classes have been booked for a 4 week block during January. We have a wedding booked for April as well. This was booked through David quite a few months ago.

### Pricing changes

The hall booking officers would like to review the hall hire prices and include the following:

2 hour booking	\$ 35.00 (new)
Half day booking	\$ 75.00 (new)
Full day booking	\$ 150.00
Local community groups	\$ 20.00
Bond	\$ 400.00
Deposit to confirm booking	\$ 75.00

Thank you

[Helen Ashenden, Pru Fowles & Bianca Folber](#)

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