

# Scotland Island Residents' Association



## Minutes of Committee Meeting

**Date:** June 29, 2014  
**Venue:** Community Hall  
**Present:** Bill Gye, Judy Readman, Alan Gaines, Cass Gye, Carol Floyd, Graeme Crayford, Shona Forsyth, Jenny Frazer, Hubert van Mierlo, Tim Turpin  
**Apologies:** David Hegarty, Tanya Costin, Sharon Kinnison, Shar Jones  
**Observers:** Boyd Attewell, Jenny Cullen  
**Opening:** Meeting opened at 10:15 a.m

### 1. WELCOME AND INTRODUCTION

**2. DECLARATIONS OF INTEREST:** Cass Gye (CG) is Emergency Water Monitor; Graeme Crayford (GC) is Community Vehicle Coordinator. CG and BG are members of the Pittwater Point Community Projects Association.

### 3. PREVIOUS MINUTES

**3.1. Previous minutes:** Meeting accepted. HvM noted that an agenda should be sent with the minutes to all members.

#### 3.2. Outstanding Action Points:

**3.2.1.** BG asked all subcommittees to review their charters. **ACTION: Subcommittees to review ONGOING.**

**3.2.2. 3.2.2. Church Point.** BG reported no news on low-interest loan, but PWC may be considering a 10 rather than a 20-year loan. Issues are whether PWC should keep to original fee structure based on 20-year loan, and 2) whether there is a need for SIRAC to re survey the community regarding their support for the proposal for 60 leased spaces to subsidise fees. **ACTION: CP Subcommittee to discuss. ONGOING.**

**3.2.3. Community engagement:** Street parties and Fair to be considered. **Fair complete: ongoing but remove from Rolling Task List.**

**3.2.4. Traffic management:** consider follow-up actions. **ACTION: R&D Committee to discuss. ONGOING.**

**3.2.5. Kayak racks:** PWC proposals re kayak racks that would be charged out to users. **ACTION: Parks and Reserves, Wharves and Marine to discuss. ONGOING**

**3.2.6. Fire trail issues:** **ACTION: R&D to discuss. ONGOING**

**3.2.7. COMMUNITY Q&A.** Annette Ritchie reported on the PWC storage area opposite her area. It is encroaching in Catherine Park. SK proposed that the Parks and Reserves draft a letter about the issue to be approved. **ACTION: agreed that P&R will explore the issue and draft a letter. ONGOING.**

**3.2.8.** CG reported that PWC had agreed to share the cost of reprinting the Scotland Island Matters (the little blue book). Preliminary quote \$972. **Motion:** That SIRA reprint Scotland Island Matters with support from Pittwater Council. Moved: CG; Seconded: SK. Meeting agreed. **ACTION: CG to organise printing. DONE**

**3.2.9. Report on Community Forum:** Worked well; feedback so far has been positive. Two subjects discussed: Water and Wastewater; Parks Reserves and Wharves. Minutes compiled by CF, JR, JF and SK using written comments on tablecloths. Sent out to participants for further comments; final comments to be included in the minutes (Appendix 2a). **ACTION: JF to finalise minutes for community feedback after responses from participants received. DONE**

**3.2.10. Finance, Membership and Insurance:** Covering letter for membership send out. **ACTION: FMI to send out form to members; JR to draft a covering letter. DONE**

**3.2.11.** Meeting agreed that although discussions with the onshore organisation could be difficult as they opposed the car park infrastructure, the CP subcommittee could initiate contact. BG proposed a survey on demand management. Meeting agreed. **ACTION:** CP committee to initiate discussions with onshore and to draft survey seeking community ideas and opinions regarding demand management. **REMOVE FROM ROLLING ACTION LIST.**

**3.2.12. Island Vision.** **ACTION:** forum to be prepared for Winter Solstice Festival (IV and CECs to work together). **DONE**

**3.2.13.** Emergency Water. CG reported that it is increasingly difficult to prevent residents from placing materials and vegetation on the water line; PON notice could go out. JF suggested that other people could help CG. Thanked CG for her hard work, which is unpaid. **ACTION: CG to draft a notice for PON. HELD OVER**

**4. 4. TREASURER'S REPORT.** CG tabled reports: Treasurer's report Balance Sheet/P&L 31.05.14. Letter to TUG also tabled requesting documentation to fulfil insurance requirements. Proposal: That honorariums to Kerry Borthwick; Julian Muir; Graeme Crayford; Steve Valenti continue for 2014-2015. Moved CG; Seconded: CF. **Meeting agreed;** GC abstained. Proposal: That SIRA continue to contribute levies for three visitors' spaces on the TUG pontoon. Moved CG; Seconded: CF. Discussed PON honorarium; JM to be invited to CECS meeting to discuss his role. **Action: JR to invite JM to CECS.**

## **5. SUB-COMMITTEE REPORTS**

### **5.1. Community Engagement and Communications.**

**5.1.1.** Charter: not ready for SIRAC yet.

**5.1.2.** JF reported on Community Engagement. Island Vision forum at festival complemented festival and some comments. Meeting watched youtube video at <https://www.youtube.com/watch?v=f4vrVuUIQk> that Boyd compiled of residents answering the question 'What is the one thing you would you change about the island?'

**5.1.3.** Website: **proposal for extra funding tabled:** \$500 requested. Moved HvM, seconded CG. **Meeting agreed.** JF proposed that meeting acknowledge the hard work from HvM and CF. Testing rounds: Round 1: CECS. Round 2 after transfer: will need everyone from all committees to help test. HvM demonstrated the website.

### **5.2. Parks, Reserves and Wharves:** TT tabled report.

**5.2.1. Kayaks:** AM showed his kayak racks design. SF reported that users at Carol's would meet after school holidays.

**5.2.2. Barges:** There was sandblasting on barge beached at Cargo; could be harmful to environment and was noisy and messy. Reported to Waterways.

**5.2.3. Leahvera Reserve:** Landcare operations at Fitzpatrick for bush regeneration.

**5.2.4. Fauna recording:** Facility on website to record sightings of fauna; AM suggested cat sightings as well.

**5.2.5. Harold Reserve projects:** GC noted behaviour of some residents protesting fence installation at Carols; posters on fence blaming SIRAC member; more recently a section of the fence was cut to allow access to Reserve; this has now be reinstated by PWC; PWC has designed pathway at the side of the steps to allow access for wheelbarrows/prams, cost \$35,000 to install. Meeting agreed to revisit this design. **Action: PRWM to follow up pathway with PWC.**

**5.3. Roads and Drainage:** AG reported that PWC had surveyed Fire Trail; PWC is to reconvene a council meeting about the issue.

**5.4. Finance, Membership and Insurance:** CG tabled report.

**5.4.1.** GC noted that insurance covers SIRA events; private hirers to provide their own insurance and there is no alcohol and must be fewer than 50 people. Smoking inside the Hall and on outside balconies/entry is prohibited at all times. **Action: Hall committee to install sign indicating area is a smoke-free zone.**

**5.4.2. New charter** tabled.

**5.5. Church Point.** BG reported no news on low-interest loan, but PWC may be considering a 10 rather than a 20-year loan. Issues are whether PWC should keep to original fee structure based on 20-year loan, and 2) whether there is a need for SIRAC to re survey the community regarding their support for the proposal for 60 leased spaces to subsidise fees. **ACTION: CP Subcommittee to discuss.**

**ONGOING.**

**5.5.1. JC (observer)** reported that PWC was moving unstickered boats to Cargo recently.

**5.5.2. Form for parking:** SIRAC can have input into form so that demographic statistics about who is buying permits can be collected.

**5.5.3. Fees:** BG reported that PWC has raised the possibility of higher parking fees; there is a split in PWC about funding the car park. The CPSC has brought up these points with PWC: increased costs pushes lower demographic population away and in the long term affects labour supply; PWC had always published fees of \$300 in all documentation; parking is a necessary expense, not comparable to parking at recreational reserves.

**5.5.4. CPF document** BG tabled: JF noted it was an opportunity for community engagement between offshore and onshore residents. **Action: CPSC to prepare a lobbying strategy; to set a meeting between CPF and offshore organisations.**

**5.6. Island Vision.** Nothing further to report (SJ not at meeting; JF spoke about forum under CE).

**5.7. Governance:**

**5.7.1. Constitution:** The report lists the issues still under discussion. **Action: GSC to continue discussion.**

**6. SERVICE REPORTS**

**6.1. Emergency Water.** Job sharing on maintenance for water line: Matt Lakeman/David Armstrong.

**6.2. Community Vehicle:** GC moved that we give Karmel Patterson Life Membership of SIRA. HvM seconded. Meeting agreed. **Action: design certificate to present; BG to write to her and invite her to next meeting.**

**6.3. 6.3. Community Hall:** AM tabled report: there has been an increase in electricity costs; boiler reprogrammed to economy mode; timer to be investigated for air conditioning; booster switch for solar hot water turned off; cleaning scheduled to reduce hours to be discussed with Cath. BG suggested that AM could apply for CBP funding for Hall projects; applications close next week.

**7. AOB**

**7.1. Next community forum focus: 27 July 2014.** **Action: No decision. CECS committee to discuss.**

**7.2. 60 Year Anniversary SIRA/SIRFB:** **Action: CECS Committee to discuss.**

**7.3. Neighbourhood care:** JF suggested a register for regular phone calls to elderly or infirm people living on their own. AM suggested that we find an organisation that can do that; contact Community Care in Mona Vale. Meeting agreed. **Action: JF to follow up.**

**7.4. Emmie Collins:** CF proposed that Emmie be given Life Membership of SIRA. Meeting agreed. **Action: design certificate to present; BG to write to EC and to invite her to the next meeting to receive it.**

**8. Observer input:** JC spoke to Church Point: good news that PWC can decide who can park in car park. Care in language used is needed: e.g. be careful about saying that onshore people are lobbying for higher fees; it is only some people. SIRAC members are asked to read the Church Point Friends document with an open mind. Main point is prioritisation for residents' parking. We have common interests we can pursue.

**9. Issue of Confidentiality agreement not signed by a SIRAC member:** member agreed to sign an annotated agreement. **Meeting agreed** that on next nomination acceptance that attention of nominee be brought to existing SIRA documents requiring signature.

## 10. ROLLING TASK LIST

| Task/topic   | Subcommittee or person responsible                    | Initiation date |
|--|---|-----------------|
| Review Subcommittee Charters ONGOING   | All subcommittees                                     | April 6 2014    |
| Consider/ form proposal for fee structure and leased spaces for car park ONGOING   | Church Point  | April 6 2014    |
| Consider follow-up actions to Traffic Management proposal ONGOING  | Roads & Drainage                                      | April 6 2014    |
| Respond/consider kayak racks proposal from PWC ONGOING   | Parks, Reserves, Wharves and Marine                   | April 6 2014    |
| Explore issue of council material opposite Annette Ritchie's house and draft letter if needed. ONGOING   | Parks, Reserves, Wharves and Marine; Roads & Drainage | April 6 2014    |
| Decide on action on road to top of island ONGOING  | Roads & Drainage                                      | April 6 2014    |
| Church Point: initiate discussions with onshore organisations and draft survey   | Church Point  | May 6 2014      |
| Church Point: draft survey on demand management  | Church Point  | May 6 2014      |
| PON and honorarium: JM to be invited to next CECS meeting to discuss his role.   | Community Engagement and Communications/JR            | June 29, 2014   |
| Follow up issue of pathway to Carols Wharf with PWC.   | Parks, Reserves, Wharves and Marine                   | June 29, 2014   |
| Hall committee to put up sign saying that the Hall is a smoke-free zone  | Community Hall Service Group                          | June 29, 2014   |
| Prepare a lobbying strategy to achieve lower fee structure at Church Point car park.   | Church Point  | June 29, 2014   |
| Set a meeting between Church Point Friends and offshore organisations to discuss demand management   | Community Engagement and Communications               | June 29, 2014   |
| Prepare recommendations to SIRAC on constitutional changes   | Governance  | June 29, 2014   |
| Prepare certificate and letter to award Karmel Patterson Life Membership of SIRA; invite her to meeting to receive it.   | HvM and BG  | June 29, 2014   |
| Discuss next community forum focus   | Community Engagement and Communications               | June 29, 2014   |
| Discuss SIRAC/SIRFB 60 <sup>th</sup> birthday celebrations 2015  | Community Engagement and Communications               | June 29, 2014   |
| Investigate neighbourhood care to ascertain whether there are organisations that can provide a ring-in service to check on elderly or infirm residents or whether we should/could set up an SI system. | Community Engagement and Communications/JF            | June 29, 2014   |
| Prepare certificate and letter to award Emmie Collins Life Membership of SIRA; invite her to meeting to receive it   | HvM and BG  | June 29, 2014   |

**Meeting closed at 1:30**

**Next meeting: August 10, 10 am, Community Hall.**