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# Meeting Minutes:

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## Call to order

The Wundowie Progress Association met at Wundowie Hall on August 1st, 2024, at 6:00 p.m.

## Attendees:

D Galloway, K Pearce, G Jenkins, K Towle, K Williams, L Biglin, D Claridge, D Campbel, F Freeman, J Helm, P White, A Honey, C Galloway, C Marsh, J Peters, M. Onley, G. Bryden, C. Marsh

## Members not in attendance

R Lenard, J Mitchell, A Mitchell, B Marsh, J Marsh, M. Berra,

## Correspondence In:

- Shire of Northam - Letter - Wundowie Museum
- Department of Primary Industries & Development - Grant Agreement - Museum
- The Shed Company - Updated Shed Quote

## Correspondence Out:

- Department of Primary Industries & Development - Grant Agreement - Museum - Signed Grant

## Approval of minutes

1<sup>st</sup> F Freeman

2<sup>nd</sup> G. Jenkins

## Topics of discussion

### Shire of Northam Community Grants:

#### Community Grants Submissions - 2024

1. **Playground Equipment:**
  - Requested: \$11,320.60
  - Items: Go Pod Spinner and/or Big Log Birds Nest Swing
  - Status: Not approved
  - Notes: The Shire of Northam will consider funding this project within their internal All Inclusive Budget.
2. **Wundowie Location Sign:**
  - Requested: \$1,204.50
  - Description: Entrance sign near the water tank
  - Status: Not approved
  - Notes: The Shire of Northam will handle this project through their maintenance budget.
3. **Australia Day 2025:**
  - Requested: \$5,000.00
  - Status: Approved
4. **Wundowie Iron Festival 2025:**
  - Requested: \$20,000.00
  - Status: Approved (previously confirmed)

### Tee Ball - Wundowie Oval:

#### Tee Ball Meeting Minutes - June 20, 2024

1. **Attendance:**
  - A few attendees were present.
  - Several apologies were received from those unable to attend.
2. **Decisions Made:**
  - The initiative to start Tee Ball in Wundowie will proceed.
  - The target start date is set for the end of August 2024.
3. **Action Items:**
  - A flyer and registration form have been prepared.
  - These materials will be distributed to all local primary schools within the Shire of Northam and other surrounding communities.
4. **Support:**
  - Tee Ball WA has pledged full support for the initiative and will provide the necessary tools and resources to ensure the success of the program.

## Wundowie Iron Festival & Billy Cart Challenge 14<sup>th</sup> September 2024:

1. **Arrangements:**
  - **Carnival Rides & Food Vans:**
    - Confirmed vendors: Hillbillies, Ice Cream Vans (x2), The Juice Company, Porta Pizza, Spicebox, Prestopanini, Asian Cuisine, Coconut Ice Cream, OMG Donuts.
  - **General Stalls:** 32 stalls approved to date.
2. **Advertising:**
  - Advertisements are almost ready for radio and Ripe Magazine.
  - Awaiting sponsorship funds to finalise.
3. **Sponsorship:**
  - Sponsorship funds are crucial for covering free carnival rides, hire activities, and necessary infrastructure.
  - Awaiting payment of funds from sponsors.
4. **Logistics:**
  - **Toilets & Waste Collection:** Arranged.
  - **Road Closure:** Shire of Northam will provide personnel.
5. **Risk Assessments:**
  - Billy Cart event organisers need to submit a risk assessment.
  - WPA needs to complete and submit their risk assessment and event application to the Shire.
6. **Confirmed Activities:**
  - Face painting and an animal farm are booked and confirmed.
7. **Hire Activities Cost:**
  - Currently at \$32,000.00
8. **Action Required:**
  - Committee members need to confirm availability for setup and takedown.
  - MC
  - Who is going to open the festival?
  - WVFB - What are they doing on the day?
  - Wundowie St John, what are they doing on the day?
  - Billy Carts needs to return the event-form to St John still
  - Sound System

## Wundowie Museum

### Wundowie Museum Project Update

**1. Grant Agreement:**

- The WPA has signed the Grant Agreement with the State of Western Australia for a small grant of \$80,000.

**2. Funding:**

- The Secretary has submitted the first progress payment request to the Small Grants committee.
- An invoice has been sent to the Shire of Northam for their contribution of \$40,000; payment is awaiting on both.

**3. Building Application:**

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- Building application forms have been submitted to the Shire of Northam for approval.
- Awaiting contour drawings from the surveyor, costing \$1,100, to submit to the Shire as part of the building application requirements.

**5. Shed Construction:**

- The Shed Company will maintain the shed quote. However, the costs for concrete and erection are uncertain as they are external. The company will endeavor to keep these costs as close as possible, mindful of the budget.

**6. Structural Sign-off:**

- A quote of \$6,820 (inclusive of GST) from MODUS has been received for the required structural sign-off as part of the building approval.

**7. Next Steps:**

- Further updates will be provided as the project progresses.

**8. Attachments:**

- Drawings have been attached for review.

## Wundowie Multi Complex

### Feasibility Study Update

**1. Consultant Hiring:**

- The Shire of Northam has agreed to hire a consultant to conduct a new feasibility study.
- The decision was made because the previous study, conducted 5 years ago, is outdated and no longer relevant.

**2. Community Involvement:**

- We await further communication from the Shire on how they plan to involve the community in this process.

**3. Positive Development:**

- This initiative by the Shire of Northam is seen as a positive step forward in demonstrating their commitment to our community.

## Wundowie Number Plates

### WPA Secretary's Update

1. **Apology for Delay:**
  - The WPA Secretary apologised for the lack of progress on the application submission.
2. **Next Steps:**
  - The Secretary will submit the relevant application form to the Department of Transport in due course.
3. **Discussion Point:**
  - The Shire of Northam charges \$327 per plate. A decision is needed on what we want to charge for the plates

## Shire of Northam = Executive Engineering Services

### Shire of Northam Engineering Services Talk

1. **Offer to Present:**
  - The Shire of Northam Engineering Services has offered to give a talk on their current projects and responsibilities.
2. **Scope of Responsibilities:**
  - The Engineering Services Department is responsible for:
    - Construction and maintenance of roads
    - Drainage systems
    - Footpaths
    - Sports fields
    - Parks and gardens
    - Street trees
    - Verge developments
3. **Purpose:**
  - The talk aims to inform the community about ongoing and upcoming projects and the Shire's efforts in these areas

## Shire of Northam Activations & Community Services Requests:

To gather information for the Historical Site Register project, you can ask the attendees the following questions:

1. **Identifying Historical Sites:**
  - Can you list any buildings or locations in our area that you believe have historical significance?
  - Are there any lesser-known sites that should be recognised for their historical value?
2. **Personal Knowledge and Experiences:**
  - Do you have any personal stories or experiences related to these sites that you could share?
  - Are there any local legends or folklore associated with these locations?
3. **Historical Documentation:**

- Are there existing documents, photos, or artifacts related to these sites that we could use in our project?
  - Can you suggest any local historians or experts who might provide additional insights or materials?
- 4. Community Involvement:**
- How can we involve the community in identifying and preserving these historical sites?
  - Would anyone be interested in volunteering or contributing to the video project?
- 5. Suggestions for Video Content:**
- What key historical details should be included in the videos for each site?
  - Are there specific stories or events that you think would be important to highlight?
- 6. Future Additions:**
- Are there other potential sites we should consider if we decide to expand the project beyond the initial 12 locations?
  - How can we ensure the information and videos remain accurate and up-to-date?
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These questions should help gather comprehensive information about the area's historical sites and engage the community in the project.

**Wundowie Police.**

No report provided

**General Questions from the members:**

New business: Nil

No new business at this time

Meeting Closed: 7.30pm

Dave Galloway *Lisa Biglin*  


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 President / Secretary

10th October 2024  


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 Date of approval