



# Shire of Irwin Community Assistance Scheme & Events (CASE) Committee Meeting

to be held in the Council Chambers

Tuesday 1 December 2020 at 3.30pm

## Minutes

*It should be noted that recommendations made by this Committee are not final and will be subject to adoption at a future meeting of Council.*

### 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson welcomed the committee and opened the meeting at 3.30pm.

### 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

#### Members

Cr H M Wells	Shire of Irwin
Cr G S Eva	Shire of Irwin
Ms J Finlay	Community
Ms A Heitman	Community

#### Staff

Ms F Boksmati	Community Development Officer
Mrs D K Chandler	A/Manager Corporate & Community

#### Apologies

Nil.

### 3. ACKNOWLEDGEMENT OF CODE OF CONDUCT FOR COMMITTEE MEMBERS

*The Shire of Irwin Code of Conduct for Committee Members has been provided to Jessie Finlay and Ann Heitman.*

Both committee members acknowledged receipt of the Code.

#### 4. CONFIRMATION OF MINUTES

##### 4.1. Minutes of the Community Assistance Scheme & Events Committee Meeting held 9 August 2019

*A copy of the minutes of the Community Assistance Scheme & Events Committee Meeting held 9 August 2019 have been provided to all Committee Members under separate cover.*

<b>CASE COMMITTEE DECISION:</b>	
<b>MOVED: Cr Wells</b>	<b>SECONDED: Cr Eva</b>
<b>That the Minutes of the Community Assistance Scheme &amp; Events Committee Meeting, held 9 August 2019, be confirmed as a true and accurate recording of that meeting.</b>	
<b>VOTING DETAILS:</b>	<b>Carried 4/0</b>

#### 5. BUSINESS ARISING FROM PREVIOUS MEETING

Nil.

#### 6. NEW BUSINESS ITEMS

##### 6.1. 2020/21 CASE Round

*Due to the COVID-19 pandemic, there have been no rounds open for applications for the current financial year.*

*Council allocated a total of \$35,000 to the community assistance fund and only \$2,500 of this has been allocated to the Dongara Pottery Club for the Thungarra Art Trail Fairy Garden.*

*Community groups that have been successful in the past were contacted recently to see if they would be interested in submitting an application by Monday 30 November so that their submissions can be considered by the Committee at this meeting.*

*The CASE Committee have received one application from Irwin District Historical Society (application provided with this agenda) for the reprinting of the Dongara Heritage Trail booklets. The original application was received in May 2020, however was not processed due to COVID-19. Since this time, the IDHS have just about run out of existing stock and would love to have the reprints available for distribution over the Christmas/January holidays. As it is now so late in the year, Seaside Signs is unable to complete the printing by Christmas, but Perth company Delta Print has indicated that they can complete the design and print by Christmas.*

*Professional Fishermans Association will not be submitting an application as there will be no 'Blessing of the Fleet' for 2021*

*Dongara Police will submit a Sundry request when seeking support for their Golf Day, projected for late September, early October 2021. Due to Covid, the Golf Day for 2020 was cancelled.*

*Dongara Patchwork is triennial and next Hanging of the Quilts is projected for 2022. Community Group was encouraged to submit for other projects.*

### **Application received from Irwin District Historical Society**

The Committee reviewed the application from Irwin District Historical Society for \$4,200 to produce a professional suite of Dongara Heritage Trail brochures aiming to amalgamate three existing brochures into one and then to launching into the community.

Recommendation will be made to Council to approve the application subject to the following:

- The CASE Committee proofing the final brochure before printing;
- Confirmation provided by IDHS on the quality of the finished product; and
- IDHS ensuring all local and regional supplier options to produce the booklets in time for the 2020 school holidays have been exhausted before engaging a Perth-based supplier. The Committee will supply a list of Geraldton suppliers to IDHS to assist.

### **Application received from the Dongara Pottery Club**

The Committee received an application from the Dongara Pottery Club for \$2,500 for signage and seating as part of the Thungarra Art Trail and Christmas decorations for the fairy garden.

The Thungarra Fairy Garden is a concept that has grown from the Thungarra Art Trails supported by the CAS in 2018, funding for \$2,500 previously granted. This application requests funds for the installation of park benches (made and installed by MEEDAC), and signage as an entry statement to acknowledge, celebrate and promote the active participation of the local volunteers responsible in the success of the trail. Christmas decorations are also requested aiming to promote an actively involved community and further elevate the art trail during the Christmas period.

Recommendation will be made to Council to approve subject to the following;

- Request of \$450 funding for Christmas decorations is approved pending the type to be purchased for display. No glass, tinsel or displays that can easily disintegrate causing potential rubbish along the waterway. Potential to add to this to next year.
- Request for funding of \$1,500 for signage will be reviewed by the Committee once in receipt of a confirmed quote from a local or regional supplier.
- Request for funding of \$500 for volunteer labour for park benches will be reviewed by the Committee after further clarification of volunteer labour is obtained as well as sighting of the park benches and proposed locations.
- Request for funding of \$50 for brochures / advertising will be considered in line with the signage request.

**CASE COMMITTEE RECOMMENDATION AND COUNCIL DECISION 151220:**

**MOVED: Cr Leonard**

**SECONDED: Cr Eva**

**That Council approves the following funding allocations for the Community Assistance Scheme, Round One of the 2020/2021 financial year:**

<b>ORGANISATION</b>	<b>PROJECT DESCRIPTION</b>	<b>GRANT</b>
<i>Irwin District Historical Society</i>	<i>Heritage Walk Brochures</i>	<i>\$4,200</i>
<i>Dongara Pottery Club</i>	<i>Thungarra Fairy Garden Christmas Decorations</i>	<i>\$450</i>
	<b>TOTAL</b>	<b>\$4,650</b>

**VOTING DETAILS:**

**Carried 8/0**

## **7. GENERAL BUSINESS**

The CASE funding guidelines and application will be reviewed in time for the 2021/22 funding rounds with a recommendation to include context for local supplier quotes as a preference.

Discussion was held around potentially allocating unused CASE funds at the end of the financial year back into the community.

Recommended to open another round of 2020/21 CASE funding early in 2021.

## **8. SETTING OF FUTURE MEETING DATES**

Next CASE Committee Meeting to be held Tuesday 19 January 2021 at 3.30pm.

## **9. CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 4.32pm.