**AVCC Minutes – 2 May 2018 (replaces April meeting)**

Present: Brent, Luke, Hilary, Tahiti (temporary administrator), Jay, Daniela, Madeleine

Apologies: Nicole, Chris, Lexi

**Resignation:**

The committee would like to acknowledge all the hard work that Roland has contributed to the AVCC committee and regretfully accepts his resignation.

**Preschool-related matters**

**1. Fence repairs:**

Helen Baxter attended this meeting to talk about an issue is the back fence of the preschool. This fence runs along the back of the building shared by the preschool and community centre offices, and separates the site from the four neighbouring residential properties. WCC has made very basic repairs to what used to be the tennis court fence (metal poles and mesh), but considers that the fence is the responsibility of the preschool as they are the leaseholders. The preschool’s contract with WCC is clear that maintenance of all fencing is the preschool’s responsibility.

The fence has deteriorated over time and has been wind damaged to the extent that it may be dangerous – children have been told they can’t play in the vicinity due to the H&S risks. The neighbours are willing to contribute, but all would like WCC to be involved, particularly as WCC are responsible for the part of the fence that is behind the AVCC offices. Citycare have previously estimated around $40,000 to remove current mesh fence and poles, and the metre-high wooden fence, and build a new fence.

The preschool currently doesn’t have sufficient funds for such a significant expense. They operate on a block funding model, which doesn’t take into account the individual circumstances of the centre.

It may be possible to argue that the current project is replacement rather than maintenance, which might put the costs back to WCC rather than the preschool. The neighbours would potentially prefer a repair of the existing tall and foliage-covered fence.

**Action: Madeleine to redraft letter to WCC and cc the neighbours, ‘we have recently been made aware of the situation...’**

**2. Site Redevelopment:**

Helen noted that the preschool is not keen on moving their entrance to the back of the buiding (this has been proposed as a possible solution to address the pinch point) unless there is significant investment in altering their building. The cochairs provided Helen with an update on the next steps for the site redevelopment project.

**3. Garages:**

The preschool has been told by Carrie that the two top garages on Abel Smith St are unsafe and shouldn’t be used for cars (could be used for storage). Historically the preschool have had three garages for staff use (currently two for parking and one for storage), AVCC has two for staff parking and/or storage.

**Action: Lexi and Tahiti to work with Helen and Johanna to investigate moving AVCC storage to upper garages, and talk to WCC about possible other solutions such as coupon exemption permits.**

**Action: Tahiti/Lexi to contact WCC to confirm nature and extent of hazards (asbestos and earthquake hazard).**

**Minutes and financial reports from previous meetings**

Minutes and treasurer’s reports still need to be confirmed and finalised via email.

**Action: Madeleine to forward February minutes to the committee and ask for comments/changes, otherwise will be confirmed.**

**Action: Luke to recirculate the previous financial reports**

**Action: March minutes to be amended and recirculated as final**

**Matters arising:**

**Action: Handbook to be carried over**

The Administrator role (left vacant by Joy’s resignation) has been advertised and applications have closed.

**Staff Report**

Pest control: Tahiti and Lexi have a quote from Rentokil to address kitchen mouse-problem and flies in the office at a cost of $730 annually. The committee agreed that we would trial Rentokil for a year.

**Action: Tahiti to check with Lexi in terms of whether pest control is part of WCC’s responsibility.**

WREMO meeting set for May 19 – Saturday evening

**Action: Madeleine to check with Lexi re Town Belt, and potentially provide feedback in favour of gazetting Devon St Gully**

**Financial Report**

Due to the recent birth of his child, Chris has not submitted a Treasurer’s Report.

GST return is due shortly (7th May). Tahiti has drafted an online return.

**Action: Tahiti to email Luke, Hilary, Rachel and Chris about the return.**

**Site Redevelopment**

General Meeting on the Site Redevelopment took place on April 18th. A summary of the general meeting will be provided by the consultation team, based on the video of the meeting and notes made on whiteboard. This video may be made available online?

Some of the key subjects of concern were the process of the consultation, the low-key nature of the proposed redevelopment, the pinch points for foot and cycle traffic (and general connection of the two zones) created by the Hall and preschool buildings/fence, and the fate of the Bunker/Pavillion.

Participants in that meeting were asked to cast a vote from 1 to 10, where 5 means you think that the proposal will result in a net neutral, in other words, it will have advantages and disadvantages that balance each other (or not make a big change overall). There appeared to have been some confusion around what people thought they were voting on. The subcommittee intended that the participants should have been voting on whether proposal should proceed.

Another aspect discussed was the potential for the project to lose $80k if there is not an endorsed design by June, but this is not entirely clear at this stage.

There was also ballot where participants could nominate people to be part of a small focus group who can represent the community and try to resolve the stalemate over the proposal as it currently stands.

Issues arising from this discussion will be considered at the steering group tomorrow.

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