

## Minutes of Meeting ERCOM

<b>Date and time of Meeting:</b>	<b>15/02/2016, The Hub ERCC 6.00 pm</b>
<b>Venue:</b>	Eastern Reserve Community Centre Members room
<b>Present:</b>	Stephen Leigh, Joe Donohue, Barry Stevens, Andrew Wright, Caroline Shelbourne, Janet Fletcher & Scott Mawson (WFNC) Stu Fountain (Growing Winchelsea) Ron Hayward & Matt Tench (WCC) Crs Heather Wellington & Cr McGregor (SCS), Shaan Briggs & Jarrod Westwood (SCS)
<b>Apologies:</b>	Georgie Thompson, Greg Leeson, Campbell Brumby

<b>Agenda Item</b>	<b>Discussion</b>	<b>Decision/Actions</b>
1. Conflict of Interest Declaration	None declared	
2. <b>Previous Minutes From 16/11/2015</b>	None	Moved A Wright Seconded J Donohue, Carried
3. <b>Business Arising from Previous Minutes</b>	Smoking policy review	<b>Action:</b> S Briggs provide SCS sample policy
	Staffing bar options	<b>Action:</b> J Donohue and B Stevens to review
	Traffic management issues	<b>Action:</b> Photos forwarded to S Briggs
	Facilities – outside toilets, facility costings	
	Cleaning contract review and changes	
	User agreement legal purpose amendment	<b>Action:</b> S Leigh liaise with G Leeson re changes
	Letters – Keith Baillie, WFNC	<b>Action:</b> Agreed and to be sent by A Wright
4. <b>Correspondence</b>		Nil material to report
5. <b>Reports</b>	WCC Turf pitch/\$20k grant	<p>Matt Tench and Ron Hayward presented and spoke to a breakdown of stages in constructing a turf wicket, and a storage shed utilising the \$20K SCS grant. Issues raised included timing of purchase of Guy land, and related to putting a turf wicket on the current oval.</p> <p>Matt Tench noted it is not WCC's preferred option to forego scoreboard facility on front oval by having turf wicket on back oval.</p> <p>Expenditure of \$20K grant is reliant on timing of purchase of Guy land.</p>

		<p>Some discussion of Hesse St public land needing serious work as there is a WHS issue there with kids and others using the area.  <b>Action:</b> A Wright convene meeting B/w WCC and WFNC.</p> <p>A Wright send letter to K Baillie re timelines for Guy purchase, outlining impacts of sooner or later options.</p> <p>Moved A Wright Seconded J Donohue and carried</p>
	WFNC	<ul style="list-style-type: none"> <li>• Drainage completed</li> <li>• Away rooms tables smashed.  <b>Action:</b> S Mawson to provide details of when this occurred</li> <li>• Score keeper area cold and wet.  <b>Action:</b> S Mawson requested to forward options and costs so ERCOM and WFN can follow up</li> <li>• Recommendation to install shelving in Coaches Room.  <b>Action:</b> S Mawson to provide ballpark costing estimate</li> <li>• Traffic Management Plan – photos have been forwarded to S Briggs for attention</li> <li>• Maintenance request submitted for security of sliding bar door</li> <li>• Sign required to lower level of the building to discourage unauthorised access.  <b>Action:</b> B Stevens to design</li> <li>• Security cameras – footy season 10 weeks away.</li> <li>• External signage standards  <b>Action:</b> A Wright forward info from Council</li> <li>• Downstairs walkthrough with J Chatterton. Follow up does not happen.  <b>Action:</b> S Briggs to liaise with EHOs</li> </ul>

		<ul style="list-style-type: none"> <li>• ERCOM Minutes – request they be sent out to Users. Noted that they should be and that has been an oversight</li> </ul>
	WCC	<ul style="list-style-type: none"> <li>• Deck slippery outside Members Room. Email from L Clifton to ERCOM. <b>Action:</b> A Wright follow up</li> <li>• Trestle tables and chairs from lower building no longer there.</li> </ul>
	Growing Winchelsea	Invited to meet with SCS Councillors, CEO and Snr Managers and present priorities for Winch. Stu met with ERCOM reps prior and ERCOM attended and presented. Stu stressed that GW can advocate for ERCOM with Council and other stakeholders. GW does need clarity on purpose, priorities and usage of the Hub.
Council (S Briggs)	Eastern Reserve Improvement Project	
	NBN Tower	Bigger footprint, bigger revenue
	Cricket Wicket renewal	Cover due 2015/16
	Football Changerooms	J Chatterton keen to meet – WFNC to be notified
	Alarm Audible	
	External signage	\$9K in budget, drawings done
	Scoreboard	<b>Action:</b> B Stevens provide supplier name to S Briggs
	Netball Pavilion	<b>Action:</b> S Leigh convene meeting J Westwood to check compliance with AFL standards
	Car Parking	<b>Action:</b> S Briggs to get engineer's advice
	Oval surface	
	ERCOM Model review by Council	<b>Action:</b> Meet with S Briggs prior to 1 July
	Bar staff	<b>Action:</b> J Donohue and J Westwood to follow up requirements and options for hiring and supervision
Treasurer (In Camera. ERCOM Members, Councillors and SCS staff only remained)	Agreement re actions recommended to follow up ERCOM debtors  Approx \$65,500 bank balance	<b>Action:</b> Joe to circulate reports
6. General Business <ul style="list-style-type: none"> <li>• Schedule of fees</li> </ul>		Moved: C Shelbourne and seconded J Donohue that the schedule as circulated is accepted and forwarded to Council for approval  Action: A Wright email J Westwood schedule
<b>7. Next Meeting: 21/03/2016</b>		

<b>8. Meeting closed 8.35 pm</b>		
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