

## HAMILTON PARK ANNUAL GENERAL MEETING

10.00am – Saturday 27 October

BOB BRACKEN MEMORIAL SHED

- **Welcome and opening comments by the chairperson: Bob Shaw**

- **Attending**

Colin Atkin; Graeme Butt; Margaret Butt; Paul Derezycky; Deb Goodson; Marcus Ludeman; Craig Martin; Jan & Ron Martin; Sheree & Chat McKenzie; Ian O'Brien; Carole & Peter Ockenden; Pam Owen; Karen & Anthony Place; Caroline Robinson; Trish & Paul Sait; Judy & Bob Shaw; Frank Wellman; Doreen Wheeler; Lorraine & Terry Wisener

- **Apologies received**

Anne & David Cousins; Anna & Charles DuBourg; Nikki & Damien Feehan; Julie & Tony Kosch; Corina Modderman; Wayne Ower; Werner Vogels; Rewa & Steve Wallace; Helen and Euan White.

- **Minutes of Annual General Meeting held on 14 October 2017**

Motion: That the minutes of the Extraordinary Annual General Meeting held at the Bob Bracken shed on Saturday 14 October and tabled by the Chair be accepted as a true and correct record of that meeting.

*Moved: Frank Wellman; Seconded: Anthony Place*

- **Business arising from the minutes discussed under 'General Business'**

- **Reports:**

**Chairperson's report: Bob Shaw**

1. **BOARD OF MANAGEMENT** - Thank you to every Board member for their contribution in the last 12 months. We are all volunteers and some can contribute their time more than others. But as you will see from their individual portfolio reports each member has contributed greatly, with flair and with a genuine regard for Hamilton Park as a great place to live. Two retiring members who will both be missed greatly – Caroline Robinson as our Secretary has been so efficient, she has kept us all honest and accountable and her IT skills are second to none. Graeme Butt has been Treasurer and again he has kept us all accountable that we are dealing with ratepayers' money and he has, as a good treasurer should, delivered balanced budgets each financial year.
2. **RELATIONSHIP WITH WANGARATTA RURAL CITY COUNCIL (RCoW)** – In December 2017 we made a formal submission to RCoW and as a result the Henley Road bus stop area was markedly improved. There was a thought that the Council would take over control of Henley Road but this eventually appeared too difficult to manage. Hence, under the original 'Agreement with Council' we are still owed almost \$100,000 in road maintenance. Additionally, the turning circle at the end of Omar Close needs to be fixed; Mistletoe Lane is on the list for sealing in 2018/2019; and work to the drainage from the lower dam onto Warby Range Road is also outstanding.
3. **GRANTS ESTATE** – after seeking legal advice, our Board attempted to incorporate the Grants Estate residents into the Hamilton Park Co-operative - these residents pay our rates, use our dam water, and it is appropriate that they should have the same opportunity to be elected to the Hamilton Park Board. At this stage discussions are still ongoing and the Board has not given up on this proposal.
4. **BOARD INDUCTION** - this occurred for new and old Board members at a breakfast meeting in February 2018.
5. **AUSTRALIA DAY BREAKFAST** – this was a very successful event with a large turnout. Much fun and hilarity was had by all and the celebrations were topped off by the very popular winner of our 'Local Citizen of the Year' - Peter Ockenden.

6. COMMUNITY GRANT – the Board was fortunate to receive one of only two Rural City Community Grants in the Major Category. This \$15,000 grant has been spent on the first stage of a Sports Hub, located at the tennis courts adjacent to the BBQ area. This development was informed by a 2015 Hamilton Park survey in which residents stated a need for recreational facilities, especially for our young people. The second tennis court area has been concreted, with installation of a netball ring, basketball hoop and rebound wall. Hamilton Park has also contributed \$15,000 of our Capital funds to complete this work. Thanks to the ongoing efforts and energy of Euan White and Ian O'Brien in particular, we will have a Sports Hub that will be in place for the community for many years.
7. FUTURE PROPOSALS
  - 7.1 PROPOSED BIKE TRACK - The RCoW have spent \$41,000 on a feasibility study to extend the Glenrowan Bike Track to Worrinya Avenue (2.5km). Council is seeking to determine the preferred route for this bike track 1. along Warby Range Road or 2. through Hamilton Park. We will be pursuing this matter in the next 12 months to ensure that the wishes of our residents inform this proposal.
  - 7.2 PLAYGROUND AREA – over the next 12 months we will be pursuing all avenues to construct a playground area near the Sports Hub. This may be beyond the current financial resources of our Board but we will research the options. This could also become a common meeting point for parents and grandparents of young children, who currently have no common area in which to meet.

#### **Treasurer's report: Graeme Butt**

- A summary of the audited accounts was presented. A complete copy is available on the Hamilton Park website <http://hamiltonpark.org.au/>  
 Accompanying this report I have included the Income Expenditure report and the Cash Flow report. The full Audited Report is available today and on the Hamilton Park website.  
 As for the previous year, our Income was less than our expenditure. For this year our Income from water rates was \$44,609 (\$59,609-\$15,000). The \$15,000 being a grant from Rural City of Wangaratta for the proposed Sports Hub to be acquitted in the next financial year. In the 2016/17 year the income was \$43,864.  
 The Expenditure for 2017/18 was \$55,873 compared to \$45,536 in 2016/17.  
 This year several maintenance projects were undertaken. The communal area around the Bob Bracken shed has been graded, and some road base laid down. A water tank and gutters have been added to the shed to provide water inside. The area around the pruning pile has been graded to make it less of a fire hazard.  
 Electricity charges for water supply have gone from \$4,847 in 2016/17 to \$7,897 this year. Maintenance for the water supply has gone from \$8,248 in 2016/7 to \$12,939 this year. This includes not only repairs to our aging system but several new fire hydrants have been added. Also included in the expenses list is a 'Bad Debts written off' category. This accounts for \$2,668. A good deal of this is from a failure in the system when a resident sells their property and moves on. Either the conveyancer doesn't ask if there are any water bills outstanding or the resident doesn't declare them. This year, when a For Sale sign appears, we contact the conveyancer via the estate agent and ensure that both outstanding rates and share transfer are realised.  
 Due to the trend of increasing expenditure and decreasing income, the Board have proposed an increase in both water rates and maintenance fees in order to gradually bring the Grants' Estate fees up to the same level as those for the Hamilton Park residents.

#### **Adoption of the Audited Financial Statements**

Motion: That the audited financial statements of the Hamilton Park Co-operative Limited for the year ended 30th June 2018 as tabled, be adopted by the meeting.

*Moved: Graeme Butt; Seconded: Anthony Place*

### **Appointment of Treasurer**

Motion: That a new treasurer be appointed for the 2018-19.

The Chair stated that appointment of a new treasurer to replace Graeme Butt, would occur at the next Board meeting on 8 November.

*Moved: Graeme Butt; Seconded Marcus Ludeman*

### **Appointment of Auditor**

Motion: That Prime Business Group be reappointed as auditors for the 2018-19 period.

*Moved: Sheree McKenzie; Seconded: Frank Wellman*

### **Reports:**

#### **Secretary's report: Caroline Robinson**

- Having served on the Hamilton Park Board for four years in the role of Secretary, I have decided not to nominate for re-election. I have learned a great deal in this role and have enjoyed working with the other Board members. The two Chairs who I have supported – Werner Vogels and Bob Shaw – have very different leadership styles but demonstrated the same core values of caring for Hamilton Park and the residents. This special community relies entirely on the goodwill and collaboration of residents, working for a common purpose. Over four years I have maintained detailed records of Board meetings and four AGMs; these records provide a rich history of Hamilton Park and the themes which recur annually – water; landcare and fire risk; and community. Gradually I have transitioned everything online to reduce paper waste and storage issues for example, all records are now located on Google Drive and backed up on a dedicated external hard drive. I am not stepping down because I don't care about these things and will still contribute as I am able to. My fulltime workload is currently very heavy and I am unable to dedicate the necessary time to Hamilton Park business. I would like to thank everyone who I have worked with on the Board – it's been an enjoyable experience.

#### **Bushland/Parkland report: Bob Shaw**

1. WORKING BEES - We held four major working bees for the year to clean up the Common Lands and improve our infrastructure. We have improved access along our northern boundary fire track, removed major rubbish from the end of Omar Close, and reduced the growth of Wattles on our dam banks. We have encouragingly enjoyed around 20 volunteers being part of our efforts to improve our precious parklands for each working bee. Thank you to all those who have volunteered.
2. PRUNING PILE - Again this year the pruning pile was opened for residents every Saturday from May to September. 99% of residents have been very respectful of only depositing green waste prunings on this pile. The Glenrowan CFA have been able to burn this pile in advance of the implementation of fire restrictions. This is a valuable service for residents and for use by volunteers at working bees. The pruning pile area has been improved by adding a drainage system at the northern end and smoothing out the pruning pile banks at the southern end.
3. TREE REMOVAL – we are very conscious of overhanging trees and those that may fall over. Volunteers are often asked to remove these trees but if the task is too difficult for a non-specialist, we have called in a professional arborist to undertake this work.
4. GLENROWAN CFA - We have a positive working relationship with our local CFA. We planned a number of cool burns in the Arboretum area and west of the top dam but each time we were thwarted by less than ideal weather conditions. Still they managed to burn some of the Cumbungi grass in the middle dam. In 2018/2019 we hope to attempt these cool burns in accordance with the Hamilton Park Common Land Management plan and wishes of local residents, especially those living in Mistletoe Lane.

5. LANDSCAPING OF THE BBQ/SHED AREA – The shed was continually being inundated with soil and dust especially after stormy weather. We asked a local arborist/landscaper to improve the drainage in this area as well as install a rainwater tank on the shed for use on social occasions. The tank seems to be very successful and there appears to be less need to continually clean and sweep out the shed area before events.
6. MOWING OF COMMON LANDS - there are 18 residents either trained or very experienced in mowing, who have been allocated specific areas to mow on our Common lands. This means that there has been a genuine spreading of the load in keeping our grasslands looking tidy and respectable in accordance with the Hamilton Park Common Land Management Plan. Each volunteer mower knows how to access the equipment, when to mow, and how to clean up afterwards. Thank you to all those who have volunteered.
7. RELATIONSHIP WITH WANGARATTA RURAL CITY COUNCIL – dialogue and discussion has improved in recent times. We still need to keep the communications open as the Council still owe our Co-operative about \$100,000 for road maintenance. The turning circle at the end of Omar Close still needs to be fixed; Mistletoe Lane is on the list for sealing in 2018/2019; and outstanding work needs to be completed by Council with regard to drainage from the bottom dam onto Warby Range Rd. Thanks to our submission to Council, the Henley Road bus stop has been improved greatly but there are still some erosion problems here that require attention from Council.

#### **Infrastructure and maintenance report: Ewan White**

- No written report received.

#### **Marketing and promotions report: Trish Sait**

- My role has been to increase communication between The Board and shareholders via up to date and relevant content in the website and timely information being shared on Hamilton Park Facebook Group.

##### **New initiatives on the website include:**

Visit our website and explore, <http://hamiltonpark.org.au/>

- What in the park – photos labelling and describing flora and fauna in the park
- Updates notices regarding fire and water
- Skills share on the website
- Up to date satellite imagery of Hamilton Park
- List of achievement over the past 12 months
- Survey is online
- Online forms for conveyancers to contact the treasurer regarding statement of adjustments
- Clear communication on how to contact the board via up to date content.

Revamped Welcome Pack and Real Estate pack which was distributed to 40 real estates, lawyers and conveyancers in Wangaratta and Benalla to improve communication between the buyers and The Board.

Online newsletter subscription.

Personal Note: *Hamilton Park Food Share* was created and storage is located in the common area with the goal of sharing excess local produce, cuttings, herbs etc.

#### **Water report: Peter Ockenden and Ian O'Brien**

- Thank you to all the people who have volunteered their help during the year. We manage over 6.5kilometers of pipeline servicing 110 properties. There are three (3) large storage dams that can hold approximately 88Megalitres of water, plus the small Dennis Duggan dam. As well as a network of catchment drains that feed these dams there is a 3.5kilometer pipeline, pump and weir system on 15MileCreek.
- **Capacity and Restrictions:**  
We have been able to fill our storages this year entirely by pumping from the 15 Mile Creek weir, this is an expensive (~\$6000) and labour intense process.

We are expecting a dry summer and while at present we have a full capacity, residents will need to use water wisely. We will initially maintain Level 2 restrictions but this will be reviewed as summer progresses to ensure that we have sufficient water to get through the summer period.

- **Water Distribution:**

Our system is approaching 50 years old and some changes will need to be made. Pipeline breaks and leaks continued throughout the year, tree roots are still the main concern. A number of water meters were also replaced.

The Dial Before You Dig (DBYD) reporting has been invaluable with numerous requests received with the majority associated with the pipeline to 15 Mile Creek and the Hume Freeway, there were also DBYD requests from within HP. We encourage all residents to make a request if you plan any excavations in your property. There are other underground assets including power, and communication cables everywhere.

We are also aiming to improve the mapping system to better manage our assets.

- **15 Mile Creek:**

This site requires constant attention when pumping and to reduce the workload, a custom trailer has been constructed to transport diesel fuel to the site.

We have plans to increase the diesel storage capacity at the site to reduce the number of visits to the site while the pump is in operation to once every 10 days. This will allow for the oil change and the refill will occur at the same time further reducing the number of visits.

Repairs were made to the rock weir and track over summer. All of the weir drop boards are removed over summer as we have an ongoing problem with vandalism at the weir.

- **Storage issues:**

There are still problems with managing overflow water along the numerous drainage easements. RCOW has been advised of the Warby Range Road overflow problem and have committed to improving drainage to protect their road asset.

Repairs were made to the telemetry link between the Dick Hamilton Dam and the water tanks. This problem has highlighted a need to change the overflow system to prevent water flowing into the home immediately below the tanks.

- **License Issues:**

The Board is still awaiting a license from Goulburn Murray Water for the small pipe diversion on Orchard Drive associated with the creek/waterfall.

- **System Improvements:**

We are considering replacing some old sections of the water mains this coming year. Areas to be replaced will be based on frequency of breakages, but potentially starting in the Mistletoe Lane area.

As electricity is a major cost in the water system we intend to design and construct a floating solar array on the bottom dam. This site has been chosen as in summer it operates almost continuously in daylight hours and has unrestricted solar input. The top dam site on the other hand must operate on demand for water and has limited solar input for much of the year without extensive removal of trees. Initial work will be to design and to cost the system. The winter component of the electricity production will offset the cost of electricity for the top dam pump.

### **General Business:**

- Colin Atkin asked about HP support for the CFA. Bob confirmed that a donation of \$500 had been made to the Glenrowan CFA, in recognition of their services and support to residents of Hamilton Park.
- Doreen Wheeler noted that the HP Welcome packs have been well received by new residents.
- Marcus Ludeman asked about the charging system on the water pump at 15 Mile Creek. Ian O'Brien explained the historical problem with the battery – regulator was removed at some point and battery no longer self-charges. The solar panel installed this year is not adequate

to keep the battery charged. The intention is to replace the regulator if one can be found. Euan White has built a trailer to carry an electric pump which is used to pump diesel into the storage drums at 15 Mile Creek. Euan also obtained the Polypipe to convey water into the bottom dam. Bob Shaw acknowledged all the work that Euan has done for HP this year.

- Frank Wellman sought clarification of a two-way valve system which regulates water flow from 15 Mile Creek and the middle dam.
- Chat McKenzie thanked Pete, Ian and all the volunteers for maintaining the HP water supply and dam storage.

### **Cool burn to manage fire risk in HP**

Early this year the CFA door knocked and gave advice about fire management. Follow up workshop is scheduled for Sunday 28 Oct. High fire risk is managed by HP in collaboration with CFA. The HP Common Land Management Plan is used as the basis for planning a cool burn. The prime area of concern is the land behind Wirrinya Lane and Mistletoe Lane. Intend to plan for a cool burn in 2019; achieve a balance between environmental land management and fire risk management. Thank you to Angelo for maintaining the fire trailer during the year.

### **HP infrastructure—what are the priority needs now that the recreation area is being developed?**

Bob Shaw – playground for children.

Sheree McKenzie – playground (natural and mindful of the setting) – also need to be mindful of insurance issues; solar pontoon

Caroline Robinson – water infrastructure

Colin Atkin – progressive maintenance of drains to reduce water loss in the park. Drain clearance plan every 2-3 years will reduce water expenditure.

Werner Vogels (email message) - We do want to thank and congratulate the Board on the development and reconstruction of the kid's area, including the basketball court. It is wonderful that our kids can gather there and have fun together. Great work by all involved. Only point of clarification sought would be the financial implications for HP in that process. I haven't seen any communication around financing that, apart from the grant.

Doreen Wheeler – encouraged use of FB and website for communications

### **HP Management Fees and water rates**

Need to increase rates for both Hamilton Park (HP) and Grant's Estate (GE) and close the gap between the two:

HP increased to \$210 and \$10 per year thereafter; GE increased to \$170 and \$20 per year thereafter, until the rates for both HP and GE are equal.

Water rates will be raised to 95c per kL and increase by CPI annually.

Reason for historical difference in rates is that Warrawong Lane is a RCoW road - Grant's Estate residents have no road maintenance fees and no parklands.

Carole Ockenden – quite a few people use the HP facilities and kids can use the Sports Hub. GE residents use all facilities including pruning pile and social facilities. Currently, 50% of GE residents are positive about, and 50% are not interested in, being shareholders in HP.

Colin Atkin – recommended that the Board needs to prepare itself should an enquiry ensue from GE residents.

Bob Shaw confirmed that advice had been sought from Prime Business on this matter. The proposal is to create an extraordinary share valued at \$1 and add a new Rule 60. GE residents would be required to purchase a \$1 share in order to join the HP Cooperative.

General discussion about roads and road safety. Henley Road – still a private road. Internal roads have a 40km speed limit. Orchard Drive and Wirrinya Road are both council roads with a 60km speed limit. If RCoW take over management of the HP roads, the speed limit will be 50 or 60 km.

Still an issue with speeding on our roads - 40km signs to be erected on Henley Road at the next working bee. Advise all children to walk on the track alongside Henley Road.

### **HP Entrance design**

Wood fencing and posts are disintegrating at the HP entrance.

Trish Sait provided examples of a range of entrance designs for viewing.

Residents are asked to provide feedback to Trish, with regard to their preference for the HP entrance design.

Sheree McKenzie - option for crowd sourcing as a method of fund raising to pay for upgrade of the HP entrance.

### **Further business:**

- Graeme Butt – emails from Mark Goode, RCoW regarding the proposed bike track.  
Proposal A – bike path along Warby Range Road– cost approx. \$3000 but also entails drainage works and road repairs (additional costs to RCoW).  
Proposal B - internal bike track from Blackboy Lane, along Warrawong Lane, along Avoca Lane, along Mistletoe Lane and Wurrinya Lane. Public track across private land - about half the cost.  
Council need to fix up drainage along Warby Range Road and create a bike path at the same time. Request RCoW to come back with a comprehensive proposal, including a proper survey for HP residents. Indemnity issues and access issues to consider.  
Members of the AGM were united in a general rejection of Proposal B and proposed the following motion.

Motion: 'The initial reaction from the Hamilton Park AGM in response to Mark Goode's initial request to plan a bike path through private areas of Hamilton Park, is to reject this proposal. There is, however, support for the proposal to develop an extension of the bike path along Warby Range Road'.

*Moved: Paul Sait; Seconded: Paul Derezyckyj and Pam Owen*  
Carried.

### **Election of Directors:**

Election of Directors to replace retiring Directors be carried out in accordance with Rule 43:

**Graeme Butt (Retiring)**

**Caroline Robinson (Retiring)**

**Peter Ockenden (standing for re-election)**

**Euan White (standing for re-election having filled a casual vacancy in 2017)**

**Craig Martin (new nomination)**

### **Motion – for new Board members**

*Moved: Bob Shaw; Seconded: Chat McKenzie*

No additional members were co-opted at the meeting.

Date of next AGM: TBA