

Progressing Cobden Inc A0033175Y

ABN 77 963 102 154

All correspondence to:
P.O. Box 37
COBDEN Vic 3266

Chair: Ron Greagen
Secretary: Kelvin White
Treasurer: Frank Martin

MINUTES – Monday 7th August, 2023, Heytesbury Room, following the AGM

PRESENT: Milton Parlour, Barb Cowley, Joanne Heard, Eunice Dawe, Jo Beard, Frank Martin, Judith Gribble, Ron Greagen, Kelvin White

APOLOGIES: James Green, Wendy Matheson, Juli Dwyer, Chelsea Hatherall, Helen Smith, Heather Walsh, Jennifer Kripp, Sandra Timmins

1 **CONFIRMATION OF JULY MINUTES:** Moved B Cowley/M Parlour CARRIED

2 **CORRESPONDENCE (from/to PC, CBN or any PC committee)**

2.1 **Inward correspondence: From . . .**

- Corangamite Shire – reminder Growth and Prosper breakfast event on July 5th. Disappointing turn-up.
- Cobden Business Network – membership renewal
- Laura Hultgren – please remove me from DL. Thanks for the opportunity and best wishes
- Great Ocean Road Regional Tourism (July)
- Various: Updated information for several Cobden storyboards
- Public Records Office: Cobden Story acquittal required in seven days – on July 14th
- Public Records Office: Acknowledgement of application for time extension. Decision soon
- Donald Gibb (ROSTA): 2023 Nutrien Grants program applications close August 10
- Rotary Club Newsletters
- Heather Petrie: Interest in PC's 'Spreading the Word' discussions
- Dan Tehan MP: Invitation – Shadow Minister for Small & Family Business Sussan Ley at Ararat
- Frank Martin: Notes regarding status and PC obligations around Dump Point and Free Camp
- Frank Martin, Emily King, Brooke Love: Regarding Cobden's new RV-Friendly status
- PC Group convenors: Reports for 'PC looking back over 2022-23'
- Garry Moorfield/Frank Martin: Successful QRG for Information Centre signage
- Garry Moorfield/Frank Martin: Successful Community grant for Christmas event
- Garry Moorfield/Frank Martin: Successful Community grant for Community Activity Days
- FRRR Newsletter: Funding available, Tips and Community Stories
- CMCA: RV-Friendly Letter of Understanding – dump point/free camp/parking/potable water/signage
- Paul Humphries (Signpac): Quotes for town digital screens

2.2 **Outward correspondence: To . . .**

- PC distribution list: Notice of Progressing Cobden AGM
- PC distribution list: AGM and monthly minutes and agendas
- PC Group convenors: Request for reports for 'PC looking back over 2022-23'
- PC Lake Project Group: Reinier Bouman (CTS) seeking advice about clean-up and placement of bird-boxes
- Suppliers: Updated quotations for Cobden Story
- Public Records Office: Apology for not being able to meet deadline with Cobden Story
- Public Records Office: Application for three-month extension to complete Cobden Story
- Corangamite Shire: Clarification regarding need for Cobden Story permits
- Various: Requests for updated information for several Cobden Story boards
- Corangamite Shire: Invoices for successful grants

Receipt of inward/endorsement of outward correspondence:

3 **BUSINESS ARISING FROM MINUTES**

(See Reports/Business/General Business next pages)

4 **TREASURER'S REPORT (F Martin):**

BALANCE SHEET – How healthy we are in a financial sense? Healthy.

Profit and loss reports for committees, groups and activities: Operating soundly. Reserves being used for intended purposes operating soundly in general.

Membership report: PC 32, CBN 31 - CBN membership payments on-line has certainly improved the uptake in the new financial year. There are probably another 12 or more memberships pending.

Grants report: In Progress

- **Council grants** – Facility – Windbreak for Lake Cobden BBQ Shelter - \$2000 – explanation provided to Council for non-expenditure
- **Beach Energy** – free camp site establishment grant – \$11000, work complete, and interim final report submitted
- **Community Bank** – defibrillator for Pioneer Park - \$1840 successful and defibrillator installed. Acquittal due.
- **SWCF** – Kindness Campaign (\$2500) – completed with FRRR grant above – acquittal to be lodged.
- **Victorian Government** - Mental wellbeing of Business Communities Round 2 – applied for to support CBN program – program approved and \$15000 funding received.

Open

- **Public Records Office, Victoria** – Historical Society restoration of glass negatives - \$14681 – awaiting outcome around July-August 2023.
- **Council Grants** –
 - Festivals and Events – Cobden Mini Festivals 2023-24 – applied for \$5000, received \$1000 as Community Grant.
 - Community Event – Christmas on Apex – applied for \$1000
 - Community Grant for Information Centre Brochure – applied for \$700, not successful
 - QRG for Information Centre exterior sign – applied for \$500 – successful.
- **Royal Historical Society of Victoria – Holsworth Local Heritage Trust** – application for grant of \$1207 for digitisation and indexing of local newspapers for public access.

Receipt of Financial report: Moved F Martin/M Parlour

CARRIED

5 **OTHER REPORTS**

5.1 CTS Students (T Perriss/W Perriss): No report. Principal Rohan Keert generously contributed his time to assist with PA for Vietnam Veterans' Vigil last week

5.2 Racecourse Reserve (R Greagen): No meeting

5.3 Pioneer Park (H Walsh in absentia): Sunday Funday 19th November 2023

5.4 Mini-Festivals and Events: Disappointment that shire grants only allowed a total of \$1000 for three small events – one in November, a lead-up to Christmas and perhaps a 'Kidding Around'. Discussion about the Cobden Gift event on October 14th was very positive but we cannot help with sponsorship.

5.5 Cobden & District Historical Society (J Gribble/J Kripp): Judith to research Cobden Gift history – Till, Northeast etc

5.6 TWENTY 20 VISION ACTION GROUPS:

5.6.1 Tourism/Grand Tourism Plan

- **Free camp on Golf Club land (F Martin):** Our RV-friendly status is well underway with signage etc off Neylon St and Camperdown-Cobden Rd. It was decided to place this signage where 'What's On' signs are
- **Dump Point (K White):** Touch wood, things appear to have settled down with 'vandalism' issues

- **Cobden V.I. C. 3266 (J Dwyer):** Reverse cycle split system installed. Quick Response Grant has provided \$500 towards façade signage. Discussion about how it should look in relation to a themed approach (entrance signs, Cobden Story boards) took place. B Cowley was encouraged to contribute her thoughts with a design.
- **Building Cobden's Tourism Capacity (K White):** Meeting to be advised. Cobden Story is a priority ATM.

5.6.2 Town Appearance

- > **Streetscape (J Beard):** Traffic islands around the roundabouts on Adams St, Victoria St and Walker St commenced. Hinged banner poles are to be replaced. Gopher line marking is to be carried out. New bin surrounds are imminent. Kerb outstand works at the corners of the Victoria/Silvester street intersection are completed – to be grass. Outstands in Curdie Street are to be replanted.
- **Lake Cobden:** Fonterra is generously contributing to the BBQ shelter wall project. The Connie sculpture area is looking shabby – it was wondered if an approach to the scouting groups would produce a positive response? Reinier Bouman (CTS) has Hands-On students nearly ready to assist with the area but importantly with several bird boxes to erect around the lake. It was suggested that Helen Langley could help with their placement. Milton Parlour volunteered to coordinate the project.

5.6.3 Facilities, Infrastructure and Services (FIS)

- > **Cobden Aerodrome Community Asset Committee (J Beard/E Dawe):** Meeting on 2/8/2023.
 - Another new member has joined the committee, Brad Paton is now the Industry Rep. Brad is a director at Webber and Chivell who are a major user of the facility, plus he is Deputy Group Officer at the Cobden CFA Group, so he also comes with an Emergency Service background and will be a big benefit to us representing the CFA.
 - We still have one community representative spot vacant that we are keen to get filled.
 - We had a great presentation from AVData, who will be providing technology at the strip to monitor the use, which will then help inform implementation of the new fee structure for users/visitors.
 - Proposal received to construct two x new large hangars which is exciting for the facility. On-site meeting will be had with relevant stakeholders to determine location in conjunction with direction of the adopted Master Plan. Current hangar location is at capacity, and the requested size of these hangars is significant so new location required. Stay tuned.
- > **Tandarook Park (J Beard):** \$50K council-funded project this FY to implement stage 1 of Master Plan
- > **Tandarook House (J Beard):** Awaiting update from Salvation Army as to when upgrade works are to occur. Last update was waiting on successful works contractor to be announced
- > **Cobden Community Safety Team (J Beard):** Meeting held 19/8/2023
 - Introduction of Mathew Hadden, MICA Paramedic Community Support Coordinator (Acting) Corangamite. Mat comes to Cobden in high regard following previous placement on HEMS4 out of Warrnambool, so our region is known to him, especially the Cobden Aerodrome. He will be based out of Cobden in the PCSC role for next 12 months, so if you see Mat around, please be sure to say hi. He's fantastic and already engaged in the community.
 - CST has requested the support of PC to be the auspice for a grant funding application with the Bendigo Bank. The application is to fund town security/surveillance cameras. Four cameras will be strategically placed within the township to help with keeping our community safe, and supporting the work of our local businesses and first responders. Quote has been sourced following inspection of site capabilities etc. Exciting project by the CST with assistance required for grant application from PC. Moved M Parlour/K White that PC supports the grant application to the Community Bank. CARRIED
 - Joint 'desk top' exercise identified, date set, and being planned with local emergency services, and other stakeholders, important initiative led by Sgt Craig Jenkins and Fonterra.
- > **Cobden Structure Plan (J Beard):**
 - Amendment adopted by council at July meeting. Been submitted to Planning Minister and awaiting final approval. Has been a positive response and involvement by many community members throughout the entire process. Cr Beard especially thanked those who formed part of the Community Project Working Group.

- The Cobden Aerodrome Master Plan was also part of this Planning Scheme Amendment and will also now be strengthened, therefore providing even greater protection of the use and future of this important facility, just as the community and council wanted.

5.6.4 Volunteers and Organisations (VO): No report

5.6.5 Economic Sustainability/Education and Training:

> **Cobden Business Network (CBN):** No report

6 Digital Media Group/Marketing:

- (i) Podcast production (Cobden – Now We’re Talking): No action
- (ii) Cobden Media Opportunities sub-committee: Monday 10th July meeting – see notes next page.
Report received on motion of B Cowley/K White CARRIED

7 Corangamite Shire (J Beard):

- Lord St footpath completed
- Cobden Shared Path (pronounced Sirkwee de Savarge) lighting commenced, poles and footing installed.

8 Phoenix Project (C Hatherall): No report

9 Cobden’s Indigenous Heritage (K White): Next meeting early September

All reports received on the motion of E Dawe/J Gribble CARRIED

9 GENERAL BUSINESS: Nil

10 CLOSE MEETING: 8.40pm

11 Next monthly meeting: Monday 4th September

Appendix 1: Cobden Media Opportunities Meeting, Monday 10th July 2023

Present: Kelvin White, Barb Cowley

Apologies: Heather Petrie, Sandra Timmins, Milton Parlour

As only two committee members were present there was an informal discussion around the points noted at the first meeting.

1. CTCT: Disappointed at the coverage of first attempt to use local newspaper as a means of promotion, but will continue to use it for items of interest while not relying on it as a major source to promote our information.
2. Still relevant as per previous meeting:
 - (a) Amass as many email addresses as we possibly can by writing to organisations and asking if they would share their email info.
 - (b) Share news summaries/letters (basic), calendar of events, come along to next group meeting etc using a visually better product eg Mailchimp.
Use Cobden website to link information for downloading.
 - (c) Put together a regular news podcast of 5 to 15 minutes that can be easily accessed
3. Still relevant as per previous meeting:

Use our Social Media outlets eg Facebook (Cobden Community page and Cobden 3266 Noticeboard group), Instagram (visitcobden_victoria).

Use tagging, liking and sharing posts to increase reach.

4. Explore the use of fliers/newsletters – eg monthly, weekly.
Lesley Barnewall (“The Beacon Inc” Port Campbell): 20 to 30 pages. 80 hard copies produced at Star Printing. Donation to buy. Advertising and an annual Shire grant. Four or five people produce editions once a month. **Leanne Whitehead** (“Railway Gazette” Timboon): 12 to 16 pages. Advertising from \$20 for a small notice to \$800 for a full page. A group of three work for several hours on one Monday night for each monthly edition. 1000 are printed in Melbourne.
5. Still relevant from previous meeting:
It was suggested that each organisation have a Media Officer who would be responsible for passing on club/group information to Cobden Media Group.
eg CFNC, U3A, Rotary, Mini Golf, Pioneer Park, CDHS etc
6. Digital noticeboard: Kelvin contacted Signpac for quotes for digital noticeboards.
 - (i) Single-sided 1680mm x 1040mm \$20,700 + GST
 - (ii) Double-sided \$25,500 + GST
 - (ii) Other sizes Double-sided Small 2000mm x 1040mm \$27,800 + GST, Medium 2280mm x 1380 \$31,500 + GST, Large 3356mm x 1472mm \$48,200 +GST.

Correspondence:

1. An email was received from Heather Petrie with her meeting apology and advising that the Rotary Club has discussed the issue of having a Rotary Newsletter. Heather indicated she would like to be involved in our meeting discussions.
2. James Green has sent the details of the Cobden Football Netball Club Inc’s media coordinator.
3. Signpac – Quote for digital noticeboard.

Next meeting to be confirmed.