

Minute DCC Meeting

Date: Sunday 10th November 2025

Time: 10.06am start

Venue: Dwellingup RSL Hall, 39 McLarty St, Dwellingup

1. Welcome

2. **Attendees:** Shani Holster, Mary Cavanagh, Susan and Harley Hanstrum, Louisa Clayton, John Cusack, Jill Fisher

Apologies: Bill and Andrea Hawkes, Carl McMillian, Colleen Sing, Stephaine Ryan, Rob Sheppard, Janine Cummings

3. **Declaration of Conflict of Interest:** None

4. **Minute from previous meeting accepted.** Moved: Susan Seconded: Harley

5. **Matters arising from minutes:** None

6. **Treasures Report:** Report presented but not accepted. Hold over to the next meeting as there were questions raised around some items. Specifically, the amount of money in the account listed for Teenz (now Dwellingup Active), the Doors Trails Project, and the Trail Marker Project.

ACTION: Rob speak to previous treasurer to understand the outcome of these projects and the reallocation of funds.

7. **Correspondence Received:** Correspondence presented to the meeting including the resignation letter from Janine Cummings. Thanks to Janine for her work for the DCC this year.

8. Agenda Items

• **Dwellingup Futures**

- There has not been a recent meeting of Dwellingup Futures.
- When is the next meeting going to be?
- What is the function of the group and what input does the community have?

ACTION: Shani to email organisers of Dwellingup Futures to get more information.

• **Future of Dwellingup**

- What is the progress made since the town meeting?
- What benefit did these meeting have?
- What is the currently FESA fire risk rating for Dwellingup? Shani recently changed to Wesfarmers insurance who consider Dwellingup to be a low to medium fire risk because of the current high standard of forest management. Can the state fire policy be tailored to reflect the fire risk of each individual area?
- How can the residence of the town help the shire with future land release? Can a working party, headed by the shire, be established?
- Can the land behind the school be set up in a similar fashion to the Community Village as rental properties for people wishing to live in the town but without the means to purchase the increasingly expensive properties.
- Could a community organisation be granted the pocket of land behind the school for development in the same way the land around the nursing post was granted to the Community Village Association?
- Robyn Clarke mentioned at a recent gathering that there is money set aside in the state budget for developing housing. Does the Shire know what this money is? Can it be accessed?
- Can a DCC meeting, that is specifically about the development of property be arranged with the Shire, so that members can get answers to questions and an action plan can be worked on? This is to be a group, round table meeting, not a drop-in session.

- Can the DCC please have a list of the Shire's priorities for Dwellingup that can be added to the DCC website?
 - **ACTION:** Shani will forward these minutes to the Shire representative who were at the town meeting to seek answers and a meeting time.
- **Dwellingup Active**
 - Is it possible to set up a 'sub account' for Dwellingup Active that funding can be put in and money with drawn from to pay for programs that can be accessed independently by the Dwellingup Active committee? This is to speed up the process of payments being made and projects running.
 - Dwellingup Active sub committee would need to provide the bi-monthly meeting with a financial report showing the movement of money and be responsible for fulfilling the grant criteria.
ACTION: Rob to provide guidance on if this is possible and how it can work.
- **Children's Book**
 - Shani to speak to the staff and principal at Dwellingup Primary to see if this is a project that they are still interested in taking on. It was first flagged by Colleen Sing who is no longer working at the school.
ACTION: If principal and staff are interested Shani will speak with Patricia Hines and Wendy Binks.
- **Skills Park**
 - Chris Portlock was not present, and Harley did not have any updates. As Harley is skilled in this area, has connections and is interested in seeing this development completed the meeting agreed that he should lead this project for the DCC.
ACTION: Harley to make connections with the relevant Shire representatives and contact at Fleet Cycles, who is offering to fund this project, to try and get the ball rolling faster.
- **Defibrillator Project**
 - Chase up Colleen and Cara about the completion of the project and the acquittal.
 - Contact Stacey at Alcoa to see if acquittal can be extended.
 - Check if access the to defib at Cara's has been fixed.
 - Follow up Chritine Hunter about the ongoing maintenance of defibs and organise a report to be provided to the DCC once this is done.
 - Follow up on the legal liability of the DCC owning and maintaining defibs.
 - Have location of defibs marked on the Shires tourism maps.
ACTION: Shani to follow up Cara, Colleen, Christine and the Shire.
- **Street Banners**
 - Shani discussed with the meeting how she had limited time to be involved in this project and asked if someone else was available to take the leadership role.
 - Mary and Lousia kindly expressed interested in working together on the project.
 - John mentioned that he had the template and could email it through.
 - Shani said she would forward any information and contact she had.
 - Put a call out via the DCC facebook page for community to provide photos.
 - Check what resolution is needed.

ACTION: John to provide template and other information he has, Shani to provide the contact details for Jason Signs, once types of photos is decided on put a call out on the fb page for contributions.

- **Alcoa / Dwellingup Community Consultation Network**

- Chris Portlock is the DCC representative in this network, but he was not present at the meeting. John Cusack is a community representative on the network and spoke about the first meeting. Discussion was around the expansion the Dwellingup Discovery Forest to protect the environment and eco-tourism around the town, issues that Alcoa has with its revegetation program and being behind on this aspect of it operation, update on shut down of refinery.

ACTION: No specific actions

- **Log Chop**

- Shani updated the meeting on the conversations she had with the insurance and log chop committee.
- Insurance is able to cover the event with some provisions in place, eg all vendors must provide certificates of currently and the DCC insurance will not cover ride.
- Finances – the Log Chop committee can keep a separate bank account however they will need to provide the treasurer with a bi-monthly financial report. They would also need to provide the DCC with minutes from any meeting that they have.
- For accounting purposes, the account would be considered an asset of the DCC.
- This information was provided to the Log Chop committee and based on this information they have decided to remain independent.

ACTION: No actions required

9. Other Business

- **AGM**

- What is the date for the AGM.
- Notice needs to be given.

- **Dwellingup Directory**

- Susan expressed an interest in re-establishing the Dwellingup Directory. This was well received.
- The Shire apparently paid for the printing of the last copy.
- Lee Shelley could be asked to help with the editing and layout.
- Expression of interest email to be sent to residents and businesses to see if they would be interested in being part of it.

ACTION: Sub committee / Project Lead is required to run this project.

- **Growing Old Active**

- Jill Fisher expressed an interest in having exercise and mobility classes running in the town for the older members of our community.
- Susan agreed that this would be a great initiative and would fit under the Dwellingup Active banner as there is no age restriction on the programmes this group can run.
- Shani mentioned that the new arrangement with the Shire re the use of the town hall would make the hall available for these programmes.

ACTION: Jill to work with Susan and Harley to find funding and programmes that can be established in the town.

- **Replacement of Secretary**

- With the resignation of the current secretary the DCC now needs a replacement. This can be one person, or the job could be split eg. communications secretary and minutes secretary. Another option is to have the minute taking happen on a roster.

10. Meeting closed at 12.05pm

11. Next meeting February 2nd 2025, 10am Town Hall