Downer Community Association Committee Meeting
MINUTES
Monday 4 August 2025- 7pm - 8pm

Present: Robyn Rennie (Chair), Committee members- Amit Barkay, Jacqui Pinkava. A quorum reached!
Sue Dyer, Centre Manager -Amy Barthet

Apologies: Leon Arundell, John Godwin, Miles Boak, Manik Datar.

Acknowledgement of traditional owners

Agenda Item 1: Minutes of Previous Meeting- 7 July
The minutes of the meeting were accepted with amendment from Sue Dyer.

Agenda Item 2: Action Items arising from previous meeting
See attached list of action items

Agenda Item 3: Correspondence- Jacqui
5 July – 1 Aug 2025. Issues for discussion highlighted- see Agenda Item 7.

Incoming:
6 July- Fiona Dickson, copy of her submission on the Bradfield trees. 100% supportive of change in tree species. But move plants to original positions and deciduous trees to be tall growing. Called for all pines to be eventually replaced. Need for a tree management plan.
7 July- ACT Heritage Grants invite- closes **15 August.**
7 July- Narelle Slarke- more parking photos and again on 22 July- photos of Edkins street.
16 July- EPSSD- announcing round 11 of the ACT Community Garden Grants open- John Godwin 17 July- suggests DCA apply to rehabilitate the large nature strip on north. Public land. Applications close **5 September.**
30 July- ACT gov- invite to North Canberra Playground opening.

Emailed to committee/me-
6 July- Sue Dyer- suggestion that the DCA website includes a history section with link to Downer collection in ACT Heritage Library.
9 July- John Godwin- two emails about the draft DCA community "grants" insurance issues- ongoing/ unresolved.
13 July- Sue Dyer- (and many earlier) text for website as background on the Bradfield Tree Heritage matter. Edited version loaded on site 14 July, 10 days before submissions closed!
15 July- John Godwin- suggest DCA updates website- sent to Robyn and me only.
20 July- John Godwin- provision of accessible toilet in centre- reference to National Construction Code and Disability Standards. Pressure government.
21 July- Leon. NCCC communication grant opportunity. (Attachment)
1 August- Leon- NCCC submission to Missing Middle Housing Reforms. Wants it on the agenda. Deadline 5 August. (Attachment)
1 August- Jane Goffman- via text. Tradies DA and public forums 19 and 28 August. More info to follow.
1 August- Barbara Burns- invite to DCA to have a stall at the 15 November Holy Cross Church fete.
4 August- SEEChange Mia Chahoud- wanting DCA support for their application for Landcare Healthy Cities grant due 22 August. We supported them last year though they were unsuccessful.

Outgoing:
10 July- To Robyn and Miles, Heritage Grant open- Noted That on 1 Aug 2022 Miles was going to apply In 2023 for Heritage funding for new Interpretive signs to include info on the Downer Primary School- So maybe this time! **Closes 15 August.**
16 July-sent email to DCA members about the Community Garden Grant opportunity.
23 July- to Narelle Slarke- copy of the DCA parking letter. Thanked.
30 July- sent email to members about 9 August launch of North Canberra Playground.

Sent by Robyn on personal email-
19 July- DCA parking letter to Barr, Cheyne, Steel, Emerson, Rattenbury, Lee, Stephen-Smith.
21 July- to ACT Heritage. DCA submission on Partial Cancellation of Heritage Listing of Trees.

Agenda item 4: Treasurer's Report
Amit provided an on-line visual update on the Centre's financial position. Currently $32,638 in operational account and $71,600 in savings account. Savings account accrues around $150 per month in interest. Income of $6,463 via Space2Co for room hire. Expenditure was largely for utilities and plumbing (see Item 5).

Agenda item 5: Centre Report- Amit/Amy
Amy has informed all clients of the new room hire rates and invited them to make bookings for 2026. Noted that clients have not complained about the price increase.
Amy reported that another client had cancelled a booking, due to lack of parking.

Two very similarly priced quotes received for painting of the walls in the small meeting room. Decision will be based on painter's availability.

ACTION: Amy to determine when room is free and see which painter is available at that time.

Amy reported that after 18 months, she finally has the code to get into the old Downer Centre email inbox! Clients have been using the old email address, so a bit of a backlog to deal with.

A long-term client who runs an exercise class has asked if another shed could be erected outside for her equipment. After inspection, the committee felt that space is at a premium. Perhaps a small area 1x2 metres could be available but would entail moving fencing and a gate.

ACTION: Amy to inform client of the space issue. For further discussion on feasibility.

Amit reported that the plumbing issue in the women's toilet has been dealt with at cost of $1,300. Tree roots!

Agenda item 6: NCCC Report- Leon (apology)
Leon sent the committee a summary and link to the information provided by the two speakers. Sue Dyer noted that the speakers were excellent.

Two presentations were made at the July General Meeting.

1. Thriving Canberra 2024: Better and Fairer Utilisation of Community Facility Zoned (CFZ) Land in Canberra Centre for A Better Canberra

Guest Speaker: Professor Chris Wallace, Faculty of Business, Government and Law, University of Canberra.
Professor Wallace proposed the idea of treating land that is zoned as Community Facility as a 'land bank,' that can be reallocated according to changes in demand. That might allow the re-purposing of disused spaces such as the Jehovah's Witness church in Dickson.
Thomas Emerson, MLA, Independent Member for Kurrajong
Mr Emerson discussed a range of local issues, including the proposed Ainslie Volcanics telecommunication tower and the blocking of footpaths adjacent to construction works.

Leon advised by email that NCCC funding is available to north Canberra associations. The total fund is $12,00, therefore only small amounts can be sought.
As website development is listed in the NCCC Budget Framework, the committee agreed that we should put in a bid as our website is in need of an update.

Agenda Item 7- new issues, or issues arising from correspondence

a. NCCC annual funding invitation- to use towards website development
It was agreed that DCA should put in a bid. An indication of the amount we desire is due to the NCCC by 15 August.

ACTION: Jacqui to prepare a bid for $500 for scoping a new DCA website.

b. Community Garden Grant- apply by **5 Sept-** nature strip.
This was suggested by John Godwin. In John's absence, the committee decided to offer the job of applying to John.

ACTION: John Godwin to investigate what is required and if it can be submitted by 5 September.

c. Heritage Grant- new interpretive signs? Deadline 15 August.
Miles Boak undertook to apply for a grant in 2023 for this purpose, therefore-

ACTION: Miles Boak to undertake to do so for the 2026 round as he is unlikely to be available by 15 August 2025.

d. Comments on NCCC draft submission on "Missing Middle"- to provide to Leon ASAP.
John Godwin provided comments prior to the meeting. The committee agreed to support the NCCC's arguments as expressed in their draft submission.

ACTION: Robyn Rennie to write to NCCC stating DCA's support of their submission.

e. SEEChange requesting DCA support for application for a Landcare grant due 22 August.
The committee agreed to support their application to revegetate the park bordered by Cole, Bradfield and Burn St in Downer, planting native plants.

ACTION: Robyn to update the support letter DCA wrote for SEEChange's 2025 application for which they were unsuccessful

Other Business
Gang Gang Café have advised Amit that they will be applying for a grant to put on another music festival in October 2026 and has requested support from DCA. The café will advise DCA in September 2025 of the likely dates so that Centre clients can be advised of the possible effect to their bookings. The committee have agreed to support the music festival.

RECORD OF ACTION ITEMS

Action	Meeting Date	Status
Amit to follow up on the inspection of the guttering/veranda	June 2025	Completed awaiting ACT gov to do something when they have the funds.
DCA to write to the Minister for City and ACT Government Services (Ms Cheyne) to request progress on maintenance and on the lease.	June 2025	Sorted verbally- via radio talk-back with Chief Minister. Letter saying that all leases will be finalised at the end of the year.
Miles, Amit & John to discuss insurance implications attending proposed grant guidelines.	June 2025	ongoing
Amit/ Amy- painting of the walls in the East Room. Amy to determine when room is free and see which painter is available at that time.	August 2025	Quotes received $1,500 and $1,600
Amit to approach Gang Gang cafe regarding a possible grant application for a Floriade event.	July 2025	Café said no. NFA
Amit and Robyn to write to the appropriate ACT Government agency about parking issues	July 2025	Completed 19 July. See corro
DCA to put in a submission on the ACT Heritage Council Partial Change to the Heritage Trees- due 24 July.	July 2025	Completed. Sent 21 July. See corro.
Amy- to follow up with exercise client on shed storage. Issue of a lack of space.	August 2025	
Jacqui- to put in bid for NCCC funds for design of new DCA website.	August 2025	
John- to put in an application for a Community Garden Grant by **5 September.**	Aug 2025	
Miles- to make a big note to self to submit an application for the 2026 Heritage Grants for new interpretive signs.	Aug 2025	
Robyn- to inform NCCC of DCA support of their "Missing Middle" submission.	Aug 2025	Done 5 August.
Robyn- to write letter of support for SEEChange's application for a Landcare garden grant.	Aug 2025	

Next Meeting- 1 September 2025.
Note Jacqui is an apology- I will be walking part of the Bibbulmun

Robyn Rennie
Convenor

Date:

Jacqui Pinkava
fill-in Secretary

Date: