Minutes
Downer Community Association Committee Meeting
Monday 6 October 2025: 7pm

Open meeting and acknowledge the traditional owners.

Attendance and apologies
Attendance: Committee members Robyn Rennie (chair), Leon Arundell (secretary), Miles Boak (treasurer), Jacqui Pinkava (communications manager), John Godwin, Jane Teasey.
Observers: Yvonne Dourdoulakis, Irene Mihailakis, Tamette Wood, Nadia Potas, Bob Bylo, Henrietta Flinn, Simon Scott.
Apologies: Amit Barkay (Centre Manager), Amy Barthet (Centre Co-ordinator)

Agenda Item 1: Minutes of meeting 1 September

The September minutes were accepted, subject to clarification by Jacqui of action item for heritage signs.

Agenda Item 2: Action items from previous meeting.

- **Jacqui** to contact Lance Williamson (Gaffer Designs) to discuss **website** content, and estimated cost.
    - **We agreed** that Miles would ask Stephen to arrange for Jacqui to take over the role of website administrator, so the website redevelopment can proceed.
- **Amy** to arrange for the **oven** to be checked, and if necessary arrange a replacement induction stove top
    - oven replacement is in progress.
- **Miles** to contact the Queanbeyan supplier of the existing heritage signs, to get quote on a similar **sign** to mark the former Downer Primary School.
    - We agreed to replace the faded or damaged heritage signs and add the QR code for Canberra Tracks subject to Miles obtaining a quote.
- **Robyn** to draft a letter to the current Minister re **Swinden St footpath**, for committee comment and subsequent submission. The letter has been sent.
    - Letter has been sent. No response from Minister Cheyne. Tom Emerson and Elizabeth Lee interested in response and willing to support.
- **John** to follow-up with the Woden Valley Community Council regarding their **insurance** policy approach to covering grants that they provide. 10 Sept email to Committee members with outcome of action.
    - **We agreed** that Miles would circulate the relevant insurance policy/ies to the committee, so that we can check the extent to which they cover activities auspiced by the DCA.
- **Committee** to revisit the **nature strip** issue at the November meeting, after the conclusion of Floriade.
- **Committee** to follow up on the **lease renewal** at the first meeting in 2026, if the lease is not renewed in the meantime.
- **Amit** to contact **solar panel/battery** installers to get initial assessments re cost efficiency, for the November meeting.

Agenda Item 3: Correspondence. – Jacqui (full list attached)

- Website re-development.
- Northern Gateway- DPA-09-Amendment to Territory Plan
    - Robyn sent an email to the Watson group sharing our Draft Submission and an outline of our plan for action.
    - Suzanne Pitson provided a draft response to the Northern Gateway development proposal
    - Public meeting?
- Nil response from Minister Cheyne re Swinden pathway to light rail.

Agenda Item 4: Centre Report (Amy).

Screen doors, especially in the East Hall, are not closing properly. This risks the possibilities of insects entering and children escaping.

- **We agreed** to ask Amit to arrange for the screen doors to be repaired.

*Alicia built the shed and reinstalled the gate and it looks good
* We have had compliments about the paint job in the East Room
* The replacement stove has been delayed but the job order is in the Property Group system
* The black strip in the East Hall was lifted, causing a trip hazard. It ended up being a bigger concreting/mending job than they anticipated, but that is sorted now.
* It could be good to have a lockbox/safe installed in the West Room so we can put the projector in it and only those with the access code can use it.

- **We agreed** to install a lockbox in the West Room. (**Action: Amit?**)

We also agreed to purchase two newsletter stands, to make DCA newsletters publicly available outside the Centre and the cafe.

Agenda Item 5: Treasurer's Report (Miles).

Miles circulated a report that showed that our bank balances had increased each month since July.
ACTION: Miles to prepare documents to give to the Auditor for the 17 November AGM

Agenda Item 6: NCCC Report (Leon).

There was no NCCC meeting in September. The next meeting will be a general meeting on 15 October.
The NCCC is preparing a submission to the Inquiry into barriers and opportunities for participation in community sports in the ACT.

Agenda Item 7: Other business.

Resignation of Manik Datar from the committee
The committee noted that Manik Datar has resigned from the committee.

Proposed Northern Gateway development
The committee acknowledged the excellent draft that Suzanne Pitson had prepared. Seven members of the Downer community attended a meeting as a result of ACT Government flyers placed in their letter-boxes regarding the Draft Amendment to the Territory Plan- DPA-09. This topic elicited considerable discussion. Some supported the proposal. Others raised concerns about increased traffic in narrow streets, the need for infrastructure (e.g. footpaths) to support the increased local population, potential loss of

green space, flood risks (especially to basement parking), afternoon shading of existing houses due to higher buildings to the west.
ACTIONS:

- **Jacqui** to circulate an email to members informing them of the propose development, inviting them to contribute ideas for a DCA submission and to make their own submissions by the 4 November deadline;
- **Jacqui** to update DCA website "Developments" section with links to the DCA draft submission, the DPA-09 documents and background information on previous related planning submissions/activities.
- **Miles** would by October 13 draft a flyer for a letterbox drop near the area affected by the proposed development; and
- **Jacqui, Robyn, Jane and Leon** would deliver the flyers; and
- Someone (**Miles, with assistance from Leon?**) would draft a DCA submission reflecting the views received from Downer residents.
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Annual General Meeting
We agreed to hold our AGM at 7 pm on Monday 17 November, preceded by a barbecue from 6 pm.
ACTION: **Leon** to invite all five local MLAS to the barbecue.

Robyn Rennie
Convenor

Leon Arundell
Minute Secretary

LIST OF ACTION ITEMS ARISING

Committee to

- install a lockbox in the West Room (**Amit?**)
- purchase two newsletter stands, to make DCA newsletters publicly available outside the Centre and the cafe.
- revisit the nature strip issue at the November meeting.
- follow up on the lease renewal at the first meeting in 2026, if the lease is not renewed in the meantime.
- draft a DCA submission reflecting the views received from Downer residents on the Northern Gateway proposal (**Miles/Leon?**)

Leon to invite all five local MLAS to the barbecue before the AGM

Amit to:

- contact solar panel/battery installers to get initial assessments re cost efficiency
- arrange for the screen doors to be repaired.

Amit or Amy: purchase two newsletter stands, to make DCA newsletters publicly available outside the Centre and the cafe.

Jacqui to:

- circulate an email to members informing them of the propose development, inviting them to contribute ideas for a DCA submission and to make their own submissions by the 4 November deadline;
- update the DCA website "Developments" section with links to the DCA draft submission, the DPA-09 documents and background information on previous related planning submissions/activities.

Miles to:

- ask Stephen to arrange for Jacqui to take over the role of website administrator.
- prepare documents to give to the Auditor for the 17 November AGM
- obtain a quote to replace the faded or damaged heritage signs
- circulate relevant insurance policy/ies to the committee
- by October 13 draft a flyer about the Northern Gateway proposal for a letterbox drop near the area affected by the proposed development

Jacqui, Robyn, Jane and Leon to deliver the flyer