

## **EAST LAUNCESTON PRIMARY SCHOOL PARENTS & FRIENDS ASSOCIATION Inc.**

Minutes of the General Meeting of the ELPS Parents & Friends Association Inc. held on **Wednesday, February 6, 2019** at East Launceston Primary School.

Meeting opened at 7:10pm

### **1. Present/apologies.**

**Present:** Paul Vandenberg (President), Sam Bucknell (Secretary), Leigh Anthony (Treasurer), Ross Smith (Executive), Lea Watson (Executive), Emmy Brient, Rachel Brown, Tom Hollingsworth, Sarah Foster (Vice President), Caroline Williamson (Executive), Angela Rose-Eadie.

**Apologies:** Derek Le Marchant, Rosemary Brain. Claire Robertson, Clare Mawdesley

### **2. Land Swap/ Capital Works Project update.**

Paul Vandenberg provided an update on the Land Swap and Capital Works Project.

Paul has emailed the contact person at the DoE requesting an update. Has only received an automatic reply at this stage, will hopefully hear back before March meeting.

Capital works: Artas requested a letter drop to the residents in Ann Street. Have received some responses (refer to correspondence – re. Stuart Smith).

Emmy has received a brief update from DoE. DoE has instructed builders to inspect homes to check for condition of lathe and plaster etc. prior to works commencing.

Rosiers (builders) contacted Paul this morning and requested a site meeting (conducted today). The builders have requested that the concrete fence posts at Ann St be removed to facilitate access. They further offered to remove all of the fence in anticipation of a new fence. They also asked if they could erect fences and gates along the access to control the vehicle and passenger movements.

Move to allow the builders to remove the existing fencing and posts and to erect temporary fencing for vehicles and pedestrians – the walkway being a minimum of 1.2m wide: Paul Vandenberg. Seconded: Caroline Williamson **CARRIED**

Rosiers also requested that they can use the power from the pavilion until a new electrical connection is put in place. Paul noted that to allow this would be a direct show of support from the P&F for the build.

Ross S suggested that we monitor power usage to ensure that it is not excessive.

Move to allow the builders to access power in a reasonable and non-excessive fashion:  
Paul Vandenberg. Seconded: Leigh Anthony. **CARRIED**

3. Minutes of previous meetings.

- Move to accept Meeting Minutes from the December 5 2018 General Meeting: Paul Vandenberg. Seconded: Leigh Anthony. **CARRIED**

4. **Business arising from previous minutes.**

- a) Working Bee to finish second Soccer Goals – Previously decided to do this over the school holidays in January. Work to be planned for Sunday 17<sup>th</sup> February, 9am. Could be a working bee also, depending on numbers.
- b) Building surveyor to be engaged to gather a list of urgent, basic maintenance building works that need to be completed. The Building Report was received in December and Ross presented the main items, being

Exits lights to be repaired – likely to be batteries.

A fire extinguisher that has not been inspected. Ross will remove this as it is not in a readily accessible location anyway.

Works to be reviewed at the next meeting.

c) New Life Members Board.

Sarah is seeking minutes from about 1991 onwards. Rachel and Emmy indicated that a large number of historical information is somewhere at the school and Rachel will locate these.

Leigh asked whether paper records can be sent to archives.

**-To be reviewed at the next meeting.**

- d) Artificial turf for soccer goals. Paul has suggested that we put this on hold until the oval works are completed.

5. **Correspondence.**

- a) 20 Tasma Street – we received correspondence the owner requesting if the fence could be replaced and we pay for half of the cost. The request was granted.
- b) Letter drop to Ann Street residents
- c) Letter from Stuart Smith dated 22<sup>nd</sup> January, 2019 regarding Ann Street access.
- d) Response to Stuart Smith dated 29<sup>th</sup> January 2019.

Paul requested that the various letters be published with the minutes from this meeting.

**6. Business arising from correspondence**

- No business arising from correspondence.

**7. Financial report.**

Leigh Anthony presented the Financial Reports for November 2018 to January 2019.

Leigh noted that Claire Robertson has already bought the majority of the stock for the Mothers Day stall.

Move to accept Financial Report: Leigh Anthony, Seconded: Sarah Foster. **CARRIED**

**8. Pavilion/Oval.**

a) Co-ordinator report – No report.

b) Cleaning, maintenance. – Aside from the building report items noted earlier, there are no other items.

**9. Clothing pool.**

Sarah Foster presented a report on the clothing pool. About \$13k sales, Claire Robertson and Clare Mawdesley are keen to trial online sales. Sarah indicated that it would be good to commence a trial after the start of year rush.

**10. Fundraising.**

a) Social Committee Report

- No formal report.

- Caroline Williamson suggested a movie night on the oval – e.g. at the end of daylight savings. Caroline will look into costs.

b) Entertainment Book

- Nothing to report.

c) Christmas Cakes. Very successful and well received.

The meeting wished to provide many thanks to Manu for assisting.

d) Carols on Oxford Leigh and Paul mentioned that Carols were very successful and thanks to Caroline Williamson for organising the food vans.

### **11. Requests for school funding.**

Emmy Brient indicated there are no requests at the moment. The existing funding for Air Conditioners etc. is very much appreciated and the units are being put to good use.

### **12. School report.**

- a) Emmy Brient provided the school report. Children have had good holidays and are well rested and happy to be back at school. Enrolments are at a similar level to last year.
- b) Capital works are commencing, and it would be good for the school community to promote the works. The school has been short six learning spaces for the past few years and the school has done well to cope, with little impact on learning outcomes.
- c) New teachers from various locations are happy to be here and are all competent and capable teachers.
- d) The teachers that have left will do doubt be missed.
- e) Class meetings are around week 3.

### **13. General business.**

Paul Vandenberg discussed memberships. At the end of each year, all memberships lapse. We will send a reminder to members from last year to renew their membership.

Facebook – Caroline mentioned that it be worthwhile creating a separate group for parents to communicate, as a private group, and not in a public manner. Through discussion was summarised by Emmy Brient that sensitive information about school events should not be disseminated in a public forum.

### **14. Closure.** Meeting closed at 8.42pm.

Next Meeting Wednesday 6th of March.



**East Launceston Primary School  
Parents and Friends Association Inc.**

ABN 97509761201  
PO Box 188, Newstead, Tas, 7250

17/1/2019

Dear Resident,

In preparation for the construction of the new kindergarten facility for the East Launceston Primary School, the builder will be establishing the site. The Parents and Friends Association have granted access to the building site through the entrance on Anne Street.

During the construction there will be vehicle movements in and out of this entrance and we request that this be kept clear at all times.

Residents can still use the Anne Street entrance after school hours to access the oval and grounds as usual. If you have any questions regarding the use of the Anne Street entrance, please contact me on 0438 548 940 or email [president@elpspandf.org.au](mailto:president@elpspandf.org.au)

Your sincerely

Paul Vandenberg

President, East Launceston Primary School Parents and Friends Association Inc.

Mr P Vandenberg  
President  
East Launceston Primary School Parents & Friends Assoc. Inc.  
PO Box 188  
Newstead Tas 7250

22 January 2019

Dear Paul

This letter is written in response to your recent letter of 17 January 2019 regarding the use of the laneway from Ann Street to the oval for construction vehicles.

The use of the laneway for this purpose is of concern to many of the lower Ann Street residents. The main reasons are:

1. The laneway is not sealed or designed for the movement of many heavy vehicles, as well as other vehicles, which will obviously be the case. Not only will the laneway surface quickly break up and become very dusty but the bank on the left side of the laneway will cave in causing significant damage. As the main sewerage pipe is just under this driveway, months of heavy weights driving over it would cause major problems to the whole of the northern side of the oval. Who will pay for all the damage? Will it be the Department of Education or the Parents & Friends Assoc.? This could be avoided by having access directly from Oxford Street.
2. Also dust will impact the two houses directly beside the laneway as well as all other houses in the immediate vicinity. We would need to have our windows closed which would be very uncomfortable in this hot weather and would result in extra energy costs.

The extra cost of water trucks keeping the area damp would be quite huge I imagine.

It was because of this problem that when the oval reconstruction works were undertaken in the early 1990's the major access route to the oval was via the tennis court area. Why cannot that be the case for the building project that is to be undertaken? It is clear that this should be the case because the fence on the southern side of the tennis courts as well as the brick retaining wall will have to be removed anyway. This would give direct access, off Oxford Street, to the construction site.

3. The laneway to the oval area originates from the lower (eastern) narrow part of Ann Street and numerous construction vehicle movements clearly pose a danger to parked cars and pedestrians, not to mention the four young families who live in the immediate vicinity. These were further reasons why the Oxford Street access was the primary access during reconstruction of the oval.

We have over the years watched many large trucks unsuccessfully try to enter the laneway and in those days not many cars were in the street but that has all changed now with cars parked everywhere which would also inhibit turning into the laneway.

4. There was never any indication during the building application process that access to the development site was to be other than the closest available public street and utilising the land owned by the developer. It has always been assumed by local residents that if the development was to proceed, that all activities would be confined to the immediate area of the development and would not in any way impact other areas or the recreation ground in the vicinity of the development. With the arrangement that you are proposing the area involving the development has very significantly expanded. I would also have thought that the builder would want to have the area involved with the development to be as small as possible and to have vehicle and machinery movement areas as small as possible.

5. To that point I would add that many people, families and children use the Ann St laneway all the time to access the oval.

6. I should also point out that the houses in the area are almost all over 70 years old (ours is 116) and the constant movement of heavy machinery and vehicles would not be good for lathe and plaster homes which would eventuate in cracks in walls and movement in foundations. It is common practice that adjoining buildings are inspected internally and externally to record any existing defects and present condition, so if any damage is done, the contractor is responsible for rectification/repainting etc. We would need any copies of any photos or reports prepared.

The above is provided in good faith and I look forward to receiving a response from you in writing.

Regards

Raymond Stuart Smith  
13 Ann Street  
East Launceston. 7250  
0408135809



**East Launceston Primary School**  
**Parents and Friends Association Inc.**

ABN 97509761201  
PO Box 188, Newstead, Tas, 7250

Mr Raymond Stuart Smith  
13 Ann Street  
East Launceston, 7250.

29<sup>th</sup> January 2019.

Dear Stuart,

Thank you for your letter dated 22<sup>nd</sup> January 2019 regarding your concerns over the use of the laneway, owned by the ELPS P&F Association, between your property, 13 Ann Street, and 11 Ann Street for access by the builders of the new kindergarten. I will aim to address your issues as best as I can.

In your letter you state:

*The laneway is not sealed or designed for the movement of many heavy vehicles, as well as other vehicles, which will obviously be the case. Not only will the laneway surface quickly break up and become very dusty but the bank on the left side of the laneway will cave in causing significant damage. As the main sewerage pipe is just under this driveway, months of heavy weights driving over it would cause major problems to the whole of the northern side of the oval. Who will pay for all the damage? Will it be the Department of Education or the Parents & Friends Assoc.? This could be avoided by having access directly from Oxford Street.*

As part of the agreement on the use of the laneway between the P&F and the Department of Education (DoE) the following point was agreed to by the DoE on the 16/8/18:

“The existing road surfacing will be supplemented with a serviceable gravel substrate for builders’ access and parking and that this surfacing will remain at the build completion for the benefit of the P&F.”

To this point, the supplemental surface is noted on the site plan as comprising 150mm of Compacted Class A Base and 100mm of FCR. This is designed to make it serviceable for the intended purpose. The DoE are also aware of the infrastructure underneath the laneway. As a bonus, the upgraded laneway will be retained for use by the P&F.

You also state:

*Also dust will impact the two houses directly beside the laneway as well as all other houses in the immediate vicinity. We would need to have our windows closed which would be very uncomfortable in this hot weather and would result in extra energy costs. The extra cost of water trucks keeping the area damp would be quite huge I imagine.*

*It was because of this problem that when the oval reconstruction works were undertaken in the early 1990’s the major access route to the oval was via the tennis court area. Why*



*cannot that be the case for the building project that is to be undertaken? It is clear that this should be the case because the fence on the southern side of the tennis courts as well as the brick retaining wall will have to be removed anyway. This would give direct access, off Oxford Street, to the construction site.*

As stated, the DoE will be providing an upgraded gravel surface for the laneway which should negate the effects of dust and the need for water trucks.

Unfortunately, I cannot answer your question as to the use of the tennis court as the P&F are not the proponents or developers, nor the owners of the tennis courts. I also, for the same reasons, cannot comment on the removal or otherwise of fences and retaining walls.

You also state:

*The laneway to the oval area originates from the lower (eastern) narrow part of Ann Street and numerous construction vehicle movements clearly pose a danger to parked cars and pedestrians, not to mention the four young families who live in the immediate vicinity. These were further reasons why the Oxford Street access was the primary access during reconstruction of the oval.*

*We have over the years watched many large trucks unsuccessfully try to enter the laneway and in those days not many cars were in the street but that has all changed now with cars parked everywhere which would also inhibit turning into the laneway.*

I have been informed by the architects of the project, Artas, that the builder will complete a traffic management plan that will be part of the package of information they will provide through the building surveyor.

You also state:

*There was never any indication during the building application process that access to the development site was to be other than the closest available public street and utilising the land owned by the developer. It has always been assumed by local residents that if the development was to proceed, that all activities would be confined to the immediate area of the development and would not in any way impact other areas or the recreation ground in the vicinity of the development. With the arrangement that you are proposing the area involving the development has very significantly expanded. I would also have thought that the builder would want to have the area involved with the development to be as small as possible and to have vehicle and machinery movement areas as small as possible.*

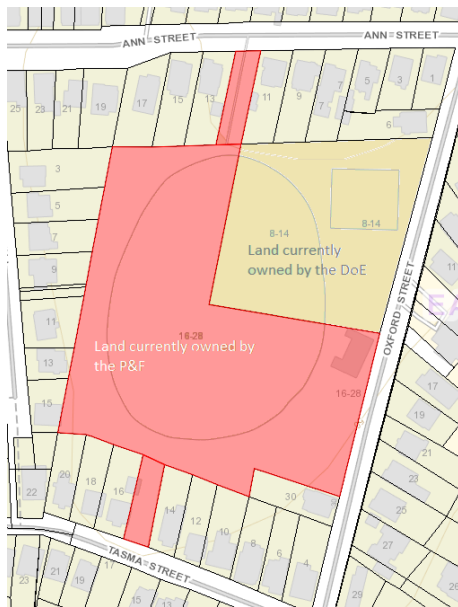
Artas have informed me that the access is shown on the construction drawings and will form part of the building permit. As the P&F is neither the proponent or developer, I cannot make any comment on the communication about the development. I would speculate though that the DoE and builder are making the cordoned area larger than required to minimise the movement of heavy machinery on and off the site by providing on-site parking and storage.

You also state:

*To that point I would add that many people, families and children use the Ann St laneway all the time to access the oval.*

The laneway will be able to be used as it currently is. As stated in the letterdrop “residents can still use the Anne Street entrance after school hours to access the oval and grounds as usual.” No part of P&F owned land will be made inaccessible by the project, including the portion of the oval owned by the P&F.

To be clear on the boundaries of the land, and the responsibilities of the owners, the DoE and P&F own the area of land shown below.



You also state:

*I should also point out that the houses in the area are almost all over 70 years old (ours is 116) and the constant movement of heavy machinery and vehicles would not be good for lathe and plaster homes which would eventuate in cracks in walls and movement in foundations. It is common practice that adjoining buildings are inspected internally and externally to record any existing defects and present condition, so if any damage is done, the contractor is responsible for rectification/repainting etc. We would need any copies of any photos or reports prepared.*

As the P&F are not the proponents nor the developers, this falls squarely with the DoE and the contracted builders. This is not something I can comment on. If you require contacts for the DoE, contracted builders or architects I would suggest that you make those enquiries through the school. I hope this provides you with some answers to your questions.

Regards,

Paul Vandenberg,  
President, East Launceston Primary School Parents and Friends Association Inc.