

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

Minutes of the General Meeting of the ELPS Parents & Friends Association Inc. held on **Wednesday, May 1<sup>st</sup>, 2019** at East Launceston Primary School.

Meeting opened at 7:01pm

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

**Present:** Paul Vandenberg (President), Lea Watson (Executive), Leigh Anthony (Treasurer), Sam Bucknell (Secretary), Ross Smith (Executive), Clare Mawdesley, Sarah Foster (Vice President), Lucy Robbins, Caroline Williamson (Executive), Emmy Brient, Clare Robertson, Andrea Porte, Paula Huett.

**Apologies:** Derek Le Marchant

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

- No update at this stage, aside from the correspondence received from the Department – detailed within correspondence.
- Building work looks to be progressing well. Emmy noted that the builders are running roughly 1 week behind, which is considered to be reasonable.
- Lucy noted that the expected date of completion is unchanged.

### **3. Minutes of previous meetings.**

- Move to accept Meeting Minutes from the March 6, 2019 General Meeting: Paul Vandenberg. Seconded: Ross Smith. **CARRIED**

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

- a) Working Bee to finish second Soccer Goals. The 1<sup>st</sup> section of turf has been laid and looks good.

A group of 2 to three people will try to complete the painting over the next few weeks.

- b) New Life Members Board

Sarah still looking to locate some minutes.

- c) Pavilion maintenance items – exit lights, fire extinguisher.

Ross has removed the fire extinguisher and all exit lights are working.

- d) POS System review, clothing sales

Paul has a spare 'square' which he will bring in for Sarah to trial.

e) Review of Insurance broker

Insurance in place with Aon.

**5. Correspondence.**

- Email response from Heath Clayton regarding pavilion cracks  
Heath has stated that the cracks were not due to the building work, but probably due to very dry seasonal weather or historical building defects (copy attached).

No further action.

- Email from Jerome McGee regarding land swap. Progressing through relevant government departments and valuations have been received and noted within the email (copy attached).

**6. Business arising from correspondence**

- No business arising from correspondence.

**7. Financial report.**

Leigh presented the financial report. A large run of payments have been made. Move to accept the financial report: Paul Vandenberg. Seconded by Lea Watson.  
**CARRIED.**

**8. Pavilion/Oval.**

- a) Co-ordinator report – Federal Election: Historically the organisation from AEC has been poor and without notice. Payment to the P&F has never been received, and Paul stated that we should be paid accordingly.

Emmy suggested that the polling booth be in the Gilligan Hall, with a sausage sizzle in the courtyard, given that space is limited near the pavilion due to the building works.

- b) Cleaning, maintenance. No response from the builders regarding the brickwork repair.

## **9. Clothing pool.**

- Sold around 90 rain jackets. Sarah still needs more volunteers. Wed or Thur afternoons.
- Lea enquired about green football socks. They will be available soon.

## **10. Fundraising.**

### a) Social Committee Report

- No report.

### b) Entertainment Book

- Sarah and Caroline attended the launch party.
- Lucy will arrange for student leaders to assist with distributing the books.

### c) Oval Movie Night

Defer until spring when the building work finishes.

### d) Cocktail party- Paul has enquired with Alps & Amici about a Cocktail Party. A number of around 50 could be catered for.

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

Lucy thanked the P&F for the new air conditioning in the deck classrooms.

- Lucy provided a request for further air conditioning units
- Lucy provided a request for funding to assist with the Year 6 Canberra trip. Sarah suggested that some of the students could do some fundraising for the trip, which the P&F could support. An indication of the amount required is around \$8000.00.
- Claire M suggested that a fundraiser may be incorporated into the election day, with emphasis on encouraging Year 6 parents to assist. The suggestion is well-received and the executive indicate that they will work towards this over the next two weeks.

## **12. School report.**

Emmy Brient presented the School report

- Queechy alliance update. An instruction model has been prepared to promote the alliance.

- Ms Green departure. Class sizes have increased by 4 or 5 children. Paula Hewitt and other teachers are now assisting with extra literacy and other groups.
- Naplan is entirely online for Year 5. Detailed results should be available much sooner (within around 4 weeks) and will provide much better outcomes for students which require extra attention in some areas.
- Mytern – Dr Jane Foster is returning for Mytern program. Looking at other tips and tricks for parents to implement mindfulness away from the school environment.

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

- Lucy to review skoolbag app re. multiple notifications.
- Lea queried the mindfulness program- whether there is still opportunities to borrow books. Emmy noted that there will still be opportunities.
- Grade 5 – clarification around the number of teachers.

### **14. Closure.** Meeting closed at 8.46 pm.

Next Meeting Wednesday 5<sup>th</sup> June, 2019.

**From:** ELPSP&F President <president@elpspandf.org.au>  
**Sent:** Thursday, 28 March 2019 10:30 AM  
**To:** secretary@elpspandf.org.au  
**Subject:** FW: Pavilion Cracks

FYI

Regards,

Paul Vandenberg - President

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

PO Box 188, Newstead, Tas, 7250  
[president@elpspandf.org.au](mailto:president@elpspandf.org.au)  
0438 548 940  
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**From:** Heath Clayton <heath@artas.com.au>  
**Sent:** Friday, 22 March 2019 2:55 PM  
**To:** ELPSP&F President <president@elpspandf.org.au>  
**Cc:** secretary@elpspandf.org.au; Ross Smith <rsmith@itechnologies.com.au>; Robbins, Lucy (DoE) <lucy.robbs@education.tas.gov.au>; Brient, Emmy L (DoE) <emmy.brient@education.tas.gov.au>; James, Simone A (DoE) <simone.james@education.tas.gov.au>  
**Subject:** RE: Pavilion Cracks

Hi Paul,

We undertook photographic surveys of neighbouring houses but only have external photos of the Pavilion. We investigated the cracks earlier this week with the builder and the crack in question is located on an internal wall. The existing external closest to the works have no sign of recent cracking. It should be noted that the internal wall in question forms the external wall above onto the deck area. This wall has signs of previous cracking and repairing being undertaken.

We have had an extended dry warm summer and it is our opinion that the cracking that has occurred has not been from the current building works.

I trust this is acceptable and if you have any queries please do not hesitate to contact me or the department

Thanks  
Heath

**Heath Clayton AIA**

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**From:** ELPSP&F President <[president@elpspandf.org.au](mailto:president@elpspandf.org.au)>  
**Sent:** Saturday, 16 March 2019 12:45 PM  
**To:** 'Heath Clayton' <[heath@artas.com.au](mailto:heath@artas.com.au)>  
**Cc:** [secretary@elpspandf.org.au](mailto:secretary@elpspandf.org.au); Ross Smith <[rsmith@itechnologies.com.au](mailto:rsmith@itechnologies.com.au)>; 'Robbins, Lucy (DoE)' <[lucy.robbs@education.tas.gov.au](mailto:lucy.robbs@education.tas.gov.au)>; 'Brient, Emmy L (DoE)' <[emmy.brient@education.tas.gov.au](mailto:emmy.brient@education.tas.gov.au)>  
**Subject:** Pavilion Cracks

Hi Heath,

It's been brought to my attention from the cleaner that cracks in the brickwork of the Pavilion have appeared, and are getting bigger since the start of the earthworks for the new Kinder Hub. The cracks are most noticeable in the girls toilets, on the side closest to the earthworks, and to quote the cleaner 'are getting bigger every day'.

Was there a survey done of the Pavilion like the neighbouring houses before work started? Can we get the builders to check it out? Thanks.

Regards,

Paul Vandenberg - President

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

PO Box 188, Newstead, Tas, 7250

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**From:** ELPSP&F President <president@elpspandf.org.au>  
**Sent:** Thursday, 28 March 2019 10:30 AM  
**To:** secretary@elpspandf.org.au  
**Subject:** FW: Crown land exchange - East Launceston Primary School (ELPS) and ELPS Parents and Friends Association  
**Attachments:** Location map - Oxford Street, East Launceston post land exchange.pdf; Location map - Oxford Street, East Launceston.pdf

For Correspondence.

Regards,

Paul Vandenberg - President

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

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**From:** McGee, Jerome (Parks) <Jerome.McGee@parks.tas.gov.au>  
**Sent:** Friday, 22 March 2019 10:26 AM  
**To:** president@elpspandf.org.au  
**Subject:** Crown land exchange - East Launceston Primary School (ELPS) and ELPS Parents and Friends Association

Hello Paul,

I write to you regarding the proposed land exchange between the East Launceston Primary School Parents and Friends Association Inc (ELPS P&F) and the Department of Education (DoE) at Oxford Street, Launceston.

Ms Suzanne Davidson of DoE has provided me with background information relating to the exchange and what outcomes are to be achieved. I have captured these in the attached location maps, if you believe I have missed some detail, please let me know.

The valuation of the Crown land and private land has been carried out and is as follows:

- Department of Education land - \$283,800 inclusive of GST
- ELPS P&F land – \$284,900 inclusive of GST

I am currently seeking assessment from the Office of the Surveyor General in relation to the land areas, and information regarding any surveying which will need to be carried out. Once I have received this information I will progress with the arrangements for a sale agreement.

If you would like to discuss, please feel free to contact me on ph. 6165 4674.

Regards

**Jerome McGee**  
Senior Property Officer

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Tasmania Parks and Wildlife Service  
03 6165 4674  
General Enquiries message service | 03 6169 9015  
[jerome.mcgee@parks.tas.gov.au](mailto:jerome.mcgee@parks.tas.gov.au)

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