



## Hilton Park Bowling & Recreation Club (Inc.)

ABN: 69 394 509 279

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### Minutes of a Meeting of the Committee

**Date:** 10<sup>th</sup> September 2025  
**Time:** 4pm  
**Location:** Hilton Park Bowling Club

**Present:** Michael Broadbridge (President)  
Doraine Stone (Secretary)  
Dave Van de Ven (Men's Captain)  
Rob Fortini (Greens)

**Apologies:** Andrew Ryder (Treasurer)  
Glenn Dwyer (Social)

#### Opening and Attendance

The Chair opened the meeting, welcoming all members.  
A quorum was present, and the meeting commenced at 3.55pm.

#### Declaration of Interests

Each member advised that they had no conflict of interest.

#### Meeting Objectives and Agenda Overview

Review project progress, operational matters, membership, funding, and community engagement to ensure effective management and development of the club.

#### Minutes of Previous Meeting

The minutes of the previous meeting were reviewed and accepted as a true and correct record, with no accuracy concerns raised.

Minutes to be displayed on the Notice Board.

#### Matters Arising

- There were no significant outstanding issues reported.
- Most ongoing projects are progressing according to prior plans, with minor issues addressed as they arose.

#### General Discussion

Strategic initiatives were reviewed in detail. Committee noted progress on key projects but emphasised ongoing oversight and clear communication with stakeholders.

Committee agreed to continue monitoring projects, ensuring minor issues are resolved promptly and updates are communicated clearly to members.

**Windows:**

- Handles and finishing touches remain outstanding.
- Potential future enhancements, such as improved mesh and sliding systems, were noted. Committee acknowledged these are long-term considerations and will be evaluated after the current phase is complete.
- Phase one of the window replacement project is almost complete; the committee expressed satisfaction with progress.
- Estimated total cost: approximately \$60,000.

**Retic Upgrade Project:**

The Greens Director met with the City of Fremantle lead contact to progress the project. Discussion focused on timelines, deliverables, and key milestones.

Committee sentiment was positive, with emphasis on continuous improvement and effective coordination.

**Driveways and Car Park:**

Sweeping and cleaning are being planned to align with neighboring properties. Committee discussed the importance of maintaining a professional and welcoming appearance for members and visitors. Scheduling and frequency are currently under coordination.

**Lease:**

- The club has completed its part of the lease.
- The head lease remains with the Council, with approval delayed due to election activity.
- Paddle Initiatives: Committee discussed efforts to progress initiatives before year-end, emphasizing community engagement and participation.

**Grants and Funding:**

Treasurer is preparing a Synergy Grant application to fund LED lighting upgrades within the clubhouse. The committee discussed potential benefits, including improved energy efficiency and better lighting for members and events.

Additional grant opportunities are being explored by the Treasurer and Social Director to support other club improvements.

**Carpet Replacement:**

Planning is underway, with consideration of second-hand tiles and alternative options to balance cost with durability. Committee members discussed potential suppliers and materials suitable for high-traffic areas.

**Oven Replacement:**

- The kitchen oven requires replacement.
- A suitable second-hand gas oven has been identified (\$400–\$500), with inspection approved prior to purchase.
- Installation will comply with safety regulations.
- Committee discussed benefits for events such as Sunday activities and general kitchen use, with consensus that replacement would significantly improve functionality.

**Rose Garden Proposal:**

- The Committee was approached with the proposal of replacing the current rose garden with a native garden, funded privately.
- Committee discussed the presence of ashes in the rose garden. Concerns were raised about respect for individuals memorialised there.

- Some club members have expressed strong sentiment about preserving the memorial aspect, leading to the decision that no immediate changes will occur.
- Committee emphasised the importance of consultation with all stakeholders and agreed to carefully evaluate the proposal before action.

### **Bar Operations**

- Chronic issues with bar operations were discussed. The executive team will handle matters offline.
- Training and proper use of the till were discussed, with a plan to ensure all staff are competent and confident in operations.
- Volunteer workload and potential burnout were highlighted; strategies include careful roster management and support for long-serving members.
- Two new customer-facing POS screens (~\$900 total) were approved. Discussion highlighted that improved visibility during transactions would enhance customer satisfaction and operational transparency.

### **Unsupervised Children:**

- A recent incident involved approximately twenty unsupervised children on the grounds and within the hall. Equipment was left in unsafe areas, creating potential risks.
- Committee agreed that preventive measures are necessary. Signage will be installed stating that children must be supervised at all times.
- Staff and committee members will enforce supervision rules and intervene if necessary.

### **Treasurer's Report**

- Committee acknowledged improvements in club finances, with revenue trending positively.
- Emphasis was placed on the ongoing need for prudent financial management.
- A dedicated savings account for future turf replacement will be established, with an annual contribution of \$10,000 (~\$900 per month). Committee discussed that this ensures adequate funds will be available when renewal is required.

### **Membership Applications**

- Antonio Marchesi submitted an application for full membership.
- Formal proposer and seconder details are pending.
- Fees have been paid; the committee anticipates acceptance upon completion of the formal process.
- Committee discussed the importance of ensuring that all membership applications comply with club rules.

### **Club Phone and Messages**

- The committee noted that some phone calls and messages are not being answered promptly, impacting communication with members and the public.
- Ring duration to be extended to at least ten rings, and voicemail response procedures will be reviewed and improved.

### **Sewage Issue:**

Overflow near the front entrance was reported. Responsibility is being clarified, and service providers have been contacted. Urgent resolution is required.

### **Pergola Safety:**

Structural stability concerns were raised. The City of Fremantle will be contacted to conduct an inspection and recommend remedial action. Committee members emphasized that public safety is a priority, and temporary restrictions may be implemented if necessary.

### **Council and Community Relations**

- Committee agreed to formally thank the City of Fremantle for support, including provision of new windows.
- Invitations to local Members of Parliament and the Mayor will be extended for key events to maintain good relationships.
- Simone McGurk will be informed about upcoming events to ensure clarity regarding official endorsement.

### **Fixtures and Competitions**

- Proposal to move the club's 4th side into the 3rd division is pending approval.
- Club fixtures have been completed. Calendars have been posted on the noticeboard and will be updated on the club website.

### **Aboriginal Flag**

- The committee supports the display of an Aboriginal flag.
- Size, cost (~\$300+), and supply arrangements are being confirmed with Andrea Cartwright. Discussion emphasized the importance of visibility and symbolism in representing inclusivity.

### **Sponsorship**

#### **Major Motors:**

- Confirmed as the primary sponsor. Installation of Aggregate boards is pending final approval.
- City of Fremantle: A \$500 grant has been received and will be acknowledged on signage.
- Committee agreed to finalise Aggregate board design and proceed with installation once approvals are confirmed.

### **Rainbow Bowlers Initiative**

- The committee discussed hosting an inclusive event with the Rainbow Bowlers group.
- Proposed schedule: One Sunday summer event, integrated with regular Sunday sessions starting in October. Committee emphasized alignment with the club's values of inclusion, diversity, and community engagement.

### **Close**

The Chair thanked the committee for their input and contributions. The meeting was adjourned at 4.25pm on a positive note, acknowledging the progress and ongoing activity within the club.

### **Next Meeting**

4pm Wednesday, 8<sup>th</sup> October 2025

### **Minutes recorded by**

Dorraine Stone

Secretary

10<sup>th</sup> September 2025