



**WANDONG-HEATHCOTE JUNCTION COMMUNITY GROUP Inc.  
(A0041161H)**

**Registered Office:** 4 Fern Court, Heathcote  
Junction 3758  
**Telephone:** 0413 832 411

**Elected office bearers 2010/2011:**

<b>President</b>	<b>David Moran</b>
<b>Vice President</b>	<b>Rob Jensen</b>
<b>Secretary</b>	<b>Allen Hall</b>
<b>Treasurer</b>	<b>Marie Dooley</b>
<b>Public Officer</b>	<b>Allen Hall</b>

## STATEMENT OF PURPOSE

### INTRODUCTION

The Wandong – Heathcote Junction Community Group has evolved to represent the views of the residents of the Wandong and Heathcote Junction townships and to take a lead negotiation role with local Government in relation to matters which affect the well-being and aspirations of the community.

### HISTORY

In January 2001 the residents of Wandong - Heathcote Junction became concerned about a proposed high density development in Dry Creek Road Wandong. The development was totally out of character with the predominantly large blocks in the existing townships. Following a meeting of residents the Wandong – Heathcote Junction Action Group, made up of nominated residents, was formed to negotiate with the Council and developer.

During the following few months it became obvious that the residents needed a local body to scrutinise matters being considered by Council, and any other party, that affect the social and environmental welfare of the Community. For this reason and to enable the group legal status when applying to VCAT for a ruling on decisions in dispute, the Action Group was incorporated as the Wandong – Heathcote Junction Community Group on 16 May, 2001.

The Wandong – Heathcote Junction Community Group has elected to adopt the Model Rules For An Incorporated Association [Associations Incorporation Act 1981 - Schedule 5]

The Inaugural Annual General Meeting of the Wandong – Heathcote Junction Community Group Inc. was held at the Davern Reserve Community Centre on the 5<sup>th</sup> of June 2001.

## **STATEMENT OF PURPOSE**

The Wandong – Heathcote Junction Community Group will represent the views of the residents of the Wandong and Heathcote Junction townships. It will take a lead negotiation and/or representation role with local Government on matters that affect the social and/or environmental well being and neighbour character of the community.

## **THE VISION**

The Wandong – Heathcote Junction Community Group aspires to being the recognised voice of the community when dealing with issues that affect our social and/or environmental character and welfare. To achieve this, the group will ensure credibility and open communication between residents and governing bodies at all times.

## **OBJECTIVES AND RESPONSIBILITIES**

The Wandong-Heathcote Junction Community Group will ensure that matters considered by local Government, or any other party, that may impact our social and/or environmental welfare and character are brought to the attention of the Community.

When it is considered that a matter may have adverse social and/or environmental consequences, the Wandong – Heathcote Junction Community Group will consult the community regarding action to be taken. Action taken may result in seeking explanation, lead to negotiation and agreement, or referral to an Arbitrator such as VCAT [Victorian Civil and Administrative Tribunal].

To the best of its ability the members of the Wandong – Heathcote Junction Community Group will;

- keep abreast of relevant social and environmental policy, on a Local, State and Federal Government level.

- attend Mitchell Shire Council monthly meetings, second Monday of each month, and present written questions seeking answers to issues that concern the Wandong – Heathcote Junction community.

- hold monthly meetings, third Tuesday of each month, to discuss and determine any action to be taken regarding current and new issues that affect the Wandong – Heathcote Junction community.

- promote and endeavour to achieve excellent communication procedures between the Group, Government bodies and the residents of Wandong – Heathcote Junction.

- promote involvement by residents in any activity or action taken by the Wandong – Heathcote Junction Community Group.

## **STRUCTURE AND POSITION DESCRIPTIONS**

Officers are elected to the following positions at the Annual General Meeting each year. Following is a high level view of the responsibilities of each position.

### **President**

The President shall preside as Chairperson at each general meeting of the Association.

### **Vice President**

In the President's absence, the Vice-President, shall preside as Chairperson at each general meeting of the Association.

### **Secretary**

Must keep and maintain a register of members, give written notice to all members of meetings and must keep minutes of the resolutions and proceedings of each general meeting, and each committee meeting, together with a record of the names of persons present at committee meetings.

The Secretary must keep in his or her custody or under his or her control all books, documents and securities of the Association

### **Treasurer**

The Treasurer of the Association must-

- (a) collect and receive all moneys due to the Association and make all payments authorised by the Association; and
- (b) keep correct accounts and books showing the financial affairs of the Association with full details of all receipts and expenditure connected with the activities of the Association.

### **Public Officer**

Is the contact for the group and provides the administration function such as lodgement of annual return.

## **MEMBERSHIP**

Membership fees are set at the Annual General Meeting. Financial members are encouraged to participate in Group activities and in discussion at monthly meetings.

## **OPERATION**

The Group will normally convene monthly meetings and consensus decision making will be adopted.

Extraordinary meetings will be called if necessary depending on issues to be addressed and their urgency.

Working group meetings will be required from time to time depending on issues to be addressed.

Regular consultation and information provision will be organised to ensure residents are kept up to date with the issues being addressed.