1. Meeting Details

1.1 Meeting Time and Venue

7:00 pm, Mon 30 Mar, 2026, Mill Park Leisure Centre, 33 Morang Drive, Mill Park.

2. Attendance

2.1 Committee

Glenn Eckardt (Chair), Lee Robinson (Secretary/Minutes), Mara Ferraro, Helen Henry.

2.2 Visitors

Alan and Alison Kenworthy.

2.3 Online

David Stephens (Vice-President), Keerat Singh (Treasurer). Kevin Balaam, Salman Shami.

2.4 Apologies

Peter Duncombe.

3. Previous Minutes

3.1 Confirmation of Previous Minutes

Motion: That the minutes of the 23-02-2026 meeting be accepted as a true record of that meeting.
Moved: David Seconded: Helen Motion: Accepted.

4. Items from Previous Minutes

4.1 (4.1) Beginners Rides

Seerat's poster discussed at the previous meeting has been revamped to contain more information, and with a couple of tweeks suggested at the meeting, should be ready for use soon.
No update on Salmon's version, but the committee encouraged Salmon to incorporate suggested changes, primarily the addition of an e-bike, as having two posters of different styles ready would be useful to promote the BUG to potential riders.

Once we have PDF files available, Alan will be able to organise a costing for printing for the committee.

4.2 (4.2) Electronic Payment Options

Stripe payments via the website and Team App are possible. Keerat has links for the website ready to go. Stripe incurs merchant fees (a $20 membership would cost an extra 66 cents), as does Team App which would be on top of that
Kevin enabled Team App access for Keerat to enable Stripe payments.
PayID is an option that does not incur fees.

Action: Lee and Keerat to continue implement these alternative payment options.

4.3 (4.3) Public Liability Insurance Cover Increase

Public Liability cover was increased to $20 million in time for the Whittlesea Festival, in line with CoW requirements.

Item closed

4.4 (6.4) Sponsorship Strategy

Keerat and Glenn will review our sponsorship strategy to handle things such as, for example, sponsors who may be seen as competitors.

4.5 (6.5) Online Bank Access for New Treasurer

We now have Lee, Alison, Glenn and Keerat all registered for bank access with "Transact" and "Amend" status. This gives us a comfortable level of redundancy.

Item closed

4.6 (13.3) BUG App Talk

The developer of the BUG App program, Vince Masci, gave a very informative talk prior to the Ride Leader Planning Meeting on Sat 21 Mar. Vince welcomed suggestions for improvements.
Glenn has offered to collate our feedback to pass on to Vince.

Action: Glenn to set up a VicBUG chat group on Team App to encourage Ride Leaders to provide suggestions to improve the app.

5. Rides

5.1 Ride Reports

Summary for Mar 2026

Short Rides - 2 rides.

15/03/2026 Ride to Whittlesea Festival, RL Mara. 8 riders.

29/03/2026 Two Loops Ride, RL Graeme W, 20km, 11 riders, 1 female

Medium Rides - 2 rides avg 15 riders, 4 female.

1/03/2026 Laurimar Wetlands via Magnolia on Orchard, RL David F, 35km, 14 riders, 3 female.

22/03/2026 Path RideSouth Morang to Preston Market, RL Samantha C, 40km, 15 riders, 4 female.

Long Rides - 2 rides avg 8 riders, 1 female.

8/02/2026 Brunetti's Moonee Ponds via Steeles Ck, RL Peter P/ Kevin B, 65km, 13 riders, 1 female.

14/03/2026 Peacock Cafe South Yarra, RL Salmon S, 58km, 4 riders, 1 female.

Fast Rides - 3 rides avg 6 riders, 1 female.

7/03/2026 South Morang to Hurstbridge via Strathewen, RL Aidrian G, 70km, 5 riders, 1 female.

14/03/2026 South Morang Kinglake Loop anti-clockwise, RL Glenn E, 85km, 7 riders, 0 female.

21/03/2026 South Morang to Kinglake West, RL Adrian G, 80km, 5 riders, 1 female.

Weekday Rides - 4 rides avg 4 riders, 0 female.

4/03/2026 Darebin & Latrobe Loop, RL Mark B, 25km, 2 riders, 0 female.

11/03/2026 Brewer Sisters Wollert, RL Mark B, 23km, 5 riders, 0 female.

18/03/2026 Merri Ck to LaTrobe via Broadhurst Av, RL Mark B, 38km, 6 riders, 1 female.

25/03/2026 Artiga Specialty Coffee Thornbury, RL Mark B, 35km, 4 riders, 0 female.

Twilight - 1 ride avg 2 riders, 0 female. Rides end with Daylight Saving.

3/03/2026 Galada Tambore / Darebin Loop, RL Peter P, 25km, 2 riders, 0 female.

Gravel rides - None.

Rail Trail Rides - 1 ride avg 11 riders, 4 female

14/03/2026 Bass Coast Rail Trail, RL Alison K, 52km, 11 riders, 4 female.

5.2 Incidents

Gerry Le Bridge Inn Rd.

Glenn Eckardt Bridge Inn Rd path Mernda. Ran off the path and then toppled when he instinctively corrected to get back on the path. Lack of concentration, minor injuries.

Ted Henning during Bass Coast Rail Trail Ride. A simple tumble when stopping to regroup on uneven ground. A cut to the leg with bleeding. First aid bandaging provided by Alice and Alison.

6. Treasurer's Report

6.1 Current Financial Report

Balance at 23-02-2026:		**$8,137.78**
Plus:		
Membership fees (4)	$80.00	
Transfer from Petty Cash	$200.00	
Capire Consulting (Kevin)	$150.00	
Less:		
Insurance	$543.36	
Balance at 29-03-2026:		**$8,024.42**

6.2 Liabilities

Current Liability **$0.00**

6.3 Petty Cash

Opening balance		**$638.45**
Expenses	(transfer to bank)	$200.00
Income		$0.00

Current Petty Cash balance **$438.45**

6.4 Sponsorship

Current sponsors are now South Morang Mazda, Maurice Blackburn, Harcourts Rata & Co, Bicycle Centre South Morang and Epping RSL.

7. Membership Report

7.1 New Members

02 Mar 2026 from Sofiane Khatta, no details. Has paid full membership. Not on Team App.The committee deferred her acceptance until we have more details.

Igor Cerina paid his membership 25 Feb 2026. Membership approved last meeting.

Duncan Paul has contacted the committee saying he is unable through our bank account. Lee to follow up.

7.2 Team App Members

We have 235 people registered on Team App at 29/03/2026 (increase of 4).

7.3 Membership Status

Members: Total 72 made up of 55 members who are fully financial and 18 who are due to be removed 01/07/2026 if they fail to renew their membership within 12 months of the renewal date as per our Constitution/Rules. We have one potential member, Sofiane Khatta, who has paid their membership fee

Gender breakdown: 19 Female, 52 Male, 1 Unspecified as simply a family member.

41 memberships at full (non-concession) rate which is 58% of our members.
2 Family memberships with 2 people nominated as actual family members.

8. Website / Social Media

It has been noted that the membership applications are often coming in with more information that was intended, e.g. Medicare Card numbers.

Action: Lee to work with Kevin to change the website application form.

Action: Lee to work with Keerat and Kevin to implement membership payments via Stripe on our website.

David has completed his review of our website content for old/out-of-date items and Kevin has updated the website.
David requested details on the colours used for our branding to try to make the website more consistent with our branding.

9. Correspondence

9.1 Correspondence:

25/02/2026

- Kevin Balaam to WBUG Committee. Barry Rd cycling infrastructure versus recreational path through Whittlesea Gardens.

26/02/2026

- Kevin Balaam to WBUG. MERC traffic route and potential paths.

3/03/2026

- Kevin Balaam to Russell (CoW) via Glenn. Barry Rd cycling concerns.

4/03/2026

- Glenn to CoM sharing Vulnerable Road Users Forum presentation.

5/03/2026

- Local Information Newsletter with promotion of Mara's Whittlesea BUG ride to the Whittlesea Festival.

6/03/2026

- Kevin to WBUG highlighting Ride With GPS feature that may help update our maps.

9/03/2026

- Kevin to WBUG. Information of Working with Children Check requirements. Generally considered we do not need them unless we do an event aimed at children.

11/03/2026

- Russell Tricker CoW to WBUG. Minutes of WBUG/Council meeting.
- Helen Henry to WBUG CoM. Encouraging Women to Join WBUG Survey

12/03/2026

- Kevin Balaam to WBUG CoM. Website visitor counter issues. Added another counter plug-in.

26/03/2026

- Glenn to WBUG CoM. Snap Send Solve report on damaged pavement along South Morang Line bike trail.

29/03/2026

- Faith Hunter to WBUG. Minutes of BN and Active Transport groups advocacy with followup comments.

10. External Meetings

2 Mar Vulnerable Road Users Forum. Glenn reported that this was a good and productive meeting.

3 Mar CoW Catchup. A copy of the minutes of this meeting is attached as Appendix 1

11. Other Business

11.1 Whittlesea Festival

Glenn reported that he considered our presence at the festival is worthwhile. He felt that with Helen and Mara present there appeared to be more female interest in our stand.

We managed to collect 83 signatures in support of the Whittlesea Rail Trail.

An attending female was concerned that she believed WBUG was supporting the Wollert waste incinerator scheme, which is a divisive topic in her community. While this is definitely not true, it probably came about due to Kevin's attendance at the community meetings to help insure that cycling issues were addressed and his reimbursement fee which he passes on to the BUG. Kevin felt that it may be best if he resigned from his role the community meetings.

11.2 Grant Expression of Interest (EoI)

The thrust of the grant is to benefit an organisation's volunteers. .

Lee has submitted the EoI on our behalf for a $1000 grant, which is the minimum grant amount, and we need to wait to see if we are selected, possibly by May, before we need to provide more detail on what the money will be used for.

11.3 Buying and Selling on Team App

The committee decided that we need more control over this aspect of our Team App. Chat section.

To prevent unnecessary annoyance to other Team App users Glenn will set up a specific Buying/Selling chat room. David has volunteered to be the Administrator.

12. Future WBUG Meetings

12.1 Committee Meetings

27 Apr 2026 at 7:00pm, Mill Park Leisure Centre Meeting Room.

12.2 General Meetings

TBA.

12.3 Social Meetings

TBA.

12.4 Ride Leader Meeting

Was held on Sat 21 Mar at Epping RSL.

13. Meeting Closed

9:30 pm.

Appendix 1

BUG/CoW meeting minutes/actions
Tuesday 3 March 2026

Biketober feedback

- In 2026, it is proposed that Council may look to undertake a series of smaller events and spread resources over the year, instead of focusing only on the Biketober event.

Darebin Creek Trail mapping

- VicBUG website can be explored to identify locations of trip attractors.
- Council can share Bike story mapping project for 90 days trial use after signing an agreement of data sharing between BUG members and council GIS team. TP team will facilitate this process.

Bike Riding and Maintenance skills

- A joint objective of both Council and the BUG is to see the level of female participation of cycling increase, noting that safety concerns continue to be a major barrier. Guided short rides with families and young riders using off-road paths with a trip attractor (e.g. ride to a café) may be suitable and incorporate a social element
- There is also an opportunity to explore bike tracks and different rides with/for family ride opportunities
- It is proposed to facilitate collaboration between the Youth Council and broader youth involvement (via Council's Youth Services team) to promote involvement and interest in cycling to younger community cohorts. In addition to rides, youth groups could also be involved in repairing bikes or learn basic maintenance
- Learn 2 Ride participation for younger cohorts could be fruitful. It is anticipated that engaging young people to get more involved in riding might stem from the presence of champions through the Youth Council. Learn to ride program will continue with some additional sessions next year for all age groups and CALD communities
- Case studies could be useful in order to intercept students transiting between primary and secondary schools in order to maintain existing behaviours around cycling developed in primary school, or to encourage cycling to be a new travel habit upon the transition to secondary school.
- Consider providing a presentation to the Youth Council with relatable content-
- Youth Services team are expecting a report to be delivered soon, which will indirectly help to inform an approach with youth engagement opportunities
- There is also an opportunity to consider certain suburbs within CoW with younger demographics

2025/26 Infrastructure Projects

- Design
    - Ferres Blvd SUP (McDonalds Rd – Findon Rd) ---- Design has been completed, contractor has been selected, and construction will commence in this week
    - Findon Road SUP (Civic Dr – Ferres Blvd) ---- Design has been completed, contractor has been selected, and construction will commence in this week

- Darebin Creek Trail SUP (Greenbrook Dr – Epping Station) ---- Design has been completed, contractor has been selected, and construction will commence in the coming weeks.
- High Street SUP (Keon Park Station – Thomastown Station) – Design is underway and expected to be completed by June 2026.
- Whittlesea Shared Trail (Bridge Inn Road – Hazel Glen Dr) – Design is underway and is expected to be completed by June 2026.
- Yan Yean Pipe Track (Bridge Inn Rd – Hazel Glen Dr) – Design is expected to be completed by June 2026.

- Construction
  - Yan Yean Pipe Track (Childs Rd – Centenary Dr) --- The project is currently under construction - anticipated completion by April 2026.
  - McDonalds Road SUP (Civic Drive – Darebin Creek Trail) – Nearing completion.
  - Gordon's Road / The Lakes SUP and raised crossing ---- Construction has already been completed.
  - The Lakes Blvd SUP (Ferres Blvd – The Promenade) ---- The design has been completed. Construction was intended to commence this week; however, Melbourne Water approval required. Once the approval is obtained, delivery can follow.

2026/27+ Infrastructure Projects

- Design proposals
  - . Davisson St SUP (Wedge St to McDonalds Rd) – Scheduled for design in 2026/27
  - Barry Rd SUP (Whittlesea Public Garden to Cambala Ave) – Not proceeding in 2026/27, however this will be considered along with any further improvements, in a separate *Barry Road, Road Safety Project.*
  - Rufus St SUP (Campbell St to High St) – Not proceeding in 2026/27, but potentially re-assessed for a future timeframe
  - High St SUP (Thomastown Station to Epping Station) – Not proceeding in 2026/27, but potentially re-assessed for a future timeframe
  - Station Street SUP (Messmate St to Lalor Station) – Not proceeding in 2026/27, but potentially re-assessed for a future timeframe
  - Yan Yean Pipe Track (Hazel Glen Dr to Yan Yean Reservoir) – Not proceeding in 2026/27, but potentially re-assessed for a future timeframe
  - Whittlesea Shared Trail (Hazel Glen Dr to Laurel St) – Not proceeding in 2026/27, but potentially re-assessed for a future timeframe
- Construction proposals
  - Yan Yean Pipe Track (Centenary Drive to Bush Blvd) – Yes this will be proceeding
  - Yan Yean Pipe Track (Bridge Inn Road to Hazel Glen Dr) – Yes this will be proceeding

- Edgars Creek Trail (Main Street to Kingsway Drive) – Construction of raised crossing on intersection of Mount View Road / Tramoo Street. No shared path construction planned for 2026/27.
- Findon Road (Devora Street to Glendale Ave) – Not proceeding in 2026/27, but potentially re-assessed for a future timeframe
- High Street SUP (Keon Park Station to Epping Station) – Not proceeding in 2026/27 for construction, however the required land approvals / leasing arrangements will be sought in 2026/27.
- Deliver shared path lighting on Edgars Creek Trail in Thomastown – Yes, this will be proceeding in line with Community Action Plan 2026-27.

Whittlesea BUG

- Opportunity to work with Council, Bicycle Network and Westfield to promote improved bicycle parking at Westfield Plenty Valley Shopping Centre
  - Initial step is proposed for Council officers to audit existing provision of bicycle parking to assess location, quality, and current usage levels. This could be done at different times of day as spot checks over a 1-2 week period
  - Following an audit, officers will determine appropriate next steps and update BUG accordingly
- Next steps in BN/BUG SCC campaign leading up to 2026 State Election
  - Noted that BN/BUG are going to advocate for 5% of future capital budget to be allocated to investment in bicycle and pedestrian infrastructure primarily to allocate to Strategic Cycling Corridor expansion
- Replacement of rubber mat on Yan Yean Pipe Track in South Morang
  - This is an ongoing maintenance issue. The latest advice received from Council's assets team is that this section is a priority for 2026/27 with the intention to remove the rubber mat section and replace with concrete
- Barry Road issues
  - Council officers will review separate concerns raised by BUG in respect of Barry Road. It is possible that these will be considered and investigated as part of the aforementioned Barry Road road safety project.