

PortShare Resource Register

better to wear out than rust out

PortShare aims to support groups through resource sharing

It makes sense to share what we have.

Generosity starts at home. Let's share what's here instead of expensive duplication.

Most community resources are funded through grants or volunteer fundraising.

Each community group wants their resource to remain intact and so will decide whether to lend or not depending on the intended use of their resource.

Each community group will decide if lending is free or for a modest fee or donation.

Community members can also share a personal resource with others.

If your community group has resources you are willing to share, please send info to emailtree@portarlington.asn.au and it will be in our PortShare register on the PCA's website www.portarlington.asn.au/resources



Does your group need to borrow something?




Ask through PortShare via emailtree@portarlington.asn.au

Resource Register what's offered

Bain-marie	Laminating	Teapots
Bollards	Magnetic flip chart	Traffic cones
Chairs	Marquees	Triple-fold letters and brochures
Community bus signage	Power distribution boards	Tug-of-War official rope and rule book
Crockery and cutlery	Projector screen	Venues
Display board	Star pickets	
Display trailer	Tables	Personal lending
Fencing mesh	Table cloths	
Hearing support	Table number holders	

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Resource	Contact
<p>Bain-marie commercial size Requires a trailer to transport. Available at no cost for community groups. For private or commercial use please contact Craig Wood-Burgess. back to resource register</p>	<p>Church by the Bay Craig Wood-Burgess 0425 722 279</p>
<p>Bollards Available at no cost for community groups. For private or commercial use, please contact Richard Underwood. back to resource register</p>	 <p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>
<p>Chairs Available at no cost for community groups. For private or commercial use please contact Craig Wood-Burgess.</p>	<p>Church by the Bay Craig Wood-Burgess 0425 722 279</p>
<p>Chairs (50) Available at no cost for community groups. For private or commercial use please contact Heather Walley. New chairs not labelled yet – check. back to resource register</p>	<p>St John’s Anglican Church Auxiliary Heather Walley, President 5259 2172</p>
<p>Community Bus Stop signage 1m x 5m canvas sign and a sandwich board, both with the same wording. Ideal for identifying where people should assemble to catch a community bus. Available at no cost for community groups. back to resource register</p>	 <p>Portarlington Community Association Deb Sheard 0408 943 962 president@portarlington.asn.au</p>
<p>Crockery and cutlery Available at no cost for community groups. For private or commercial use please contact Craig Wood-Burgess. back to resource register</p>	<p>Church by the Bay Craig Wood-Burgess 0425 722 279</p>
<p>Display board A portable display system, weighing 9kg. The panels are double-sided nylon loop covering to suit Velcro. Each of the six panels is 900x600mm, header panel 250x600mm. Panels are blue one side with grey reverse. Has a strong nylon carry bag with shoulder strap. Comes with pins and sticky dot kit. Available at no cost for community groups. For private or commercial use please contact Deb Sheard. back to resource register</p>	 <p>Portarlington Community Association Deb Sheard 0408 943 962 president@portarlington.asn.au</p>

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<p>Display Trailer Available for a small hire fee. Groups will need to pay for own signage. back to resource register</p>	<p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>
<p>Fencing Mesh orange plastic Available at no cost for community groups. back to resource register</p>	<p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>
<p>Hearing support Portable transmitter and hearing aid loop. To support people who find it difficult to distinguish speech whether they wear hearing aids or not. Promotes all ability inclusion. back to resource register</p>	<p>Portarlington Neighbourhood House Julie Hyslop, Coordinator 5259 2290 enquiry@portnh.org.au</p>
<p>Laminating - A3 and A4 pages Laminate pages you want to re-use over time. Cost per laminator pouch: A3 - 60 cents; A4 - 25 cents. Cost is to fund replacement pouches. back to resource register</p>	<p>Portarlington Community Association Cheryl Hilton 5259 1678 david.hilton@bigpond.com</p>
<p>Magnetic flip chart At full extension, measures 565mm wide x 1820mm height. Accessories include paper clamps and eraser. It's portable with a carry handle however will need one strong person or a couple to pick it up. Useful for presentations. Available at no cost for community groups. back to resource register</p>	<p>Portarlington Community Association Deb Sheard 0408 943 962 president@portarlington.asn.au</p>
<p>Marquees 15: 3m x 3m Each with 3 sides. Available at no cost for community groups. For private or commercial use please contact Richard Underwood.</p>	<p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>
<p>Marquees 2: 6m x 3m Each with 3 sides. Available at no cost for community groups. For private or commercial use please contact Richard Underwood. back to resource register</p>	<p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>




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Resource	Contact
<p>PA and sound system</p> <p>1 x Samson Amplifier mains operated with power cable and cover 1 x Tripod stand for amplifier 2 x Microphone stands with carrying bag 2 x Microphones with cables 1 x CD player for use with amplifier plus connecting cables 1 x Radio microphone transmitter/receiver for use with amplifier plus lapel and head microphones 1 x Hand held radio microphone Available at no cost for community groups.</p> <p>back to resource register</p>	<p>Portarlington Community Association Deb Sheard 0408 943 962 president@portarlington.asn.au</p> 
<p>Power Distribution Boards</p> <p>To distribute power from power source to multiple outlets. Available at no cost for community groups. For private or commercial use please contact Richard Underwood.</p> <p>back to resource register</p>	<p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>
<p>Projector screen</p> <p>Portable screen for use with a data or slide projector. Available at no cost for community groups.</p>	<p>Bellarine Community Health 39 Fenwick Street 5259 2537 Under review by BCH</p>
<p>Projector screen</p> <p>Portable screen for use with a data or slide projector. Available at no cost for community groups.</p> <p>back to resource register</p>	 <p>Portarlington Neighbourhood House Julie Hyslop, Coordinator 5259 2290 enquiry@portnh.org.au</p>
<p>Projector screen</p> <p>Portable screen for use with a data or slide projector. Available at no cost for community groups. For private or commercial use please contact Heather Walley.</p> <p>back to resource register</p>	<p>St John's Anglican Church Auxiliary Heather Walley, President 5259 2172</p>
<p>Star Pickets</p> <p>Available at no cost for community groups. For private or commercial use please contact Richard Underwood.</p> <p>back to resource register</p>	 <p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>
<p>Tables</p> <p>Available at no cost for community groups. For private or commercial use please contact Craig Wood-Burgess.</p>	<p>Church by the Bay Craig Wood-Burgess 0425 722 279</p>

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Resource	Contact
<p>Trestle tables Available at no cost for community groups. For private or commercial use please contact Julie Hyslop. back to resource register</p>	<p>Portarlington Neighbourhood House Julie Hyslop, Coordinator 5259 2290 enquiry@portnh.org.au</p>
<p>Trestle tables - three Available at no cost for community groups. For private or commercial use please contact Heather Walley. back to resource register</p>	<p>St John's Anglican Church Auxiliary Heather Walley, President 5259 2172</p>
<p>Table cloths 40 white trestle length tablecloths: 150cm x 230cm. Available when you are confident they will not be seriously stained even though they have a good reputation for being stain resistant and long wearing. Available at no cost for fund raising events. A fee of \$1.00 per tablecloth for community functions as contribution to replacements. For private or commercial use please contact xxx. back to resource register</p>	<p>Portarlington Community Association Deb Sheard 0408 943 962 president@portarlington.asn.au</p> 
<p>Table number holders Made of wood and numbered 1 – 32. There is space to add a table name to the holder. Available at no cost for fund raising events. For private or commercial use please contact xxx. back to resource register</p>	<p>Portarlington Community Association Deb Sheard 0408 943 962 president@portarlington.asn.au</p>
<p>Teapots Available at no cost for community groups. For private or commercial use please speak to Craig Wood-Burgess. back to resource register</p>	<p>Church by the Bay Craig Wood-Burgess 0425 722 279</p>
<p>Traffic Cones Available at no cost for community groups. For private or commercial use please contact Richard Underwood. back to resource register</p>	<p>Portarlington Mussel Festival Richard Underwood 0417 315 763 Richard.Underwood@team.telstra.com</p>

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Resource

Contact

Triple-fold letters and brochures

Will triple fold A4 paper, ideal if you're preparing brochures or large mail-outs. Each sheet is neatly folded to envelope size and it's quick.

Please contact the golf club to check your page layout is right and to arrange a time for your paperwork because the machine is in regular use.

Depending on quantity, there may be a small cost to cover staff time.

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Portarlington Golf Club
5259 2492



Tug-of-War official rope and rule book

Aside from the raw muscle power needed for tug of war, it is also a technical sport.

The rules cover how many per team, distance to pull the opposition to win and fouls.

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Portarlington Mussel Festival
Richard Underwood
0417 315 763

Richard.Underwood@team.telstra.com

Personal resources – a private arrangement between the lender and the borrower

Personal offers of resources

Rehabilitation aids

Suitable for hip/knee replacements.
Shower seat, walking frame (without wheels), firm backed chair, raised toilet seat and crutches.
Free use to local community members for duration of convalescence.

Contact Jenny or Lorraine
5259 1593

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Venues

Each provider decides if their venue is free or for hire. It may depend if for community, private or commercial use.

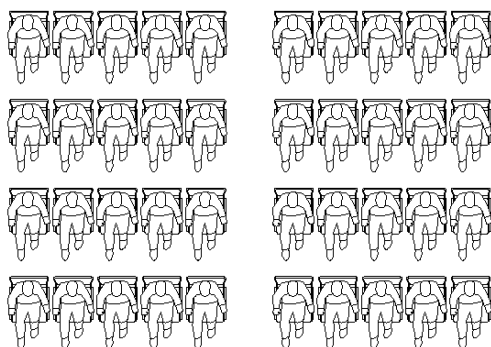
Venues offer a range of facilities such as in-house catering, self catering; on site public address and sound systems; off-street parking; mobility access and alcohol consumption.

Usage can be for one-off to regular meetings, conferences, family gatherings, weddings, performances, indoor sports, information sessions, fundraising events, forums ... and so on.

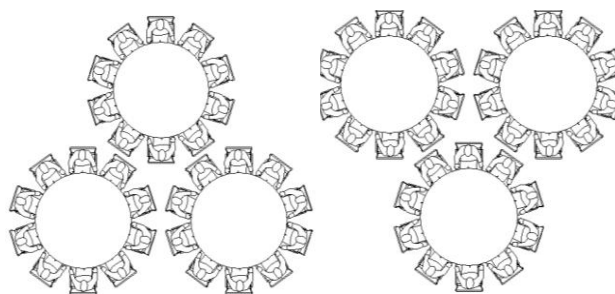
Maximum seating numbers are based on the following styles:

- a) **theatre:** all seats face toward the front.
- b) **banquet:** all seating is configured for tables.

Theatre seating



Banquet seating example



Venues also cater for stand-up gatherings however to keep this simple, stand-up has only been referenced when it is the only option.

Notes:

1. Contact a venue for an inspection, more info, quote and payment arrangements.
2. **Check if your event is covered by the venue's public liability insurance or should you arrange your own insurance cover.**
3. Many venues do not have a liquor licence but allow alcohol consumption. Venues that say alcohol subject to discussion – if approved, you will need a liquor licence.
4. Kitchen and food preparation - some venues do not have kitchen or catering facilities so food must be prepared and brought to the venue. Some venues have limited facilities - it's best to check what facilities are offered.

Theatre seating venues that cater for 100 or more

[Church by the Bay](#)

[Parks Hall](#)

[Portarlinton Mill](#)

[St Andrew's Hall](#)

[St Patrick's Hall](#)

Banquet seating venues that cater for 100 or more

[Church by the Bay](#)

[Parks Hall](#)

[Portarlinton Golf Club](#)

[Sports Pavilion](#)


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Venue	Contact
<p>Bayview Room Parks Hall, Newcombe Street. Seating: theatre: xxx, banquet: xxx. Kitchen/catering facilities: yes. Mobility access: requires a walk on sloping ground. Contact Bellarine Bayside if direct access is needed for people with limited mobility. Off-street parking: no unless by special arrangement. Toilets: yes (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	<p>Bellarine Bayside Name/position Phone number Email address</p>
<p>Bendigo Bank Room Harding Street. Seating: theatre: xxx, banquet: xxx. Kitchen/catering facilities: no. Mobility access: stairs from street level. Off-street parking: no. Toilets: no. Alcohol permitted: yes/no/subject to discussion.</p>	<p>Community Bank, Bendigo Bank Name/position (optional) Phone number Email address</p>
<p>Bowls Club Seating: theatre: xxx, banquet: 100. Kitchen/catering facilities: xxx. Mobility access: xxx. Off-street parking: yes, on grass. Toilets: yes (wheelchair access: xxx). Alcohol permitted: licenced venue no BYO.</p>	<p>Name/position Phone number Email address</p>
<p>Church by the Bay Cnr Waterview Close and Geelong-Portarlington Road. Seating: theatre: 180, banquet: 100. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes. Toilets: yes (wheelchair access: yes). Alcohol permitted: no. Back to venues</p>	<p>Craig Wood-Burgess 0425 722 279</p>
<p>Girl Guides Hall Seating: theatre: xxx, banquet: xxx. Kitchen/catering facilities: xxx. Mobility access: xxx. Off-street parking: yes tarmac and gravel. Toilets: yes (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	<p>Name/position Phone number Email address</p>
<p>Parks Hall Newcombe Street. Seating: theatre: 500, banquet: 300. Largest hall in Portarlington with stage, grand piano and PA sound system. Commercial kitchen can also be hired. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: no. Toilets: yes (wheelchair access: xxx). Alcohol permitted: no/subject to discussion.</p>	<p>Bellarine Bayside Name Phone number Email address</p>


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Venue	Contact
	
<p>Parkview Room Parks Hall, Newcombe Street. Seating: theatre: xxx, banquet: xxx. Kitchen/catering facilities: limited or hire the commercial kitchen. Mobility access: yes. Off-street parking: no. Toilets: xxx (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	<p>Bellarine Bayside Name/position Phone number Email address</p>
<p>Portarlington Community Health Centre 39 Fenwick Street. Seating: theatre: xxx, banquet: xxx. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes. Toilets: xxx (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion. Usage under review by BCH</p>	<p>Name/position Phone number Email address</p>
<p>Portarlington Golf Club 130 Hood Road. Fairways Bistro Seating: theatre: xxx, banquet: 250. A relaxed and friendly atmosphere with plenty of access to the bar, gaming room, heated outdoor alfresco area and many of the other facilities the club has to offer. Members Lounge Has a large screen suitable for electronic presentations. Seating: theatre: xxx, banquet: 50. Kitchen/catering facilities: the club caters. Please discuss catering requirements and budget with the club. Mobility access: yes. Off-street parking: yes. Toilets: yes (wheelchair access: yes). Alcohol permitted: licenced venue, no BYO. Back to venues</p>	<p>Name/position phone info@portarlingtongolf.com.au</p>
<p>Portarlington Mill Turner Court. Ground floor Stand up/cocktail gatherings for xxx. First floor Seating: theatre: 100, banquet: 60. Trestle tables for banquet functions available at an extra charge, negotiable depending on the event. Kitchen/catering facilities: no. Mobility access: limited. Off-street parking: yes on grass. Toilets: yes on the</p>	<p>Name/position Phone number Email address</p>


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Venue	Contact
<p>ground floor (wheelchair access: no). Alcohol permitted: subject to discussion.</p> <p>Back to venues</p>	
<p>Portarlington Neighbourhood House 28 Brown Street.</p> <p>Hall Seating: theatre: 80, banquet: xxx. Has a stage and overhead projector. Audio loop available to assist hearing impaired. Kitchen/catering facilities: yes, an additional cost.</p> <p>Meeting Room Seating: theatre: xx, banquet: xx. No food consumption. Audio loop available to assist hearing impaired. Mobility access: xxx. Off-street parking: yes on grass. Toilets: yes (wheelchair access: xxx). Alcohol permitted: subject to discussion.</p>	<p>Portarlington Neighbourhood House Julie Hyslop, Coordinator 5259 2290 enquiry@portnh.org.au</p>
<p>Portarlington Primary School Hall Fenwick Street.</p> <p>Seating: theatre: xxx, banquet: xxx.</p> <p>Kitchen/catering facilities: xxx. Mobility access: xxx. Off-street parking: no. Toilets: xxx (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	
<p>RSL Hall Cnr Harding and Fenwick Streets.</p> <p>Seating: theatre: xxx, banquet: xxx.</p> <p>Kitchen/catering facilities: xxx. Mobility access: xxx. Off-street parking: yes, on grass. Toilets: yes (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	
<p>Rotunda forecourt Newcombe Street.</p> <p>External open space outside the Portarlington Rotunda. Has fixed bench seating.</p> <p>Please ask attendees to make a gold coin donation to support the information booth.</p> <p>Kitchen/catering facilities: no. Mobility access: yes. Off-street parking: no. Toilets: yes at the adjacent toilet block near the Senior Citizen's Centre (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	<p>Portarlington Community Information Booth Name/position (optional) Phone number Email address</p>

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Venue	Contact
<p>St Andrew's Uniting Church Hall Newcombe Street. Seating: theatre: 100, banquet: 80. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes, on grass. Toilets: yes (wheelchair access: yes). Alcohol permitted: no.</p> <p>St Andrew's Uniting Church Can cater for afternoon teas and light lunches after funerals and other special occasions, at the church hall.</p>	<p>Dorothy Knights 5259 3822 kknights3@bigpond.com</p> <p>David Hughes 5259 2364 hughestwo@bigpond.com</p>
<p>St John's Anglican Church Hall Cnr Fenwick and Brown Streets. Seating: theatre: xxx, banquet: xxx. Children are welcome. Special prices for non-profit organisations that provide a community benefit. Parties considered subject to discussion. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes on grass. Toilets: yes (wheelchair access: xxx). Alcohol permitted: no/subject to discussion.</p>	<p>Name/position Phone number Email address (optional)</p>
<p>St Patrick's Catholic Church Hall Cnr Fenwick and Harding streets. Seating: theatre: 100, banquet: 64. Children are welcome. Special prices for non-profit organisations that provide a community benefit. Parties considered subject to discussion. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes on grass. Toilets: yes (wheelchair access: no). Alcohol permitted: subject to discussion.</p> <p>St Patrick's Catholic Church On-site finger food may be available on negotiation</p> <p>Back to venues</p>	<p>Peter Dalton 0417 305 242 Dianne Hutchinson 0408 202 931</p>
<p>Senior Citizens Centre Newcombe Street. Hall Seating: theatre: xxx, banquet: xxx. Has a stage and piano. Meeting Room Seating: theatre: xxx, banquet: xxx. Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes on gravel. Toilets: yes (wheelchair access: xxx). Alcohol permitted: yes/no/subject to discussion.</p>	<p>Name/position Phone number Email address</p> 

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Venue	Contact
<p>Sports Pavilion</p> <p>Portarlington Recreation Reserve, Boat Road.</p> <p>Seating: banquet: 200.</p> <p>Has a raised stage and PA sound system.</p> <p>Kitchen/catering facilities: yes. Mobility access: yes. Off-street parking: yes - tarmac and gravel. Toilets: yes (wheelchair access: yes). Alcohol permitted: licenced venue, no BYO.</p> <p>The venue is shared between the Portarlington Cricket Club and Demons Football and Netball Club. For room use between 1 April and 30 September, contact the Demons. For room use between between1 October and 31 March, contact the cricket club.</p> <p>Back to venues</p>	<p>Cricket Club</p> <p>Ron Verdiesen, President</p> <p>Phone number (03) 5259 2884</p> <p>Email address enquiries@portarlingtoncricketclub.com.au</p> <p>Demons</p> <p>Steve Maul, President</p> <p>0407 861 955</p> <p>pdfnc@hotmail.com</p>

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