

PRESENT: Cr Kodi Brady (Chair), Cr Zoe Holcombe, Mrs Aileen Bell, Mrs Margaret Bennell, Mrs Judith Clancy, Mrs Rhonda Jewiss, Ms Emma McDonald and Mrs Mary Milsom.

IN ATTENDANCE: Mr Gary Murphy (Director Technical Services) and Mrs Nicole Benson (Manager Urban Services & Facilities).

APOLOGIES: Mr Paul Bennetts, Mrs Susan Ericksson, Mrs Sandra Spackman, Mr Terence Tighe and Mr Sam Bragg.

CONFIRMATION OF MINUTES

1/2223 RECOMMENDED that minutes of the Coonabarabran Town Beautification Advisory Committee meeting held on 9 May 2022 be confirmed.

Clancy/McDonald

BUSINESS ARISING FROM THE MINUTES

Garden beds in John Street

Garden beds in John Street from the Mary Jane Cain Bridge to Clocktower were discussed and an update was provided on the planting out of the garden beds. The preferred colour of Loropetalum is now in stock at the local nursery. Beds have been prepared and planting is scheduled for Thursday, 21 July 2022.

Little Timor Street Plaza

It was noted that the grant for the Little Timor Street Plaza had been acquitted and the following other matters were discussed:

- Responsibility for maintenance of the plants and planter pots, cleaning the area specifically the table tops and surface of the plaza area.
- The trip hazard, maintenance regime for the table tops and cleaning procedure for the flooring.
- It was noted that Council does not have a budget for the cleaning or maintenance of the Plaza and that Council will need to clarify insurance requirements for members of Committees of Council wishing to volunteer their services maintaining gardens and the like before any such volunteering takes place.
 - **ACTION** – that the Manager Urban Services & Facilities would follow these matters up and provide the answers to the Chair to distribute to Committee members. The reason for this is to provide the information before the next meeting.
- The chess pieces should be accessible to the community at any time.
 - **ACTION** – that Cr Brady will collect the pieces from Council and look for a suitable storage solution. Information will come back to the Committee.
- Bin in the Plaza is not in an enclosure and chained to an electricity pole which is somewhat unsightly.
 - **ACTION** – that Council will remove the bin from the Plaza. The bin in the enclosure on John Street will be moved closer to the Plaza as soon as resources allow.

- Wayfinding signage for public toilets is deceptive due to the distance from the sign on John Street / Little Timor Street Plaza to the toilets in the carpark in Dalgarno Street.
 - **ACTION** – that as soon as resources allow Council will check the signage and make arrangements for the additional distances to be added.

It was noted that the Master Plan Workshop noted in the 9 May meeting minutes didn't happen due to a number of factors including the minutes needing to be adopted by Council beforehand; and the availability of some of the Committee members to assist with the outline/framework for the workshop. The frequency of meeting and workshops was discussed and the Manager Urban Services & Facilities clarified the issue by reading out the relevant section of the Committee Terms of Reference.

AGENDA ITEMS

a) Master Plan

The following matters were discussed:

- Minutes from a Master Plan meeting held on 6 October 2021 were tabled and discussed. The proposed workshop will set the plan for tree species, public art, culture, heritage, town entry signs as well as any other items the Committee feels are part of town beautification. It was highlighted that the development of a Master Plan should include a review of what other activities/plans/studies there are for the area that is subject to the Master Plan, and that this would occur for the Coonabarabran Town Beautification Master Plan.
- It was agreed that Cr Holcombe would submit an EOI for Committee members to participate in the Coona Connections event being coordinated by the Community Development Coordinator.
- The Master Plan Workshop will be held on Monday, 15 August 2022 commencing at 5pm and run for 1.5 hours in the Gallery Room.
 - **ACTION** – that the Manager Urban Services & Facilities will book the room and send out a Workshop framework beforehand.

GENERAL BUSINESS

The following items were discussed without resolution:

- It was discussed that some trees had recently been removed from Neate Street and a question was asked about what measures Council has in place to replace trees that have been removed. There is no tree preservation order or tree policy in the Shire to manage removal or installation of vegetation on public and private property in urban areas. It was agreed that the Manager Urban Services & Facilities would provide an update on the management of vegetation across the Shire for the next meeting.

Emma McDonald left the meeting at 6.06pm.

- Grants and expenditure of funds was talked about. It was noted that lifecycle costings should be included in all future grants/projects as Council is often left

with the ongoing maintenance costs. The Community Development Coordinator is a good source of information on grants that are coming up.

- Upgrades to the garden in front of the information centre carpark were discussed.
- Media and promotion of the Master Plan was discussed.
- The Committee was advised by the Director Technical Services that a report to Council on the Police Reserve (part of Neilson Park on the western side of John Street) seeking that Council be appointed a Crown Land Manager had been prepared for the July Council meeting.

There being no further business the meeting closed at 6.19pm.

The next meeting is to be held on 12 September 2022 at 5.00pm in the Gallery Meeting Room.

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CHAIRPERSON