

PRESENT: Cr Kodi Brady (Chair), Cr Zoe Holcombe, Mrs Margaret Bennell, Mrs Judith Clancy, Mrs Susan Eriksson, 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, Mr Terence Tighe, Mrs Aileen Bell, Mrs Sandra Spackman and Mr Sam Bragg.

CONFIRMATION OF MINUTES

3/2122 RECOMMENDED that minutes of the Coonabarabran Town Beautification Advisory Committee meeting held on 27 July 2021 be confirmed.

Milsom/Clancy

BUSINESS ARISING FROM THE MINUTES

- Planting of the garden beds in John Street from Mary Jane Cain Bridge to the Clocktower.
- Frequency of town centre cleaning, especially bins and streets.

AGENDA ITEMS

a) Election of Chairperson

Council's Director Technical Services, Gary Murphy called for nominations for the position of Chairperson in line with the Terms of Reference. Cr Kodi Brady was nominated by Judith Clancy and Cr Zoe Holcombe unopposed and accepted the position.

b) Committee Terms of Reference

The Director Technical Services explained the rationale, importance and function of the Terms of Reference. The Committee noted the Terms of Reference.

c) Model Code of Conduct Policy

The Director Technical Services explained the rationale for the Code of Conduct and who it applies to. Some examples were given around pecuniary interests and disclosures as well as general conduct obligations. The Committee noted the Model Code of Conduct Policy.

d) Development of Beautification Master Plan

Discussion was held around the Beautification Master Plan. Judith Clancy explained that she had another plan almost ready for review. The definition of a master plan was discussed with emphasis on input from stakeholders including committee members, Councillors, Council technical staff, other community groups with an interest in town beautification as well as the broader community. It was explained that master plans might be revised and updated from time to time and/or as opportunities arise and that funding bodies usually look favourably on applications for funding for projects that are part of a master plan that has been publicly exhibited and adopted by a Council.

4/2122 RECOMMENDED that the General Manager consider the request by the Committee for the Manager Urban Services & Facilities to attend community workshops on developing the Coonabarabran Beautification Master Plan.

Clancy/Brady

e) John Street Garden Beds – from Clocktower to Mary Jane Cain Bridge
Discussion took place on planned renewal of the garden beds. It was noted that the planting had been delayed due to staff trying to keep up with mowing of grass and that the work would be scheduled to be completed in the coming weeks. It was confirmed that there is a budget for the works and that the plants removed from the garden beds would be used in other nearby gardens.

Recurrent funding for the garden bed renewal has been included in the Draft Operational Plan 2022/23 at \$10,000 per annum for 2022/23, 2023/24 and 2024/25. This is on top of the recurrent maintenance costs.

The Committee noted the information as presented.

GENERAL BUSINESS

The following items were discussed without resolution:

- Cleaning of town centre, especially bins and enclosures.
- Little Timor Street Plaza –
 - Lights planned to be installed once property owner consent has been granted.
 - Acquittal has been urgently requested by the funding body and is being finalised by Council staff.
 - Chess pieces storage.
 - Budget and cost to top up planter boxes.
 - Trip hazards under turf near the tap.
 - Bin enclosure to be changed.
 - Electronic noticeboard to be considered.
 - Wayfinding signage required for direction to toilets.
 - Cleaning schedule to be created.
 - Tabletop cleaning and maintenance to be rectified.
 - Tyre marks to be removed if possible.
- Meeting and workshop frequency to be determined by the Committee.
- Master Plan Workshop to be held first week in June in the Community Services Meeting Room.
- The Committee would like to have the Crown Land at the top of Edward Street cleaned up for community use. Council has not seen any correspondence.

There being no further business the meeting closed at 6.27pm.

The next meeting is to be held as and when required.

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CHAIRPERSON