

## MEETING MINUTES

Meeting notes from the meeting of the Manjimup Heritage Park Advisory Committee held at 5:30pm on Tuesday 13 September 2022 at the JC Rose Room, Council Chambers Committee Room.



1	<p><b>Declaration of Opening of Meeting</b> Cr. DB opened meeting at 5:30pm, quorum present.</p>		
2	<p><b>Acknowledgement of Country</b> delivered by Cr. DB The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.</p>		
3	<p><b>Attendance / Apologies</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>MEMBERS PRESENT:</b> Cr. Donelle Buegge Gail Ipsen Cutts (Director Community Services) Spencer Roberts (Manager Parks Operations) Marie Manns (Manjimup Community Garden) Sam Cleveland (Manjimup Visitor Centre) Yvonne Pegrum (Manjimup Woodturners) Ian Wilson (Manjimup Historical Society)</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>APOLOGIES/ABSENCES:</b> Cr. Robert Taylor Vicki Winfield (Community Representative) Michael Leers (Director Works &amp; Services) Evy Apeldoorn (Manager Community &amp; Recreation) Deb Finegan (Manjimup Community Garden) Peter Casonato (Manjimup Visitor Centre)</p> </td> </tr> </table>	<p><b>MEMBERS PRESENT:</b> Cr. Donelle Buegge Gail Ipsen Cutts (Director Community Services) Spencer Roberts (Manager Parks Operations) Marie Manns (Manjimup Community Garden) Sam Cleveland (Manjimup Visitor Centre) Yvonne Pegrum (Manjimup Woodturners) Ian Wilson (Manjimup Historical Society)</p>	<p><b>APOLOGIES/ABSENCES:</b> Cr. Robert Taylor Vicki Winfield (Community Representative) Michael Leers (Director Works &amp; Services) Evy Apeldoorn (Manager Community &amp; Recreation) Deb Finegan (Manjimup Community Garden) Peter Casonato (Manjimup Visitor Centre)</p>
<p><b>MEMBERS PRESENT:</b> Cr. Donelle Buegge Gail Ipsen Cutts (Director Community Services) Spencer Roberts (Manager Parks Operations) Marie Manns (Manjimup Community Garden) Sam Cleveland (Manjimup Visitor Centre) Yvonne Pegrum (Manjimup Woodturners) Ian Wilson (Manjimup Historical Society)</p>	<p><b>APOLOGIES/ABSENCES:</b> Cr. Robert Taylor Vicki Winfield (Community Representative) Michael Leers (Director Works &amp; Services) Evy Apeldoorn (Manager Community &amp; Recreation) Deb Finegan (Manjimup Community Garden) Peter Casonato (Manjimup Visitor Centre)</p>		
4	<p><b>Declaration of Financial Interest</b> Nil</p>		
5	<p><b>Confirmation of Minutes</b> Due to no quorum being present for the June &amp; March meeting, the minutes of the Manjimup Heritage Park Advisory Committee Meeting held on 14 December 2021 are accepted at this meeting as a true and correct record with the alteration of item 3 – nomination of chair being Donelle Buegge to be amended to reflect the item to be moved by Gail Ipsen Cutts and seconded by Ian Wilson.</p> <p style="text-align: center;"><b>Accepted:</b> Ian Wilson                      <b>Seconded:</b> Yvonne Pegrum</p> <p style="text-align: right;"><b>CARRIED</b></p>		
6	<p><b>Council Decisions on Committee Recommendations</b></p> <ul style="list-style-type: none"> <li>• Shire of Manjimup Council adopted the Management Development Plan, which was formally adopted by Council in January 2022.</li> <li>• Changes in membership and associated proxies for Heritage Park Advisory Committee made in December 2021 also adopted by Council.</li> <li>• The committee would like to formally acknowledge the tragic passing of Alan Lush from the Manjimup Historical Society and offer condolences. Ian Wilson will be the Historical Society member and Rhianna Evans will be the appointed proxy.</li> </ul> <p style="text-align: center;"><b>Accepted:</b> Spencer Roberts                      <b>Seconded:</b> Ian Wilson</p> <p style="text-align: right;"><b>CARRIED</b></p>		
7	<p><b>Business Arising from Previous Minutes</b></p> <ul style="list-style-type: none"> <li>• Refer to Action Sheet</li> </ul>		

8	<p><b>General Business / New Matters</b></p> <ul style="list-style-type: none"> <li>• Community Garden activities and works conducted on drainage have made the area look very professional – Spencer Roberts issued congratulations to all involved. Further addition of seating around blue tree and a Gingko tree will add additional items to the area over coming weeks.</li> <li>• Sea Container near gardens has been requested to be relocated to the back of the Agricultural Shed and cleaned up to fit surroundings.</li> <li>• Community Garden is now incorporated and the Shire have approved their ownership of the lease. Now have 13 members.</li> <li>• Woodturner’s pedestrian traffic limited. Now have 18-19 members.</li> <li>• IW requested focus on reactivation of Park – Historical Society planning an activity in the school holidays with a focus on the Hamlet.</li> <li>• Community group forum to be held in the Park for a networking event.</li> <li>• Southern Forest Arts are hosting a free concert at the Sound Shell on the 27<sup>th</sup> September 2022 – Mama Kin Spender. Sam Cleveland to mention event to café, advise Police and have BBQ’s and lawn attended to prior to event.</li> <li>• Donelle Buegge to hold conversation with Cherry Festival Committee about holding a Kid Zone at the Heritage Park as a part of the Cherry Festival.</li> </ul>
9	<p><b>Meeting Closure</b> Cr. DB declared the meeting closed at 6.40pm.</p>
10	<p><b>Next Meeting Date:</b> 5:30pm on 13 December 2022 at Manjimup Heritage Park – end of year BBQ to be held.</p>

# Manjimup Heritage Park Advisory Committee

## Project Updates & Action Items

Date Amended: 13 September 2022



### ACTIVE

	Project	Current Update & Action	Lead Person	Actioned by
1.	Tobacco Heritage Construction  Note: Macedonian Hall Committee (MCH) are supporting Sam with general project.	No building application has been received from Sam Karamfiles to date.  Awaiting Sam to place pegs to mark out site and then Shire will dump sand as previously arranged.  Due to no further progression on project, suggested group invite MCH committee and to engage more with them so they can drive the project more.  It was determined the MCH committee and HPAC aren't able to progress this further until a building application is submitted by Sam Karamfiles. Current building crisis will also impact delivery of project – may be best to revisit in March 2023.	S. Karamfiles  G Ipsen Cutts	Ongoing  Ongoing
2.	Integrated Weed Management and Burn Plan	Slashing planned around Woodturners area however lack of contractors has meant delays due to other commitments. Still on the Shire radar and will occur when contractors can be confirmed.  Previous issues with sourcing chemicals and an increase in prices. The Shire have since been able to source pallets of chemicals.	S Roberts  S Roberts	Ongoing  Completed
3.	Old Café Building – new tenants  Note: EOI September 2021. 2 submissions were received, neither met submission requirements. Both were declined	The Shire are looking into progressing with engaging a consultant to do some community consultation workshops on the proposed vision of the building. Gail to provide update at the next meeting.  Still work in progress. A workshop or consultation to be run to gauge residents suggested use for the space.	G Ipsen Cutts	Ongoing

# Manjimup Heritage Park Advisory Committee

## Project Updates & Action Items

Date Amended: 13 September 2022



4.	<p>Marketing Strategy</p> <p>Note: SC is developing promotional plan for Park. Mentored by Australia South West</p>	<p>Held initial meeting with Australia South West. Intention is to focus on social media and packaging of the Park.</p> <p>Marketing Strategy to be established with SC and ASW by end of October 2022.</p>	S Cleveland	Ongoing
5.	Park Activation Strategy	<p>Group Settlements – 100 year celebrations. Possibility that Shire can promote in a wrap around in the local newspaper. Community Services team is currently exploring this avenue.</p> <p>October 2021 would be the recognised date for the 100 year settlements as scheme wound up in 1935. GIC timeline wall to be constructed as a barrier to the Parks waterbody was discussed. IW advised the Historical Society are already working towards establishing a timeline which would contribute to this project. Artist impression and concept to be developed – IH to provide contact details for interpretation consultant.</p>	G Ipsen Cutts / S Cleveland	Ongoing
6.	Sewerage Vents and Smell Management	<p>Continuously monitor smell during high usage periods. Issues to be reported to Sam Cleveland.</p> <p>No reportable issues at the moment.</p> <p>Item to be applied to annual maintenance plan and removed as an action from HPAC.</p>	S Cleveland	Ongoing
7.	Conservation Plan (objects)	<p>Annual conservation plan to be prepared for object/collection management. Mostly completed. Gail to forward to Ian Wilson for review. Gail to provide update at next meeting.</p> <p>Meeting to be held to discuss conservation plan and collections prior to next meeting between GIC, SC &amp; IW.</p>	G Ipsen Cutts / I Wilson / S Cleveland	Ongoing

# Manjimup Heritage Park Advisory Committee

## Project Updates & Action Items

Date Amended: 13 September 2022



8.	Friends of the Park – Volunteer Group	Currently reviewing.  SC advised volunteering through Manjimup Senior High School Bush Cadets has contributed to additional planting conducted.  Friends of the Park group to be established – schedule of capacity and duties list to be established for consideration by Council. Nick, Spencer, Sam, Ian and Donelle to meet to discuss parameters.	G Ipsen Cutts  S Cleveland	Ongoing  Ongoing
----	---------------------------------------	--	----------------------------------	------------------------

### PASSIVE / PARKED

	Project	Current Update & Action	Lead Person	Date
1.	Eco Environmental Centre proposal	Main driver is A Russell and K Dawson from Ribbons of Blue and Catchment Council.	A Russell K Dawson	TBC