SHIRE OF MANJIMUP
MANJIMUP TOWN ACTIVATION
ADVISORY COMMITTEE

Informal Minutes of the Manjimup Townscape Committee Meeting held at the Shire Offices (JC Rose Room), Wednesday, 5 March 2025.

1. DECLARATION OF OPENING OF MEETING:

Cr Steve Miolin opened the meeting at 5.01pm.

2. ACKNOWLEDGEMENT OF COUNTRY:

The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the land in which we work throughout the region and we pay our respects to their Elders, past and present.

3. ATTENDANCE:

Members Present:

Cr Steve Miolin (SM)	Councillor
Michael Leers (ML)	Director Works & Services
Jason Giadresco (JG)	Director Development Services
David Giblett (DG)	Community representative
Philippa Gavranich (PG)	Community representative
Mary Nixon (MN)	Community representative
Michelle Di Salvo (MD)	Community representative
Sam Cleveland (SC)	Manjimup Visitor Centre representative

Apologies:

Evy Apeldoorn	Manager Community & Rec Services (Proxy)
Kim Starkie	President, Manjimup Chamber of Commerce
Gail Ipsen Cutts (GI)	Director Community Services
Jocelyn Baister (JB)	Manager Planning Services (Proxy)

Absentees:

Donelle Buegge (DB)	Councillor (Proxy)

4. GUESTS:

Andrew Conway (AC)	Manager Parks Operations (Proxy)
Kelli Summerfield (KS)	Planning Administration Officer (minute taker)

The minutes of this meeting are being recorded.

5. PRESENTATIONS:

Nil.

6. DISCLOSURE OF INTEREST:

Mary Nixon declared a possible conflict of interest as a local shop owner.

7. COUNCIL DECISIONS ON PREVIOUS RECOMMENDATIONS:

- Council resolved to receive and note the unconfirmed minutes of the meeting held on 06 November 2024.
- Council acknowledged all other recommendations from previous minutes.

8. CONFIRMATION OF PREVIOUS MINUTES:

Moved: David Giblett Seconded: Phillippa Gavranich

That the previous unconfirmed minutes of the Manjimup Town Activation Advisory Committee Meeting held on 06 November 2024 be adopted as a true and correct record.

Carried 8/0

9. STANDING ITEMS:

9.1 Developing Age Friendly Community

(ML) We will cover in Item 10.3.

9.2 Town Teams – Manjimup Change Makers

There is some confusion around what this item is about.

(SM) Request that Gail (who is absent from this meeting) share some information about it.

9.3 Action Sheet:

9.3.1 Chamber of Commerce

(KS) to email Kim Starkie asking for her status on the Chamber of Commerce and this Committee.

9.3.2 Community Representatives

Those interested in a position on this Committee were notified to officially nominate themselves. Laura Bolitho from Southern Forests Food Council has nominated herself but was unfortunately an apology for this meeting.

9.3.4 Mural Locations

Ongoing.

9.3.5 Windbreak to Undercover Area Brockman Street

(MN) It is still a wind tunnel.

Ongoing.

9.3.6 Water Tank Tower in Coronation Park

(ML) There is no formal budget allocation. Estimated cost between $200-$400k.

(DG) It would be a good tourist venture.

(ML) It is more important to spend the money in Manjin Park and consider the tower a lower priority right now.

Moved: Michael Leers Seconded: Mary Nixon

That the Water Tower in Coronation Park is not a priority at this time.

Carried 8/0

9.3.7 Promote Meetings Via Social Media

Remove from Action Sheet.

9.3.8 Christmas Tree Update

(ML) DB is talking to the Chamber of Commerce about it.
(MN) Volunteers are the major workforce in erecting the tree, and the Chamber struggles to find enough volunteers.
(ML) For setting up and down, traffic management and cherrypicker hire the cost will be approximately $28k. The Christmas Tree will be considered in the 2025-26 budget.
(PG) One option is to leave all the lights in the tree all year and just switch them on and off.
(ML) Another option is to plant a real tree, eg Norfolk Pine, in Coronation Park, and just decorate it, but there will be a 1-2 year commitment to find and plant a suitable tree.
(SC) The established trees in the Heritage Park could be utilised instead, and a dedicated walk could lead to a decorated Heritage Park Christmas Tree.
(MD) It could remain the responsibility of the Chamber of Commerce, but meanwhile a real tree could be planted for the future.

Moved: Michelle Di Salvo Seconded: Phillippa Gavranich

That the Manjimup Town Activation Advisory Committee formally writes to the Chamber of Commerce to request assistance in installing and demobilising the Christmas Tree with assistance from the Shire.

Carried 8/0

Moved: Mary Nixon Seconded: Michael Leers

That there is an investigation into sourcing a live tree as a Christmas Tree, eg, red flowering gum, or a pine tree in the Heritage Park.

Carried 8/0

(MD) Sponsorship could be arranged for the tree, eg, for the lights, with a plaque in front of the tree stating “kindly donated by….”
(MD) The banners for the flagpoles in town are also needing attention.
(SC) According to tourism conversations the banners are supposed to be changed quarterly.
(ML) The banners are managed by Community Services.

Moved: Steve Miolin Seconded: Phillippa Gavranich

That the Manjimup Town Activation Advisory Committee request the Shire ensures Christmas banners are up on the 1st December and down 2nd January.

Carried 6/2

Against - Michael Leers
- Jason Giadresco

(ML) There are difficulties in getting the banners on the poles, with traffic management being costly. Recommend an amendment of the motion.

Moved: Steve Miolin Seconded: Phillippa Gavranich

That the Manjimup Town Activation Advisory Committee request the Shire investigates Christmas banners to be put up on the 1st December and taken down 2nd January.

Carried 7/1

Against - Steve Miolin

Action: For Gail Ipsen Cutts to seek clarification for the intention of banners, the cost, changing them etc.

(SC) Large digital screens may be a cheaper option long term.

9.3.9 Speed Limit Giblett, Rose, Mount Ipsen & Brockman Streets

(ML) Only Main Roads can approve speed limit changes. A lower speed limit is more for pedestrian safety rather than to prevent crashes. Waiting on Main Roads response to a limit of 30km/hr, however in previous meetings it was explained that there is not enough pedestrian traffic to warrant 30km/hr. A lowered speed limit of 40km/hr has been verbally approved by Main Roads.

9.3.10 Connections from Johnston Crescent to Woolworths Complex

(ML) There is a proposal to create a red asphalt footpath from Johnston Crescent to the Woollies complex, with a crosswalk out at the other end of the Woollies complex.

(ML) Cost is estimated to be $10k for the path and an extra $5k for the crosswalk.

Moved: Mary Nixon Seconded: Michelle Di Salvo

That the Manjimup Town Activation Advisory Committee support the installation of footpath and zebra crossing from Johnston Crescent to the Woolworths complex for $15k.

Carried 8/0

9.3.11 Manjin Park Fountain

There was a Manjimup Town Activation Advisory Committee Site Discussion held at the Manjin Park Fountain 5 December 2024.

It was decided that Parks and Gardens would create and cost two designs – one to refurbish the current design, and one to remove the fountain structure and top-level gabion walls.

(ML) The cost is estimated to be $25k to refurbish the fountain and existing gardens (the structure is 20 years old and worn out), and $80k to deconstruct and plant up the fountain and remove top layer of gabion walls (most of the cost is in disposal).

(ML) There is currently federal grant money to fund fixing the fountain but it must be spent by end of financial year.

Moved: David Giblett	**Seconded: Phillippa Gavranich**
That the Manjimup Town Activation Advisory Committee recommend to Council to proceed with the refurbishment of the fountain.	
	Carried 8/0

10. MATTERS ARISING FROM PREVIOUS MINUTES:

10.1, 10.2, 10.3, 10.4 - (SM) All dealt with under Standing Items 9.3 Action Sheet.

10.5 "Greening" the Town Centre

(ML) There was a discussion around plants in the town centre.

(ML) Cherry trees are to replace the flame trees along Giblett Street between Brockman and Ipsen Streets in 3 weeks. Metal tree guards are also to be installed.

(AC) The west side of Giblett Street (north flowing traffic) will be closed to traffic 7am-4pm on the day of installation. Pedestrian access and the south flowing lane will still be available.

(ML) There will be a letter drop to affected businesses about a week before, and then a doorknock closer to the time.

10.6 Vision for the Town

(JG) GI says it is for promoting developments for reshaping the town via communication between the community and the Shire. Each town in the Manjimup shire will receive a Growth Plan which is about resetting the vision for the future and fitting in strategic plans.

(MN) Meeting times?

10.7 Structure Covering Brockman Street

(SM) Can it be polished up eg, timber inserts, black paint.…

(ML) The concept of the undercover area was as a café and restaurant strip, but other businesses have moved in. The seating was made in conjunction with adjacent shop owners.

(ML) There was a verbal agreement between the shop owners and the Shire that the shop owners would manage the tables, seats,

rubbish disposal and cleaning, but they are not getting used, perhaps not enough seats, and they are not being cleaned.
JG to follow up on who is responsible for the seating.

11. NEW BUSINESS:

11.1 Street Trees in Brockman Between Rose and Bath Streets

(SM) There could be street trees with chairs or tables in the area outside the town hall on Brockman Street.
(ML) That area is used as a loading bay for the town hall and the repertory club. But if trees were to be planted, Robinias and Gleditsias should be avoided as they are thorny and invasive.
(ML) To be added to the Action Sheet.

11.2 Street Cleaning

(ML) There is no fixed timing for street cleaning as it depends on funds and contractors.
(DG) The areas where food trucks have been parked do get a bit oily and messy.
(MD) If all the shop owners cleaned their section of footpath, that would make a big difference.

12. GENERAL BUSINESS:

12.1 Terms of Reference

(SC) Can a proxy for the Visitor Centre, Peter Casonato, be appointed for this committee?

Moved: Sam Cleveland **Seconded: Michelle Di Salvo**

That Manjimup Visitor Centre Peter Casonato be appointed proxy for Sam Cleveland in the event Sam cannot attend, and amend the Terms of Reference to reflect this change.

Carried 0/8

(ML) A proxy for the Visitor Centre is not essential, and not detrimental if the Visitor Centre representative misses a meeting.
(JG) A proxy can still attend the meeting as a guest if their representing member is also in attendance, they just don't have voting privileges.

Motion withdrawn.

12.2 Amalgamation of Different Community Groups

(PG) For example, Heritage Committee and Town Activation Advisory Committee.
(ML) This was a stand alone item to Council which was not supported because there are too many differences between the committees and their agendas.

13. NEXT MEETING:

In 6 months time – date to be advised.

14. MEETING CLOSURE:

There being no further business, the Chair declared the meeting closed at 6.30pm.