MINUTES OF MEETING

Minutes of meeting of the Northcliffe Forest Park Management Committee (NFPMC) held on Wednesday 29th March 2023 at Northcliffe Information and Visitor Centre Northcliffe.

1. Opened 4:27 pm.

Chaired by Wendy Eiby.

The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands on which we live, work and gather as we pay our respects to their Elders past, present and in the future.

2. In Attendance:

Melanie Blieschke
Glynne Jones
Wendy Eiby
Graham Evans
Cheryle Macaulay (by phone)

Apologies:

Nil.

Public:

Mark Batty

3. Terms of Reference

Wendy Eiby discussed John Bailey's comment that developing Forest Park as per the Management Plan, within the available budget, was not realistic.

Carole and Wendy discussed that since the Management Plan was the operational basis of the committee, as stated in the Terms of Reference, the only realistic solution to this conundrum was to raise money for improvements.

4. Governance

Nil.

5. Declaration of Interest

Nil.

6. Matters Arising from Previous Minutes

6.1 Acknowledge information notes for meeting of 16 November 2023 and confirm Minutes of Meeting held on 12 January 2022.

RESOLUTION

The Northcliffe Forest Park Management Committee acknowledge the informal meeting notes of 16 November 2022 and that the minutes of the meeting held on Wednesday 12 January 2022 be adopted as a true record of proceedings.

Moved: Glynne Jones **Seconded: Wendy Eiby**

Carried: 7/0

7. Decisions by Council from previous minutes

8. Matters Arising from Previous Minutes

8.1 Works Needed on Gardner River Adventure Trail

The committee discussed options of temporary closing the trail, getting a work crew (eg. Pardelup or Walpole Work Camp), or getting the bridge fixed by other means. With Winter coming on the track will probably need to be closed as the work may not be able to happen prior to this, with contractors hard to get hold of at present.

8.2 Create a Sign for the Karri Loop Trail and other Trail Works

Leon Wilcox has been paid to do wood signage for this trail and also for the Marri Meander trail.

Discussion of the need for clearing on Karri Loop after a significant tree fall, Marri Meander and Gardner River Adventure Trail. Brad Hanrahan is the contractor with the best equipment for this job but we appear to have run out of budget to pay him to do the job.

Discussion of use of work for the dole and volunteers for this work.

Wendy Eiby said there had been chatter on Facebook about people camping at the Hollow Butt campground, potentially due to the lack of no-camping signs.

8.3 MAPPT GIS Software

RESOLUTION

That Shire consider purchasing a subscription to MAPPT for use by volunteers in mapping Northcliffe Forest Park and other reserves in the Shire.

Moved: Wendy Eiby **Seconded: Glynne Jones**

Carried 5 0

9. Financial Report

Melanie Blieschke reported that from the original financial year budget of $9500 we have $3577.91 left.

RESOLUTION

The committee asks that the Forest Park budget be increased by CPI in the 2023/24 budget considerations.

Moved: Wendy Eiby **Seconded: Glynne Jones**

Carried: 5 0

10. Role and Responsibilities of Committee

10.1 Important Matters for attendees of meetings

Melanie presented Acting Shire CEO, Brian Robinson's advice regarding electronic recording of meetings and other matters:

- To ensure the proceedings are accurately recorded, this meeting may be electronically recorded in accordance with clause 6.16 of the Shire of Manjimup's Standing Orders Local Law 2013; and
- Any recommendations in this meeting are unable to be acted upon until such time as the recommendations are endorses by council, with the exception of recommendations that are of an administrative nature.

10.2 Frequency of Meetings

Melanie Blieschke said the Director of Works, Michael Leers, asked her to raise his concerns regarding the frequency of meetings. Michael advises the committee to adhere to the terms of reference and to schedule and attend meetings on a quarterly basis. If 3 meetings in succession don't meet quorum the committee can be disbanded.

10.3 Committee Positions

The committee noted the resignation of Carole Perry as representative of Northcliffe Environment Centre/ Community Representative and thank her for her commitment over many years and contribution to the committee and to Forest Park.

The Shire has also received resignations from Duncan Smith and Glynne Jones. Wendy Eiby thanked them for their service.

RESOLUTION

Mark Batty is recommended to Shire as a community representative on Northcliffe Forest Park Management Committee.

Moved: Wendy Eiby **Seconded: Graham Evans**

Carried 5 0

Cheryle Macaulay indicated that since she has moved to Perth once a new representative is found for her position, she should be considered as resigned. Wendy Eiby thanked Cheryle for her service on the committee.

Action: Shire to advertise for 2 new Community Representatives.

11. General Business

Wendy Eiby presented the Northcliffe Forest Park Mitigation Plan 2022/23 with map indicating areas for mulching and burning, firebreaks, in accordance with the Shire of Manjimup approved Fuel Hazard Reduction Plan and Bush Fire Risk Management Plan.

Glynne Jones said he was not happy with the fuel build up.

12. Next meeting

4pm Wednesday 28th June 2023 at Northcliffe Information and Visitor Centre.

13. Closed 5pm

SHIRE OF MANJIMUP

NORTHCLIFFE FOREST PARK MANAGEMENT COMMITTEE ACTION SHEET

MEETING DATE	ITEM	ITEM OF ACTION	ACTION REQUIRED	ACTION
18/8/2021	8.2	Works need on Gardner River Adventure Trail.	Stair rail down from bridge log and stairs down to creek need work. If this can't be undertaken in reasonable time the committee should consider closing the walk.	Wendy Eiby Spencer Roberts
18/8/2021	10.1	Sydney Golden Wattle and other Weeds	Spencer Roberts to investigate Sydney Golden Wattle adjacent to Forest Park around the Recreation Ground and Gardner Drive park entrance. Wendy Eiby and Graham Evans to organise a Karri Pigeon article to be written about dumping of garden waste (and alternatives). Graham Evans to remove Arum Lilly flowerheads and speak to others to see what could be achieved.	Spencer Roberts Wendy Eiby Graham Evans
12/1/2022	9.2	Arum Lilly infestation	Spencer will investigate the possibility of council providing herbicide and proper instruction to community members willing to spray control Arum Lillies.	Spencer Roberts
12/1/2022	12.2	An implementation plan is needed so that Forest Park Management Plan ambitions can be realised	Council to be advised of the committee's intention to create an implementation plan. Committee to meet to work on implementation plan.	Wendy Eiby John Bailey Committee
2/1/2022	12.3	Blackberry weed outbreaks on Gardner River need controlling	Spencer Roberts to work with DBCA on a solution.	Spencer Roberts DBCA

12/1/2022	12.4	Cattle Encroachment into Gardner River needs to be curtailed.	A detailed map of park boundaries in relation to the river should be obtained. Department of Water and Environmental Regulation need to be asked to assist with the situation.	Spencer Roberts
16/11/2022	6.3	Gate on firebreak below Marri Meander, to prevent 4wd access, has been repeatedly broken.	Gate to be significantly strengthened.	Melanie Blieschke
16/11/2022	6.4	Volunteers to assist with trail clearing sessions	Working bees to be organised.	Wendy Eiby
29/3/2023	10.3	New committee members required for Forest Park Committee	Advertisements to be placed for 2 new community representatives for the committee.	Melanie Blieschke