SHIRE OF MANJIMUP

WALPOLE TOWN ACTIVATION ADVISORY COMMITTEE

Informal Minutes of the Walpole Town Activation Advisory Committee Meeting held at the Walpole Community Resource Centre, Thursday 14 August 2025.

1. DECLARATION OF OPENING MEETING:

Cr Jennifer Willcox opened the meeting at 10.07am.

2. ACKNOWLEDGEMENT OF COUNTRY:

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 and present.

3. ATTENDANCE / APOLOGIES:

3.1 Attendance

Members Present:

Cr Jennifer Willcox (JW)	Councillor
Cherie Smith (CS)	Community Representative
David Tapley (DT)	Community Representative
Jason Giadresco (JG)	Director Development Services
Gail Ipsen Cutts (GI)	Director Community Services
Robyn Christian (RC)	Community Representative
Andrew Conway (AC)	Manager Parks Operations (Proxy)

3.2 Apologies

Catherine Mills (CM)	Director Infrastructure Services

4. GUESTS:

Kelli Summerfield (KS)	Planning Administration Officer (minute taker)
Rachel Tannahill (RS)	Community Development Officer

5. PRESENTATIONS:

Nil.

6. DISCLOSURE OF INTEREST:

Nil.

7. COUNCIL DECISION ON PREVIOUS RECOMMENDATION:

The Terms of Reference were amended.

8. CONFIRMATION OF PREVIOUS MINUTES:

The previous minutes of the Walpole Town Activation Advisory Committee Meeting held 10 April 2025 were not confirmed.

9. STANDING ITEMS:

9.1 Developing Age Friendly Community

(CS) The CRC has a bustling weekly agenda for seniors including excursions to the Nannup Flower Festival, swimming classes, pub lunches, presentations, games at the café, and author's talks among other things. The events seem more successful if they are suggested by the seniors themselves.
(CS) CRC is applying for a grant for Seniors Week.
(CS) The bus is very useful and is also used by DBCA during fire season, and by the school for excursions. WACHS have given the use of a garage for it.
(CS) The electric car has also been very useful, especially for trips with fewer people, and for volunteers to take individuals to appointments.

9.2 Town Teams

(JG) The training is still available and there is still a budget for those interested.
(CS) Mala has been informed, and she is interested but would like to be involved unofficially.
(JW) It is on the list to be followed up.

9.3 Action Sheet

9.3.1 Footpath between Boronia Ridge and Nockolds Street

(AC) The Shire has submitted a design to Main Roads for a new footpath and are currently waiting for a reply. If approved, it will be included in next financial year's budget and the Shire will contact all stakeholders involved.
(JW) The break in the kerb in Boronia Street, directly in front of the Hotel, has given drivers the misunderstanding that it was a driveway, and some drove their vehicle down the embankment and came to grief on the retaining wall. It has already been raised previously with Michael Leers and he agreed that railings would be installed.
(AC) The triangular piece of land belongs to the pub and the reserve belongs to Main Roads, and permission is needed to construct the footpath within the road reserve. The alignment is to run from the Boronia Ridge accessway to Swan Street. It will bypass the existing footpath which is further in.

9.3.2 North Walpole Road Conditions

(GI) North Walpole Road is outside the Terms of Reference.
(JW) Continuing on from Boronia Ridge is a footpath/track which runs to the Country Club, possibly part of the Bibbulmun Track. This end is maintained by the Shire, and the other end by DBCA. It is the pedestrian access way from Boronia Ridge to the proper footpath, and it has been reported that there are huge puddles preventing people from getting through. Catherine was going to look at it but she has not been down yet.
(AC) Apologies from Catherine – it is on her list to do.

(AC) Apparently that part of the track is under DBCA, not the Shire.
(JW) It would be good to make that section of track less hazardous and more accessible to residents. Will also take photos of the culvert near Bridge Road on North Walpole Road and send them to Catherine.
(JW) North Walpole Road is fabulous now with the upgrade.
(JG) Any other comments or issues with North Walpole Road forward to Catherine, as it is not in this Committee's Terms of Reference.

9.3.3 Giants Trail Head

(JW) The signs look good.
(GI) The issue of responsibility for this area is still unresolved.
(GI) The tourism information has not been put up yet – any updates are sent to the visitor centre.
(JW) We will follow up any errors on the old maps for the new upgrade.
(RC) The new trails are fantastic.

9.3.4 Fire Risk around Brass Lane and Nockolds Street

(JG) Still no new information.
(DT) There is a lot more vegetation there now.
(JW) The road sign for Brass Lane has rusted at ground level and the sign has fallen over. It was replaced but put at the wrong end of Brass Lane.
(GI) The Antenno app is a great app to use for reporting issues like that. You can take a photo and it will pinpoint it on a map. Then it sends it directly to the Shire.
(AC) Although good, the Snap-Send-Solve app reporting goes to the Shire generic email, whereas Antenno is sent directly to the relevant department.
(GI) Contact Shammara at the Shire office for information about Antenno.
(CS) The CRC will do an article on Antenno for the Walpole Weekly.
(JG) If there are any other issues with street signs, take photos and send them to Catherine.

9.3.5 Apron at Fish Cleaning Facility

Completed and looks fabulous – take off the list.

9.3.6 Playground Equipment

(JW) The plans have changed – a new nature-based playground area is to be developed under the trees. The original playground area is now to be an orchard, and they will dispose of the dismantled playground equipment privately.
(JW) Take off the list.

9.3.7 Pioneer Park Nature Playground

(AC) On hold and pending as it is linked to the Pioneer Park deliberations.
(GI) It is very likely that the Shire will accept the management order for the park, however there needs to be a determination with Wagyl Kaip first. It should also involve community input. Discussions are open and ongoing.

10. MATTERS ARISING FROM PREVIOUS MINUTES:

10.1 See Action Sheet

Covered in Item 9.3.

10.2 RV Friendly Town

(JW) Optimistic about becoming an RV Friendly town.
(JW) A discussion was held between Council and Vince Calleja who is the National CEO of Caravan and Motorhome Club of Australia (CMCA). It appears from an initial assessment that all towns in the Shire would like to become RV Friendly and therefore create an RV Friendly Shire.
(GI) After a concept forum Council decided that any stakeholders of the sites of interest will be consulted with. It will not go out for public consultation.
(GI) For Walpole there are about 6 areas identified as possible sites. The west end of Pioneer Park is already being used unofficially, but that location is dependent on the decision around Pioneer Park generally. An ideal location would be the pub – a conversation needs to be held with the owners - it would bring additional trade. The bogginess in winter may need rectifying.
(JW) Could even move the dump point to an RV site behind the pub.
(GI) There are a lot of different categories for "RV Friendly", and Walpole is better suited than others in the Shire.
(JW) The Walpole Wilderness Resort has reached out as an RV Friendly Destination.
(GI) RV use is increasing – the statistics show approximately 800,000 registered RV's in Australia. One third of those will always use caravan parks, one third will never use caravan parks, and the other third will do a bit of both.
(GI) The Shire needs to provide facilities for RV owners because towns are losing business.
(JW) It is a goal for Walpole to have a "We are an RV Friendly Town" sign.
(GI) It is a positive process, but the RV parks must be within 2.5km of the townsite. Another RV friendly opportunity is for certain suitable areas in each town to be available for self-contained vehicles to park and stay overnight.

10.3 Future Forum Vision Document

(GI) The Shire has received some funding and Council has recognised the need for it. Consultants have been engaged. Each of our towns is going to receive a town blueprint and the community will design that. Captured within that blueprint will be the vision for the town including who you are, who you want to be, where you want to see growth etc, linked with the Town Planning Scheme and the Local Planning Strategy. Each town blueprint will consult with the Local Planning Strategy to develop the Community Strategic Plan (now called Council Plans) which is a requirement of Local Government. From there it will become budgeted.

(Rachel Tannahill enters the meeting 11.01am)

(GI) Introduction of Rachel as our Shire Community Development Officer.
(GI) Community, eg CRC, can use the blueprint to leverage grants and talk about the bigger picture.
(JG) Probably the biggest consultation the Shire has ever done, and it has been allocated a lot of grant funding.
(GI) A group of champions will be realised for each group, and their key role will be to encourage community engagement.
(JW) Years ago the Community Development Group (CDG) undertook a Community Visioning Project via a professional grant funded survey. The response was outstanding, so (JW) will find the information as it can add to the knowledge base for the consultants.
(GI) Early September the Shire will have the full engagement plan, and timeframes will be clearer. Timing is important to gather the key drivers in the

momentum – 8 proactive people who together represent every Walpole community group as champions, who can then connect with the wider community.

10.4 Museum

(JW) The Historic Society finally have a quote from Roger for the museum. The project has been split in two – the museum, and the gazebo. Still waiting for him to assess the new location for the gazebo. The work camp has agreed that they have a registered builder and are happy to dismantle to existing gazebo. Once the gazebo is moved, the site will be clear to then move the sheds from DBCA.
(JW) The quote for the museum sheds is around $200k. Roger's new drawings retain the historic character of the sheds including gables and historic aesthetics.
(JW) The Historic Society is applying for various grant funding.
(GI) Heritage funding is not possible if the buildings are moving location as the location is part of the history. In this case a cultural grant will be more fitting.
(JW) Seeking interest in shared and community contributions.
(JW) "Walpole Shannon Heritage Precinct" is the title that has been suggested.
(CS) Mala will be looking for something to raise money for, so get in touch with her.

10.5 Relocation of Gazebo

Discussed in point 10.4.

10.6 Keybox for Hall and CRC

(CS) There is a keybox for the hall, the CRC, the bus, and the electric car keys.
(CS) Will be getting some more keys from the Shire at some stage.

10.7 Nockolds Street Development

(JW) Police have expressed concerns over the safety of Nockolds Street, especially in tourist season.
(AC) This is an issue for Catherine.
(DT) The bitumen crumbling by the Post Office will need some maintenance as it is an ongoing problem – perhaps caused by an underground spring? Maybe Catherine can look at it. There are also some trees that have died by the charge station by Pioneer Park which could potentially be dangerous.

11. NEW BUSINESS:

11.1 Update on the Poppy Project

(GI) The Shire President put forward a proposal to Council to look at all streets that have been named after someone killed in action and put a poppy on the street sign. Via the Department of Planning, Lands and Heritage, with assistance from the Geographical Names Committee (GNC) we have identified all the street names which have been named after people who have died in action. We will cross reference with the RSLs to make sure all names are included, and then progress from there to the next stage of the Poppy Project.
(CS) Walpole's RSL is not very active, but still alive and well.
(JW) Walpole is planning on making a dedicated RSL corner in the pub with display cabinets for medals and associated objects.

(GI) That could be included in the museum as it is part of Walpole's heritage. You could also apply for funding through the RSL - they can access good quality cabinets with shatterproof glass and locks.

11.2 Foreshore Boardwalk

(DT) Overgrown with trees and vegetation including blackberry.
(GI) The Shire is waiting for the right funding pool to open to address this issue.
(AC) A new material made of a composite plastic for a new boardwalk, able to withstand the coastal climate, was investigated. This project is currently shelved as the material is expensive.

((GI) leaves the meeting at 11.33am)

(AC) Works will look into the vegetation maintenance mapping as there is a blackberry schedule.

((GI) returns to the meeting 11.35am)

11.3 Cemetery Sign at Entrance

(JW) There is currently no sign at the entrance of the cemetery. There is a sign further up the road stating the turnoff to the cemetery is coming up, but an actual sign at the entrance is lacking.
(JG) Speak to Greg about cemeteries.
(JG) Speak to Catherine about road/directional signs.

11.4 Health Emergencies

(JW) Walpole does not have a good reliable emergency health service. Health Direct is unreliable.
(GI) This area is challenging for St Johns – they use a call centre. It is best to ring 000 so it is logged and can get activated immediately.
(AC) The St Johns First Responder app is very good – it pinpoints your exact location when you use it, and you can call 000 directly from the app.
(CS) The St Johns First Responder app is already on the agenda to introduce to the CRC program!

12. GENERAL BUSINESS:

12.1 Committee Direction

(JG) There are no Terms of Reference for the new committee yet.
(JG) The copy of the draft Council agenda will be available by the end of this week, so there will be a proposed draft policy for these new committees. They will be more of an advisory committee.

12.2 Swan Street Progression

(DT) The kerbing has been completed.
(JW) The roundabout was cancelled.
(GI) Any issues in this area are for Catherine.

12.3 Works Update

(AC) A question for Catherine, but currently there is nothing more to add.

12.4 Round the Table

(RC) The Visitor Centre has a kiosk planned. There was a meeting this morning with quotes obtained, so the next phase in working out the operational budget is in motion. Will need to speak with (GI) about grant funding and applications. It is not just a Visitor Centre – it is about the broader experience.
(JW) Welcome to the Community Development Officer attending today.
(GI) The Shire has two Community Development Officers, a Manager of Community and Recreation Services, a Director of Community Services, and a Community Development Coordinator. Rachel currently works with youth, the mental health space, children and families. Their work is portfolio based rather than town specific. There is a new opening for the Community Development Officer position, which will be responsible for tourism, marketing, and events applications.

Next Meeting:

No meeting as the Committee will be dissolved at the Council elections in October. This is the final meeting for this committee.

Meeting Closed:

There being no further business, the Chair declared the meeting closed at 11.53am.