



# **DONNYBROOK CULTURAL PLANNING ADVISORY GROUP MEETING MINUTES**

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Held on

Thursday, 13<sup>th</sup> August 2015

Commencing at 8.20am

Staff Room, Shire of Donnybrook Balingup,  
Cnr Collins and Bentley Streets, Donnybrook WA 6239

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**John Attwood**  
**Chief Executive Officer**

**17 August 2015**

## **DISCLAIMER**

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note these minutes contain recommendations which have not yet been adopted by Council.

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DONNYBROOK CULTURAL PLANNING ADVISORY GROUP

13<sup>th</sup> August 2015

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SHIRE OF DONNYBROOK/BALINGUP

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DONNYBROOK CULTURAL PLANNING ADVISORY GROUP MEETING MINUTES

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**Held in the Staff Room, Shire of Donnybrook Balingup,  
Cnr Collins St & Bentley St, Donnybrook  
Thursday, 13<sup>th</sup> August, 2015**

The Chairperson declared the meeting open at 8.20am.

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**MEMBERS PRESENT**

<b>COUNCILLORS</b>	<b>SHIRE OFFICERS</b>	<b>COMMUNITY</b>
	Deb Vanallen – Community Development Officer – Team Leader	C Austin P Foster D Fawcett J Stannard

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**PUBLIC GALLERY**

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Nil

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**APOLOGIES**

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**1 PUBLIC QUESTION TIME**

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Nil

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**2 DECLARATION OF FINANCIAL INTEREST**

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Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Committee members to ensure that a financial interest is declared and that they refrain from voting on any matter which is considered may come within the ambit of the Act.

Nil

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**3 PETITIONS/DEPUTATIONS/PRESENTATIONS**

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Nil

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## 4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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### 4.1 Donnybrook Cultural Planning Advisory Group – 12<sup>th</sup> March 2015

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Moved: C Austin

Seconded: J Stannard

That the Minutes of the Donnybrook Cultural Planning Advisory Group held on 12<sup>th</sup> March 2015 be confirmed as a true and accurate record.

Carried 4/0

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## 5 REPORTS OF OFFICERS

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### 5.1.1

#### SUBJECT:

#### ITEMS FOR DISCUSSION

Location:

Shire of Donnybrook-Balingup

Applicants:

N/A

Zone:

N/A

File Ref:

CNL 28

Author:

Deb Vanallen, *Community Development Officer – Team Leader*

Report Date:

3 August, 2015

Attachments:

Nil

#### Discussion Items:

1. Update on schedule of works planned for the Waugyl Sculpture and the park entry to the Preston River Walk Trail.

#### Signage

##### *Banners*

The Community Development Officer - Team Leader has spoken to artist Chris Williamson (now based in Margaret River) again. He is still keen to assist. In order to simplify the project and move forward on the Waugyl signage it was decided that the group would proceed with the Waugyl Sculpture banner, and address the Ayers Gardens banners separately.

The CDO - Team Leader to arrange a meeting with Chris Williamson and the Cultural Planning committee to discuss the project. The main aim will be to create a banner which will be erected on the light pole on the centre island on the South Western Highway directly adjacent to the Waugyl Sculpture. The banner will alert locals and visitors to the park/sculpture/river walk trail, and promote the Waugyl Sculpture and the Donnybrook Walk Trail.

Stage 2 - will also involve the creation of additional banners with an indigenous theme, with the aim of mounting them on the poles in Ayers Gardens at certain time of the year.

Chris Williamson to provide quote on the production of one banner design which will be mounted near the Waugyl Sculpture on the South Western Highway. Multiple copies will be produced with the view to keeping spares to replace the mounted banner after a couple of years.

### *Waugyl Sculpture - Sign at Fun Park*

Funds were carried forward to the 2015/16 budget to produce and mount a sign at the Fun Park promoting the Waugyl Sculpture and the Indigenous Walk Trail & Preston River Walk Trail. The sign will be mounted on the perimeter fence and mounted on the fence posts etc. The Community Development Officer has received quotes and the artwork has been finalised; now awaiting the adoption of the 2015/16 Budget.

### **Interpretive Material/Resources**

Carolyn Austin is progressing with the design of 2 x age-appropriate Interpretive Booklets – Ages 6-9 years and 10 years and above. Carolyn has consulted with Roz Benson, Debbie Brace and Rae McPherson on this project. A draft will be distributed to the committee for comment. Educational specialists will also be asked to proof/comment on the draft material. These resources will be available to the local Schools, through the Shire and the Visitors Centre.

### **Lighting**

CDO – Team Leader has received quotes and lighting samples for the purchase and installation of lighting around the Waugyl Sculpture. Several grant/funding options have been identified via FoSW and Bunbury Port Authority. Grant applications are being prepared for submission.

### **Gardens/Plants/Waste Bins**

*Replanting* – there are several dead plants and bare patches within gardens surrounding the Waugyl Sculpture which need replanting. Works and Services staff has scheduled planting over the next couple of months.

*New Trees* – W&S will plant 2 x deciduous trees (ornamental pear or apple) on the grassed area on the east side of the interpretive walk trail. It is anticipated that this will provide shade to the 2 x picnic tables. This was to take place in Sept/Oct 2015.

*New Path* – funds to lay the small walk path that leads off the sealed walk path on the eastern side of the river and leads south on the eastern side of the river bank have not been included in the 2015/16 budget. CDO – Team Leader to source alternate funds.

## **2. Heritage Townsite Walk Trails – Donnybrook and Balingup**

The two projects will run concurrently but independently. The Shire Officer has had discussions with the Dept. Sport and Recreation/Lotterywest regarding funding options. These discussions will progress. The Shire will gather resources & make contact with recently completed, 'bench mark' trail projects.

Donnybrook Townsite Heritage Walk Trail:

- The Shire and representatives of the Donnybrook Regional Tourism Association (DRTA) have met and are working together to progress this project.
- A project working group has been formed (Marilyn Hickman, Ria Hammond, Dave Fawcett & Deb Vanallen).
- Members of DRTA will continue to collate historical data and develop a draft trail map indication key sites to be identified on the Trail.

- Donnybrook Historical Society (John Thompson) will be consulted and invited to join the project working group.

#### Balingup Townsite Heritage Walk Trail:

- The Shire and members of the Balingup Historical Group have had preliminary discussions and working together to progress this project.
- A project working group has been formed (Helen Christensen, Noelene King, Carol Bullard & Deb Vanallen).
- Members of the Historical Group will continue to collate historical data and develop a draft trail map indicating key sites to be identified on the Trail.
- Next meeting – 17th August, 2015.

### **3. Shire of Donnybrook Balingup – Hall Acoustics**

This project is on hold, no clear or cost effective path forward has been identified.

CDO Team Leader to follow up on what works will be carried out on the Donnybrook Memorial Hall in the 2015/16 financial year. Alternative capital infrastructure grants to be sourced.

### **4. 2016 NAIDOC Week and local Indigenous Cultural Projects**

NAIDOC Week activities considered a priority for this committee. Aim to work with the Nolamia Group to plan joint 2016 celebrations.

### **5. General Business**

Donnybrook Amphitheatre – the upgrades to the Donnybrook Amphitheatre – accessible pathway and car parking, are progressing with final plans being drafted at present. CDO – Team Leader to remind W&S that the Donnybrook Wine & Food Festival is scheduled for Sat 28th Nov, 2015. Please ensure that the Amphitheatre and surrounds is not ‘in construction mode’ in the week leading up to and on the weekend of the event!

*Donnybrook Regional Tourism Association* is progressing with the design and erection of a large promotional tourism sign at the FunPark.

*Photographic Competition* is ready to launch. Thanks to the committee input on the selection of a theme which is ‘Source of Life’; awaiting approval of the 2015/16 budget prior to commencing promotions. Bendigo Bank will sponsor the competition this year and as such prize money will be available to 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place. The competition is open until end of October 2015 with judging to be held in November. Winners will be selected and incorporated into the 2016 Shire calendar.

**6 CLOSURE OF MEETING**

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The Chairperson advised the date of the next Donnybrook Cultural Planning Advisory Group meeting will be held at 8.30am on Thursday, 15 October 2015.

The Chairperson declared the meeting closed at 9.20am.

<b>These Minutes were confirmed as a true and accurate record at the Donnybrook Cultural Planning and Advisory Group Meeting held on 15 October 2015.</b>		
<b>Shire President</b>		<b>Presiding Member</b>