



# Balingup Townscape Committee Meeting Minutes

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Held on

Wednesday 8<sup>th</sup> June, 2016

Commencing at 8.30am

In the Community Centre, Balingup

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

**8 June 2016**

## **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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## BALINGUP TOWNSCAPE COMMITTEE MEETING

### MINUTES

8 JUNE 2016

### TABLE OF CONTENTS

1.	<b>PUBLIC QUESTION TIME</b> .....	3
2.	<b>DECLARATION OF FINANCIAL INTEREST</b> .....	3
3.	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS</b> .....	3
4.	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> .....	3
4.1	<i>Balingup Townscape Committee Meeting</i> .....	3
5.	<b>REPORTS OF OFFICERS</b> .....	4
5.1	<i>Manager Works &amp; Services</i> .....	4
5.1.1	<b>SUBJECT: BALINGUP TOWNSITE MAINTENANCE ISSUES</b> .....	4
5.1.2	<b>SUBJECT: UPDATE ON WORKS PROGRAM</b> .....	4
5.1.3	<b>SUBJECT: BUDGET PRIORITIES FOR COUNCIL CONSIDERATION IN 2016/17 FINANCIAL YEAR</b> .....	5
6.	<b>CLOSURE OF MEETING</b> .....	8

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# SHIRE OF DONNYBROOK/BALINGUP

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## BALINGUP TOWNSCAPE MEETING MINUTES

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Held in the Balingup Community Centre  
Wednesday, 8 June 2016 at 8.30am

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### MEMBERS PRESENT

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#### COUNCILLORS

Cr Bailey  
Cr Mills

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#### SHIRE OFFICERS

D Morgan – Manager Works & Services  
A Cullen – Team Leader, Horticulturalist  
R Jones – Works Supervisor

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#### COMMUNITY

H Christensen  
R Benson  
P Hicks  
N King  
G McMullen

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### PUBLIC GALLERY

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### APOLOGIES

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J Attwood - CEO  
W Ayers  
D Cortis

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### 1. PUBLIC QUESTION TIME

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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.

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### 3. PETITIONS/DEPUTATIONS/PRESENTATIONS

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### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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#### 4.1 *Balingup Townscape Committee Meeting*

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Moved: G McMullen

Seconded: Cr Bailey

That the Minutes of the Balingup Townscape Committee Meeting held on 13<sup>th</sup> April 2016 be confirmed as a true and accurate record.

Carried 7/0

## **5. REPORTS OF OFFICERS**

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### **5.1 Manager Works & Services**

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<b>5.1.1</b>	<b>SUBJECT:</b>	<b>BALINGUP TOWNSITE MAINTENANCE ISSUES</b>
	<b>Location:</b>	<b>Balingup Townsite</b>
	<b>Applicants:</b>	<b>Shire Donnybrook-Balingup</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>TP07/1</b>
	<b>Author:</b>	<b>Damien Morgan, Manager Works &amp; Services</b>
	<b>Report Date:</b>	<b>2 June 2016</b>
	<b>Attachments:</b>	<b>5.1.1 – Maintenance Report</b>

### **Background**

Maintenance Issues as outlined in the Project Maintenance Report were discussed. The updated report is attached.

### **Officer's Recommended Resolution**

**Moved: R Benson**

**Seconded: N King**

**That the Maintenance Issues Report be received, with any new items raised at the Balingup Townscape Committee meeting included.**

**Carried 7/0**

<b>5.1.2</b>	<b>SUBJECT:</b>	<b>UPDATE ON WORKS PROGRAM</b>
	<b>Location:</b>	<b>Shire of Donnybrook/Balingup</b>
	<b>Applicants:</b>	<b>Administration</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>WRK 04/4</b>
	<b>Author:</b>	<b>Damien Morgan, Manager Works &amp; Services</b>
	<b>Report Date:</b>	<b>5 April 2016</b>
	<b>Attachments:</b>	<b>Nil</b>

Damien Morgan, Manager Works and Services provided an update on the Works Program for Balingup.

<b>5.1.3</b>	<b>SUBJECT:</b>	<b>BUDGET PRIORITIES FOR COUNCIL CONSIDERATION IN 2016/17 FINANCIAL YEAR</b>
	<b>Location:</b>	<b>Balingup Townscape Committee</b>
	<b>Applicants:</b>	<b>Balingup Townscape Committee</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>FNC 04/1</b>
	<b>Author:</b>	<b>Damien Morgan, Manager Works and Services</b>
	<b>Report Date:</b>	<b>31<sup>st</sup> May 2016</b>
	<b>Attachment:</b>	<b>5.1.3 - Email RE: Balingup Townscape Budget</b>

## Background

The Balingup Townscape Committee at its meeting on 13<sup>th</sup> April 2016 was required to develop a list of priority ranked projects for recommendation and consideration by the whole Council during the formation of the 2016/17 Financial Year budget.

A draft list was developed and endorsed by the Townscape Committee, with a requirement for the Committee to finalise the list within 7 working days of the meeting.

## Comment

The Townscape Committee at its meeting held on the 13<sup>th</sup> April 2016 endorsed the following:

### *Committee's Decision*

***The Committee resolved to:***

- 1. Agree to the following draft list and to provide the Shire with a formal list within seven (7) working days of the meeting for funding approval in preparation of the Shire of Donnybrook-Balingup Budget for the 2016/17 Financial Year;***

<b><i>Priority</i></b>	<b><i>Project (Denote C/O if carryover)</i></b>	<b><i>Estimated Cost</i></b>
<b><i>1.</i></b>	<b><i>Carried Over: Lift the Foot Bridge</i></b>	<b><i>\$25,000</i></b>
<b><i>2.</i></b>	<b><i>Bridge Path (concept) to marry in with the raised bridge</i></b>	<b><i>\$5,000</i></b>
<b><i>3.</i></b>	<b><i>Tree and removal along Balingup Brook (transit Park)</i></b>	<b><i>\$5,000</i></b>

***And***

- 2. Complete the following projects before the end of the 2015/16 Financial Year:***
  - a) Brackets for Scarecrows on Main Street***
  - b) Plant trees on 'old' Fire Shed Site***
  - c) New path for Koolyir Mia Bridge***
  - d) Complete decking of the Balingup Pedestrian Bridge***

Subsequent email correspondence between the Balingup Townscape Chairperson and the Manger of Works and Services has resulted in a modified list that now requires the Balingup Townscape endorsement.

The modified list of projects for 2016/17 is:

<b>Priority</b>	<b>Project (Denote C/O if carryover)</b>	<b>Estimated Cost</b>
1.	Village Green toilet floors sealing	\$5,000 (est)
2.	Various upgrades to town entrances	\$10,000 (est)
3.	Lighting poles on the village green	\$5,000 (est)
4.	Plant new along Balingup Brook (transit Park)	\$5,000
5.	Koolyir Mia Park Path (Shire to co-ordinate)	\$8,000 C/O
6.	Re-seal path approaches to Balingup Pedestrian Bridge	\$5,000 C/O

The Committee should be aware that there is a possibility that the Townscape budget for 2016/17 **may** be reduced from previous years for Council to achieve a balanced budget.

The projects the Committee intends to carry over should also be documented on the final endorsed list.

### **Consultation**

The Balingup Townscape Committee is formally constituted by the Council and authorised to make recommendations for approval by the Council.

### **Policy/Statutory/Voting Implications**

#### Policy

Consistent with Council policy.

#### Statutory

Consistent with Council's formal budget process.

#### Voting

A simple majority is required for recommended items in priority order.

### **Financial Implications**

The Council typically approves an annual amount in the vicinity of \$25,000 for the setting of priorities by the Balingup Townscape Committee.

From time to time, part of this annual budget is carried over where approved projects cannot be delivered within the budgeted period.

The Council will assess the impact of the Balingup Townscape Committee's priority recommendations on the budget during its overall consideration of the full budget consistent with the 10-Year Financial Plan.

## Strategic Implications

Funding forms the basis of the Works Program for the financial year and approved projects will ensure delivery.

\*\*9.00am – Cr Bailey left the meeting.

### (Officer’s Recommended Resolution)

**Moved: R Benson**

**Seconded: G McMullen**

**The Committee resolved to:**

- 1. Endorse the following list of priority projects for consideration by the Donnybrook-Balingup Council through the Budget process for the 2016/17 Financial Year**

<b>Priority</b>	<b>Project (Denote C/O if carryover)</b>	<b>Estimated Cost</b>
1.	Village Green toilet floors sealing	\$5,000 (est)
2.	Various upgrades to town entrances	\$10,000 (est)
3.	Lighting poles on the village green	\$5,000 (est)
4.	Plant new trees along Balingup Brook (transit Park)	\$5,000
5.	Koolyir Mia Park Path (Shire to co-ordinate)	\$8,000 C/O
6.	Re-seal path approaches to Balingup Pedestrian Bridge (Shire to co-ordinate)	\$5,000 C/O
7.	Install fencing along Balingup Brook	\$7,320 C/O

- 2. Complete the following projects before the end of the 2015/16 Financial Year:**
  - a) Brackets for Scarecrows on Main Street**
  - b) Plant trees on ‘old’ Fire Shed Site**
  - c) Complete decking of the Balingup Pedestrian Bridge**

**Carried 6/0**

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## **6. OTHER BUSINESS**

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### **Car Park Behind War Memorial**

The car park area requires regular maintenance to fill pot holes caused from poor drainage at the site. A more permanent solution to this issue is required to improve the drainage and reduce maintenance costs.

**Committee’s Recommended Resolution**

**Moved R Benson**

**Seconded: P Hicks**

**That Council fund up to \$1,500.00 from the 2015/16 Balingup Townscape budget to undertake a feature survey of the car park area so that design work can be undertaken to address ongoing access and maintenance issues.**

**Carried 6/0**

**Location for ‘the Eagle’**

The Committee discussed options to identify a location for an “Eagle” sculpture. The suggested options included:

- Submitting an article to the Donnybrook-Bridgetown Mail or Preston Press;
- Placing the Eagle on display in the Balingup Visitors Centre.

**Relocating the 60km speed sign at the southern end of town**

The Committee discussed the potential to move the 60km sign currently located at the southern end of town further south next to the existing Balingup Townsite sign.

**Committee’s Recommended Resolution**

**Moved: Cr Mills**

**Seconded: G McMullen**

**That Council write to MRWA recommending they relocate the 60km speed sign, currently at the southern end of town, further south next to the existing Balingup Townsite sign.**

**Carried 6/0**

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**7. CLOSURE OF MEETING**

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The Chairperson advised that the date of the next Balingup Townscape Committee Meeting will be Wednesday, 10<sup>th</sup> August 2016 commencing at 8.30am in the Community Centre, Balingup.

The Chairperson declared the meeting closed at 9.36pm.

<b>These Minutes were confirmed as a true and accurate record at the Balingup Townscape Committee Meeting held on 10 August 2016.</b>		
<b>Shire President</b>		<b>Presiding Member</b>