



Balingup Townscape Committee Meeting Minutes

Held on

Wednesday 1 February 2017

Commencing at 8.33am

In the Community Centre, Balingup

Ben Rose
Chief Executive Officer

2 February 2017

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 may contain recommendations which have not yet been adopted by Council.



BALINGUP TOWNSCAPE COMMITTEE MEETING MINUTES

1 FEBRUARY 2016

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SHIRE OF DONNYBROOK/BALINGUP

BALINGUP TOWNSCAPE COMMITTEE

MEETING MINUTES

Held in the Balingup Community Centre
Wednesday, 1 February 2017 at 8.33am

MEMBERS PRESENT

COUNCILLORS

Cr Bailey
Cr Mills

SHIRE OFFICERS

B Wallin – Principal Planner
D Morgan – Manager Works & Services

COMMUNITY

H Christensen
W Ayers
P Hicks
N King
D Cortis
G McMullen

PUBLIC GALLERY

Nil

APOLOGIES

B Rose – Chief Executive Officer
A Cullen – Team Leader, Horticulturist
R Benson – Community Member

1. PUBLIC QUESTION TIME

Nil

2. DECLARATION OF FINANCIAL INTEREST

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

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Balingup Townscape Committee Meeting

Moved: D Cortis

Seconded: G McMullin

That the Minutes of the Balingup Townscape Committee Meeting held on 14 December 2016 be confirmed as a true and accurate record.

Carried 8/0

5. REPORTS OF OFFICERS

5.1 Manager Works & Services

5.1.1 SUBJECT: BALINGUP TOWNSITE MAINTENANCE ISSUES

Location: Balingup Townsite
Applicants: Shire Donnybrook Balingup
Zone: N/A
File Ref: TP07/1
Author: Damien Morgan, Manager Works and Services
Report Date: 19 January 2017
Attachments: 5.1.1 – Project Maintenance Report

Background

Damien Morgan, Manager Works and Services, provided a status update on the maintenance issues listed in Attachment 5.1.1 – Project Maintenance Report.

**Committee's Recommended Resolution
(Officer's Recommended Resolution)**

Moved: N King

Seconded: Cr Bailey

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

Carried 8/0

5.1.2	SUBJECT:	UPDATE ON WORKS PROGRAM
	Location:	Shire of Donnybrook Balingup
	Applicants:	Administration
	Zone:	N/A
	File Ref:	WRK 04/4
	Author:	Damien Morgan, Manager Works and Services
	Report Date:	19 January 2017
	Attachments:	Nil

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

6. OTHER BUSINESS

6.1 Townscape Projects

Manager Works and Services provided a status update on the 2016/17 budgeted projects for the Balingup Townscape Committee.

Priority	Project (Denote C/O if carryover)	Responsible	Budget	Revised Budget
1.	Seal Village Green Toilet Floors	Cr Bailey and Committee	\$5,000 (est)	\$2,000
2.	Various Upgrades to Town Entrances	Committee	\$10,000 (est)	\$10,000
3.	Lighting Poles on the Village Green	Cr Bailey and Committee	\$5,000 (est)	\$5,000
4.	Plant New Trees along Balingup Brook (Transit Park)	Shire	\$5,000	\$2,000
5.	Koolyir Mia Park Path (Cost of project to be reviewed by the Committee)	Committee	\$8,000 C/O	\$2,000
6.	Re-seal Path Approaches to Balingup Pedestrian Bridge	Committee	\$5,000 C/O	\$5,000
7.	Install Fencing along Balingup Brook	Completed	\$7,320 C/O	\$6,000

NOTE:

1. The total budget for the identified projects equals \$45,320. The committee reviewed the project budgets and assigned revised amounts in order to bring the overall amount closer to the total Council budget allocation for the 2016/17 Financial Year (\$30,000 including unspent budget funds from the prior financial year).
2. The culverts for the Koolyir Mia Park Path and re-sealing the path approaches to Balingup pedestrian bridge (priority items 5 and 6) are to be purchased once the committee advises Manager Works and Services of quantity and size, as the committee are coordinating both of these projects.

7. CLOSURE OF MEETING

The Chairperson advised that the date of the next Balingup Townscape Committee Meeting will be Wednesday, 12 April 2017 commencing at 8.30am in the Community Centre, Balingup.

The Chairperson declared the meeting closed at 9.15am.

These Minutes were confirmed as a true and accurate record at the Balingup Townscape Committee Meeting held on _____.		
Shire President		Presiding Member

BALINGUP TOWNSCAPE - PROJECT MAINTENANCE REPORT - 1 FEBRUARY 2017					
Ref No.	Request Date	Location/Item	Problem/Request	Contact	Comment
	30/06/2014	Kooyir Mia Park	Design and install sign	Peter Hicks/Mrs Hill	Peter advised Mrs Hill had completed the design for the sign, and that it may be installed prior to the next Townscape Committee meeting.
	12/08/2015	Brockman St Balingup	Check on noise monitoring and location of proposed pumping station	Principal Planner	Water Corp, consultants and the Shire's Principle Planner attended on -site meeting with committee members on the 17/1/17. To minimise loss of trees, it was agreed to locate the pump station site near the school basketball court. Project consultants to design pump station to ensure noise levels are below requirements. Water Corp have advised that a brick wall will not need to be built for the section of pump site that abutts the school basketball courts. A copy of the email from Water Corp summarising the outcomes from the meetin on 17/01/17 was sent sent to Balingup Townscape Committee members.
	5/04/2016	Balingup Sporting Oval	Wattles at rear of ovals	Peter Hicks	The burn has occurred; Shire to push remaining wattles into a heap for future burning in Autumn.
	14/12/2016	Balingup Hall	Clean up south side of building	Manager Development and Environmental Services/ Manager Works and Services	Committee request a clean up be undertaken once the building work on the Balingup Hall is completed. There is funding available in the 2017/18 Budget to undertake landscaping works around building. Works and Services Parks and Gardens Team Leader to have input into what can be achieved. It was also noted that as a result of the concrete works at the hall, staining of the road has occurred where material was washed off, Shire to investigate re-instating the road condition.
	2/02/2017	Balingup Shire Depot	Clean up gutters of Depot building of weed growth.	Manager Works and Services	Works request has been placed.
	2/02/2017	Balingup Townsite	Spraying of Blackberry along Brook walk and North Side of Creek	Manager Works and Services	Works request to be placed if cost is within budget constraints.