



Balingup Townscape Committee Meeting Minutes

Held on

Wednesday 12 April 2017

Commencing at 8.30am

In the Community Centre, Balingup

A handwritten signature in black ink, appearing to read 'Ben Rose'.

Ben Rose
Chief Executive Officer

21 April 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.



MINUTES OF THE BALINGUP TOWNSCAPE COMMITTEE MEETING

12 April 2017

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SHIRE OF DONNYBROOK/BALINGUP

MINUTES OF THE BALINGUP TOWNSCAPE MEETING

Held in the Balingup Community Centre
Wednesday, 12 April 2017 at 8.30am

MEMBERS PRESENT

COUNCILLORS SHIRE OFFICERS

Cr Bailey
Cr Mills

D Morgan – Manager Works & Services

COMMUNITY

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

PUBLIC GALLERY

Nil

APOLOGIES

B Wallin – Principal Planner
A Cullen – Team Leader, Horticulturalist

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: N King

Seconded: Cr Bailey

That the Minutes of the Balingup Townscape Committee Meeting held on 1 February 2017 be confirmed as a true and accurate record.

Carried 8/0

5. REPORTS OF OFFICERS

5.1 *Manager Works and Services*

5.1.1 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: 5 April 2017
Attachments: 5.1.1 – Project Maintenance Report

Background

The committee discussed the status of the Maintenance Issues in the Project Maintenance Report.

Officer's Recommended Resolution

Moved: G McMullen

Seconded: N King

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

Carried 8/0

5.1.2

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: 5 April 2017
Attachments: Nil

The Manager Works and Services provided a status update on the Works Program for Balingup.

5.1.3

BUDGET PRIORITIES FOR COUNCIL CONSIDERATION IN 2017/18 FINANCIAL YEAR

Location: Balingup Townscape Committee
Applicants: Balingup Townscape Committee
Zone: N/A
File Ref: FNC 04/1
Author: Damien Morgan, Manager Works and Services
Report Date: 4 April 2017
Attachment: 5.1.3 – Nominated Projects for Consideration in the 2017/18 Draft Budget

Background

The Balingup Townscape Committee is required to develop a list of priority ranked projects for recommendation and consideration by the whole Council during the formation of the 2017/18 Financial Year budget.

Comment

Council typically makes allowance within its annual budget for projects identified by its Townscape Committee's. An allocation of \$30,000 was made in the 16/17 budget for the Balingup Townscape Committee projects.

How these funds are allocated between supported individual projects was at the discretion of the Committee, providing they do not exceed the adopted budget

It should be noted that no allowance was made for the carryover of unspent Townscape funds through the last budget process.

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 project priorities by the Balingup Townscape Committee.

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

The following outcomes of the Strategic Community Plan relate to this proposal:

Outcome 2.8 - Our town sites are attractive, well presented and maintained.

Outcome 3.2 - Quality community and recreational facilities that are well used by all ages and abilities.

Outcome 3.6 - Our volunteers and community organisations are supported and acknowledged

Outcome 3.8 - Maintain a safe and friendly community environment.

Outcome 3.9 - Existing community spirit and pride is maintained

Outcome 4.1 - An informed, engaged and involved community that actively participates.

Outcome 4.7 - Maintain and enhance Shire assets.

Officer's Recommended Resolution

Moved:

Seconded:

That the Balingup Townscape Committee nominates the below projects for consideration by Council for funding within the 2017/18 annual budget.

Priority	Project	Estimated Cost
1.		
2.		
3.		
4.		

Priority	Project	Estimated Cost
5.		
6.		
7.		
8.		
9.		
10.		

Note: The Committee members decided to reconvene informally on Wednesday, 19 April 2017 to discuss and nominate projects for consideration in the 2017/18 draft budget.

Committee’s Recommended Resolution

Moved: G McMullen

Seconded: Cr Mills

That the Balingup Townscape Committee reconvenes informally on Wednesday, 19 April 2017 to discuss and nominate projects for consideration in the 2017/18 draft budget.

Carried 8/0

Attachment 5.1.3 provides the list of projects nominated by the committee to be put forward for consideration in the 2017/18 draft budget deliberations.

6. OTHER BUSINESS

6.1 2016/17 Townscape Projects

Manager Works and Services to provide a status update on the 2016/17 budgeted projects for the Balingup Townscape Committee (Attachment 6.1).

Priority	Project (Denote C/O if carryover)	Responsible	Revised Budget
1.	Seal Village Green Toilet Floors	Cr Bailey and Committee	\$2,000
2.	Various Upgrades to Town Entrances	Committee	\$10,000
3.	Lighting Poles on the Village Green	Cr Bailey and Committee	\$5,000
4.	Plant New Trees along Balingup Brook (Transit Park)	Shire	\$2,000

Priority	Project (Denote C/O if carryover)	Responsible	Revised Budget
5.	Koolyir Mia Park Path (Cost of project to be reviewed by the Committee)	Committee	\$2,000
6.	Re-seal Path Approaches to Balingup Pedestrian Bridge	Committee	\$5,000
7.	Install Fencing along Balingup Brook	Completed	\$6,000

Committee’s Recommended Resolution

Moved: W Ayres

Seconded: G McMullen

That the Balingup Townscape Committee receives a detailed breakdown of expenditure for each of the Townscape projects with the bi-monthly agenda.

Carried 8/0

7. CLOSURE OF MEETING

The Chairperson advised that the date of the next Balingup Townscape Committee Meeting will be Wednesday 14 June 2017 commencing at 8.30am in the Community Centre, Balingup.

The Chairperson declared the meeting closed at 9.12am.

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- APRIL 2017					
Ref No.	Request Date	Location/Item	Problem/Request	Contact	Comment
	30/06/2014	Koolyir 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 meeting.
	5/04/2016	Balingup Sporting Oval	Wattles at rear of ovals	Peter Hicks	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	MDES / MWS	Request for clean up after completion of building works on the hall, plus have budget funding in 2017/18 to undertake landscaping works around building. 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 reinstating the original road condition.
	2/02/2017	Balingup Shire Depot	Clean up gutters of Depot building of weed growth.	MWS	Works request has been placed.
	2/02/2017	Balingup Townsite	Spraying of Blackberry along Brook walk and North Side of Creek	MWS	Works completed

**Proposed Projects for Balingup Townscape Committee
2017/18 Financial Year**

Project Description	Budget Estimate
Northern entry to Town	\$9,000
A 'Welcome to Balingup' sign mentioning home of the Small Farm Field Day, MC, Golden Valley Tree Park	
Solar Lighting on signs x 2 and scarecrow	
Solar lighting on the pond/ some trees	
Six Crepe Myrtle trees	
Coffee Rock Bridge over culvert near pond	
Build up weir (already in place) between footbridge and road bridge with more rock/boards	
Rust paint on the two painted scarecrows	
Solar lighting on Alan Rothery Walk and some trees	
Ros Benson Goose Crossing sign	
Welcome to Balingup signs as above for the Southern and Nannup entries to town positioned where the scarecrows are now	
Six old fashioned lights on Village Green on the path to the toilet block	\$4,200
Hang double hanging baskets on the street lights along Main Street	\$8,000
3 lots of seasonal plantings in the planter boxes (all natives will be removed by the committee in the winter and transplanted in town)	
Remove Longifolia Wattles from Koolyir Mia Park. Remove dead River Gums from along the Balingup Brook along the new walk	
Path along far side of the creek in Koolyir Mia Park as per 2016/17 budget	
Resurface the rest of the Alan Rothery Walk as per work done in 2016/17	
Lighting on the War Memorial (Similar to VG) one to shine across the area and one to shine up at the Memorial	\$5,000
Lighting towards the children's playground area (similar lighting already installed)	
Solar lights on Cockatoo and Eagle	
Finish the path on the new walk with gravel	\$1,500
TOTAL	\$27,700