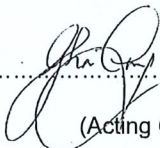




MINUTES
TOWNSCAPE ADVISORY COMMITTEE MEETING
10 DECEMBER 2024

The Acting Chief Executive Officer recommends the endorsement of these minutes at the next Meeting of the Townscape Advisory Committee.

Signed:

(Acting CEO)

Date: 17 December 2024

These minutes were confirmed at the Townscape Advisory Committee Meeting held25/02/2025.....

Signed:

(Presiding Member at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Alternative formats are also available upon request, including large print, electronic format (disk or emailed), audio or Braille

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Please note that meetings may be recorded for minute taking purposes.

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TOWNSCAPE ADVISORY COMMITTEE

10 DECEMBER 2024

1. OFFICIAL OPENING

The Presiding Person, Cr Roxanne McNab, declared the meeting open at 5:10 pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Cr R McNab (Presiding Member)
Mr B Seale – Narrogin Chamber of Commerce
Ms B Fletcher – Arts Narrogin
Mr M Wray – Highbury District Community Council
Ms J Early – Community Member
Mrs V Chadwick – Community Member
Mrs D Broad – Community Member

Staff (Non-voting)

Mr T Evans – Executive Manager Technical and Rural Services (EMTRS)
Ms S Gallagher – Executive Support Officer (Minutes)

Apologies

Ms P Raworth – Manager Community Services
Ms R Razumovskaya – Community Development Officer

Absent

Cr C Bartron
Ms R Storey – Community Member

Visitors

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE TOWNSCAPE ADVISORY COMMITTEE

OFFICER'S RECOMMENDATION

Moved: Ms J Early

Seconded: Ms B Fletcher

That the minutes of the Townscape Advisory Committee Meeting held on 29 October 2024 be confirmed as an accurate record of the proceedings, except for page 12, 4.3 CBD footpath plaques at outcomes, the very last word 'TAC' is to be changed to 'Council'.

CARRIED 7/0

For: Cr R McNab, Mr B Seale, Ms B Fletcher, Mr M Wray, Ms J Early,
Mrs V Chadwick, Mrs D Broad

Against: Nil

4. MATTERS FOR DISCUSSION / INFORMATION

Nil

5. MATTERS WHICH REQUIRE DECISIONS

5.1 DRAFT COUNCIL POLICY: SHIRE OF NARROGIN DIGNITARIES - CBD FOOTPATH PLAQUES

At the TAC meeting held on 29 October 2024, the item of CBD Footpath Plaques was put to the TAC for comment. The EMTRS noted at that meeting, there was consensus support from the TAC, and that the Administration would prepare a draft policy or guidelines around the concept of “Narrogin Dignitaries – Street Plaques” within the Narrogin CBD and present the draft policy or guideline back to the TAC for comment prior to consideration by the Council.

As such, a draft Council Policy - Shire of Narrogin Dignitaries – CBD Footpath Plaques, is presented to the TAC for comment and recommendation to Council (Attachment 1).

OFFICER’S RECOMMENDATION

Moved: Ms J Early

Seconded: Ms B Fletcher

That the Townscape Advisory Committee recommend that the Council adopt the Shire of Narrogin Dignitaries – CBD Footpath Plaques Policy, as presented at Attachment 1 with the following amendment: under the Scope at the first point, the words *on exceptional occasions only* be replaced with *or*.

CARRIED 7/0

For: Cr R McNab, Mr B Seale, Ms B Fletcher, Mr M Wray, Ms J Early,
Mrs V Chadwick, Mrs D Broad

Against: Nil

5.2 2025 TOWNSCAPE ADVISORY COMMITTEE MEETING DATES

As the last meeting date for the TAC is 10 December 2024, the EMTRS is recommending to the TAC that the following dates for 2025 be agreed to by the TAC. The meeting dates are scheduled only until October 2025 due to the Council Election taking place that month.

Past meetings have been conducted on the last Tuesday of the month, every second month and with majority consensus that meetings start at 5pm.

The following 2025 dates are presented to the TAC for comment:

- 25 February
- 29 April
- 24 June
- 26 August

OFFICER'S RECOMMENDATION

Moved: Mr B Seale

Seconded: Mr M Wray

That the Townscape Advisory Committee meeting dates for 2025, up to October be:

- 25 February
- 29 April
- 24 June
- 26 August

CARRIED 7/0

For: Cr R McNab, Mr B Seale, Ms B Fletcher, Mr M Wray, Ms J Early,
Mrs V Chadwick, Mrs D Broad

Against: Nil

6. ACTION TRACKER UPDATE

The Action Tracker has been updated with the latest project statuses and is included as Attachment 2.

7. GENERAL BUSINESS

On behalf of Ms Razumovskaya, Community Development Officer, the EMTRS extended an invitation to the TAC for a member to act as Master of Ceremonies (MC) for the Narrogin Regional Leisure Centre Mural Unveiling event at 5.30pm on Friday 13 December 2024. Mrs V Chadwick accepted the invitation.

The EMTRS suggested the TAC consider the planting of advanced street trees along Federal Street, from the corner of Fortune Street to the corner of Egerton Street. The TAC were in agreement in principle, recommending consultation with business owners. The EMTRS will create a concept plan to present to the TAC at a future meeting.

Ms Fletcher commented on the Narrogin Regional Leisure Centre Mural; suggesting a continuation of colour to the right of the mural, above the glass windows. The wall is currently grey.

The EMTRS advised lighting for the Narrogin Regional Leisure Centre Mural was being investigated and a hard surface would be applied to the old garden bed in the form of concrete or brick pavers for the purpose of light installation.

8. DATE & TIME OF NEXT MEETING

The next meeting of the TAC will be held at 5.00pm on Tuesday 25 February 2025.

9. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 5.40pm.