

SHIRE OF WEST ARTHUR

MINUTES of the Arthur River Development Group meeting to be held Tuesday 24th September 2019 in the Arthur River Hall.

1. Declaration of Opening/Announcement of Visitors

The Chairperson declared the meeting open at 9.09am

**2. Record of Attendance and Apologies
Attendance**

Committee Members

Lisa Saunders Chairperson

Frances O'Callaghan

Heather McDougall

John Pascoe

Shire Staff

Nicole Wasmann

Kerryn Chia

Visitors

Apologies

Cr Neil Manuel

3. Confirmation of Minutes – 15 August 2018

Moved: John Pascoe

Seconded: Heather McDougall

That the minutes of the Arthur River Development Committee Meeting held 15 August 2018, be confirmed as a true and correct record.

4. Status Report

Item	Topic	Action	Current Status/Discussion
Interpretation plan	Entry Statement	Alternative design to be developed. A sign was proposed and was to be further considered at next meeting.	Entry statement discussed. Difficulty with number of entrances. Agreed to not proceed and remove from the status report.
Signage	Concern about irrelevant signage	Main Roads sign advising of roadworks to be removed; Lisa to liaise with Jim if there are any others to be removed.	Completed.
Information Bay	Needs updating	New design to be developed. Draft cost for 2.5 x 4 x 3 skillion roof developed. Committee members to investigate alternative options. TransWA Muster Sign needed (Lisa)	TransWA are stopping at the Roadhouse. Information Bay is open space. Roadhouse is open 7 days a week. Brochures could be left at the Roadhouse. TransWA don't provide muster sign. Would like another picnic table and replacement of trees that have died or been stolen. Additional picnic tables and replacement of trees to be requested from Main Roads. If Main Roads are unable to supply Shire administration staff will obtain a price on the concrete tables and circulate to the Committee. No shelter to be constructed. Sign only to be installed. Sign is to include a map with directions, north arrow, scale, "you are here" distances to other towns, fuel availability, medical facilities, caravan parks, food, and key attractions (including brief history of Arthur River). Shire administration to design sign (based on current Shire map artwork, cropped for the eastern side of the Shire, and Arthur River precinct map) and circulate to Committee for feedback. Will be subject to available funds. Size of sign to be approximately 1m x 1.8m.

Item	Topic	Action	Current Status/Discussion
Toilets	Land where current toilets are located is owned by Robinsons.	Land resumption for area currently fenced State Land Services have commenced proceedings to obtain the land. Need to ensure that it has been finalised.	Shire staff to follow up.
Halls	Old hall	<p>Fix doors, replace cracked glass in windows Organise new exterior light. (Geoff Bunce).</p> <p>Find out measurements of skirting available from the old house and assess whether to replace the skirting in the hall. (Scott and Heather)</p> <p>Kitchen – quote to be obtained from White Building (Lisa)</p> <p>Investigate window coverings further. (Heather and Lisa)</p>	<p>An EOI has been lodged for funding for the kitchen. If funding application is invited, full application to be submitted.</p> <p>Shire administration to fully develop scope of works for the kitchen and circulate to the committee for feedback to enable the scope and full costing to be finalised. If EOI is unsuccessful, funding options to be reviewed.</p> <p>Lisa will coordinate some members of the Committee to meet with Swan West Blinds to discuss the curtains.</p> <p>One light to be replaced on old hall (if it can't be done (may have to go on the 1950s hall due to aging electrical).</p>
	<u>Newer hall</u>	<p>Agreed that John would hold the portfolio of the hall maintenance/refurbishment and that John would work with a group of volunteers.</p> <p>Clear communication between volunteers, ARDC, and Shire.</p> <p>Funds/donations for the hall to be held in the Shire trust account. The hall bank account (to be closed and transferred to trust account) is also to be used on the hall.</p> <p>Shire to assist with risk management for volunteer works.</p> <p>All works to be run past Kerry before they take place.</p> <p>Purchase orders to be issued by Shire for any expenditure.</p>	<p>In 2018/19, the Shire had allowed for some funds towards works on the old hall (i.e. kitchen) that did not eventuate so the Shire paid for some works on the 1950s hall. In total approx. \$1400 for paint and materials, lights and electrical. Donations have paid for painting which cost \$7,000.</p> <p>In 2019/20, the Shire has paid \$1,100 for termite treatment.</p> <p>A policy outlining what the Shire will contribute towards will be developed with the new Council.</p> <p>Floor finishes are being investigated. Exterior lighting to be completed. The Committee acknowledged the contributions of volunteers. The Committee thanked John for his coordination for the project.</p> <p>The hall has been booked for a wedding in April 2020.</p>

Item	Topic	Action	Current Status
Roadside management	Tidy up of roadside area between the Darkan turnoff and	100m north of church on east side needs to be maintained. North of Wireless Station Road.	It was noted that this area still needs more focus next time it is completed. Was improved last year. On the whole it is well kept.

	the church.		
Craft Shop on Historical Site		Planning approval issued by Council and lease in place.	Craft shop has been operating for about a year. Were some issues with signage which have been rectified. <i>(John will tidy up sign attachments and John may suggest to her that she is welcome to maintain the garden if she wishes)</i>
Old Store Site	Removal Future of Site	Shire to seek management and control of the site.	Contamination issues to be resolved. Main Roads is aware that the Shire would like the site.
Historical Buildings	Sculptures	Scott was going to make some suggestions.	No further action at this time.
Committee	New members	Brad Wooldridge to be approached and consider advertising for new members.	As the term of all on the committee expires in October 2019 no new members have been appointed. Any appointments must be made formally by Council and documented in the minutes of a Council meeting.

5. New Items of Business

5.1 Old Hall Kitchen

An Expression of Interest has been submitted to Rick Wilson for the opportunity to apply for a grant through the Stronger Communities Programme. The ball park cost estimate for a kitchen upgrade was \$12,000 – this will be further investigated if we are invited to submit a full application. We have applied for \$6,000 through the grant scheme – full applications are due 10th October 2019.

For noting only. The committee will be advised of the outcome and invited to participate in finalising the scope of works proposed if a full application is to be made.

5.2 Astrotourism

Shire is part of a push to increase tourism into Astronomy and Astrophotography and are part of Astrotourism WA. The Shire has been identified as having excellent historical buildings that are suitable for landscape astrophotography. The Arthur River buildings are one of these sites. Committee agreed that this would be good for the area and were happy for the Shire to promote these buildings.

5.3 Committee Nominations

In accordance with the Local Government Act, all members term on the committee will expire on 19 October. Council will appoint committees on 22 October.

The Shire will invite nominations to committees via an advertisement in the Bleat, on the Shire website and Facebook, and by public notice in Darkan and Arthur River.

Nominations can be made in writing or verbally to Nicole and will close on 15 October.

Committee agreed trying to encourage community members...

5.4 Garden at Wagin Intersection

It was agreed to ask Shire staff to remove the planted shrubs at the Wagin intersection due to the age of the plants and the difficulty in maintaining the area.

It was also noted that there is no white line near the stop sign at Wagin intersection. Median strip needs to be maintained.

5.5 Cemetery Maintenance

Frances noted that more maintenance is required by the Shire staff inside in the cemetery i.e. under the pine trees. Needs to be maintained fully within the fence. The request will be passed on to works staff.

5.6 Restoration Committee – Funds and Management of Historical Buildings

The original restoration committee are proposing to transfer funds to the Shire trust account.

White ants will need to be treated at the old historical buildings. If the restoration funds are handed over to the Shire, will white ant treatment need to come from the trust funds or from Shire and who will coordinate the white ant treatment?

Shire administration will seek clarification from Council.

5.7 Garden Beds

The garden bed at the front of the hall has not been maintained well in the last 12 months and the garden bed across the road near the historical buildings also requires maintenance. The request will be passed on to the Shire works staff.

5.8 Maintenance of Toilets

It was noted that the toilets are in need of cleaning (one of the toilets has been dirty for a week). Some spraying is needed around the septic. The light is not working in one of the toilets and the seat is broken on one.

This information will be passed on to shire staff.

5.9 Hall Signage to Promote Hire or Identification of Maintenance

John suggested that the Committee advertise that the hall is for hire on a sign near the building i.e. how to organise to hire the hall. Committee did not want personal numbers used, therefore it would have to be the Shire's number. Some discussion was held regarding the volunteer work involved in preparing the hall for hire and compensation for the works.

6. Financial Report

1/7/18	Opening Balance	\$4240.64
30/6/19	Interest	\$92.23
	Donations	\$10,008
25/6/19	Hall Painting	(\$7000)
	Current funds available	<u>\$7,340.87</u>

The Committee has asked for the Arthur River Hall donations account to be maintained separately from the Arthur River Development Committee account.

The Arthur River Hall bank account (not held by the Shire) to be go into the Shire Trust Hall Account.

When the Arthur River restoration funds are transferred to the Shire account, the Committee would like them held separately from other Arthur River funds.

John left the meeting at 11.50am

7. Tabling of Items for Next Meeting

Nil.

8. Closure and Date for Next Meeting

The chairperson declared the meeting closed at 12.00 noon.