

COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
Meeting date	Wednesday, 4 August, 2021
Location	Microsoft Teams
Chair	Georgina Roussac (GR)
Present	Adrian Alexander (AA), Andrew King (AK), David Roberts (DR), Judy Simpson (JS), Mai Mullins (MM), Mary Ann Irvin (MI), Michael Dawes (MD), Robert Newman (RN), Winsome Byrne (WB)
Apologies	Jordana Goodman (JG), Lindsay Alexander (LA), Peter Egan (PE), Plamen Bassarov (PB)
Disclosure of interest	None
Meeting opened	7:45 PM
Meeting closed	9:20 PM

MINUTES

1. Meeting Introduction

1.1 Welcome

The President took the Chair and, noting that a quorum was present, opened the meeting at 7:45 PM.

1.2 Confirmation of previous minutes

The 7 July 2021 meeting minutes were accepted.

Proposed: Winsome Byrne Seconded: Michael Dawes Motion: Carried

1.3 Correspondence

Email correspondence is documented by the Secretary and circulated before the monthly meetings. When an item of correspondence requires follow-up, it is forwarded to the appropriate committee member and noted in the circulated report. The return email actioning the enquiry is copied to the Secretary.

2. Business arising from previous minutes / outstanding actions

2.1 Improvements to Pacific Hwy/Mowbray Rd intersection

- The APA has requested a meeting with our local MP & is waiting on an appointment.

- MD contacted WCC regarding the action in the Integrated Transport Strategy 2036 (which refers to completing actions at the Pacific Highway and Mowbray Road). WCC has advised that planning for the intersection is with TfNSW and WCC will be engaged with this.

2.2 FWPA action re community participation in the planning process

- FWPA President will send feedback to WCC.
- WB raised that the AVI has submitted an article regarding the planning process to the Gazette
- Action: WB to send AVI's article to MD & GR to review.

2.3 Proposed Herbert Street Precinct development concerns - update on FAQs & next steps post PIM

- MD reported there has been no further update from the Department of Planning, Industry and Environment (DPIE) representative.
- JS reports the ePetition (raising community awareness of the proposed Herbert Street Precinct development) has climbed to approx. 800 signatures but still a long way to go to reach the 20,000 target.
- Another 20,000 postcards are being printed with amendments to illustrate who authorised the cards and these will be distributed to nearby suburbs.
- Action: MD will follow up DPIE for FAQ responses for a Gazette article.

2.4 Request to reconsider inaccessible east-side access to Artarmon Station

- The APA has requested a meeting with our local MP & is waiting on an appointment.

2.5 New wombat crossing at 26 Hampden Rd Artarmon (& removal of existing pedestrian refuge at crest near tennis courts)

- MD has been following up with WCC on traffic calming devices and requested the accident history at that Hampden Rd location. WCC advised there were no accidents recorded in the last 5 years.
- AA shared an observation that some education is required on the new traffic calming devices installed as there seems to be some drivers who are mistakenly slowing down and treating the traffic calming devices as pedestrian crossings, which is a safety issue. MD advised there are planned plantings to be installed which should provide a barrier to stop pedestrians using them as crossings.
- Potential story in next Gazette.

2.6 Vision for Artarmon (old library site etc)

- AA reports no further update but will provide content before the next meeting.
- AA also shared that PE is working on a plan for the Village Green.
- MD advised he spoke to WCC and was informed the Artarmon Local Centre Master Plan did not receive approval for Phase 3 funding.
- MD shared an idea for changes to the Hampden Rd-Broughton Rd intersection, and will circulate to the APA committee to consider before approaching WCC.
- Action: MD to circulate the Hampden Rd-Broughton Rd proposal to the committee
- Action: AA to circulate a vision in draft form for APA committee input
- Action: PE to attempt to locate formerly drafted APA master plan

2.7 Bowling Clubhouse – feedback to WCC

- The motion calling for the Willoughby Local Planning Panel to review DA 2021/5 was supported by Council on Monday night.
- The APA has requested clarification of the proposed next steps and timeline for the project.

2.8 APA membership engagement drive

- Artwork competition idea – WB and DR reported that Artarmon Academy has been disbanded due to the school going to online learning.
- School fair – The APA agreed it was also unlikely a school fair would be held this year due to the ongoing pandemic.
- Diversity story – suggestion to redirect focus to restaurants and cafes.
- AA advised in 2011 a heritage week was held in Artarmon, and shopkeepers were interviewed through a questionnaire at that time. Displays were also put up in the library.
- Action: AA to provide a copy of the questionnaire to WB and DR

2.9 Artarmon Loop bus correspondence to WCC

- The committee discussed the status of the draft letter.
- Action: GR to review before sending to WCC

2.10 WCC Chatswood-St Leonards bicycle path – have your say submission

- MD spoke to the Communications Officer at WCC about the distribution path used to letterbox drop the flyers.
- There has been no further update on APA's submission.
- Action: GR will follow up with WCC (on APA submission)

3. President's items

3.1 APA Communication & Consultation Policy (copy provided)

- The President advised it had been a year since the APA Communication & Consultation Policy was reviewed, and asked the committee to review.
- Action: Committee to review and advise GR of any updates

3.2 The new Local Environment Plan (LEP)

- The revised LEP is with the Department of Planning and has not yet been released. Therefore, it will not be ready for community discussion at the 18 August Public Information Meeting (PIM).

3.3 Key Dates

- The committee discussed some upcoming key dates.
- These are the agreed dates and events for the balance of the year:
 - Wed 18 August 2021 – This was the advertised date for the next PIM and the committee agreed to cancel this meeting.
 - Wed 3 November 2021 – Existing date for the APA Annual General Meeting (no change).
 - Wed 17 November 2021 – New date for “meet the candidates” PIM.
 - Sat 4 December 2021 – New date for local government elections.

- JS suggested the idea to combine “meet the candidates” with Naremburn Progress Association.
- Action: GR will announce cancellation of 18 August PIM through the APA e-news and sign on the community hall door.
- Action: GR to discuss combined “meet the candidates” with NPA.
- Action: WB will advertise new dates in the September Gazette.

4. Committee Reports

4.1 Gazette Update

- LA is stepping away from the Advertising Coordinator role and therefore a replacement is required
- The APA noted LA’s contribution and time with the APA
- WB reports the upcoming Gazette edition has lots of copy and enough advertisements
- MD and DR have offered to share the role until a replacement is found
- Action: WB will put an ad in the Gazette and committee members asked to refer anyone who may be interested

4.2 Review of WCC Committee minutes

- MD reported no further updates.

4.3 Treasurer’s Report

- Verbal update provided and report circulated prior to meeting.
- Action: AA has asked for MD to review the end of year financials reports.
- Action: AA advised there is paperwork for the President to review (related to the AGM).

5. Any other business

- **APA files** – central cloud-based solution (e.g. Google Drive or Microsoft OneDrive)
 - AA advised that the APA does not meet the not-for-profit requirements therefore applying for Microsoft NFP zero cost subscription will not be possible.
 - MM has investigated business subscription rates and the committee discussed whether one licence would be sufficient.
 - Action: MM will continue to investigate.
- **Upgrade APA website theme & server version**
 - The job for website re-build was posted online and several proposals have been received.
 - AK gave some background as to why the website re-build was required.
 - The committee were in favour of proceeding given the proposals were reasonably priced.
 - Action: RN, AK & MM will form a sub-committee to review the proposals and select a suitable web developer.

6. Open Forum

None

Meeting closed

Next meeting & date	Committee meeting Wednesday, 1 September 2021
Time	7:40 PM for 7:45 PM start
Location	TBC