



ABN 55397278515

COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
Meeting date	Wednesday, 2 September 2026
Location	Barry Thompson Community Hall, 139 Artarmon Rd, Artarmon NSW 2064
Chair	Glenda Hewitt
Secretary	Helen Macpherson (Meeting Minutes)
Present	Committee members: Adrian Alexander (AA), Leonard Chan (LC), Glenda Hewitt (GH), Helen Macpherson (HM), Stuart Powell (SP), Peter van Roekel (PVR), Sumita Kumar (SK), Ranjit Nair (RN), Chris Baker (CB), Judi Homewood (JH), Mary Ann Irvin (MI)
Guests	Councillor Georgie Roussac (GR)
Apologies	Anna Greco (AG), Plamen Bassarov (PB)
Disclosure of interest	None
Meeting opened	7:31 PM
Meeting closed	9:00 PM

MINUTES

1. Welcome, apologies and disclosure of interests

GH took the Chair and, noting that a quorum was present, opened the meeting at 7:31 PM, with an Acknowledgement of Country.

2. **WCC Councillors Update and Open Forum**

2.1 **Monthly update**

- GR provided the following update:
 - Chatswood to St Leonards bike path - consultation period ends on 8 October 2026. WCC has tried to minimise the loss of car spaces, which it recognises is a contentious issue.
 - Chatswood 2060: This is a new master plan for the Chatswood area. A focus of the plan is how to get more housing into the Chatswood area near the Metro. There will be consultation in early 2027. The Housing Development Authority will be guided by the master plan once it is finalised. There is also a strong focus on transformative infrastructure eg parks. There will be a dedicated page on WCC's website.
 - WCC is considering extending Chatswood library's opening hours.

2.2 **Open forum**

- AA raised the issue of the removal of signposts from the southern subway along the walkway to Artarmon Oval. GR will follow up with NW.
- SK raised the issue of the energy and water usage of data centres in the Industrial area. GR encouraged the APA to raise this issue with Nicolette Boele.
- CB raised the issue of the future of the old Artarmon Library site. GR will follow up with WCC on this issue.

3. **Confirmation of last Committee Meeting Minutes**

- A motion was made to accept the August 2026 meeting minutes.
- Moved: LC
- Seconded: RN
- **Motion: Carried.**

4. **Update on Action Items**

4.1 **Handover of Treasurer's Duties**

- LC reported that:
 - The handover is progressing well.
 - The annual financial report due in November is still pending.
 - There is a workaround on invoicing for now, and he has all the hard copy files. LC to find hardcopy Kwik Kopy invoice so that it is paid.
- AA also reported that he is still waiting on the transfer of the MYOB licence.

4.2 Government Grants Update

- CB and LC noted that the allocation of grant funds need to be completed.

4.3 Insurance Cover Update

- SP noted that this is a work in progress. An application has been made for volunteers insurance. SP to follow up on the progress of this application.
- CB noted that public liability insurance will be needed for events. SP to inquire with the insurer as to the scope and cost of public liability insurance.

4.4 Rail Corridor Project

- GH noted that she had included this issue in this month's President's Report: the letter concerning the weeds/poison/rail corridor was emailed to Kevin Duckett (TfNSW), Tim James member for Willoughby, Hugh Phemister WCC GM, The Rail complaints line and Mayor Tanya Taylor and Naremburn Councillors on 20 May 2026. Mr Phemister and the Mayor verbally acknowledged receipt, noting it was an issue for TfNSW. The Rail complaints line also responded with reference No C-00122350 (25 May), saying they would look into it. The letter is available on the APA website. There has been no update since then. GH is to follow up.

4.5 APA Inclusion in the State Active Transport Program

- This program is now live.
- The Committee noted that some of the decals are coming off the pavement. APS and WCC are following up.

4.6 FWPA Strategy Map

- GH collected the committee members' survey responses and will collate and circulate the responses.

4.7 APA Website Review

- PVR noted that the email bouncing issue persists when using the Exec group email address.

5. **President's Update**

- President's report circulated before the meeting.
- GH noted:
 - The APA needs a representative view on the proposed Chatswood to St Leonards bike path. The Committee discussed the potential impact of the bike path on the Artarmon local area. CB is to prepare a draft response for committee review. GH and MI will participate in the bike path discussion/walkthrough.
 - That she has been considering questions for Tim James at the next FWPA meeting. The Committee agreed that questions should be put to Mr James regarding SSD/high rise development, the rail corridor and light sequencing at the Clegg St/Herbert St intersection.
 - MI and GH attended the street care session. GH to discuss with the WCC why non-native plants are being planted (contrary to WCC policy).

6. **Secretary's Update**

- HM stated that she had nothing of note to report.

7. **Treasurer's Update**

- LCC circulated the Treasurer's report before the meeting.
- LCC noted that:
 - It had been a quiet month with no gazette.
 - Invoices were issued yesterday.
 - There was an issue with not publishing the right ad for Majime Life. The Committee discussed how to recompense Majime Life. CB will look into this issue. RN and CB to review final proof of each gazette (as in charge of advertising).
 - Network Plumbing and Kwik Kopy have not yet paid their advertising invoices.

8. **Project Status Updates**

8.1 **Gazette**

- GH noted that the Gazette had been issued this week.

8.2 **PIM Planning**

- GH noted that there are no further PIMs scheduled for this calendar year.

9. Committee Updates

9.1 Federation of Willoughby Progress Associations

- MI noted the upcoming FWPA meeting with Tim James.
- MI also noted that she will cease being an FWPA representative next year.

9.2 Traffic

- CB noted that he is preparing a letter to the WCC following up on outstanding traffic issues. CB to circulate this letter for Committee review.

9.3 DAs

- There was no DA report as PB was not in attendance.

9.4 Membership

- The Committee discussed raising membership fees. GH noted that a couple of new members signed up in the past month.

10. Other Business

10.1 Music on the Village Green

- This project has been completed.

10.2 APA Cashflow

- The Committee discussed rising costs, leading to the need to increase advertising rates. GH to raise with Nick Logan and Laing + Simmons, and the Committee will then determine whether to increase advertising rates.

10.3 Fundraising Sub-Committee

- The Committee discussed fundraising options including a Bunnings sausage sizzle and raffles. CB and SK to lead this sub-committee.

Meeting closed: 9:00 PM

Next meeting & date	Wednesday, 7 October 2026
Time	7:25 PM for 7:30 PM start
Location	Barry Thompson Community Hall, 139 Artarmon Rd, Artarmon NSW 2064