

COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
Meeting date	Wednesday, 4 May 2022
Location	Virtual meeting held over Zoom
Chair	Ashish Sethi
Present	<p>Committee members: Ashish Sethi (AS), Deepak Nair (DN), Jordana Goodman (JG), Judy Simpson (JS), Mai Mullins (MM), Mary Ann Irvin (MI), Michael Dawes (MD), Peter Wang (PW), Winsome Byrne (WB)</p> <p>APA members & guests: Georgina Roussac (GR), Nic Wright (NW), Ruby Harding (RH)</p>
Apologies	Adrian Alexander (AA), Anna Greco (AG), David Roberts (DR), Kesh Anand (KA), Plamen Bassarov (PB)
Disclosure of interest	None
Meeting opened	7:45 PM
Meeting closed	9:57 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 6 April 2022 meeting minutes were accepted.

Proposed: Winsome Byrne Seconded: Judy Simpson 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. WCC Councillors Update

2.1 Monthly update

- Monthly email update from Councillor Anna Greco was circulated to APA executive members
- Councillors Georgie Roussac and Nic Wright both attended and provided the following updates in addition to the monthly email update provided by Cr Greco:
 - Committee structure under review
 - Meeting held with WCC Mayor, KA and the Artarmon P&C Traffic Coordinator on the lack of kiss and ride available at Artarmon Public School
 - Acknowledgement of garden maintenance issues and Cr Nic Wright offered to review the list the APA has collated and to take up with Council
- Any other questions or items for follow up can be emailed to AG or GR after the meeting
- Action: GR & NW to determine how to best coordinate garden maintenance and advise APA
- Action: MD will send the latest copy of the list to NW
- Action: GR & NW to follow up on the Artarmon Library Masterplan from 2006
- Action: AS to email GR separately about reserves/parks being closed when there is wet weather
- Action: GR will send a draft motion regarding the Pacific Hwy / Mowbray Rd intersection to MD for quick review

3. Business arising from previous minutes / outstanding actions

Summary of meeting with new Willoughby MP, Tim James

3.1 Improvements to Pacific Hwy/Mowbray Rd intersection

- As noted in the April 2022 meeting minutes, a meeting was held with Tim James to discuss this item and others. No further updates at this time.

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

- As noted in the April 2022 meeting minutes, a meeting was held with Tim James to discuss this item and others. No further updates at this time.

3.3 Proposed Herbert Street Precinct development concerns

- As noted in the April 2022 meeting minutes, a meeting was held with Tim James to discuss this item and others. No further updates at this time.

Concerns/submissions in progress with WCC

3.4 Artarmon Loop bus correspondence to WCC

- GR has sent further request to WCC officers regarding the bus stop DDA compliance, bus accessibility and driver skills. No reply to date. GR to follow up.
- MD has suggested via GR that loop bus could stop at hospital on demand and timetable could be incorporated in to trip planning apps.

3.5 Council's proposal to ban the right turn from Mowbray Rd into Hampden Rd during peak hours

- Closed

3.6 Village Green update

- MD advised Council has concerns about receiving the chairs as a gift
- The committee discussed the chair designs and what would be appropriate for the space and usage
- Action: MD will continue to progress with Council

3.7 Street and garden maintenance list

- Cr Nic Wright offered to also review the list the APA has collated and to take up with Council
- Action: MD will send the latest copy of the list to NW

APA's ongoing initiatives/priorities

3.8 Vision for Artarmon (East Artarmon, including old library site etc)

- MD found a past edition of the [Artarmon Gazette from August 2006](#) which had a story on the Artarmon Library Site Masterplan (old site on Elizabeth St)
- The APA discussed what happened with the plan and whether it was shelved after the library was moved to the new site
- Action: GR & NW to follow up on the Artarmon Library Masterplan from 2006

3.9 APA community engagement & membership drive

- No further update
- Action: AS to establish a working group, develop some plans and bring proposals back to the committee for voting

3.10 Upgrade the APA website

- Responses from the committee received and MM and PW currently working on making the changes
- Action: MM to PW to action the changes

3.11 APA's position regarding demolition in Artarmon Heritage Conservation Area

- There is a submission 7 June for the DPC
- MD suggests the APA can draft a submission

4. President's Items

4.1 Email usage – official APA vs personal email addresses

- AS proposed that APA executive members should start to use official @artarmonprogress.org.au email addresses instead of their own personal email addresses when undertaking APA matters.

- Where possible, the office bearing email address should be used such as sec@, editor@, treasurer@ and so forth. Where the executive member does not hold an office position, they can be assigned one with their name.
- AS advised no action is required at this time, but for the committee to consider the proposal

4.2 Social media trial

- The committee discussed what the parameters might be, should APA vote to commence a social media trial and agreed on the following:
 - Six-month trial
 - APA would create a Facebook page with comments turned off
 - The Facebook page would be used to post one-way announcements such as Gazette edition published, upcoming PIMs etc
 - If possible, being able to direct message the account would be disabled so people email the APA instead
 - Drafting and publishing of content should be checked by one other person
 - APA Facebook account would join appropriate local groups such as AVI and Willoughby Living
- The committee did not discuss Twitter or Instagram specifically
- MM offered to draft a social media policy to outline the parameters with the intention for the committee to vote on whether to proceed with the trial at the June meeting
- Action: MM to draft a social media policy

5. Committee Reports

5.1 Gazette update

- WB reported that the Gazette edition was coming along well
- WB advised the upcoming PIM should be advertised and confirmation was required as to whether Tim James was still available to come and speak
- WB also shared that Tim James's office contacted the APA and asked if they could have an ongoing regular column in the Artarmon Gazette. This is unprecedented as the member of Parliament for Willoughby has never had a column in the Artarmon Gazette before.
- The committee discussed the pros and cons, and whether it aligned with the APA's constitution and other views. Ultimately given time constraints, it was agreed to hold an out of session vote on the matter using an online form.
- Action: MM to contact other Willoughby progress associations and see if they were also contacted about the column and what their decision was
- Action: MM to create a Microsoft Form for the online vote and send out the next week

5.2 Review of WCC Committee minutes

- GR provided a verbal update

5.3 Treasurer's Report

- The Treasure was an apology at this meeting however the Report was circulated prior to the meeting. No comments or questions were raised.

5.4 Federation of Willoughby Progress Associations update

- A verbal update was provided.

6. Any other business

6.1 Senior Geography Project by Roseville College student

- RH from Roseville College attended the meeting with the APA that she is currently completing a Senior Geography Project and is collecting information on how this build will impact the liveability and sustainability of Artarmon/Willoughby.
- RH had an online questionnaire prepared and wondered if any of the committee members could complete the survey
- Action: MM to circulate the survey on behalf of RH

7. Open Forum

7.1 Draft Local Environment Plan (LEP) and Willoughby Development Control Plan (DCP)

- The committee discussed the draft LEP and DCP which are currently available for overall comment and submissions
- Link here: <https://www.haveyoursaywilloughby.com.au/lep-surveys-docs22>
- Submission are due 7 June 2022
- Action: MD to draft the submissions for both documents on behalf of the APA

7.2 Draft Artarmon Reserve Action Plan

- WCC is seeking feedback on the draft [Artarmon Reserve Action Plan](#)
- Submission are due 19 May 2022 and MI & JS have offered to draft the response
- Action: MI and JS to draft submission

Meeting closed: 9:57pm

Next meeting & date	Wednesday, 1 June 2022
Time	7:40 PM for 7:45 PM start
Location	Artarmon Community Hall, 139 Artarmon Rd, Artarmon NSW 2064