

## COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
<b>Meeting date</b>	Wednesday, 1 June 2022
<b>Location</b>	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064
<b>Chair</b>	Ashish Sethi
<b>Present</b>	<p><b>Committee members:</b> Adrian Alexander (AA), Ashish Sethi (AS), Deepak Nair (DN), Judy Simpson (JS), Kesh Anand (KA), Mai Mullins (MM), Mary Ann Irvin (MI), Michael Dawes (MD), Plamen Bassarov (PB), Peter Wang (PW), Winsome Byrne (WB)</p> <p><b>APA members &amp; guests:</b> Georgina Roussac (GR)</p>
<b>Apologies</b>	David Roberts (DR), Jordana Goodman (JG),
<b>Disclosure of interest</b>	None
<b>Meeting opened</b>	7:45 PM
<b>Meeting closed</b>	10:02 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 4 May 2022 meeting minutes were accepted.

Proposed: Judy Simpson      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. WCC Councillors Update

### 2.1 Monthly update

- Monthly email update from Councillor Anna Greco was circulated to the APA executive members
- Councillor Georgie Roussac attended virtually and provided the following updates in addition to the monthly email update provided by Cr Greco:
  - Two motions were carried at the 23 May Ordinary Council Meeting which have relevance to Artarmon.
  - Pacific Hwy/Mowbray Rd intersection – Motion that Council writes to the NSW Minister for Transport and Willoughby MP Tim James to request an investigation; and meeting; and that the Mayor discusses the request with the Willoughby MP, was carried. GR advises the APA will be invited to the meeting along with other relevant Councillors and officers.
  - Streetscape maintenance – Motion to review backlog, current service levels, and operating models, and to engage with the community.
  - Loop bus discontinuation – GR gave some background on the reasons behind the discontinuation, noting this was also communicated in the media release. Alternative transport was discussed.
- Any other questions or items for follow-up can be emailed to Councillors Anna Greco or Georgie Roussac after the meeting
- Action: GR will contact JG about the Loop bus discontinuation
- Action: GR follow up about the Artarmon east side old library site masterplan
- Action: GR follow up about the current status of the Artarmon Pavilion/Bowling Club and when it will be considered by the Willoughby Local Planning Panel
- Action: GR follow up about the detailed design aesthetics for the Artarmon Village upgrade

## 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 (TJ) to discuss this item and others. No further updates at this time however it is intended that the APA will raise this at the upcoming Public Information Meeting where TJ will be the guest speaker.

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

- As above

#### 3.3 Proposed Herbert Street Precinct development concerns

- As above

### Concerns/submissions in progress with WCC

#### 3.4 Artarmon Loop bus discontinuation

- The APA discussed the Council's discontinuation of the Artarmon Loop bus service and alternative transport options.

- This matter will be closed and removed from the APA agenda going forward.

### 3.5 Village Green upgrade and bench donation idea

- MD prepared some notes on this agenda item (refer to notes circulated prior to the meeting) which included links for some possible bench seat designs. MD had made enquiries on prices on the bench.
- MD raised concerns about specific design features which have not been included in the plans shared so far. The specific items include smart poles, seating, lighting and what they will look like.
- Action: GR to follow up with Willoughby City Council (Hugh Phemister) on the near-final plans requested by the APA
- Action: Committee to review the links that MD sent on the benches and provide feedback

### 3.6 Streetscape and garden maintenance list

- The APA discussed the motion to undertake a review and whether it would be more efficient to conduct a walk around with Council, and simply hire more staff to get the maintenance work done
- Councillor GR explained the rationale behind the review and community consultation
- As an interim, it was agreed that:
  - Maintenance items should be sent directly to Council
  - For ongoing issues which require escalation - take photos and send them to GR
- Action: MD will review the maintenance items and send the outstanding items to GR

### 3.7 APA's submission to the Draft Local Environment Plan (LEP) and Willoughby Development Control Plan (DCP)

- MD has drafted a response on behalf of the APA and has asked for committee members to provide input into the submission to ensure the APA represents the wider Artarmon community
- The APA discussed the recent Gazette lead article which discussed the LEP and DCP however it was difficult to assess responses as the Gazette was only just distributed
- Link here: <https://www.haveyoursaywilloughby.com.au/lep-surveys-docs22>
- Submissions are due 7 June 2022
- General note: GR has advised in future for APA to cc. all the Naremburn Ward councillors when making a submission
- Action: Committee members to review the draft submission in the next few days in time for submission

### 3.8 Artarmon Reserve Action Plan and APA's submission

- WCC is seeking feedback on the draft [Artarmon Reserve Action Plan](#)
- MI & JS have drafted the response and it has been submitted
- General note: GR has advised in future for APA to cc. all the Naremburn Ward councillors when making a submission
- This item can be closed

## APA's ongoing initiatives/priorities

### 3.9 Vision for East Artarmon (old library site, Wilkes Ave, Cameron Ave carpark etc)

- AA also advises no update
- The APA is also waiting on a response from Council on the previous 2006 masterplan for the old library site
- Action: GR to follow up on the Artarmon Library Masterplan from 2006

### 3.10 APA community engagement & membership drive

- AS provided an update on the art competition proposal for Artarmon Public School.
  - The plan is to have participants submit the artwork to the Gazette.
  - All entries will be published on the APA website for voting
  - Some of the artwork will be published in the Gazette
  - Voting logistics and considerations still being worked out
  - The judging panel still be determined (if required)
- The APA discussed constraints with voting such as how to ensure someone only votes once, whether persons outside of Artarmon can vote and so forth.
- AS advises these will be worked through

### 3.11 Upgrade the APA website

- First-round feedback and requests for changes have mostly been incorporated. MM requested all executive members to review once more (second-round review) and then the site should be ready to go live.
- Action: Committee members to review the revised site

## 4. President's Items

### 4.1 Executive committee vote on the APA Social Media trial

Motion proposed that the APA trial social media (specifically Facebook) on a six-month trial with parameters as outlined in the draft APA Social Media Policy (draft circulated to the executive committee prior to the meeting).

That the Social Media Managers will be MM and WB with PW as a backup.

Proposed: Ashish Sethi

In favour: All

Against: None

Motion: Carried

## 5. Committee Reports

### 5.1 Gazette update

- WB reported that the June issue went smoothly
- An advertisement was included for the Advertising Coordinator position

## 5.2 Gazette print run numbers – recent challenges and proposal to reduce the print run size

- JS reported challenges with the recent distribution with the usual bundles and boxes unexpectedly being delivered in irregular bundles and packaged in fewer boxes resulting in a heftier weight load per box. The irregular bundles also caused (from 26-30 copies instead of the usual 25) also caused manual counting of each Gazette.
- DR as Gazette Coordinator has been tasked with following up with the printing facility first as this will inform discussions on whether the print run should be reduced.
- Action: Awaiting update from DR to follow up with the printing facility

## 5.3 Review of WCC Committee minutes

- Nothing further to add

## 5.4 Treasurer's Report

- Treasurer's Report was circulated prior to the meeting.
- The Treasurer reported advertising revenue was down slightly
- The committee discussed reimbursement to AA for outstanding fees (title searches etc) incurred undertaking History Project work and agreed:
  - First reimbursement payment this financial year
  - Second reimbursement next financial year
  - Original documentation to be sent through outlining History Project and agreement from the APA
  - Documentation listing the fees incurred
- WB suggested featuring a story in the Gazette and website about the History project
- Action: AA to send through documentation as above

## 5.5 Federation of Willoughby Progress Associations update

- Minutes were circulated by MI

## 6. Any other business

### 6.1 Upcoming Public Information Meeting – event logistics and coordination

- The APA discussed and confirmed event logistics and coordination of the upcoming

## 7. Open Forum

### 7.1 APA support of businesses during the construction phase

- MD suggested an idea to support the Artarmon Village shops and encourage shopping once construction started soon. The idea is as follows:
  - Shopping at participating stores will earn shoppers an entry ticket to the weekly prize (minimum spend amount to be determined)

- The weekly prize will be a voucher valued at, for instance, \$100, with the APA contributing \$50, and the AVI contributing \$50
- The \$100 voucher is only valid for use at shops in Artarmon Village
- Action: GR to discuss with WCC

**Meeting closed: 10:02 PM**

<b>Next meeting &amp; date</b>	Wednesday, 6 July 2022
<b>Time</b>	7:40 PM for 7:45 PM start
<b>Location</b>	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064