

COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
Meeting date	Wednesday, 5 June 2024
Location	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064
Chair	Glenda Hewitt
Secretary	Daniel Rasins
Present	<p>Committee members: Glenda Hewitt (GH), Daniel Rasins (DRA), Adrian Alexander (AA), David Roberts (DR), Judy Simpson (JS), Rosemary Towner (RT), Plamen Bassarov (PB), Judi Homewood (JH).</p> <p>Guests: Clr. Anna Greco Michael Robinson (Resident)</p>
Apologies	Peter Wang (PW), Chris Baker (CB), Mary Ann Irvin (MI), Winsome Byrne (WB).
Disclosure of interest	None
Meeting opened	7:45 PM
Meeting closed	9:13 PM

MINUTES

1. Welcome, apologies and disclosure of interests

GH took the Chair and, noting that a quorum was present, opened the meeting at 7:45 PM, with an acknowledgement of country.

2. WCC Councillors Update and Open Forum

2.1 Monthly update

- Councillor Greco was in attendance.
 - Her usual report has been delayed.

- Mayor Taylor has waived outdoor dining fees until June 2025 for Hampden Road businesses.
- Planning reforms – Mayoral minute has been submitted and two (2) parliamentary enquiries attended.
- TOD reforms are a hot topic within WCC.
- Have your Say items
 - Draft Parks Generic Plan of Management
 - Draft Compliance & Enforcement Policy
 - If there are no submissions, the policy will be adopted
 - This policy will replace the unauthorised building policy.

2.2 Guest open forum

- Michael Robinson (local Resident) was in attendance.
- Michael raised two issues he has been following up with WCC:
 - Missing disability parking on Hampden Road
 - There is no disability parking provided in front of Subway where there should have been as part of the Hampden Road Upgrade works.
 - Mayor Taylor advised Michael there was an issue with the design drawings and construction onsite and that it will be rectified.
 - APA will stay connected with WCC to see that it is resolved.
 - Faulty solar lights at Cleland Park
 - In 2022, WCC completed improvements to Cleland Park which included new Solar Lights (PowerStack).
 - Lights are not working as they should be during nighttime period (only 50% of time).
 - Michael will copy the APA on his correspondence with WCC about the issue.
 - Clr. Greco offered to help follow up every 10 days with Mayor Taylor once correspondence has been sent.

3. Confirmation of last Committee Meeting Minutes

- The 1 May 2024 meeting minutes were accepted.
- Proposed: Glenda Hewitt
- Seconded: Judy Simpson
- Motion: Carried

4. Update on Action Items

4.1 Village Green bench discussion with M. Dawes

- RT confirmed that the bench would be located outside of Nick Logan's Pharmacy.
- Wording of the plaque options circulated to attendees. **Action item: Executive Committee to provide feedback on wording at next meeting.**
- Final size of plaque to be confirmed. **Action item: RT to confirm size of plaque.**

4.2 WB to be added to "Editor" email address

- To be carried to next meeting. **Action item: PW to action by next meeting.**

4.3 DR to be added to “Advertise” email address

- To be carried to next meeting. Action item: PW to action by next meeting.

4.4 ABN to be updated on APA website

- Completed.

4.5 GH to top up Barry Duncan’s unused LYL balance at Centro

- Completed.

4.6 JS to confirm we have WCC insurance coverage for all meetings being held

- JS tried to contact Samantha on 25th May – no reply.
- JS has followed up several times, but no response has been received yet.
- Action item: JS to report on WCC insurance queries progress by next meeting.

4.7 GH to draft and submit E-News around 1st June

- Completed.

5. President’s Update

- GH circulated a report before the meeting. There were no queries relating to the report.

6. Secretary’s Update

- There was no Secretary’s Update to report this month.

7. Treasurer’s Update

- The Treasurer’s report for June 2024 was circulated to all before the meeting.
- AA reported that we made a profit with the Gazette this time - \$650.
- AA mentioned we have a deficit so to please submit expenses ASAP as EOFY is approaching.
- There were no other comments received and a motion was made to accept the report.

- Proposed: Glenda Hewitt
- Seconded: Daniel Rasins
- Motion: Carried

8. Project Status Update

8.1 PIM Planning

- GH confirmed she has got an overhead projector that will work with her laptop.
- GH asked if Executive Committee members could encourage people they know to attend the PIM.

8.2 Gazette

- DR discussed the Gazette report and noted the difficulty with getting late articles.
- DR requested if someone could help to write a summary of the next PIM.
- Next Gazette issue items:
 - DR was going to author an article on E-bikes including rules and regulations
 - JS to send copy of Federation letter about e-bikes/scooters to DR
 - Memorial for Barry Duncan will be on 30th June. Obituary being drafted at the moment.
 - Deadline for next Gazette – 7th August.
- Distribution of Gazette went well (JS). Winsome was able to include an ad for extra delivery volunteers.

8.3 Love Your Locals

- This initiative has now concluded so will be removed from future agendas and minutes.

8.4 Pacific Highway/Mowbray Road Intersection

- No updates to report.

8.5 Changes to State Government Planning

- No updates to report.

9. Committee Updates

9.1 Federation of Willoughby Progress Associations

- JS provided an update on the FWPA.
- No other updates to report.

9.2 Traffic

- As CB is absent, an update will be provided at the July meeting.

9.3 DAs

- No updates to report.

9.4 Membership

- GH raised the possibility of putting a membership fee on the APA
- GH put forward a suggestion of \$10 membership.

- To be further discussed at next meeting.

10. Any other business

10.1 Promoting APA value to outside our area

- JS mentioned that there are two (2) areas not covered by active PAs: Chatswood East and Willoughby South.
- It was suggested that APA might be able to help FWPA make a flyer about the benefits of a PA and have this distributed to those two areas to generate community awareness and interest.
- JS was delegated to discuss Gazette delivery boundaries with Wayne Farmilo, President of Willoughby South PA (WSPA). **Action item: JS to discuss PA boundaries with WSPA.**

10.2 Insurance discussion

- AA to review documentation and provide update at next meeting. **Action item: AA to raise findings on insurance documentation review.**

10.3 Membership approvals

- To be carried to next meeting

10.4 Planning session to review APA strategic priorities

- GH has spoken with Corporate Facilitator on Strategic Priorities for APA.
- To be further discussed at next meeting.

10.5 Artarmon Street Festival

- GH raised if APA would want to have a stall at the Festival.
- It was agreed by all that this would be a good idea. **Action item: GH to ask WCC about this (and confirm there will be no cost involved).**

10.6 PIM Action List

- Already discussed earlier in meeting.

Meeting closed: 9:13 PM

Next meeting & date	Wednesday, 3 July 2024
Time	7:40 PM for 7:45 PM start
Location	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064