

NOTES

1	Present & Apologies / Precious minutes/Declaration of pecuniary interest	Attach ments
1.1	<p>Present: Hugh MacKinnon (Chair), Linus Grant, Dee Alty, John Cauchi , Robert Hendley, Margaret Stebbings, Harry Galea & Bob Thomas In attendance: Maree Bricknell & Lorraine Green Apologies: Vanessa Wallace, Mayor Polley Cr Matthew Brooks Leave of Absence:</p>	
1.2	<p>Confirmation of minutes of 2nd October 2013 meeting Dee Alty/John Cauchi that the notes of the meeting held on 6th November were a true and correct record. CARRIED</p>	
1.3.	<p>Declaration of pecuniary interest There were no interests declared.</p>	
2	Business arising from the minutes	
2.1	<p>Business Arising: <u>Browns Carpark/Traffic Management</u> During October a letter had been sent to the owner of the Longford supermarket complex regarding concerns with the carpark, and pedestrian access to/from the entrance of the building, and inviting them to a committee meeting. However there was no response to the committee's letter, nor a further letter from Dee Alty during November seeking a meeting with the owners to discuss the matter.</p> <p><u>Signage</u> Council's Engineering Officer has advised that</p> <ol style="list-style-type: none"> 1. Council's Heritage Advisor, David Denman has been asked regarding the design of a positively worded parking sign for the CBD area. 2. Wildlife warning signage on Mt Joy Road had been replaced. 3. I have attached a spreadsheet listing all the signs through the main street and some comments. As I understand it the main issue is that some of the older street blades say the same thing as the new Brown Decorative signs which have the street names and directions to the police station, toilets etc. I have previously looked at this and arranged for several street blades to be removed because the duplication was unnecessary, however I chose to leave the signs pointing to the police station and public toilets because I believe the new signs are too small and hard to read. Also note that I have ordered a new sign for the Town Hall in the same style as the existing decorative signs but with larger text. I have had discussion with the sign writer regarding a sign that would be easier to read at night. The only option is reflective vinyl. This could be stuck on a painted background similar to the existing decorative signs, however it is only available in white, blue, green, yellow and red. I would appreciate feedback from the committee on any particular signs that they believe could be changed/upgraded/removed. <p><u>Longford Illawarra Roundabout/Entrance</u> A letter of reply was received from DIER regarding the size of any tree to be planted in the roundabout for further consideration by the committee.</p> <p>The Chairman advised that he would write to Council employees complimenting the</p>	

	<p>works staff for the improvements to the tidiness of the town entrance.</p> <p><u>Longford CBD area – empty shop windows</u> Robert Henley and Margaret Stebbings reported that they had investigated the possibility for displays in vacant shop windows with information on town history and events. It was important that the town looked good given the upcoming 200 year celebrations and they were confident that they could start implementing the idea in the new year.</p> <p><u>Heritage Building Improvement Incentive Policy</u> It was noted that there had been an article in the newspaper regarding this policy and it was associated with Longford looking good for the 200 Year celebration. It was suggested that a letter drop be also prepared for the heritage precinct area (Hugh and Margaret volunteered to deliver).</p> <p><u>Church Carving Proposal</u> It was reported that the Church Wardens had advised that the proposal to carve the stump of the tree recently cut down in the Anglican Church grounds would not proceed.</p>	
3	Sub-Committee Reports	
3.1.	<p>Sub –Committee Report – Infrastructure Report It was suggested that on the flyer regarding the Longford 200 year celebrations and the Heritage Building Improvement Program, a suggestion be made to business staff not to park in the main street but instead leave as much space as possible for customers.</p>	
2.2	<p>Sub –Committee Report – Tourism Heritage & Culture Report It was noted that DIER was unlikely to give permission to plant a tree in the middle of the Illawarra Road roundabout with a trunk larger than 100mm diameter at its mature stage.</p> <p>Hugh MacKinnon and Linus Grant were still to meet with the Works Manager to discuss stage 2 of the tree planting program for the town centre, and advised that at the meeting representatives would also choose an appropriate tree for planting at the Longford entrance roundabout.</p> <p>The committee was advised that the Longford Christmas Tree lights in the Village Green had been removed due to risk management issues, and that Council and Rotary were working together to find alternative decorations for the town this year.</p> <p>The Chairman reminded the committee that other tourism issues to keep in mind for consideration next year included the sculpture trail, banners, and portal ideas.</p>	
2.3	<p>Sub -Committee Report – Economic Development Report – It was suggested that the Economic & Community Development Manager, Ms Lorraine Green was invited to discuss the newly established Northern Midlands Economic Development committee’s role, as well as other tourism projects she is currently</p>	

	<p>working on.</p> <p>Lorraine advised that the Committee was now set up and was in the process of developing a Northern Midlands Economic Development Strategy with a budget of \$30,000 of which the following priority projects would be worked on initially:</p> <ul style="list-style-type: none"> - Translink Industrial area promotion including a television campaign, social media campaign, and the feasibility study for a railway hub - Burlington Road Development Plan including the road upgrade - Powranna Road Industrial area Development Plan - Regional Tourism including the Assign Convict interpretation centre - Looking after the existing businesses with strategy assistance and health checks <p>A report from the initial planning sessions for a Northern Midlands Economic Development Plan is attached for background information.</p> <p>Lorraine also highlighted some tourism projects that she was working on including:</p> <ul style="list-style-type: none"> - Upgrade of the Heritage Highway App - 100 year ANZAC celebrations - Longford 200 year birthday celebration - Heritage Highway towns first impression program - Commemoration of the 200 years of the Battle of the Waterloo - Dog Guide for the Heritage Highway <p>Linus Grant suggested that a Business Expo in Longford to show case some of the local businesses would be a good idea and should be considered further next year.</p> <p>Lorraine was thanked very much for her attendance to share the progress of the projects discussed, and wished a Merry Christmas.</p>	
3	Standing Items	
3.1	<p>Events – ANZAC Centenary & Longford 200 year Celebration</p> <p>Noted that the both organizing committees for these events were well underway with their plans for activities within the town.</p> <p>It was suggested that the committee consider putting a banner of some kind on the flood levee at the entrance of the town advising that Longford is celebrating its 200 year birthday.</p> <p>Bob Thomas asked if public liability insurance was available for stalls wishing to display their goods on the Village Green on the Saturday 1 March? Could the insurance process for the Sunday be extended to include both Saturday and Sunday?</p>	
3.2	<p>Longford Velodrome & Road Rules Park</p> <p>The Velodrome committee are now progressing to obtain quotes to undertake the track surface works.</p> <p>It was noted that a bike shop may be opening in the Longford CBD area.</p>	
3.3	<p>Walking Tracks, Street Trees, and Re-invigoration of the Longford CBD Area</p> <p>The committee noted the very positive community response to the street trees planted in Longford this calendar year. It was suggested that Hugh MacKinnon and Linus Grant meet with Wayne Chellis to discuss stage 2 of the planting program for the town.</p>	
3.4	<p>Longford Planning Applications – <i>Development Applications for industrial, Commercial, any within main street precinct (Tannery Road to High Street), subdivisions of greater than 10 allotments, and any other that may impinge on the town streetscape are referred to the committee for comment</i></p>	

	No applications circulated.	
4	New Business	
4.1	<p>Health and Wellbeing Needs Assessment Report</p> <p>It was suggested a copy of the report be circulated to members. Some members expressed concern regarding the creation of a Neighbourhood Watch House in the main street, and suggested it should be somewhere near the school to ensure it is well used.</p>	
	The Chairman wished all members a Merry Christmas and safe New Year, and thanked them for their support and input on the committee which made the task very enjoyable and satisfying, he also thanked the Council staff for their co-operation and assistance during 2013.	
	<p>Date for the next meeting: Wednesday 4th February 2014 at 7.00pm at Council Offices.</p> <p>Meeting closed: 7.45 pm</p>	

Outstanding Items from previous meetings:

- Fence line between the caravan park and Carins Park be planted with hawthorn
- Planning & Development Manager be invited to a future meeting to discuss the Fire Risk
- A representative from the National Trust be invited to a meeting in the new year.