



MINUTES

TOWNSCAPE ADVISORY COMMITTEE MEETING

16 SEPTEMBER 2025

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting of the Townscape Advisory Committee.

Signed:  Date 17 September 2025

These minutes were confirmed at the Townscape Advisory Committee Meeting held _____

Signed: _____
(Presiding Person at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Please note that meetings may be recorded for minute taking purposes.

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TOWNSCAPE ADVISORY COMMITTEE

16 SEPTEMBER 2025

1. OFFICIAL OPENING

The Presiding Person, Cr Roxanne McNab, declared the meeting open at 5:04 pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Cr R McNab (Presiding Member)

Cr C Bartron

Mr B Seale – Narrogin Chamber of Commerce

Ms B Fletcher – Arts Narrogin

Mr M Wray – Highbury District Community Council

Mrs D Broad – Community Member

Staff

Mr J Warburton – Acting Executive Manager Technical and Rural Services (Acting EMTRS)

Ms S Gallagher – Executive Support Officer

Apologies

Ms J Early – Community Member

Mrs V Chadwick – Community Member

Ms P Raworth – Manager Community Services

Ms R Razumovskaya – Community & Economic Development Coordinator

Absent

Ms R Storey – Community Member

Visitors

Nil

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE TOWNSCAPE ADVISORY COMMITTEE

OFFICER'S RECOMMENDATION

Moved: Mr B Seale

Seconded: Mr M Wray

That the minutes of the Townscape Advisory Committee Meeting held on 18 August 2025 be confirmed, as an accurate record of the proceedings.

CARRIED 6/0

For: Cr R McNab, Cr C Bartron, Mr B Seale, Ms B Fletcher, Mr M Wray, Mrs D Broad.

Against: Nil

4. MATTERS FOR DISCUSSION / INFORMATION

4.1 COUNCIL RESOLUTIONS – AUGUST ORDINARY COUNCIL MEETING (OCM) HELD 27 AUGUST 2025

The following resolution, arising from the Ordinary Council Meeting of 27 August 2025, is presented for the Committee's information.

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 270825.03

Moved: Cr McNab

Seconded: Cr Pomykala

That, with respect to the recommendation of the Council's Townscape Advisory Committee regarding the replacement of the entry statements for the towns of Narrogin and Highbury at an indicative cost of \$25,000, Council:

1. Endorse the concept in principle; and
2. Prior to making a final decision, advertise the proposal and indicative cost on the Shire's website and Facebook page, and refer it to the Highbury District Community Council Inc. for a period of 30 days, to invite community feedback.

AMENDMENT

Moved Cr Pomykala

Seconded: Cr Fisher

That the following words be added after the word 'principle' in Point 1, noting that the Williams-Kondinin Road Eastern entrance be proposed as a large entrance statement'.

CARRIED 5/1

For: President Ballard, Cr Bartron, Cr Pomykala, Cr McNab, Cr Fisher

Against: Cr Wiese

THE AMENDED MOTION BECAME THE SUBSTANTIVE MOTION

That, with respect to the recommendation of the Council's Townscape Advisory Committee regarding the replacement of the entry statements for the towns of Narrogin and Highbury at an indicative cost of \$25,000, Council:

1. Endorse the concept in principle, noting that the Williams-Kondinin Road Eastern entrance be proposed as a large entrance statement; and
2. Prior to making a final decision, advertise the proposal and indicative cost on the Shire's website and Facebook page, and refer it to the Highbury District Community Council Inc. for a period of 30 days, to invite community feedback.

CARRIED 6/0

For: President Ballard, Cr Wiese, Cr Bartron, Cr Pomykala, Cr McNab, Cr Fisher

Against: Nil

5. MATTERS WHICH REQUIRE DECISIONS

Nil

6. ACTION TRACKER UPDATE

The Action Tracker has been updated with the latest project statuses and is included as 'Attachment 1.'

The TAC enquired about the status of the Public Art interactive map. The Acting EMTRS advised that an update would be sought and provided to the TAC.

7. GENERAL BUSINESS

7.1 ENTRY STATEMENT COMMUNITY CONSULTATION ADVERTISEMENT

A copy of the advertisement was tabled at the meeting.

COMMITTEE RESOLUTION

That the Townscape Advisory Committee recommend that Concept Images 1 and 3 plus specifications are to be distributed to the community for feedback. An additional dot point is to be added in Design Script – “Welcome to Highbury”. The handwritten Design Script is to be replaced with a typed version for presentation to the community.

CARRIED 8/0

For: Cr R McNab, Cr C Bartron, Mr B Seale, Ms B Fletcher, Mr M Wray, Mrs D Broad.
Against: Nil

7.2 DISPOSAL OF EXISTING ENTRY STATEMENTS

Mrs Chadwick requested a topic be raised in her absence. Concern raised by members of the community that existing silos (entry statements) would be disposed of. Acting EMTRS advised the TAC that as the silos are Shire property, they will be placed in storage. Further discussion to be held at a future meeting. Mr Wray indicated that HDCC will request retention of existing entry statements in Highbury.

7.3 MURAL ON SMITH STREET TOILET BLOCK

Ms McNab advised the TAC that a mural is to be painted on the Smith Street toilet block, in an attempt to discourage graffiti. The works are funded by Shire and are not TAC funds.

8. DATE & TIME OF NEXT MEETING

The next meeting date/time to be advised. After elections.

9. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 5:44 pm.

Townscape Advisory Committee Action Tracker



| Project/Task | Start Date | Action | Responsible Officer | Estimated Completion Date | Comments/Update |
|----------------|------------|--|---------------------|---------------------------|--|
| Public Art Map | 02.08.2022 | A Public Art interactive map, similar to the Heritage Walk Trail, for inclusion on the Shire's website; and A whole of Shire Heritage Trail, highlighting type A & type B sites from the Local Heritage Survey 2019, as an interactive map for inclusion on the Shire's website. | MCLC/CDO | Feb-23 | <p>The CEO instructed the CD team to investigate and create a Public Art trail and a Shire Heritage trail, on the izi.TRAVEL app. This has been put on the backburner as the CD team have worked on the completion of the relocation of the Visitor Centre and the Walk Trails. It will be progressed in the new year.</p> <p>Jan 23 - No progress on this project at present</p> <p>April 23 - MCLC will progress when time permits.</p> <p>27/09/23 - This item has been referred to the MCCS.</p> <p>9/02/24 – No change in status at this time, Item to be hastened.</p> <p>24/6/25 – MCS advised SoN has received and invitation to participate in <i>WA Public Art Inventory</i>, a state-wide project to document and promote public artworks coordinated by Museum of Perth. Annual fee of \$499 with website showcasing art and artist bios to be launched in October 2025. CEDC seeking high quality photographs of Narrogin public art.</p> |