

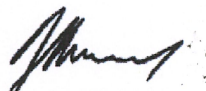


Shire of
Narrogin
Love the life

MINUTES

TOWNSCAPE ADVISORY COMMITTEE MEETING 17 FEBRUARY 2026

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

Signed: 

Date 19 February 2026

These minutes were confirmed at the Townscape Advisory Committee Meeting held 14/04/2026

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

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

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TOWNSCAPE ADVISORY COMMITTEE

17 FEBRUARY 2026

1. OFFICIAL OPENING

Being the inaugural meeting of the Townscape Advisory Committee (TAC) post the October 2025 Local Government elections, John Warburton, Executive Manager Infrastructure Services (EMIS) was the Presiding Member and opened the meeting at 5:15pm.

The EMIS called for nominations for the position of Presiding Member to preside over the TAC until October 2027. (Note: The Presiding Member must be a Council Member).

The EMIS conducted the election for the position of Presiding Member.

Candidates were as follows:

- Cr McNab, nominated by Cr Barton

Cr McNab was elected and declared by the EMIS as Presiding Member of the Townscape Advisory Committee until October 2027 and took the role of Presiding Member.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Cr R McNab

Cr C Bartron

Mr B Seale – Narrogin Chamber of Commerce

Mrs D Broad – Community Member

Ms J Early – Community Member

Mrs V Chadwick – Community Member (Special Focus)

Employees

Mr J Warburton – Executive Manager Infrastructure services (EMIS)

Apologies

Representative unknown – Arts Narrogin

Ms S Gallagher – Executive Support Officer

Absent

Mr Mitchell Wray – Highbury District Community Council

Visitors

Nil

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

OFFICER'S RECOMMENDATION

Moved: D Broad

Seconded: B Seale

That the minutes of the Townscape Advisory Committee Meeting held on 16 September 2025 be confirmed, as an accurate record of the proceedings.

CARRIED: 6/0

For: Cr R McNab, Cr C Bartron, Mr B Seale, Mrs D Broad, Ms J Early, Mrs V Chadwick.

Against: Nil

4. MATTERS FOR DISCUSSION / INFORMATION

4.1 ENTRY STATEMENTS

The EMIS would like to advise the Committee that formal quotations will be sought for the supply of the new entry statements in the coming weeks once we have confirmation from where the original quote was from.

D Broad advised the EMIS that the original quote was sought from RJSE who is a local provider.

5. MATTERS WHICH REQUIRE DECISIONS

5.1 2026 TOWNSCAPE ADVISORY COMMITTEE MEETING DATES

In consultation with the EMIS, the Presiding Member has suggested the following meeting dates for 2026.

The following 2026 dates are presented to the TAC for comment:

- 14 April;
- 16 June;
- 18 August; and
- 20 October (non-election year).

Additional meetings can be added if an urgent matter arises and these dates are not on the same week as the Ordinary Council Meeting or Elected Members' Monthly Briefing Session (generally occurring on the second and fourth Wednesday of each month).

Following a short discussion the TAC recommended changing two of the dates and also asked for the start time to be changed 5:15pm to allow adequate time for members to attend after finishing their job.

OFFICER'S RECOMMENDATION

That the Townscape Advisory Committee meeting dates for 2026 be as follows:

- 14 April;
- 16 June;
- 18 August; and
- 20 October (non-election year).

(No member moved or seconded the original recommendation) Cr McNab moved to amend the original recommendation as per below)

AMENDMENT

Moved: Cr McNab

That two of the dates be changed and for the start time to be changed 5:15pm to allow adequate time for members to attend after finishing their job.

THE AMENDED MOTION BECAME THE SUBSTANTIVE MOTION

Moved: B Seale

Seconded: V Chadwick

That the Townscape Advisory Committee meeting dates for 2026 be as follows:

- 14 April 5:15pm
- 9 June 5:15pm
- 11 August 5:15pm
- 20 October 5:15pm

CARRIED: 6/0

For: Cr R McNab, Cr C Bartron, Mr B Seale, Mrs D Broad, Ms J Early, Mrs V Chadwick.

Against: Nil

6. ACTION TRACKER UPDATE

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

The Committee asked for the entry statements and CBD Plaque projects to be added to the action tracker for future Agendas.

The EMIS advised the Committee that significant progress has been made by the MCES with the development of the Public Art Trail map and that the webpage is nearing completion. The MCES will be doing a short presentation for the TAC at the next meeting.

7. GENERAL BUSINESS

The EMIS provided the TAC with an update on the CBD Plaque Project. New quotes have been sought and information regarding the candidates is being double checked for accuracy prior to the plaques being ordered.

The TAC asked the EMIS to include Ten Year Public Art Program into the next Agenda for discussion/workshopping.

Ms J Early expressed concern to TAC with regards to the committee not being consulted with for a number of art projects. Namely the murals at the Caravan Park and Smith Street toilet block. Cr McNab and Cr Barton have asked for this to be raised at the next MBS.

8. DATE & TIME OF NEXT MEETING

The next meeting will be held on the 14 April 2026 at 5:15pm

9. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 6:35 pm.