

# MEETING MINUTES



**MEETING NAME:** Heritage and History Advisory Group

**MEETING PLACE:** Council Chambers / Boardroom, located within the Shire Hall, Menangle Street Picton or online via Teams link (which will be provided in the outlook calendar meeting invitation)

**MEETING DATE:** Thursday 23 March 2023

**MEETING TIME:** 5pm – 7pm

## Present:

<i>Members</i>	<i>Present</i>	<i>Apology</i>
Cr Judith Hannan Councillor – Chair	✓	
Cr Suzy Brandstater - Councillor	✓	
Caroline Argent – Director Shire Connections	✓	
Stephen Gardiner - Manager Sustainable Growth	✓	
Corrie Swanepoel – Manager Development Services	✓	
Carolyn Whitten - Strategic Planning Team Leader	✓	
Karen Kennedy - Senior Administration Officer	✓	
Peter Ryan – Member		✓
Ian Tait – Member	✓	
Di Mills – Member	✓	
Marlene Fairfax – Member	✓	
Treska James – Member	✓	
Dennis Ashton – Member	✓	
Kate Holmes – Member	✓	
Pam Browne – Member	✓	
Trish Hill – Member	✓	
Scott Rigney – Member	✓	



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Agenda Items	Notes	Actions
<b>Acknowledgement of Country</b>	Meeting commence at 5.00pm with Acknowledgement of Country	
<b>Disclosure of Interests</b>	Nil	
<b>Attendance and Apologies</b>	Peter Ryan	
<b>Confirmation of Previous Minutes</b>	Moved - Dennis Second - Marlene  Minutes Carried	
<b>Business Arising from Previous Meeting</b>	<p><b>Imperial Hotel –</b></p> <ul style="list-style-type: none"> <li>• Pam asked if Council have written to owners.</li> <li>• Stephen confirmed that Council did write to the owners to encourage them to contact Council and doesn't believe we have received a response.</li> <li>• Di questioned when the letter was sent and when Council would follow up.</li> <li>• Stephen advised when it is not a legislative matter we don't follow up all individual letters and we leave it up to owner and allow them to come back to Council - if they wish.</li> <li>• Cr Hannan requested we send a follow up letter.</li> <li>• Pam asked if an inspection could be done due to a safety issue.</li> <li>• Stephen clarified the legislation and the matters that Council can and cannot compel in terms of private owned buildings.</li> </ul>	<p><i>Follow up letter to be drafted to landowners</i></p>

Agenda Items	Notes	Actions
	<ul style="list-style-type: none"> <li>• If there is a building that is unsafe Council is able to investigate as a regulatory matter if a complaint is received through its CRM system.</li> <li>• Treska mentioned that they have raised landscape / long grass issue around building and that something has gone out to owner and they have complied. Treska mentioned it has been managed 6 months and owners have put sheep etc on the site.</li> <li>• Di mentioned that footpath doesn't get mown.</li> <li>• Cr Hannan requested the matter be raised through a Customer Request- to have footpath mown.</li> </ul> <p><b>Heritage Officer -</b></p> <ul style="list-style-type: none"> <li>• Stephen briefed the AG that there was a previous Notice of Motion seeking advice an internal Heritage Officer role at Council</li> <li>• Staff are reviewing information, what it typically cost Council each year to undertake its heritage duties, cost for studies etc</li> <li>• Cr Hannan asked staff to provide a status update on the report and when it may come back to Council</li> </ul> <p><b>Council owned Heritage Sites</b></p> <ul style="list-style-type: none"> <li>• Pam thanked Stephen for the listing. Would like to know which of the items have a current conservation management strategy? Or is there an overarching one?</li> <li>• Carolyn advised that officers will need to check with the property team.</li> </ul>	<p><i>Council officers arranging a Customer request for grass mowing in front of Imperial as a once off</i></p> <p><i>Advisory Group Members reminded to submit requests through Councils CRM system.</i></p> <p>Council officers to provide an update on the Heritage Officer NOM</p> <p>Council officers to confirm the current number of Conservation Management Strategies and which sites they cover.</p>

Agenda Items	Notes	Actions
	<p><b><i>Heritage AG and Place and Landscape SRG Meeting Schedule times and Frequency</i></b></p> <ul style="list-style-type: none"> <li>• Pam asked about our meeting schedule and the timings.</li> <li>• Cr Hannan advised that that is a big issue, it seems months ago since last meeting and has not been reported up to the next SRG and that it was not working time wise.</li> <li>• Caroline indicated that Council officers were reviewing the model to ensure it can be adaptive and fit for purpose, including the timing.</li> <li>• Pam asked if anyone on SRG has Heritage expertise from the Community. Concerned SRG are making recommendations without referring anything to this group. Feels group is doing work and not getting heard or being consulted</li> <li>• Pam raised concerned a few other AG's with same issue.</li> <li>• Caroline clarified the concerns of the synergy between AG's and SRG's and how they are intended to operate and share information in a timely manner.</li> <li>• Steve advised that the date and times for the Place and Landscape SRG were being worked on in the background and will be resolved as soon as possible.</li> </ul> <p><b><i>Yerranderie</i></b></p> <ul style="list-style-type: none"> <li>• Dennis at last meeting stated he thought there were some state heritage listed buildings at Yerranderie, that were no longer state heritage listed. After checking it</li> </ul>	

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	<p>seems they were not state listed but were, and are listed within Wollondilly LEP</p> <ul style="list-style-type: none"> <li>• Yerranderie Silverfield is listed with the National Trust and includes, buildings, mine sites and equipment within Yerranderie and surrounding area.</li> <li>• Pam asked about area in red on Intramaps and heritage studies 1 and was advised unsure or what it is referring to.</li> <li>• Carolyn advised that Council staff have completed a partial shire wide heritage study and that the remainder of that work is nearing completion. Once those 2 studies it will progress and amendment to the Local Environmental Plan.</li> <li>• Cr Hannan asked once studies are out their if they can come to this group and suggested an extraordinary meeting be called to discuss and see if there is any feedback that needs to go into it.</li> <li>• Ian has researched and found 8 studies on Yerranderie. Will provide to group.</li> </ul> <p><b>Advisory Group Collaboration</b></p> <ul style="list-style-type: none"> <li>• Cr Hannan mentioned other AG's are sharing their emails for the group for sharing of information and updates amongst the group and encouraged this AG to do the same.</li> </ul> <p><b>Sherwood Forest / Billets Creek Reserve</b></p> <ul style="list-style-type: none"> <li>• Trish has been in contact with Councils property officer. The proposed naming that may proceed is "Billets Creek Reserve" and</li> </ul>	<p><i>an extraordinary meeting called to discuss draft Heritage Studies upon completion</i></p> <p><i>Ian to provide link to 8 studies on Yerranderie to group.</i></p>

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		<p>watercourse that needs naming, suggested could be Billets Creek estuary.</p> <p><b>Kungla Sign</b></p> <ul style="list-style-type: none"> <li>Trish provided an update on the Kungla Sign –including funding being received and the sign has now been fixed up. Funds are left over may be used for a story board on wall with history.</li> </ul> <p><b>Early Heritage Reports and Studies</b></p> <ul style="list-style-type: none"> <li>The Advisory Group asked if there are earlier Heritage reports accessible?</li> <li>Carolyn advised she doesn't believe there is a report. Stephen advised that Council only have a small number of older documents remaining within Council.</li> </ul>	
<b>General Business</b>			
1.	WLEP Heritage Item No. 125: 243 Great Southern Road, Bargo	<ul style="list-style-type: none"> <li>Pam advised she sent email to Stephen about the locally listed item. Grass is high and snakes noted.</li> <li>Stephen advised that the Customer Service Request was forwarded to the Health and Regulatory Services team within Council to investigate.</li> <li>Pam asked if Council has asked the owners to clean up the site.</li> </ul>	<i>Council staff to confirm if a letter has been sent to the landowner.</i>
2.	Wollondilly LEP: Picton Courthouse, Lockup and Police Station	<ul style="list-style-type: none"> <li>Pam raised concern over that the current Heritage listing in the LEP only covers the Court house and not the "lock up". Lock up is on NSW Police Site.</li> </ul>	

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	<ul style="list-style-type: none"> <li>Cr Hannan confirmed that any new listing or changes are currently being considered or investigated under the Shire Wide Heritage Study.</li> </ul>	
3.	<p>Privet and African olive that is covering all our historic landmarks</p> <ul style="list-style-type: none"> <li>Di raised concern about the extent of privet that has grown over the past 2 years and believes nothing being done by Council. Transport for NSW / Railway wont do anything.</li> <li>Stephen confirmed it was not on Council owned land. Stephen also confirmed that when he questioned it in past Privet acting as stability beside rail.</li> <li>Cr Hannan noted that she would seek the Mayors assistance to flag the matter in a Mayoral minute.</li> <li>Cr Hannan also suggested the matter be raised to the SRG including need to consider cost of removal and waste.</li> <li>The Advisory Group also asked if there was an upcoming review of the Biosecurity Policy.</li> </ul>	<p><i>Cr Hannan to speak to Mayor about raising this matter.</i></p> <p><i>Report to SRG seeking advice and consideration of removing Privet and African Olive across the Shire.</i></p> <p><i>Council staff to review the Delivery Program to confirm timing and funding of Biosecurity Policy review</i></p> <p><i>Council staff to write to ARTC seeking their support to better manage and maintain corridor, especially heritage sites.</i></p>
4.	<p>Kerry Street Yerranderie – approval for use as airstrip</p> <ul style="list-style-type: none"> <li>Dennis provided an overview of Kerry Street and the landing Strip, including the importance and role during the bushfires and the NPWS.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• He flagged concern that there is not an awareness with the airstrip heritage and the zoning.</li> <li>• Stephen advised that a lot of complexity and is being investigated in the background by Council staff.</li> <li>• Pam raised concern and requested briefing papers/notes with agenda to be circulated.</li> <li>• Stephen confirmed that all agenda items and those nominating agenda items will need to provide details on the matter and clear advice on the issue, the outcome desired and the key issues.</li> <li>• Agreed for Yerranderie Air Strip to be placed on the next agenda.</li> </ul>	<p><i>Agenda items requested by committee members are to include full briefing note on background to issue, key issues, and proposed outcomes with the AG member submission.</i></p> <p><i>Briefing notes to be sent out with agenda.</i></p>
5.	<p>DA for 217 Menangle Street</p> <ul style="list-style-type: none"> <li>• Treska discussed the Two DA's recently in the Heritage Menangle Street area and her concerns with its approvals and consistencies in the outcomes.</li> <li>• Cr Hannan advised that Planning Panels now approve DA's and have opportunity to make submissions to it and that the elected Council do not hold a role.</li> <li>• Corrie discussed Treska's concerns and showed pictures of dwellings in question to provide some clarity.</li> <li>• Treska spoke to her experience and outcomes from her DA.</li> <li>• Cr Hannan and Corrie spoke about the DCP and how closely is it followed, at what points does the DCP varied.</li> </ul>	<p><i>Council staff to arrange for a Heritage Consultant to provide training and learning opportunity to the AG</i></p>



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6.	Former Baptist Church, West Parade Buxton	<ul style="list-style-type: none"> <li>Pam raised concern that it is not heritage listed and asked if it was part of Councils review.</li> <li>Pam showed members pictures of the church and asked they be returned.</li> </ul>	
7.	Jarvisfield Picton - Golf Club lease - NSW Local Government Heritage Grant - Conservation Management Strategy - Recognition of Henry Colden Antill - Jarvisfield WLEP Listing – property description	<ul style="list-style-type: none"> <li>Cr Hannan advised that currently a tender process happening and that Council is unable to comment on the process or detail.</li> <li>Pam raised the previous request from the AG that Council apply for a grant and asked Stephen to confirm the Status.</li> <li>Stephen advised that Council didn't apply for grant opportunity for the grant, and that Councils Grant Officer was putting together a data base of grants for Council to search in future.</li> <li>Antill descendants are pushing for recognition of Henry Colden Antill – brainstorm after meeting to see how it could be achieved.</li> <li>Stephen advised happy to take brainstorm ideas.</li> <li>Pam asked if Council can prepare for grants for the site.</li> <li>Pam displayed a map requested for clarity about the land details.</li> <li>Carolyn clarified that the question has been raised previously. The Property description matters can be fixed in LEP. Council previously approached Heritage NSW.</li> <li>Pam thanked Cr Hannan re. NOM for preparation for conservation strategy for Jarvisfield.</li> </ul>	

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8.	Vault Hill - land ownership status	<p>Pam advised that this matter remains undermined and no one can find out who the owner is.</p> <p>Cr Hannan asked why can a developer develop Vault Hill land when it is not owned by them.</p> <p>Stephen clarified the rule and process around planning proposals and voluntary planning agreements, and that works and offers can be made for other land where there is a nexus or a net community benefit. It would be the responsibility of the proponent to approach the landowner for works.</p> <p>Ian asked about Tomb. Pam advised that it's a private cemetery, can't do anything. Land Services have nothing on it, no ownership.</p> <p>Pam asked if Council can help with the mystery. The Heritage Society offered to look in to it.</p>	
9.	Advisory Group Work Plan Concept	<p>Showed another groups 4 year plan. Good for future AG group.</p>	<p><i>Pam to send plan to Stephen for distribution to AG.</i></p>
10.	Significant Tree Register	<p>Pam raised concern about Council preparing a a register itself without looking at Asset's register.</p> <p>Carolyn provided an overview on what Council is doing and that it has grant funding to develop register. In the short term Council is looking at trees on Council land. Methodology is still being worked on.</p> <p>Pam mentioned an example at a neighbouring Council about a competition for Significant Trees, as something that Wollondilly could consider.</p>	



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		<p>Pam also asked about significant landscapes and whether these would be captured in the register.</p> <p>Stephen gave overview of draft Landscape Study, and the challenges for our farmers and agricultural producers. Stephen noted the working group under the Council resolution consisting of reps from the agriculture committee and the Place and Landscape SRG.</p> <p>Carolyn advised draft work is still publicly available on Your Say, and confirmed we would circulate a link to the AG.</p> <p>Cr Hannan left at 6.30pm Cr Brandstater took over as chair.</p>	<p><i>Council staff to circulate link to draft Landscape Study</i></p>
11.	<p>Bargo Overbridges</p> <ul style="list-style-type: none"> <li>- Graffiti removal</li> <li>- Trucks</li> </ul>	<p>Pam advised she wrote to Director Shire Services over graffiti. Council followed it up with the railway authority confirming it would be removed within 6 months but nothing been done.</p> <p>Pam advised she would send Council a reminder.</p> <p>Ian mentioned graffiti on hole in wall overpass also and if that can be included.</p>	<p><i>Council staff to write to Transport and UGL over ongoing graffiti concerns.</i></p>
12.	<p>Status of Review of NSW Heritage Legislation April 2021</p>	<p>Pam raised the review in Heritage legislation. Stephen advised that Council wrote a submission to the Parliamentary Inquiry.</p> <p>Pam mentioned it hasn't come back in public eye and would like Stephen to get update on.</p>	<p><i>Write to Heritage NSW to receive update on the Parliamentary Inquiry</i></p>
13.	<p>Railway Cottage, Bargo</p>	<p>Pam circulated photos to members of the cottage. Advised it is on Council LEP. Would</p>	<p><i>Council to write to owners seeking</i></p>

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	we be able to write to owner about what they are doing with it.	<i>their advice on future intentions.</i>
<b>Other Matters</b>		
	<p>Reference was made to the Old cottage demolish on Council demolish site, could Council have a policy that if old cottages are demolished can they reported on and photos taken before demolishing.</p> <p>Stephen advised that there are conditions of consent that can be place when buildings are identified to ensure reporting happens.</p>	
	Meeting finish 6.50pm	



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