

# MINUTES

## HERITAGE ADVISORY COMMITTEE

CITY OF COFFS HARBOUR ADMINISTRATION BUILDING

3.00PM WEDNESDAY 28 FEBRUARY 2024



ATTENDEES:	Cr Sally Townley	Pam Worland
	Gay Bell	James Holmes
	Marten Bouma	Robin Hedditch (guest)

Item	Discussion	Actioner
1. <b>Acknowledgement of Country</b>	<i>We acknowledge the Gumbaynggirr People, Traditional Custodians of the land on which we live and work, and pay our respects to their elders, past and present.</i>	
2. <b>Apologies:</b>	Craig Bellamy and Terrie Beckhouse.	Noted.
3. <b>Conflicts of Interest</b>	Robin Hedditch (guest) noted that she has been invited by the City to submit a quotation for a Heritage assessment of the Upper Orara WWII Memorial monument (see Item No. 6 below).	Noted.
4. <b>Confirmation of minutes</b>	Minutes from 13 September 2023 were confirmed.	Noted.
5. <b>Business Arising</b>	<p><b>Assist Council to actively promote heritage conservation.</b></p> <p><b>Heritage tour / drive trail around the LGA</b></p> <p>The following tweaks to the drive trail (including the document) were discussed:</p> <ul style="list-style-type: none"> <li>• Break the document up into segments and colour code each segment.</li> <li>• Include “landscapes” and their relevant details e.g. <i>Old Coast Road was formerly The Pacific Highway</i>.</li> <li>• Include the road from Ulong that runs through Megan, up to Dorrigo (although discussion also included whether this was a dangerous road and if so, should we not be sending people on such a road).</li> <li>• Include Red Rock and the breakaway Red Rock heritage trail.</li> <li>• Add Coramba, Korora, Corindi and Red Rock (locations and details where relevant) to the document and map within the trail booklet.</li> <li>• Check on the progress of the development of the APP and provide an update to everyone.</li> <li>• Find out whether there is any (State or local) funding available to develop and promote the brochure.</li> </ul>	Marten (tasks) and Sarah Parbery (graphics)
	<b>Assist with any study or survey to legally protect heritage items:</b>	Noted.

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	<p>The City's Heritage Advisor position is under review. It has been decided that their service will only continue on an 'as needed' basis and only for development related advice.</p> <p><b><i>For information purposes only. No action required.</i></b></p>	
	<p><b>Local Heritage Fund 2023-2024</b></p> <p>Work on approved projects is ongoing. This year's approved projects are to be finalised by 19 April 2024, with a progress report being submitted to the State Government by 30 April 2024.</p> <p><b><i>For information purposes only. No action required.</i></b></p>	Noted.
	<p><b>Aboriginal Cultural Heritage Management Plan:</b></p> <ul style="list-style-type: none"> <li>• Following endorsement from the project working group, a Councillor briefing was held on 22/11/23 with a view to putting a report to Council that recommends that the City place the Aboriginal Cultural Heritage Management Plan and associated mapping on public exhibition to the wider community.</li> <li>• The report to Council will be tabled as soon as possible.</li> <li>• If endorsed by Council, the public exhibition process will provide an opportunity for the public to submit comments on the Aboriginal Cultural Heritage Management Plan.</li> </ul> <p><b><i>For information purposes only. No action required.</i></b></p>	Noted.
<p><b>6. General Business</b></p>		
	<p><b>National Trust Heritage Awards:</b></p> <p>The City received an email from a member of staff from the National Trust who became aware of the recent restoration of the Sawtell Reserve Hall by the City. They encouraged the City to enter the project into the awards.</p> <p>The Committee agreed with this and suggested also entering the Solitary Islands Lighthouse Optic Relocation Project, and to find out whether the Heritage drive trail and/or heritage brochures (old and new) could qualify for entry into the awards.</p>	Marten
	<p><b>Growing Regions Program:</b></p> <p>A (Stage Two) <a href="#">Growing Regions Program</a> grant application was submitted to the Federal government in January for the maintenance and refurbishment of the Coffs Harbour Jetty.</p> <p>Due to its exposed location, constant maintenance and replacement of the fabric of the jetty is required and this comes at considerable expense to the City. The project plans and documentation have been prepared in accordance with the existing Jetty Conservation Management Plan and</p>	Noted.

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	<p>should the application be successful, additional heritage assessment and consideration is proposed.</p> <p><b><i>For information purposes only. No action required.</i></b></p>	
	<p><b>Upper Orara WWII Memorial Conservation / Maintenance:</b></p> <p>The Upper Orara Hall Committee have contacted the City informing that the Upper Orara War Memorial is in need of some repair and maintenance. The Committee correspondence states that there are cracks and algae growing on the top of the memorial which makes the wording difficult to read. There are also tree roots breaking the surface of the ground near the Memorial which is now making mowing difficult.</p> <p>The City are intending to apply for funding under an upcoming round of <a href="#">community war memorial grants</a> that could fund the necessary works. In the interim, the City are seeking a Request for Quotation from suitably qualified heritage consultants to undertake a condition assessment and repair report.</p> <p>The provision of accessible paths / ramps could also be considered under the same funding application.</p> <p><b><i>For information purposes only. No action required.</i></b></p>	Noted.
<b>7. Other matters</b>		
	<p><b>Missing plaques at base of Mutton-bird Island:</b></p> <p>Robin Hedditch (guest) mentioned that she believes that some of the Bicentennial plaques, located at the base of Mutton-bird Island are missing. It was suggested that the NSW Government may have removed them as part of the recent upgrades to the northern harbour break wall.</p> <p>Following discussion by the Committee, Robin mentioned that she intends to investigate further, including writing to the State Member (Gurmesh Singh).</p> <p><b><i>For information purposes only. No action required.</i></b></p>	Noted.
	<p><b>Window tinting at Sawtell Historical Museum:</b></p> <p>Following a recent visit to the Sawtell Museum (located in the Sawtell Reserve), Robin suggested that they install window tinting to the eastern facing window wall at the front of the museum to prevent the rapid deterioration of the historical items on display at the museum.</p> <p>The members of the museum agreed with this, and a quote was obtained for the works. The Sawtell Holiday Park have agreed to pay for the window tinting.</p> <p>Curtains were also suggested to further protect the historic items and the members of the Sawtell Museum are yet to agree to this.</p> <p><b><i>For information purposes only. No action required.</i></b></p>	Noted.

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	<p><b>Corindi Cemetery Sign</b></p> <p>Gay mentioned that it has been noted by a local pioneer family (the Wall family) that the sign for the cemetery has misspelt words within it. However, the Wall family do not want the sign to be replaced with correct spelling and they intend to make a submission explaining this.</p> <p><i>For information purposes only. No action required.</i></p>	Noted.
	<p><b>Coffs Harbour District Family History Society</b></p> <p>James informed the committee that the three-monthly presentation was recently held by the Coffs Harbour District Family History Society. It was very well attended with 42 people in attendance and the topic was “family history digitisation”, which proved to be very popular with those in attendance.</p> <p><i>For information purposes only. No action required.</i></p>	Noted.
	<p><b>Fairfax Historic Photo Collection</b></p> <p>Robin (guest) mentioned to the committee that a project which was intended to digitise the Fairfax Historic Photo Collection had fallen over. Many of the photos ended up in the USA, with numerous photos being offered for sale on ebay. Robin has spotted some Coffs Harbour related photos being offered for sale and she queried whether there was a way for the City to purchase some, or all of the (Coffs Harbour related) photos.</p> <p>Gay suggested that in the first instance, she would contact Debbie Campbell (recently retired from the City and one of the main drivers of the <a href="#">Coffs Collections</a> project) to ask her whether the City had already obtained some of these pictures as part of the project. To be discussed further at a future meeting.</p> <p><i>For information purposes only. No action required.</i></p>	Noted.
8. <b>Outstanding Actions Review</b>	See minutes above.	All
9. <b>Next Meeting:</b>	24 April 2024 – 3pm at Yarrila Place.	Marten to arrange.