



# Heritage Committee

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Date of meeting: 3 August 2023  
Location: Council Chambers  
Time: 5:00PM

MINUTES



## HERITAGE COMMITTEE

Minutes: 3 August 2023

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### 1. AGENDA

Minutes of the Meeting of the Heritage Committee held in the Council Chambers, Windsor, on 3 August 2023 commencing at 5:00pm.

#### ATTENDANCE

**Present:**

- Councillor Danielle Wheeler Hawkesbury City Council - (Chairperson)
- Councillor Shane Djuric, Hawkesbury City Council
- Councillor Mary Lyons-Buckett, Hawkesbury City Council
- Councillor Jill Reardon, Hawkesbury City Council
- Mr Graham Edds, Community Representative – (Deputy Chairperson)
- Ms Jan Barkley-Jack, Community Representative
- Ms Cheryl Ballantyne, Community Representative
- Ms Gaye Wilson, Community Representative – (Audio visual link)
- Ms Deborah Hallam, Community Representative
- Ms Michelle Nichols, Community Representative
- Mr John Moxon, Community Representative
- Ms Erin Wilkins, Community Representative
- Ms Cindy Laws, Community Representative
- Mr Michael Edwards, Community Representative

**Apologies:** Nil

**In Attendance:**

- Ms Meagan Ang, Hawkesbury City Council
- Mr Andrew Kearns, Hawkesbury City Council
- Mr Christopher Reeves, Hawkesbury City Council
- Ms Tracey Easterbrook, Hawkesbury City Council

Member	3/8/2023
Councillor Danielle Wheeler	✓
Councillor Shane Djuric	✓
Councillor Mary Lyons-Buckett	✓
Councillor Jill Reardon	✓
Ms Jan Barkley-Jack	✓
Ms Cheryl Ballantyne	✓
Ms Gaye Wilson	✓
Ms Deborah Hallam	✓
Ms Michelle Nichols	✓
Mr John Moxon	✓
Ms Erin Wilkins	✓
Ms Cindy Laws	✓
Mr Michael Edwards	✓
Mr Graham Edds	✓

**Key:** A = Formal Apology ✓= Present X = Absent - no apology

#### APOLOGIES

There were no apologies received.

Councillor Mary Lyons-Buckett left the meeting at 6:57pm.

**DECLARATION OF INTERESTS**

Mr Graham Edds declared an interest on Item 3.1.2.

Councillor Danielle Wheeler declared an Interest on item 3.1.2.

Mr Michael Edwards declared an Interest on item 3.1.6.

Ms Michelle Nicols declared an Interest on item 3.1.6.

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**2. CONFIRMATION OF MINUTES**

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### 3 - Reports for Determination

#### 3.1.1 HC - Response to Mayoral Minute - McQuade Park, Windsor - (80242)

**Previous Item:** MM1, Ordinary (31 January 2023)

**Directorate:** City Planning

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#### OFFICER'S RECOMMENDATION:

That the Heritage Committee provide input and advice to Council on the proposed improvement projects included in the adopted Mayoral Minute from Council's Ordinary Meeting on 31 January 2023.

#### COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Graham Edds and seconded by Mr Michael Edwards

The Heritage Committee provide the following advice to Council with respect to the Mayoral Minute – McQuade Park, Windsor:

1. That with respect to the Macquarie memorial there needs to be truthtelling in terms of Macquarie through a monument located elsewhere in McQuade Park of equal value and impact. The monument is to be designed in collaboration with local Darug representatives, and is to:
  - a) Be culturally safe and respectful
  - b) Include the Darug Story and history
  - c) Include details of the Frontier War.
2. The Committee advises as follows with respect to each of the Mayoral Minute dot points:
  - a) Signage - erect signage on each corner with the words 'The Great Square' and other names used for the park over time, including McQuade Park. Also include Indigenous names and references, in consultation with the local Darug community. This is to be large and attention grabbing to promote tourism and a sense of place and be within the guidelines of the current Wayfinding and Signage plans.

#### Heritage Committee Advice

The Heritage Committee referred to point 1 of the recommendation with respect to priorities for signage.

- b) Fountain - replace the current fountain in the pond with a larger one and ensure it is equipped with lighting. This lighting should be in various colours, for various occasions and displayed every night. This will require an upgraded pump, which needs to be screened so as not to be a visual distraction.

#### Heritage Committee Advice

The Heritage Committee questioned the need to undertake this work, including the significance of the various colours, and why the fountain should be larger or coloured.

- c) Smaller Fountain - ensure it is operation and turned on.



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### Heritage Committee Advice

The Heritage Committee considered that further investigation of the cost to upgrade the pump versus a new fountain should be considered.

- d) Fountain Pump - (current) screen the pump and its housing with a visually appealing feature, so that it does not detract from the park.

### Heritage Committee Advice

The Heritage Committee supports the screening of the Fountain Pump, but requests further details in terms of materials that would be used for the screening.

- e) The Pond Bridge - the bridge to the island, and around the island, should have an arched white picket railing. The tree in the middle should consist of a variety that flowers all year round, encouraging bridal and other forms of photography into the locality.

### Heritage Committee Advice

The Heritage Committee raised concerns with respect to this proposed fencing, and questioned the need for such fencing, noting that there had never been a fence in this location previously.

With respect to the tree, the Heritage Committee considered that if a tree is planted in this location that it should be a native tree.

Overall the Heritage Committee considered that there was a need for more information, including whether this was for safety reasons, and cautioned against providing an element within the Park that would be considered twee.

- f) RSL Cenotaph – ensure this is erected as soon as possible (once the DA process is complete and in conjunction with the Windsor RSL Sub branch), which when the fountain is lit up, will become a prominent feature of the park.

### Heritage Committee Advice

The Heritage Committee questioned the proposed location and potential impact on view corridors within the Park.

The Heritage Committee considered that a Development Application for the Cenotaph should be referred to Heritage NSW for input in terms of the location.

- g) View Corridors - Remove the necessary trees, as outlined in the Plan of Management, to construct two 'View Corridors', which as per the Plan of Management, are tree lined corridors, one from the Council Chambers to St Matthew's Anglican Church and the other from Hawkesbury Valley Way to the Church.

### Heritage Committee Advice

The Heritage Committee considered that:

- A number of the trees were planted in 1994 with associated plaques
  - The camphor laurel's could be pruned with selective removal
  - Any trees removed or pruned the timber should be re-used for cultural purposes
  - Preference not to remove trees, but just enough to provide a small sight line (not significant removal)
- h) Further trees - Plant more trees as compensation for the removal of others.

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### Heritage Committee Advice

The Heritage Committee considered that these should be appropriate trees, and that relocation of trees should be considered rather than removal and new plantings.

- i) Undergrowth - Ensure the undergrowth of trees in the park are pruned to a height where buildings and features of prominence can be seen, and not hidden by foliage.

### Heritage Committee Advice

The Heritage Committee had no particular comments in this respect.

- j) Oleander trees - remove these poisonous trees, located near the Bowling Club.

### Heritage Committee Advice

The Heritage Committee supports the removal of these trees.

- k) Fencing - The cable railing around Don't Worry field should be replaced with a period sympathetic low white post and rail type fence.

### Heritage Committee Advice

The Heritage Committee considered that any fencing should not be white and queried the provision of a post and rail type fence noting the likelihood of people sitting on such fencing.

- l) Bins - replace the bins with more appealing bins, in keeping with the heritage theme of the park.

### Heritage Committee Advice

The Heritage Committee considered that any new bins should be unobtrusive, and consistent with the design of the liveability project.

- m) Tables and chairs - replace all old and ruined tables and chairs with new ones, keeping with the heritage theme of the park.

### Heritage Committee Advice

The Heritage Committee considered that any new tables and chairs should be unobtrusive, and consistent with the design of the liveability project.

- n) Playground - construct a new playground to replace the existing old one, located next to the Grandstand.

### Heritage Committee Advice

The Heritage Committee considered that if a new playground was installed, that it should include natural elements as opposed to coloured plastics.

- o) Events - create a calendar of potential events to be held in McQuade Park, including outdoor concerts on the island, picnics, car meets, markets etc.

### Heritage Committee Advice

The Heritage Committee considered whether the location could sustain events, and that it was very much about the scale and type of events.

- p) Maintenance - create a plan of maintenance, discussing number of staff required and the cost and outline whether an MoU can be created with local Mens Sheds or Community groups, to assist with the work.

**Heritage Committee Advice**

The Heritage Committee considers that a maintenance plan should provide for a low level of maintenance, or have specialised requirements in terms of maintenance.

- q) The feasibility of public amenities in the vicinity of Don't Worry Oval.

**Heritage Committee Advice**

The Heritage Committee considers that a publicly accessible shower should be provided.

- r) The feasibility of reinstalling the Krupp Gun to the Park.

**Heritage Committee Advice**

That Council consult with the Windsor RSL with respect to a location to install the Krupp Gun, noting the need for the gun to be covered.

Further:

- 3. Council investigate the possibility of Gateway signage on the corner of Hawkesbury Valley Way and Macquarie Street, as well as at other entry sites to Windsor including Windsor Bridge on the Wilberforce side and Windsor Road McGraths Hill, stating 'Welcome to Historic Windsor', in conjunction with the guidelines of the current Wayfinding and Signage plans.

**Heritage Committee Advice**

The Heritage Committee is supportive of the provision of this Gateway signage.

- 4. Signage and fencing at and around the Catholic Burial Ground opposite the Council Chamber.

**Heritage Committee Advice**

The Heritage Committee is supportive of the provision of fencing around the Catholic Burial Ground.

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### 3.1.2 HC - Hawkesbury Timber Slab Barns Update Study 2023 - (80242)

**Directorate:** City Planning

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Councillor Wheeler declared an interest in the item and vacated the chair.

Mr Graham Edds declared an interest in the item.

Councillor Mary Lyons-Buckett assumed the chair for this item.

#### **OFFICER'S RECOMMENDATION:**

That the Heritage Committee note the update on the Hawkesbury Timber Slab Barns Update Study, and provide further feedback when presentations are made at a future meeting.

#### **COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Jill Reardon and seconded by Ms Michelle Nichols.

That the Heritage Committee note the update on the Hawkesbury Timber Slab Barns Update Study, and provide further feedback when presentations are made at a future meeting.

Councillor Wheeler resumed the chair.

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### 3.1.3 HC - Windsor Bridge Artefacts Working Group Meeting - (80242)

Directorate: City Planning

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#### OFFICER'S RECOMMENDATION:

That the Heritage Committee note the update with respect to the formation of the Windsor Bridge Artefacts Working Group.

#### COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Cheryl Ballantyne and seconded by Councillor Jill Reardon.

That the Heritage Committee note the update with respect to the formation of the Windsor Bridge Artefacts Working Group.

That the Heritage Committee:

1. Note the update with respect to the formation of the Windsor Bridge Artefacts Working Group.
2. Recommends that the focus of the Working Group should be on the Old Windsor Bridge and interpretation of the bridge
3. Recommends that Council make representations to both levels of government for funding of interpretation.

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### 3.1.4 HC - Thomas James Bridge Conservation Management Plan - (80242)

Directorate: City Planning

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#### OFFICER'S RECOMMENDATION:

That the Heritage Committee recommend that Council consider the preparation of applications for listing of the Thomas James Bridge on:

1. Hawkesbury Councils LEP and;
2. On the NSW State Heritage Register and;
3. On the Old Great North Road World Heritage Listing using the information provided in the Thomas James Bridge Conservation Management Plan.

#### COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Jill Reardon and seconded by Ms Erin Wilkins.

That the Heritage Committee recommend that Council consider the preparation of applications for listing of the Thomas James Bridge on:

1. Hawkesbury Councils LEP and;
2. On the NSW State Heritage Register and;
3. On the Old Great North Road World Heritage Listing using the information provided in the Thomas James Bridge Conservation Management Plan.

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**3.1.5 HC - Discovery of a Brick Barrel Drain - Pitt Street Windsor - (80242)**

**Directorate:** City Planning

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### **OFFICER'S RECOMMENDATION:**

That the Heritage Committee considers this matter, and provide insight or suggestions to assist in the investigation of whether the brick barrel drain is a potential State Heritage Significant Feature.

### **COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Jill Reardon and seconded by Ms Jan Barkley-Jack.

That the Heritage Committee received information from Ms Jan Barkley-Jack regarding the possible location of the brewery from the original survey, and that the Committee consider further information as it becomes available.

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**3.1.6 HC - Local Heritage Assistance Fund 2022/2023 - Minor Maintenance/Conservation Works to Heritage Listed Properties Within the Hawkesbury LGA - (80242)**

**Directorate:** City Planning

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Mr Michael Edwards declared an Interest on this Item.

Ms Michelle Nicols declared an Interest on this Item.

**OFFICER'S RECOMMENDATION:**

That the Heritage Committee receive and note the information contained within the report.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Mr Michael Edwards and seconded by Mr Graham Edds.

That the Heritage Committee:

1. Receive and note the information contained within the report, and that \$216,865.41 was the contribution from applicants to the program.
2. Recommends that Council increase the funding available under the Local Heritage Assistance Fund, noting the need to increase the size of the \$2,000 maximum available funding per applicant.
3. Notes that the NSW State Government contribution to the fund of \$5,500 has been unchanged for many years, and that with a higher number of listings compared to surrounding local government areas that representations should be made to Heritage NSW and the State Member for increased funding.
4. Recommend that Council consider a special rate for heritage conservation.



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### 3.1.7 HC - State Heritage Listing of Singleton's Mill Site Kurrajong - (80242)

**Previous Item:** Item 6, Heritage Committee, (28 July 2022)

**Directorate:** City Planning

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#### OFFICER'S RECOMMENDATION:

That the Heritage Committee:

1. Notes the finalisation of the State Heritage Listing of the Singleton Mill Site at 154 Mill Road, Kurrajong.
2. Recommends that Council formally thank everyone involved in assisting with the research that led to the finalisation of the State Heritage Listing.

#### COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Michael Edwards and seconded by Councillor Shane Djuric.

That the Heritage Committee:

1. Notes the finalisation of the State Heritage Listing of the Singleton Mill Site at 154 Mill Road, Kurrajong.
2. Recommends that Council formally thank everyone involved in assisting with the research that led to the finalisation of the State Heritage Listing.

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**3.1.8**

**HC - Annual Dr Rex Stubbs OAM Symposium - (80242)**

**Directorate:** City Planning

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**OFFICER'S RECOMMENDATION:**

That the Heritage Committee note the update regarding the 2023 Dr Rex Stubbs OAM Symposium.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Ms Erin Wilkins and seconded by Ms Cheryl Ballantyne.

That the Heritage Committee note the update regarding the 2023 Dr Rex Stubbs OAM Symposium.

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### 4. GENERAL BUSINESS

#### A. Update on Liveability Project

A request was made for a briefing of the Heritage Committee to provide an update on the Liveability Project.

#### B. Update on Heritage Fact Sheets

A request was made for an update on the Heritage Fact Sheets (Roofs and Rising Damp).

#### C. Update on List of Outstanding Items

A request was made for an update on actions undertaken with respect to the List of Outstanding Items.

The next Heritage Committee meeting is proposed to be held on Thursday, 5 October 2023 at 5:00pm.

The meeting terminated at 7:39pm.



# Heritage Committee Meeting

## End of Minutes

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