Minutes

Date  13 December 2013
File No  n/a
Subject  Heritage Advisory Committee

Attendees  Councillor Nola Dunn (ND) (chair)
Judith Bilszta (JB)
Carolyn MacGavin (CM)
Greg Heafield (GH)
Laura Jo Mellan (LJM)
Janelle McCallum (JM)

Apologies  Christine Love (CL), John Little (JL)
and Sera Jane Peters (SJP)

☐ Urgent  ☒ For Review  ☐ Please Comment  ☐ Please Reply  ☐ For Your Information

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| 1. Welcome and apologies  
Meeting opened 4:40pm  
Cr Dunn welcomed everyone to the meeting.  
Apologies: Christine Love, John Little and Sera Jane Peters. | Noted |
| 2. Welcome to new members  
CM was welcomed into the Committee. It was announced that JB and CL had been reappointed to the Committee for a further two years. JL has completed his term of appointment for the Committee, his time was greatly appreciated. | Noted |
## 3. Previous Minutes

No comments on previous minutes. Minutes approved by GH and seconded by JB.

Previous actions:
- JB to recommence organization of trial walk for heritage week (refer Item 7).
- LJM confirmed that she has had initial discussions with QIC regarding the history boards that had been on display at Woodgrove. QIC agreed in principle, to provide the boards and noted that they are electronic files which Council can use. However they must be acknowledged appropriately.

The Committee will discuss potential locations where the boards can be displayed at the next meeting.

**Action:** LJM to make contact with QIC in January to organise for the electronic files to be provided to Melton City Council.

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## 4. Heritage Assistance Fund

Only one application for the ‘Norwood Naturalist Cabin’ to the Heritage Assistance Fund was received. The application was for a total amount of $4,150.00 from the Fund. The Committee reviewed the assessment of the application undertaken by the Heritage Advisor (SJP) and agreed that the funding application fulfilled the assessment criteria. It was noted that the proposed works will ensure the continued preservation of this important structure and it was recognised that the restoration works that the applicants had undertaken last year were of a high quality.

ND called for a show of hands for those who deemed the application should be the recipient of the assistance fund. 6 votes in favour of the application were received. The Committee recommends that Council approve the allocation of money from the annual heritage assistance fund to the proposed works at Norwood Naturalist Cabin.

**Recommendation:** Council approve the Heritage Assistance Fund Application for the restoration works to the Norwood Naturalists Cabin totaling $4,150.00 from the annual Heritage Assistance Fund

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## 5. Heritage Award

Advertising for award will occur in early 2014. The Committee is encouraged to start thinking of nominations. It was suggested the Heritage Award have priority viewing on the Melton Council website.

**Action:** JM to prepare an advert for the opening of nominations for the 2014 City of Melton Heritage Awards in January 2014. JM to notify the Committee of the advertising date once confirmed.
6. **Eynesbury Heritage Day**

GH confirmed The Eynesbury Heritage Day will be held on the 27th April, as part of Heritage Week 2014, and the event planning is progressing well. GH has been in contact with the Homestead, they are going to run a Pioneer Day simultaneously. Activities dependent on the weather. A marquee will also be set up for the presentation.

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7. **Heritage Week**

7.1 HAC approve all planned events and information for Heritage Week 2014

- Twitching in Toolern Vale – Bird observation at Norwood Naturalist Cabin followed by illustrated talks on Vernon Davey (1875-1949), local apiarist.
- Famous Faces of Melton – exhibition in High Street shop fronts on famous people who were born, lived or died in Melton.
- Point Cook Homestead Bus Tour – guided tour of Homestead followed by Devonshire Tea.
- Eynesbury Heritage Day – walk showcasing Eynesbury’s pastoral heritage and natural environment.
- Letters from the Front – exhibition in Melton Mechanics Institute on Anzac Day.
- Heritage Awards – annual award ceremony
- Djerriwarrah Walk – heritage walk along the creek
- What’s in a Name – talk on Melton family history by Wendy Barrie
- The Man they call Banjo – a musical theatre production (as featured on ABC’s Landline) followed by supper and music.

7.2 JM to forward provide cut-off dates for text for the ‘Famous Faces of Melton’ exhibition boards to CL and JB.

7.2 SJP to confirm price of tickets for ‘The Man they call Banjo’.

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8. **Date and time of next meeting**

JM to send out the dates for the 2014 meetings.

Next meeting to be on Friday 14th February 2014 at 4.30pm.

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9. **General Business**

9.1 JB as how the organisation of the history prize was progressing and noted that there was a project being undertaken for the Diggers Rest project which may be eligible. History Prize will be an agenda item for the next meeting.

9.2 JB discussed an Anzac Project that is being undertaken, and noted that it has some potential relationship with the current Suburb naming project being undertaken by Council. It was noted that Government Grants are available for the Anzac Project. If it is commenced, the information will be collated into a publication and be presented to the Committee. JB asked if there was any assistance available from Council to assist the group undertaking the project to prepare grant applications. LJM to ask appropriate officers in Council and report back to the Committee.

**Action:** LJM to ask officers internally about assistance available to community groups in respect of the preparation of grant funding applications.

| LJM |
### 10.1 Actions for Committee Members:

- **JM** to prepare an advert for the opening of nominations for the 2014 City of Melton Heritage Awards in January 2014. **JM** to notify the Committee of the advertising date once confirmed.
- **SJP** to liaise with John Little to confirm ticket prices for the ‘Man they call Banjo’ show to be held as part of City of Melton Heritage Week 2014.
- **JM** to send out calendar invites to all Committee members for the 2014 meetings.
- **LJM** to ask officers internally about assistance available to community groups in respect of the preparation of grant funding applications.

### 10.2 Recommendations for Council:

- **Council** approves the Heritage Assistance Fund Application for the restoration works to the Norwood Naturalists Cabin totaling $4,150.00 from the annual Heritage Assistance Fund.

Meeting closed at 17.28