



Meelup Regional Park Management Committee

CO Locked Bag 1 · Busselton · Western Australia · 6280

Email: kay.lehman@busselton.wa.gov.au

Web: www.meeluppark.com

Informal Meeting- Notes

DATE: Monday 28 August 2017, 9.30am
VENUE: Dunsborough District Country Club

1. ATTENDANCE AND APOLOGIES

Attendance:

Members: Dr Bob Jarvis (Presiding Member), Mr Peter Randerson (Deputy Presiding Member), Councilor Terry Best and Mr Albert Haak.

Officers: Mr Greg Simpson (Environmental Planning Coordinator) and Ms Kay Lehman (Meelup Environment Officer- EO). Work experience student- Denya Moyes.

Apologies: Councilor John McCallum, Mr Tony Smurthwaite, Mr Bob Ginbey, Mrs Shirley Fisher, Mr Damien Jones and Ms Arlene Maidment.

2. FINANCIAL SUMMARY - Attachment A

Proposed Direction:

1. The Committee noted the June 2017 Financial Summary (**Attachment A**).
2. Capital Works proposed for 2017/18 include the terracing of the slope at the northern end of Meelup Beach, Gannet Rock carpark upgrade, Point Piquet overflow carpark upgrade and extension of the bitumen apron at the Meeka carpark.

3. MEELUP VOLUNTEER UPDATE

For the period 1st to 22nd August 2017, there were a total of 27 man-hours of volunteer involvement. Numbers were down due to the wet weather but we were fortunate enough to have clear breaks to allow activities to continue.

Achievements for the period included:

- Planting of seedlings and ground cover at Castle Bay beach carpark and BBQ area.
- Infill planting along Meelup Beach Road and Eagle Bay beach.
- Continued removal of NSW Wattle and woody weeds in Zone 6.

Proposed Direction:

1. Committee noted the update from Acting Volunteer Coordinator, Peter Randerson.
2. EO to supply tree tags to volunteers for dieback boundary delineation in strategic areas.

4. ACTION SUMMARY PROGRESS UPDATE

The action summary is appended as **Attachment B**.

Proposed Direction:

1. The Committee noted the Action Summary- Attachment B.
2. That the following be included in the Action Summary:
 - a. EO to order two shelving units to fit into the back wall of the shed.
 - b. EO to arrange sealing of the ramp/carpark connection, level sand to the side of the volunteer shed and install storm water sumps.
 - c. The woodwork on the new Point Piquet public amenities to be painted grey to blend in with the environment.

5. REPORTS

5.1 Ngari Capes Marine Park Signs-Parks and Wildlife Services, Department of Biodiversity, Conservation and Attractions (DBCA)

The DBCA is currently producing a sign plan to educate visitors about the proposed zoning scheme for the Ngari Capes Marine Park. The signage plan includes areas within Meelup Regional Park (MRP) between Castle Rock beach and Eagle Bay. MRP is an important site for signage as the Eagle Bay Sanctuary Zone is located offshore from Meelup Regional Park. **Refer to Attachment C-G.**

Proposed Direction:

1. Information noted by the Committee.

5.2 New Mountain Bike Trails and Track Closures

Mountain bike trails 11 and 12 have been completed. While the trail building machinery was on-site, two trails that are not part of the mountain bike trail network and requiring closure were ripped and have been revegetated by the Meelup volunteers. The Handlebars trail within Zone 5 contains Threatened Flora and has been further protected with fencing. The Grass tree trail in Zone 6 was also ripped to protect this significant remnant vegetation area.

Proposed Direction:

1. Information noted by the Committee.

5.3 Project Planning- 2017/18

A summary of the proposed budget items for the 2017/18 Recreation Reserves Maintenance budget was presented to the Committee for discussion.

Proposed Direction:

1. Information noted by the Committee.
2. EO to meet with committee members, Albert Haak and Tony Smurthwaite onsite to discuss the Car Rally trail upgrade.
3. Weed control of *Fumaria* species is required along the Jingarmup Brook, early spring.
4. The feral animal control program to include the Calici virus for the control of rabbit within the Park.

6.0 NEXT MEETING- 30 October 2017, 10am, Dunsborough District Country Club.

Note: The Committee will be having a break in September. The scheduled September 25th meeting will not be held.

ATTACHMENT B - ACTION TABLE (Post 28 August, 2017 Meeting)

Subject	Action	Date of Committee	Progress	Completed
Project Planning	1. EO to meet with committee members, Albert Haak and Tony Smurthwaite onsite to discuss the Car Rally trail upgrade. 2. Weed control of Fumaria species is required along the Jingarmup Brook, early spring. 3. The feral animal control program to include the Calici virus for the control of rabbit within the Park.	8/08/2017	Weed and feral animal actions noted and will be included in scope of works.	
Meelup Volunteers	EO to supply tree tags to volunteers for dieback boundary delineation in strategic areas.	28/08/2017		
Financial Summary	Capital Works proposed for 2017/18 include the terracing of the slope at the northern end of Meelup Beach, Gannet Rock carpark upgrade, Point Piquet overflow carpark upgrade and extension of the bitumen apron at the Meeka carpark.	28/08/2017	Works scheduled for 2017/18	Done
Tangoroa Blue Foundation-Beach Cleanup	1. Committee noted and up-coming beach cleanup and will discuss further when registrations open. 2. EO to follow-up with the South West Catchments Council on the results of the micro-plastic program that the Meelup volunteers participated in.	31/07/2017	EO has registered the Meelup volunteers for the Beach clean-up to be based at Meelup Beach and cover between Castle Bay and Point Piquet. Email sent to SWCC re results of micro-plastic project. Beach cleanup scheduled for Saturday 14 October 10am-2pm- registration station will be set up at Meelup Beach with all material supplied.	
Wildflower Walks at Meelup	EO to discuss details with Committee members and arranged the walks.	31/07/2017	Wildflower walk scheduled for Sunday 8th October 2017. Walk leaders will be Shirley Fisher, Kay Lehman and Tony Smurthwaite (if available). Meet at 9.30am at Meelup beach carpark to walk the Loop trail. BYO BBQ lunch after the walk at Meelup beach.	Done
New Volunteer Shed	EO to arrange the necessary equipment and shelving for the shed.	31/07/2017	Shed is now secured. Locks and chain arranged for trailer.	Done
Friends of Meelup	A follow-up email with be sent to participates of the Friends of Meelup meeting held on 27th July inviting participation in the formation of a Friends of Meelup.	31/07/2017	Next meeting of Friends of Meelup scheduled for Thursday 7th September 2017.	Done
Whale Platform Sign-Point Piquet	That the draft Point Picquet whale platform sign design and layout is finalised and bought back to the Committee for a further review prior to implementation.	31/07/2017	Noted	
Commercial Hire – Paddleboard/Kayak	1. That the commercial activity paddleboard/kayak hire remain in its current designated location in the Meelup Beach car park as the requested carpark site location, at peak times is very busy and congested. 2. EO to discuss with the commercial operator possible improvements to the current designated commercial activity carpark site.	31/07/2017	Discussions held with City staff on this matter. EO to meet with the commercial operator onsite 6 September onsite.	
Proposed Commercial Operator- Picnic Style	That the commercial activity, 'styled picnics' be limited in terms of frequency and to one or two locations that exclude high public use locations such as Point Picquet and also peak times during the year to avoid conflict between the 'styled picnics' commercial activity and other public activities/uses within the Park.	31/07/2017	Event applicant to provide further information.	
Event- Meelup Hill Climb	That further information be obtained from the Applicant and a report prepared and presented to the Committee on the proposed Meelup Hill Climb Motor event together with the additional information on risk management planning and public safety for this event.	31/07/2017	Event applicant to provide further information.	
Trail Erosion Project	EO to investigate options for incorporating Environmental Geology and Geomorphology mapping of the Park locality, onto the City's GIS.	31/07/2017		

ATTACHMENT B - ACTION TABLE (Post 28 August, 2017 Meeting)

Subject	Action	Date of Committee	Progress	Completed
Point Piquet carpark upgrade	1. Meelup Regional Park Management Committee members to meet Engineering staff onsite when the site design has been pegged. 2. The City to install pedestrian crossing signage along Meelup Eagle Bay Road. 3. Meelup volunteers will salvage recently planted seedlings and tree guards in any areas proposed to be cleared for the realignment of the carpark. 4. EO to arrange standard trailer markers through the completed carpark with direction and distance information for walkers. 5. EO to notify FAWNA regarding the proposed minor vegetation clearing and arrange a fauna spotter to be onsite during clearing operations.	27/03/2017, 28/8/17	EO has notified FAWNA staff of the proposed minor clearing at the site. Committee members are available to meet City Engineering staff at the Point Piquet carpark (from the second week of October 2017) to inspect site layout and the proposed vegetation clearing areas.	
Proposed Projects- Castle Rock Improvements	28/11/16- EO to progress this project with the Manager, Environmental Services to scope the project and arrange a contractor to undertake the work. Works to include piping gas under the road, fill in the drain and installation of table setting.	27/09/2016, 29/05/17	Drain upgrade and the picnic table settings have been installed. 29/05/17- Piping of gas is still being investigated.	
Training and Events				
Training/Events	Environmental training opportunities, workshop, events. EO to arrange speakers on relevant topics.	22/12/2015	Training/ Community Engagement opportunities: The following events may be of interest: 14 September- Launch of the City's Environmental Volunteer Program, Weed Workshop- 21 September- City of Busselton. Sunday 8th October- Wildflower Walk on Loop trail- meet at Meelup Beach 9.30am followed by BYO BBQ lunch at Meelup beach, Tangoroo Blue Beach Cleanup- Saturday 14th October- Meelup Beach 10am-2pm. Conferences- Dieback Information Group Conference, Perth- 29 September, WA Threatened Species Form-7-8 September, State NRM and Coastal conference Perth 28-31 August.	Ongoing training as available