

Minutes

Camden Town Farm
Reference Group Meeting
Camden Civic Centre

Wednesday 17th May 2023



camden
council

MEETING DETAILS

Date: 17/5/2023

Location: Camden Civic Centre

Time: 7:00 pm

Meeting opened:

7:04 pm. Meeting closed 9:30 pm

Chairperson:

David Buckley

Minute taker:

Kieran Berryman: Camden Council (ex officio)

Acknowledgement of Country:

Acknowledgement read by Chairperson

ATTENDANCE

Present:

- David Buckley, community member
- Jeff Ferrif, community member
- Sandy Davies, community member
- Tony Biffin, community member
- Debby Dewbery, community member
- Nicolet Westerhof, community member
- Kerrie Flynn, community member
- Councillor Eva Campbell, Camden Council
- Councillor Cindy Cagney, Camden Council
- Kieran Berryman, TLCP (Team Leader – Camden Precinct Team), Camden Council (ex officio liaison officer)

Apologies and Absences:

- Sarah Cleaton, community member
- Colin Packer, Camden Community Garden

Visitors:

- Hayley Neville, Manager Economic Development and Activation, Camden Council

Motion: That the apologies be noted and leaves of absence granted

Moved: Sandy Davies, **Seconded:** Kerrie Flynn

Motion Carried

DECLARATIONS OF INTEREST

- Nil

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

- Nil

Motion: That the minutes are a true and accurate reflection of the previous meeting.

Moved: Cr. Cindy Cagney, **Seconded:** Jeff Ferrif

Motion Carried

BUSINESS ARISING FROM PREVIOUS MEETING (not contained in action log)

- Nil

CHAIRPERSON'S REPORT

Report presented as tabled and attached.

Motion: That the Chairperson's report be accepted.

Moved: Jeff Ferrif, **Seconded:** Nicolet Westerhof

Motion Carried

AGENDA ITEMS

Nil

STANDING ITEMS

Councillor Updates

Cr. Cindy Cagney : Cr. Cagney advised that Cr Ashleigh Cagney and Cr. Therese Fedelli have been elected as the Mayor and Deputy Mayor of Camden respectively.

Cr. Eva Campbell : Nothing.

CTF Calendar and Events update – TL Kieran Berryman

- Moving to electronic booking system on July 1st
 - Half a dozen bookings and enquiries for remainder of 2023
 - Taste festival in late September.
 - Walkway will be opened in next few days
-

Agricultural Operations Working Group – contained in Chairperson report

- Herd doing well.
 - Farm clean-up completed.
-

Camden Community Gardens update – Col Packer

- Nil
-

ACTION LOG/PROJECTS

All previous CTF s.355 Projects being reviewed and to be run by Council.

19-014 Farm flood evacuation plan : Final step is to identify suitable/contracted off farm emergency location for herd. EOI will be required. TL to progress.

19-032 Indigenous Garden : TL Kieran Berryman met with Allen Powell. Bedding mulch from livestock show to be spread in Indigenous Garden yard. TL Kieran Berryman to coordinate. Scope, design and vision for the Garden to be included in the new CTF masterplan.

21-025 ATV : ATV On order. Awaiting delivery by supplier.

22-001 CTF Walkway Extension project: Final route finalised. Woody weed removal works completed. Fences damaged. TL Kieran Berryman will coordinate fence repairs. Construction proper will commence later in 2023.

22-004 CTF Biosecurity: CTF Biosecurity Management plan endorsed by Councils Management.
CLOSED

22-011 Annual recognition of Miss Davies: David Buckley attended Heritage Advisory Committee and discussed options. TL KB to monitor.

22-012 Timeframe for legacy Projects: Works in progress.

22-013 Cattle yard redevelopment : Additional quotes being sought.

22-015 CTF Walkway repairs : Construction completed. Reopening in next few days after final mowing.

23-001 Introduce Bull : TL KB to coordinate procurement of a bull on or around start of December 2023.

23-002 Farm management plan : Draft FMP tabled and reviewed. TLKB to circulate for further review.

23-003 Community Garden pathways : No update.

23-004 Rename COWA to Farm View Pavilion : All done. Close

GENERAL BUSINESS

- Jeff Ferrif : Cottage is looking sad after vandalism and need repairs. What is timeline for repair?
- Debby Dewberry : can security lighting with motion sensors be installed? Does the CCTV include the cottage
- Tony Biffin : what was the scope for cottage redevelopment for the West Invest programme and now after flood damage?
- Jeff Ferrif : What are Councils plans/intentions for the cottage? (Tennant?, Café?, Community centre?)
- David Buckley : can broken windows be repaired and yard cleaned up generally?

Motion: That the CTF Ref. Grp. Recommend repairing of all broken windows and other fittings to secure the cottage and improve its general security with security lighting.

Moved: Jeff Ferrif, **Seconded:** Sandy Davies

Motion Carried

Motion: That the CTF Ref. Grp. request a copy of the West invest scope and cottage repair and refurbishment scope.

Moved: Tony Biffin, **Seconded:** Kerrie Flynn

Motion Carried

New Action : (23-005): TL KB to coordinate clean-up and repair of cottage windows and fixtures and installation of suitable security lighting.

New Action : (23-006): TL KB to coordinate distribution of requested documents to ref. Grp.

Meeting Closed 9:15pm

Camden Town Farm Reference Group Meeting No 9

Camden Civic Centre

Chairperson's Report

17th May 2023

Welcome. Thank you for your continued interest in the future of the C T F and attendance at this meeting.

As we slowly roll into the cooler parts of autumn it is reassuring to see the Town farm beginning to regain its sense of normality with the removal of the white container along with various bits of flood rubbish, the removal of Gleditsia and the restoration of the fence lines damaged by flooding.

The Farm Operations sub committee met at the civic centre on Thursday the 27th of April at 7 pm to discuss and formulate a circular yearly management plan for the livestock and cropping operations. This will provide the framework for a management plan used by council staff in liaison with the advice from the Reference group farm opps subcommittee. If the communication channels and timeframes are adhered to, it will potentially provide a more workable model, then that developed by the 355 committee.

To spare you from the rendition of the ex 355 committee legacy of suggested projects I have dipped deep into the old files and dug out an excerpt from planning meeting for the 2009 master plan.

"Vision

To maintain the tranquillity and rural vista of the Town Farm.

To maintain a link to the dairy industry

To incorporate an educational outlook

Master Planning

View the farm (looking north towards the airport from Exeter street) as a series of activity levels or areas.

Level 1

High level of community activity and involvement including educational, markets, livestock (dog trials, cattle showing), displays, walking tracks, recreational fishing, utility building.

Level 2

Environmental demonstrations and best practise projects including restoration of the lagoon, weed control/eradication, tree planting, wetland management. Educational activities/ projects.

Level 3

dairy heifer grazing and some cropping.

Level 4

Intensive cropping

Level 5

Riverbank restoration including extensive tree plantings.

As you look out over the farm levels, the intensity of activity decreases to 'passive, tranquil, "landscaped' view."

Please be mindful of the need to be courteous and respectful during the meeting and to direct your comments via the chair. Please be aware of commercial in confidence around quotes, invoices, and commercial matters.

Thank you.

David Buckley

17 – 05 - 2023



Current Actions

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
19-014 2019	CCSO/355 Committee Develop a CTF flood evacuation plan for livestock	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Meeting held with Farms Ops. Volunteers. CCSO team documenting process and flood triggers to implement plan. WIP 22/12/22 – 15/3/2023 Flood evac plan developed. CCSO will finalise and circulate. 19/4/23 - TL KB including Community Gardens notification in planning. 17/5/23 - Final step is to identify suitable/contracted off farm emergency location for herd. EOI will be required. TL to progress.
19-032 2019	CCSO/355 Committee Indigenous Garden project	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop scope. CCSO team to coordinate scoping. 15/2/23 – 15/3/23 Look to reactivate works. Look into leverage Clontarf programme for indigenous students in schools. Consider including in new masterplan. 19/4/23 - TL KB to meet with Allen Powell to discuss his ideas and report back. including in new masterplan. 17/5/23 - TL Kieran Berryman met with Allen Powell. Bedding mulch from livestock show to be spread in Indigenous Garden yard. TL Kieran Berryman to coordinate.
19-045	CCSO/355 Committee COWA flooring treatment	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Included in scope of WestInvest grant application. CCSO to monitor.
19-062 2019	CCSO/355 Committee Electronic gates for walkway	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Included in scope of WestInvest grant application. CCSO to monitor.
19-073 2019	CCSO/355 Committee Design info signage for CTF public access area on Toilet Block 1.	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop and design new signage for TB1. CCSO team to coordinate content and design.
21-018 2021	CCSO/355 Committee LLS ephemeral wetlands project	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop scope. CCSO team to coordinate scoping.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
21-021 2021	CCSO/355 Committee Install safety bollards at walkway entrance.	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to procure and install bollards. CCSO team to coordinate works.
21-025 2021	CCSO/355 Committee Procure ATV for use by Council staff and volunteers	TL Kieran Berryman	20/7/22 – Task transferred from 355 Committee 17/8/22 – Risk assessment compiled by Council Safety team. CCSO working though procurement process. 21/12/22 – ATV Ordered. Kubota. Delivery ETA April 2023. Will be stored in CTF Machinery shed. 15/2 - 15/3/23 – No Update. Kubota ATV on order. Awaiting delivery by Camden Tractors No Update. 19/4/23 – 17/5/23 ATV On order. Awaiting delivery by supplier.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
<p>22-001 17/8/2022</p>	<p>CCSO. Council proposal to extend walkway within CTF. Request for CTF RG to review proposed route.</p>	<p>TL Kieran Berryman</p>	<p>20/7/22 - CCSO to coordinate an onsite walk and fencing inspection with Reference Group members for 10am 31/7/2022. Completed</p> <p>17/8/22 – Walk completed. Recommendation made on preferred route. WIP</p> <p>21/9/22 - Ref. Grp. Feedback provided to project team. Final route, public art, surface treatments and project deliverables still being finalised. CCSO will continue to liaise with project team and provide updates</p> <p>19/10/22 CCSO will continue to liaise with project team and provide updates to Ref. Grp.</p> <p>16/11/22 - Public Art being proposed for Walkway will be consulted. CCSO will continue to liaise with project team and provide updates to Ref. Grp.</p> <p>21/12/22 - Public Art will be consulted with Ref. Grp in new year. CCSO will continue to liaise.</p> <p>15/2/23 - Final Route being finalised. Woody weed removal works will commence around 1st March. Construction proper will commence later in 2023.</p> <p>15/3/23 – Project progressing. CTF Ref. Grp to provide content of for signs.</p> <p>19/4/23 Final Route being finalised. Woody weed removal works will commence soon. Construction proper will commence later in 2023.</p> <p>17/5/23 - Final route finalised. Woody weed removal works completed. Fences damaged. TL Kieran Berryman will coordinate fence repairs. Construction proper will commence later in 2023.</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-011 21/9/2022	CCSO Annual recognition of Miss Davies	TL Kieran Berryman	<p>21/9/22 - CCSO to compile suggestions and ideas from ref. Grp for further discussion at next meeting</p> <p>19/10/22 - CCSO to submit Ref. Grp. recommendation for annual Miss Davies event at CTF to Council for consideration</p> <p>16/11/22 - Council Events team happy to help with project. Coordinate with Unlock Camden. Ref. Grp members to consider previously proposed ideas for more detailed discussion at next meeting.</p> <p>22/12/22 - CCSO to coordinate CTF members attendance at Heritage Committee meeting in new year to discuss including CTF and Miss Davies in "Unlock Camden" event.</p> <p>15/2/23 - Cr. Cagney spoke to Councils Heritage Committee and they have invited a delegation from the CTF Ref. Grp to their April meeting to discuss including CTF in the Unlock Camden programme.</p> <p>15/3/23 - No Update. CTF ref Grp members to be invited to April Heritage Advisory Committee meeting</p> <p>19/4/23 - Council Events Team to include CTF in UnLock Camden 2023. TL KB to monitor.</p> <p>17/5/23 - David Buckley attended Heritage Advisory Committee and discussed options. TL KB to monitor.</p>
22-012 19/10/22	David Buckley – Chairperson Timeframe for projects carried forward from S355 Committee to be commenced by Council	TL Kieran Berryman	<p>19/10/22 - CCSO to provide an update on project timeframes for next meeting.</p> <p>16/11/22 – 22/12/22 No Update</p> <p>15/2/23 – 17/5/23 Some works in progress</p>
22-013 19/10/2022	Tony Biffin Relocation and improvements to cattle yards	TL Kieran Berryman	<p>19/10/22 - CCSO to submit Ref. Grp. recommendation for shale pad and yards relocation to Council for consideration</p> <p>16/11/22 – 15/2/23 Discussions held with Council construction team. Planning for pad and materials commenced.</p> <p>19/4/23 - Progressing with quotes obtained from Council contractors.</p> <p>17/5/23 - Additional quotes being sought.</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-015 19/10/22	Jeff Ferrif CTF walkway repairs and reopening.	TL Kieran Berryman	19/10/22 - CCSO to liaise with Council re timeframe for walkway repairs. 16/11/22 – 21/12/22 Quotes being sought for repairs. Construction to commence Early 2023 and complete by March 2023 15/2/23 - Construction to commence Early 2023 and complete by end of March 2023 15/3/23 - Repair works have commenced and will be finalised this week. 19/4/23 - Construction completed. Reopening when woody weed removal work and farm clean-up is completed. 17/5/23 - Construction completed. Reopening in next few days after final mowing.
23-001 15/2/23	David Buckley Procurement of a bull	TL Kieran Berryman	15/2/23 - TL to coordinate procurement of a bull by 31st March. 15/3/23 - TL to work with Chairperson to procure a bull by 1st May 2023 19/4/23 - TL KB to coordinate procurement of a bull on or around start of December. On Hold
23-002 15/3/23	David Buckley Farm manual management plan	David Buckley & TL	15/3/23 - TL to work with Ref. Grp. coordinate development of annual management plan/calendar for farm operation including all foreseeable management activities per year. 19/4/23 - TL KB to coordinate a meeting of the Farm. Ops. Working group to commence development of the procurement of a Farm management plan. 17/5/23 - Draft FMP tabled and reviewed. TLKB to circulate for further review.
23-003 15/3/23	Col Packer Community Garden pathway	TL Kieran Berryman	15/3/23 - TL to investigate condition of gardens pathway, take photos and report back. 19/4/23 - TL KB and contractor have looked at pathways and repairs are relatively expensive. Looking at options. 17/5/23 – No Update
23-005 17/5/23	Jeff Ferrif & David Buckley Clean-up and securing of cottage exterior	TL Kieran Berryman	17/5/23 - TL KB to coordinate clean-up and repair of cottage windows and fixtures and installation of suitable security lighting.
23-006 17/5/23	Tony Biffin Plans and scope for repair and redevelopment of Cottage	TL Kieran Berryman	17/5/23 - TL KB to coordinate distribution of requested documents to Ref. Grp.



Closed Actions : Closed actions will be removed (hidden) from the current log active at the subsequent meeting

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-004 17/8/2022	Tony Biffin. CTF Biosecurity Plan development.	CCSO & Tony Biffin	<p>17/8/22 - CCSO to distribute Animal Health Australia biosecurity plan to reference Group for review</p> <p>21/9/22 - CCSO to distribute Animal Health Australia biosecurity plan to reference Group for review</p> <p>19/10/22 Biosecurity plan templates distributed. CCSO and Tony Biffin to develop draft Bios Security plan for review</p> <p>16/11/22 - CCSO to distribute draft plan and Ref. Grp members to review and provide feedback prior to next meeting.</p> <p>21/12/22 - CCSO to coordinate endorsement and adoption of the CTF Biosecurity Management within Council.</p> <p>15/2/23 15/3/22 - TL working through endorsement and adoption of the CTF Biosecurity Management within Council.</p> <p>19/4/23 - CTF Biosecurity Management plan endorsed by Councils Management. TL KB to implement across the farm.</p> <p>17/5/23 – CLOSED</p>
23-004 19/4/23	TL Kieran Berryman Rename of COWA to “Farm View Pavilion”	TL Kieran Berryman	<p>19/4/23 - TL KB to coordinate changing of “COWA” name on marketing materials to “Farm View Pavilion”</p> <p>17/5/23 - All done. Close</p>