

Meeting notes

Heritage Reference Group

Date	Wednesday, 20 March 2019	Time	10am-12 noon
Venue	Committee Room, Taree	Note-taker	Sue Calvin
Present	Cr Bell, Cr Roberts, Lillian Cullen, Roger Busby, Sue Calvin, Ian Herford, Penny Teerman, Janine Roberts, Barbara Waters, Mike Parsons, Katherine Bell (Manning Valley HS), Margaret Love (Cundletown HS), Pauline Ibbetson (Stroud HS), Helen Duggan and Anne Masters (Great Lakes HS), Ken Beeton (Manning Wallamba FG), Anne Shannon and Judith Glover (Tea Gardens Hawks Nest FR), Jenny Richards and Pam Hebblewhite (Gloucester HS), Donna Hudson (part of meeting)		
Apologies	Eric Richardson, Jenny Cherry (Tinonee HS), Robyn Greenaway (Manning Valley HS), Kevin Carter (Bulahdelah HS)		
Absent	Myall Coast HS		

Meeting items

Item	Key points/actions	Who
1	Introduction by all attendees	
2	Heritage in MidCoast – overview of heritage process and approach	
3	<p>Governance: overview of MidCoast Council, code of conduct, being a volunteer, approach to meetings, conflict of interest.</p> <p>Actions:</p> <ul style="list-style-type: none"> need to sign confidentiality forms conflict of interest forms available from Sue, if required discuss confidentiality issue with Kimm Christie regarding cemetery transcribing. Ask Kimm to advise for Tea Gardens/Hawks Nest FR 	All All Sue
4	<p>Meeting times and place: agreed 1st Wednesday of each month from 10am-12noon. Meeting dates for 2019 are: 5th June, 4th Sept, 4th Dec</p> <p>Action - email ideas/projects that this group should focus on to Sue prior to next meeting</p>	All
5	<p>Heritage updates:</p> <ul style="list-style-type: none"> Lillian provided an overview of the Wingham Settler's Hut – no feasible location has been identified 	

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	<ul style="list-style-type: none"> Bight Cemetery – Ken noted that the trees were approximately 52 years old (around 1967) and were planted by Mondrook Rural Youth Organisation <p>Actions:</p> <ul style="list-style-type: none"> Lillian to pursue planting options with Parks for the Bight Cemetery and report back to next meeting Number of questions around cemeteries in terms of maintenance and restoration of grave stones. Enquire if a Council representative can attend the next meeting Local heritage funding coming out in early April with Donations and Sponsorship funding. Information will be forwarded when available along with any other grant information 	<p>Lillian</p> <p>Sue</p> <p>Sue</p>

Next meeting

Date	5 th June 2019	Time	10am-12noon
Venue	Taree Visitor Information Centre	Note-taker	Sue Calvin