

Crescent Head CAG Meeting

Minutes

Date: Wednesday 9 April 2025

Venue: Crescent Head Community Hall

Time: 2:30pm – 5:00pm

Staff:

Daniel Thoroughgood (DT) – Acting Director Operations & Planning (Chair)

Liesa Davies – (LD) - Acting Director Corporate and Commercial (Facilitator)

Grant Dennis (GD) – Design & Investigations Manager (Project Lead)

Mick Hanly (MH) – Community Engagement Manager

Caro Szary (CS) - Group Manager Strategic and Asset Planning

Group Members:

Chloe Hobden-Welch	Lloyd Mather
Daniel Williams	Matthew Shannon
Fred Andrews	Pamela Bryant
Gail Ryan	Ross Foster
Jann Eason	Susie Hughes
Josh Dennis	Tom Vermeulen
Kerry Hudson	
Kempsey Local Aboriginal Land Council (KLALC) Representative	

Optional Attendees:

David Knights – Civile

Matt Ritson – Civile

Minute Taker: Lacey Treanor – Communications & Community Engagement Trainee

Secondary Note Taker: Carly Potter – Business Support Officer

1. Welcome, Apologies & Introductions

The Facilitator opened the meeting at 2.33pm, acknowledged Country and discussed the meeting agenda.

Chloe Hobden-Welch, Daniel William, and Lloyd Mather, were noted as an apology.

KLALC Representative were not in attendance.

Civille Representatives were not in attendance.

2. Consideration of Previous Meeting Minutes

The minutes from the meeting on Thursday 13 February 2025 were confirmed.

3. Recap of previous meeting

Grant Dennis (Project Lead) provided a recap of discussions from the previous meeting.



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4. Engagement Discussion

Discussion occurred on how Council displays the information collected from the survey's and if they go on to the website. The Facilitator noted that the results from the previous exhibition are in the Crescent Head Advisory Group (CAG) Meeting Minutes on the Your Say Macleay Page.

Discussion occurred on how council informs the community on how to have their say, the use of letterbox drops, website/Your Say Macleay, social media posts, paper surveys, face-to-face information sessions, and Council's contacts were mentioned. The Facilitator stated that Council's aim is always to get as many people engaged as possible with available resources.

5. "Parking Lot" matters

The Project Lead provided a status update on matters which were placed in the 'parking lot' at previous meetings.

Parking Lot Matters	Previous Update 13 Feb 25	Today's Update
Surf Life Saving Club (SLSC) remediation space – further information	On hold – For discussion at future meeting	Refer discussion below - CLOSED
Parking issues	Not discussed during recent meeting – 13/02/2025	No update – for consideration separate to CAG – CLOSED
Interim Works - Beautification of area over next couple years including shed removal, bins, landscaping and costs.	Grants will be applied for as they become available.	Refer discussion below - CLOSED

6. Skate Park Community Engagement & Skate Park Recommendation

The Project Lead started conversation by acknowledging that for most elements in the previously exhibited draft plan there was a clear majority in the feedback received. The one exception was opinion on the potential future skatepark location.

After concerns were raised by CAG a gap in local youth feedback, the Community Engagement Manager approached the Crescent Head Public School principal and conducted a survey with the students. 73 responses from students aged between 5-12 were received.

The survey responses were as follows:

- Do you live in Crescent Head? - 87% Yes, 9% No, 2% other.
- Do you use the existing skatepark on the Crescent Head Foreshore? - 75% Yes, 25% No.
- If yes above how often do you use the skatepark? - 58% Sometimes, 33% Often, 7% Other.
- Which location do you think would be best suited? – 43% Foreshore, 29% Willow Street, 27% Baker Drive.

The Community Engagement Manager and Communications and Community Engagement Trainee confirmed that Kempsey Adventist School, on Crescent Head Road, was also contacted to reach older students, however, no response was received.

The Project Lead noted that the Foreshore placement of a skatepark (with a playground and market space) will only allow for a size that will suit the 5-12 years old demographic and allow parents to supervise.



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It was proposed and agreed by CAG members that a skate park catering to the 12-25 years old should be considered in the Baker Drive sports field master plan development, which is out of the scope of this project and would involve further and separate community engagement. The CAG request that this recommendation be communicated to the community during the next public exhibition was noted.

2. SLSC Asbestos

The Project Lead talked to the old Surf Life Saving Club (SLSC) site, showing photos and providing context around previous asbestos discovery and temporary capping with synthetic turf. It was explained that heavy foot traffic erodes the ground, turning it into dust and mud depending on the weather, which had previously led to the exposure of asbestos. Two main remediation options were outlined. The first involves excavating 500mm of soil and replacing it with clean fill and an appropriate surface. The second option, which is more cost-effective and reliable (in terms of capping the area) but not preferred, would see only 150mm of excavation with a concrete cap. It was noted that the SLSC objected to the proposal of extensive concrete surfacing, arguing that it would interfere with club activities and damage equipment such as training boards. They indicated a preference for maintaining synthetic turf. The Project Lead explained the synthetic turf's environmental drawbacks, particularly its potential to break down into microplastics in marine environments. He acknowledged that it has worked well for the SLSC's operations.

The Project Lead acknowledged that previous drafts of the Public Domain Plan had proposed too much concrete, which did not align with the community preference for green space. The Acting Director Operations and Planning confirmed that this was the only area where asbestos was surfacing, and an environmental management plan is being developed for spot checks and inspections.

Raised vs. flat design options:

Two layout options were presented for the cafe/SLSC area for discussion.

Option 1: would not include a raised area and would allow people to walk diagonally across the Foreshore cafe and grass area.

Option 2: would introduce a raised middle section to discourage diagonal movement and reduce turf or grass wear.

An open discussion followed regarding the pros and cons of each design. Some CAG members raised concerns about mowing and maintaining natural grass. A trial of natural grass in the raised area was proposed. This would include soil preparation, drainage, and irrigation. CAG supported the trial of natural grass in the raised area. Council committed that if the natural grass deteriorated or turned to dust within six months, synthetic turf would be reinstalled.



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3. Further review of amended Draft Plan

The Project Lead presented the updated draft Foreshore Plan and explained the intention to consolidate all previous Foreshore and Public Domain Plans into a single, unified document.

CAG members suggested softening the curves of the path and shifting it closer to the car park to create more green space along the ocean side. The current width between the path and shore ranges from 6–7 metres, narrowing to 5 metres in some areas. There was general support for a meandering path design. Concerns were raised about managing long vehicles in car parks, with suggestions to use signage to restrict oversized vans.

Suggestions were made to replace the fish cleaning table, restore the turnaround/surf check bay to the previous arc design and replace creek entrance stairs at the SLSC. There were differing views in the group on the priority for the surf check area versus additional car parks and it was agreed this could be tested in the community engagement process.

For Willow Street, a CAG member proposed an overhanging boardwalk to widen the area, though concerns were raised about safety and blocked views. Members suggested more BBQs, tables, and lighting, as well as an additional playground. Suggestions were made to redesign the area to curve and fit more car parks and ensure an adequate number of accessible parking spaces. The CAG questioned if the walkway from Pacific Street to Willow Street would be gated and locked at night or not. It was agreed this was for future consideration along with the consideration of lighting and privacy options in this area. Parking previously removed from in front of holiday houses was also flagged for reconsideration.

4. Interim Works

The group discussed priorities for interim work which they believed should be completed on the foreshore as a priority, while the plan is being finalised and then when funding is being sought to implement the plan. It was noted again that implementation would likely be staged as grants become available. Numerous priorities were identified including, the need for fencing in front of the caravan park (facing the foreshore carpark), straightening bollards, removing stickers from parking signage, clarifying ranger responsibilities, confirming landscaping agreements with stakeholders, upgrading and relocating bins, addressing the demarcation between holiday park and the Killick Creek path, and improving community seating.

5. Wrap up and next steps

The meeting then shifted to discuss the next steps. It was noted feedback from this meeting would be incorporated into an updated plan, which would then go through public exhibition,



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group review, internal council processes, and ultimately the aim is approval of the updated plan by Council.

The group discussed how to improve transparency around plan changes, suggesting clearer explanations of how community input has shaped the design in this next phase of engagement.

Planned engagement activities were noted to include letterbox drops, corflutes with QR code, the “Your Say Macleay” platform, media release, social media, an updated paper and online survey, and face-to-face discussion sessions. Some CAG members agreed to support distribution and collection of hardcopy surveys. Written submissions will also be welcomed. Schools will also be encouraged to participate.

It was agreed that should CAG members wish to provide input on potential survey questions or locations for hardcopy survey distribution they should contact the Council team.

6. Next Meeting

To be confirmed

Location – Crescent Head Community Hall

