



# SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING  
HELD ON THURSDAY 19 JULY 2007**

# MINUTES

# **SHIRE OF CUBALLING**

## **COUNCIL MEETING THURSDAY 19 JULY 2007**

### **MINUTES**

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**ORDINARY COUNCIL MEETING MINUTES**

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE OF  
CUBALLING, HELD IN THE COUNCIL CHAMBERS, CAMPBELL  
STREET, CUBALLING ON THURSDAY 19 JULY 2007**

**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

President welcomed Councillors, declared meeting open 3.00pm.

**2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

**ATTENDANCE**

Shire President, Cr T H Wittwer	Deputy President, Cr J D Brown
Cr D S Bradford	Cr C R Hawksley
Cr R J D Newman	Cr I L Watts
Cr C R McKenzie	
Chief Executive Officer, Mr P T Naylor	

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**3. PUBLIC QUESTION TIME**

Nil

**4. APPLICATION FOR LEAVE OF ABSENCE**

Nil

**5. MINUTES**

**5.1.1 CONFIRMATION OF 21 JUNE 2007 ORDINARY MEETING OF  
COUNCIL**

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

That the minutes (as circulated) of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 21 June 2007 be confirmed.

**COUNCIL ACTION**

Moved Cr Watts, seconded Cr Brown that the Chief Executive Officers Recommendation be adopted.

*CARRIED 7/0*

6. **PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS**

Nil

7. **DISCLOSURES OF INTEREST**

Councillors' and Employees' Disclosures of Interest.

7.1 **DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST**

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

**Item 8.1.6**

**Councillors Brown, Hawksley, Newman, Watts and Wittwer, and the Chief Executive Officer, declare a Proximity Interest in the item as proposed road works on the Draft Budget is adjacent to property that they own or occupy in a professional capacity.**

**In accordance with S5.69 of the *Local Government Act 1995* the Minister for Local Government and Regional Development has approved for the disclosing members (Councillors Brown, Hawksley, Newman, Watts and Wittwer) to fully participate in the discussion and decision making procedures relating to the consideration and adoption of the 2007/2008 Budget.**

**Item 8.5.3**

**Councillor McKenzie declares a Financial Interest in this item; He is the property owner and planning applicant.**

**Item 8.5.4**

**Councillor Wittwer declares a Financial Interest in this item; Mr Parker currently rents and occupies property owned by Cr Wittwer.**

7.2 **DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

**8.1 REPORTS – FINANCE AND ADMINISTRATION**

**8.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – JULY 2007**

**Submission to:** Ordinary Meeting of Council  
**Location/Address:** Not applicable  
**Reporting Officer:** Bronwyn Dew, Administration Officer  
**Enabling Legislation:** Local Government (Financial Management) Regulations 1996  
**Council Policy:** Register Delegated Authority  
**Budget Implications:** Nil  
**File Reference:** CMR 7  
**Voting Requirements:** Simple Majority

**Background**

Council is supplied with a list of payments for consideration.

**Comment**

A copy of the list of payments made from each of Councils bank accounts is attached to this item.

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That Council:**

- **Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling \$214,637.14:**

<b>Voucher 10882</b>	<b>\$ 14,689.00</b>
<b>Vouchers 10886-10912 inclusive</b>	<b>\$ 34,319.20</b>
<b>Vouchers 11824-11859 inclusive</b>	<b>\$120,398.27</b>
<b>Electronic fund transfers</b>	<b>\$ 44,673.67</b>
<b>Credit Card</b>	<b>\$ 557.00</b>
  
- **Approve for payment the list of Creditors paid from the Trust fund, as detailed below, totalling \$10,100.00:**

<b>Vouchers 1997-1998 inclusive</b>	<b>\$ 10,000.00</b>
<b>Electronic fund transfers</b>	<b>\$ 100.00</b>

**COUNCIL ACTION**

**Moved Cr Newman, seconded Cr Bradford that the Chief Executive Officers Recommendation be adopted.**

***CARRIED 7/0***



Type	Date	Num	Name	Memo	Credit	Trust
Bill Pmt -Cheque	06/19/2007	10882	Australian Taxation Office	BAS Statement for May 2007	14,689.00	
Bill Pmt -Cheque	06/22/2007	10886	TOWN OF NARROGIN	Library Contributions 2006 -07	2,310.00	
Bill Pmt -Cheque	06/22/2007	10887	PETTY CASH	Petty Cash Recoup	178.25	
Bill Pmt -Cheque	06/22/2007	10888	CUTTING EDGES	Grader Blade	968.00	
Bill Pmt -Cheque	06/22/2007	10889	DEPT FOR PLANNING & INFRASTRUCTURE	Licence Fees	258.10	
Bill Pmt -Cheque	06/22/2007	10890	Dept of Local Govt & Regional Development	Laws For Dog Owners Brochure	21.00	
Bill Pmt -Cheque	06/22/2007	10891	Filters Plus	Parts & Repairs	364.32	
Bill Pmt -Cheque	06/22/2007	10892	Fuji Xerox	Photocopier	80.35	
Bill Pmt -Cheque	06/22/2007	10893	Great Southern Ranger Services	Ranger Service	124.05	
Bill Pmt -Cheque	06/22/2007	10894	Narrogin & District Freight	Freight	33.83	
Bill Pmt -Cheque	06/22/2007	10895	REINFORCED CONCRETE PIPES PTY LTD	Headwalls	2,123.44	
Bill Pmt -Cheque	06/22/2007	10896	SHIRE OF NGN	Reinforced Concrete Pipes	708.95	
Bill Pmt -Cheque	06/22/2007	10897	STAR TRACK EXPRESS	Freight	196.66	
Bill Pmt -Cheque	06/22/2007	10898	STATE LAW PUBLISHER	Advertsing	10.25	
Bill Pmt -Cheque	06/22/2007	10899	WA Land Information Authority	Land Enquiries	6.60	
Bill Pmt -Cheque	06/22/2007	10900	WALGA	Advertising	167.28	
Bill Pmt -Cheque	06/22/2007	10901	WATER CORPORATION	Water Accounts	807.15	
Bill Pmt -Cheque	06/22/2007	10902	WESTRAC EQUIPMENT	Parts & Repairs	837.13	
Bill Pmt -Cheque	06/27/2007	10903	Shire of Cuballing	Social Club Contributions - June 2007	140.00	
Bill Pmt -Cheque	06/27/2007	10904	WALGSP	Super Contributions - June 2007	6,112.76	
Bill Pmt -Cheque	07/02/2007	10905	BUILDERS REGISTRATION BOARD OF WA	BRB PAYMENT JUNE 2007	88.50	
Bill Pmt -Cheque	07/19/2007	11824	AIR LIQUIDE WA PTY LTD	Workshop Supplies	593.66	
Bill Pmt -Cheque	07/19/2007	11825	BEAUREPAIRES	Tyres	4,840.00	
Bill Pmt -Cheque	07/19/2007	11826	BURGESS RAWSON (WA) PTY LTD	Water to War Memorial	54.01	
Bill Pmt -Cheque	07/19/2007	11827	CJD Equipment Pty Ltd	John Deere Cab Tractor	74,449.10	
Bill Pmt -Cheque	07/19/2007	11828	COURIER AUSTRALIA	Freight	13.43	
Bill Pmt -Cheque	07/19/2007	11829	CUBALLING TAVERN	Refreshments	673.60	
Bill Pmt -Cheque	07/19/2007	11830	CUBY ROADHOUSE	Gas, Fuel & Refreshments	200.20	
Bill Pmt -Cheque	07/19/2007	11831	DE NEEFE SIGNS PTY LTD	Safety Cones	561.00	

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Bill Pmt -Cheque	07/19/2007 11832	EDWARDS MOTORS PTY LTD	Parts & Repairs	235.15
Bill Pmt -Cheque	07/19/2007 11833	FARMWORKS AUSTRALIA PTY LTD	Cemetery Maintenance	572.00
Bill Pmt -Cheque	07/19/2007 11834	FRANK WESTON & CO	Parts	66.23
Bill Pmt -Cheque	07/19/2007 11835	Fuji Xerox	Photocopier Charges	67.41
Bill Pmt -Cheque	07/19/2007 11836	GREAT SOUTHERN DINGO SERVICES	VOID - Written out incorrectly	0.00
Bill Pmt -Cheque	07/19/2007 11837	Great Southern Ranger Services	Ranger Service	199.50
Bill Pmt -Cheque	07/19/2007 11838	HAINES NORTON (WA) PTY LTD	2007 Financial Reporting Manual	506.00
Bill Pmt -Cheque	07/19/2007 11839	JR & A HERSEY P/L	Protective Clothing	108.68
Bill Pmt -Cheque	07/19/2007 11840	LANDGATE	Valuations	517.10
Bill Pmt -Cheque	07/19/2007 11841	MAKIT NARROGIN HARDWARE	Signs	265.20
Bill Pmt -Cheque	07/19/2007 11842	MCDOUGALL WELDMENTS	Workshop Supplies	361.92
Bill Pmt -Cheque	07/19/2007 11843	PARRYS	Safety Boots	120.00
Bill Pmt -Cheque	07/19/2007 11844	PIONEER CREDIT MANAGEMENT SERVICES	Debt Recovery	257.17
Bill Pmt -Cheque	07/19/2007 11845	SHIRE OF WICKEPIN	Recycling Costs	396.00
Bill Pmt -Cheque	07/19/2007 11846	Shire of Williams.	Preparation of Community Safety & Crime Prevention Plan	1,822.60
Bill Pmt -Cheque	07/19/2007 11847	STAR TRACK EXPRESS	Freight	65.46
Bill Pmt -Cheque	07/19/2007 11848	Synergy	Power Accounts	2,287.90
Bill Pmt -Cheque	07/19/2007 11849	WATER CORPORATION	Replace Hydrant	424.75
Bill Pmt -Cheque	07/19/2007 11850	WILLIAMS TELECENTRE	Printing - Crime Prevention Plan	145.20
Bill Pmt -Cheque	07/19/2007 11851	BILL EXPRESS	Transaction Fees	1.08
Bill Pmt -Cheque	07/19/2007 11852	CORPORATE EXPRESS	Stationery	113.69
Bill Pmt -Cheque	07/19/2007 11853	GREAT SOUTHERN FUEL SUPPLIES	Fuels & Diesel	12,583.94
Bill Pmt -Cheque	07/19/2007 11854	HAINES NORTON (WA) PTY LTD	Annual Support Fees 2007 -08	14,520.00
Bill Pmt -Cheque	07/19/2007 11855	LOCAL GOVERNMENT MANAGERS AUSTRALIA	Annual Subscriptions 2007-08	1,020.00
Bill Pmt -Cheque	07/19/2007 11856	TELSTRA	CEO & W/S Mobile	79.99
Bill Pmt -Cheque	07/19/2007 11857	WATER CORPORATION	Annual Service Accounts - Rates	1,115.80
Bill Pmt -Cheque	07/19/2007 11858	WHEATBELT SOUTH TOURISM ASSOC. (Inc.)	2007/08 Membership	660.00
Bill Pmt -Cheque	07/19/2007 11859	WORKPLACE PUBLICATIONS	2007/08 Advertising	500.50
Bill Pmt -Cheque	07/19/2007 10906	CORPORATE EXPRESS	Stationery	13.05
Bill Pmt -Cheque	07/19/2007 10907	DMH Engineering	Parts & Repairs	242.00



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Bill Pmt -Cheque	07/19/2007 10908	Institute of Public Works Engineering Australia	Training - A Richardson	726.00	
Bill Pmt -Cheque	07/19/2007 10909	LGIS Property	Insurance	4,087.75	
Bill Pmt -Cheque	07/19/2007 10910	REINFORCED CONCRETE PIPES PTY LTD	Cuballing West Road	241.85	
Bill Pmt -Cheque	07/19/2007 10911	TELSTRA	Telephone Account - June 2007	601.93	
Bill Pmt -Cheque	07/19/2007 10912	Kevrek	Cranes	12,870.00	
EFT	06/21/2007 210607	WA Treasury Corporation	Payment of Loan 59	1,150.77	
EFT	06/21/2007 210607.1	WA Treasury Corporation	Payment of Loan 60	4,995.78	
EFT	06/21/2007 210607.2	WA Treasury Corporation	Payment of Loan 61	2,670.19	
EFT	06/26/2007 260607	SHIRE OF CUBALLING.	Wages & Salaries 13/6/07 - 26/06/07	17,628.15	
EFT	07/10/2007 100707	SHIRE OF CUBALLING.	Wages & Salaries 27/06/07-10/07/07	17,984.96	
EFT	07/10/2007 100707.1	Allan Ramsay	Travel Allowance	243.82	
Cheque	06/21/2007 T1997	Joe Cacic	Refund of Building Bond	5,000.00	
Cheque	06/21/2007 T1998	Mike Burges	Refund of Building Bond	5,000.00	
EFT	06/19/2004 T190607	Belinda Wilcox	Refund Hall Hire Bond	100.00	
Credit Card	06/16/2007 160607	Comminque Holding	Phone Chargers- Motor Vehicles	60.00	
Credit Card	06/16/2007 160607.1	The Good Guys	Vacume Cleaner - Admin Office	398.00	
Credit Card	06/17/2007 170607	G Anthony Mensland	Uniforms- P. Naylor	99.00	
				<b><u>214,637.14</u></b>	<b><u>10,100.00</u></b>

## **8.1.2 STATEMENT OF FINANCIAL ACTIVITY**

**Submission to:** Ordinary Meeting of Council  
**Location/Address:** Not applicable  
**Reporting Officer:** Clare Thomson, Accountant  
**Enabling Legislation:** Local Government (Financial Management) Regulations 1996  
**Council Policy:** Nil  
**Budget Implications:** Nil  
**File Reference:** CMR 7  
**Voting Requirements:** Simple majority

### **Background**

Local Government (Financial Management) Regulations 1996, section 34, provides for monthly financial reporting requirements for local government.

### **Comment**

A Statement of Financial Activity has been prepared for period ending 30 June 2007 in accordance with the abovementioned legislation and circulated with the Council meeting agenda.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Statement of Financial Position, as circulated, for the Shire of Cuballing for period ending 30 June 2007 be received.**

### **COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Watts that the Chief Executive Officers Recommendation be adopted.**

***CARRIED 7/0***

### 8.1.3 ANNUAL RETURNS

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Nil
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995 (S5.76)
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	M 5
<b>Voting Requirements:</b>	Simple Majority

#### **Background**

Section 5.76 of the Local Government Act 1995, requires that in each year Councillors, the Chief Executive Officer, and other employees (relevant persons) to whom delegated powers have been authorised in accordance with the provisions of the Act, must lodge an annual return in the prescribed form by 31 August of that year.

#### **Comment**

Copies of the prescribed form 3 are circulated with the Council meeting agenda for your early attention.

Corruption and Crime Commission Act 2003, Sections 4 & 28, requires the Chief Executive Officer to notify the Department of Local Government and Regional Development and the Corruption and Crime Commission of any annual returns lodged after the due date of 31 August

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

For Councillor information and early attention please.

### **COUNCIL ACTION**

**Resolved that the information be noted.**

### 8.1.4 **LOCAL GOVERNMENT BI-ANNUAL ELECTION SATURDAY 20 OCTOBER 2007**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Whole of Shire
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	2007/08 Budget Provision
<b>File Reference:</b>	E&ER 3
<b>Voting Requirements:</b>	Simple Majority

#### **Background**

The Local Government Act 1995 (the *Act*) provides that a Local Government is to hold elections on the third Saturday in October every two years. The *Act* was amended in 2006 by the Parliament of Western Australia to specify ordinary elections in October rather than in May as in the past.

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Section 4.20 of the *Act* provides that the Chief Executive Officer is the returning officer of a local government for each election unless Council appoints a person other than the CEO. Section 4.20(4) of the *Act* enables a local government to declare the Electoral Commissioner to be responsible for the conduct of the election having first obtained the Commissioners written agreement.

At Councils request, the Electoral Commissioner has provided a cost estimate of \$7,500 (GST incl) to conduct the election, and agreed to be responsible for the conduct of the ordinary elections in 2007 for the Shire of Cuballing. This agreement is subject to the Shire of Cuballing wanting to have the election undertaken by the Western Australian Electoral Commission (WAEC) as a postal vote.

The cost estimate has been based on the following:

- Elections being required to fill the Council vacancies;
- Total of approx 600 electors throughout the Shire; and
- The count being conducted at the premises of the Shire of Cuballing.

And does not include:

- Non-statutory advertising;
- Any legal expenses other than those that are determined to be borne by the WAEC in a Court of Disputed Returns; and
- One local government staff member to work in the polling place on election day.

### Comment

In order for Council to appoint the WA Electoral Commission to conduct the election the following two motions need to be passed by absolute majority:

- Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2007 ordinary elections together with any other elections or polls which may also be required; and
- Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.

Council, for the 2003 ordinary elections, appointed the Electoral Commissioner. Unfortunately on that occasion the estimated cost of \$4,600 (excl GST) completely blew out to almost double. It is believed the WAEC now has a better idea of the cost to conduct local government elections and have provided a more realistic estimate on this occasion. However it must be remembered that it is a cost estimate only and the elections would be run on a cost recovery basis.

Whilst Council staff are willing and prepared to conduct the elections as an in-person elections, there are some advantages by having the Electoral Commissioner conduct a postal election:

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- Increased voter participation;
- Convenience of electors;
- The availability of an experienced Returning Officer at “arms length” from local government business;
- Detailed candidates guides prepared by the Commissioner;
- All eligible electors being given information about the election; and
- Statutory requirements are fulfilled.

In addition to the above, the new Proportional Preferential Voting system may cause some difficulties in the vote counting and result in delay to announcing the elections result. Whilst the Department of Local Government and Regional Development and WA Electoral Commission are developing computer software for this purpose it has not been released as yet and training has yet to be defined.

It is difficult to do a cost comparison between the 2003 elections conducted by the Electoral Commissioner and 2005 elections conducted by Council staff. In 2003 there was a full election, however in 2005 only sufficient nominations were received to fill the vacancies and therefore no election was held.

In October 2007, Council has four (4) Vacancies arising across its two wards following the expiry of the terms of Councillors Hawksley, Newman, Watts and Wittwer. Also Councillor McKenzie has indicated his intention to resign, due to relocating from the district, and therefore creating an additional vacancy in the North Ward for a two-year term.

The deadline for appointing the Electoral Commissioner to conduct the elections is 1 August 2007.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

#### **That the Shire of Cuballing:**

- **Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2007 ordinary elections together with any other elections or polls which may also be required; and**
- **Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.**

*Note: Absolute Majority Required.*

### **COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

**8.1.5 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) – LOCAL GOVERNMENT WEEK CONVENTION 2007**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Not applicable
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Not applicable
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	2007/08 Budget Allocation
<b>File Reference:</b>	C & A 5
<b>Voting Requirements:</b>	Simple Majority

**Background**

The WALGA Annual General Meeting (AGM) is to be held at the Burswood Resort Convention Centre Theatre on Sunday 5 August 2007, as part of Local Government Week Convention.

**Comment**

Copies of the Agenda for the WALGA AGM have been provided to Councillors with the Council meeting agenda. Councils delegates to the AGM, Cr's Wittwer and Brown, received original copies of the document.

In the past couple of years Council has resolved for the delegates to listen to the debate on the various matters before the meeting and make a joint informed decision in the best interests of the Shire of Cuballing and the local government industry as a whole. This process appears to be working well and Council could give consideration to adopting this practice once again.

It would also be beneficial for Council to peruse the AGM agenda to gain an insight into the various items being presented for consideration.

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the two Council delegates for the Western Australian Local Government Association Annual General Meeting be requested to listen to the debate on the various matters presented to the meeting for consideration and make a joint informed decision in the best interests of the Shire of Cuballing and the local government industry as a whole.**

**COUNCIL ACTION**

**Moved Cr Newman, seconded Cr McKenzie that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

## **8.1.6 SHIRE OF CUBALLING BUDGET 2007/2008 FINANCIAL YEAR**

Deferred to end of meeting.

## **8.2 REPORTS – WORKS**

### **8.2.1 WORKS MANAGERS REPORT**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Whole of Shire
<b>Reporting Officer:</b>	Alex Richardson, Works Manager Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 10
<b>Voting Requirements:</b>	Simple majority

#### **CUBALLING WEST ROAD**

Works on this road are proceeding well, and clearing and widening to within the town boundary is well under way.

Correspondence has been received from Telstra stating they believe Council is liable for the costs to repair the cable that was damaged during the clearing process. The letter has been forwarded to the Municipal Liability Scheme for their information and attention.

#### **WINTER GRADING**

Winter Grading is proceeding throughout the Shire. Unfortunately only one grader is available for this purpose due to continuing road works on the Cuballing West Road.

#### **CUBALLING REFUSE SITE**

Staff are continuing to work through the process for the refuse site to be managed with restricted opening days/times effective from 1 September 2007. Site Manager has been appointed and will participate in the setting out of the site for recycling and suitable waste disposal purposes.

#### **PLANT AND EQUIPMENT**

All items of plant and equipment are being serviced and maintained as required, and all plant is generally in good working order.

The new John Deere 4720 Front End Loader and attachments (boom sprayer and mower) was delivered on Friday 29 June 2007. The broom is still under construction and will be delivered at end of July 2007.

#### **SOUTHERN ROAD SERVICES**

Southern Road Services are undertaking clearing and verge maintenance works along the Great Southern Highway throughout the Shire. Approval has been granted for vegetation off cuts and overburden to be dumped in old gravel pits within the Shire. This can then be used to rehabilitate the refuse site and other gravel pits as required.

## **STAFF**

The Works Manager is attending a two-day course in Perth as part of the Diploma of Public Works he is completing. This module is "Project Management" and is the third of a total of 10.

## **RESTRICTED ACCESS VEHICLES**

Main Roads WA, Wheatbelt South, advise that they will soon have staff available to assist Shires with assessing roads suitable for Restricted Access Vehicles. Can Council please advise what roads within the Shire are seen as a priority to have assessed and arrangements will be made with Main Roads as required.

## **PRIVATE WORKS**

Various works requests are still being received and these are being done as time permits

Private works invoices for the month of June 2007, total \$3,923.33.

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Works Managers Report be received and information noted.**

## **COUNCIL ACTION**

**Moved Cr Newman, seconded Cr Bradford that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

### **8.2.2 DRYANDRA VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (DVROC) – RESTRICTED AND PROHIBITED BURNING PERIODS**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Whole of Shire
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Bush Fires Act 1954
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	BFC 12
<b>Voting Requirements:</b>	Simple majority

#### **Background**

At the recent meeting of DVROC, held at the Shire of Narrogin on Tuesday 26 June 2007, discussion was had on the Restricted and Prohibited Burning Periods for each of the five Shires and that the Councils could consider introducing, or requesting the gazettal of, common dates to be uniform across Shire boundaries.

#### **Comment**

The general consensus from the meeting was that the following dates would be the most suitable; existing Shire of Cuballing dates are shown alongside.



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<b>Restricted On</b>	1 <sup>st</sup> October (19 <sup>th</sup> September)
<b>Prohibited On</b>	1 <sup>st</sup> November (1 <sup>st</sup> November)
<b>Prohibited Off</b>	1 <sup>st</sup> March (14 <sup>th</sup> February)
<b>Restricted Off</b>	19 <sup>th</sup> April (29 <sup>th</sup> March)

It was acknowledged that individual Councils will still have the right, in accordance with the provisions of the Bush Fires Act 1954, to amend the dates as required according to seasonal (and local) conditions.

The Chief Executive Officer has spoken to the Chief Bush Fire Control Officer, Mr Mike Burges, and he has indicated support for the proposal.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Shire of Cuballing supports a request to the Minister for Emergency Services for amendment to the Restricted and Prohibited Burning Periods for the Shires of Cuballing, Narrogin, Pingelly, Wandering and Wickepin as follows:**

<b>Restricted On</b>	<b>1<sup>st</sup> October</b>
<b>Prohibited On</b>	<b>1<sup>st</sup> November</b>
<b>Prohibited Off</b>	<b>1<sup>st</sup> March</b>
<b>Restricted Off</b>	<b>19<sup>th</sup> April</b>

### **COUNCIL ACTION**

**Moved Cr Newman, seconded Cr McKenzie that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

## **8.3 REPORTS – BUILDING**

### **8.3.1 BUILDING SURVEYORS REPORT**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Whole of Shire
<b>Reporting Officer:</b>	Allan Ramsay, Environmental Health Officer/Building Surveyor
<b>Enabling Legislation:</b>	Local Government (Miscellaneous Provisions) Act 1960 Building Regulations 1989 Builders' Registration Act 1939
<b>Council Policy:</b>	Register Delegated Authority
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 2
<b>Voting Requirements:</b>	Simple majority

#### **Summary**

There were two (2) applications approved and licenses issued for the month of June 2007.

Listed below is a summarized breakdown of the application and proposed structures:

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<b>Approval License No</b>	<b>Name of Owner</b>	<b>Registered Builder (RB) or Owner Builder (OB)</b>	<b>Structure</b>	<b>Location of Building</b>
50/06-07	M Donald & J Hill	McGrath Homes RB 8570	Transportable House	Lot 315 Forrest St Popanyinning
51/06-07	E Francis	OB	Steel Framed Shed	182 Campbell St Cuballing

Listed below is a summarised breakdown of all building approvals for the 2006/2007 financial year:

<b>Sheds</b>	<b>Extens-ions</b>	<b>Patio/ Pergola</b>	<b>Re-locatable Houses</b>	<b>Kit Style Houses /Barn Style Houses</b>	<b>Transpor-table Houses</b>	<b>Pools</b>	<b>Carports /Garages</b>
23	6	6	3	3	4	2	4

**Five (5) Star Plus – New Standard in Sustainable Housing**

As from 1 September 2007 the 5 Star Plus energy ratings will be introduced in the Building Code of Australia. This will mean that all new building applications for new houses from that date will need to comply.

That standard for design and construction adds a minimum requirement for a low-greenhouse hot water system and water saving taps, showers and toilets. It will also mean that all approvals for swimming pools will require a pool blanket to reduce evaporation. Brochures on these requirements will be available from the display in the Council Administration Office.

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Building Surveyor’s Report be received and information noted.**

**COUNCIL ACTION**

**Moved Cr Watts, seconded Cr Hawksley that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

## **8.4 REPORTS – HEALTH**

### **8.4.1 ENVIRONMENTAL HEALTH OFFICERS REPORT**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Whole of Shire
<b>Reporting Officer:</b>	Allan Ramsay, Environmental Health Officer/Building Surveyor
<b>Enabling Legislation:</b>	Health Act 1911
<b>Council Policy:</b>	Register Delegated Authority
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 2
<b>Voting Requirements:</b>	Simple majority

#### **Purpose**

To advise Council of Environmental Health inspections that have been carried out in the district during the month of June 2007.

#### **Health Local Law**

The Shire of Cuballing *Health Local Laws 2007* has now been completed. The Local Law was published in the Government Gazette on 5 June 2007 and came into effect on 20 June 2007. The Local Law is currently with the Joint Standing Committee on Delegated Legislation for review.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Environmental Health Officer's Report be received and information noted.**

### **COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

## 8.5 REPORTS – TOWN PLANNING

### 8.5.1 MS K F BULLARD – APPLICATION FOR INTENSIVE AGRICULTURE USE, PRODUCTION OF CAPERS, LOT 277 CAMPBELL STREET, CUBALLING

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Lot 277 Campbell Street, Cuballing
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Planning and Development Act 2005
<b>Council Policy:</b>	Shire of Cuballing Town Planning Scheme No 2
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	TP 3
<b>Voting Requirements:</b>	Simple majority

#### **Background**

This matter was previously presented to the June 2007 Ordinary meeting of Council for consideration. Council resolved:

*“That:*

- The applicant be advised that Council endorses the proposed industry on Lot 277 Campbell Street, Cuballing, however will need to give special notice to neighbouring property owners in accordance with clause 9.4 of the Shire of Cuballing Town Planning Scheme No 2;*
- Special notice be given to neighbouring property owners of Lot 277, of the proposed industry, in accordance with clause 9.4 of the Town Planning Scheme No 2; and*
- The applicant be advised that Council cannot approve the building of shed/s and other structures on the property until suitable building plans have been submitted for due consideration.”*

#### **Comment**

A sign was placed at the property displaying notice of the proposed use and special notice, both in accordance with the requirements of Town Planning Scheme No 2, was provided to neighbouring property owners on 22 June 2007, inviting submissions on the proposal on or before Monday 9 July 2007. At this date no submissions and/or comment has been received on the proposal.

Therefore it can only be assumed that none of the neighbouring property owners have an issue with the proposed intensive agriculture use at the property and Council can support the proposal.

In relation to third dot point of Council’s resolution, Ms Bullard has been informed that plans for buildings on the property cannot be approved until suitable engineered building plans are submitted for consideration.

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the application to commence an intensive agriculture use, for the production of Capers, at Lot 277 Campbell Street, Cuballing be supported.**

**COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

**8.5.2 BUILDING CONTROL POLICY FOR RURAL TOWNSITE ZONE AREAS**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Cuballing and Popanyinning Townsites
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer Trevor Moran, Landvision, Town Planning Consultant
<b>Enabling Legislation:</b>	Nil
<b>Council Policy:</b>	Shire of Cuballing Town Planning Scheme No 2 Shire of Cuballing Policy Manual
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	A 11 & TP 8
<b>Voting Requirements:</b>	Simple majority

**Background**

In recent times Council has expressed concern at the number of building applications being received for Barnstyle Homes and Relocated Second Hand Dwellings within the Shire, in particular within the townsites of Cuballing and Popanyinning. Council has concerns about the standard of housing within the townsites and requested a Building Control Policy be developed to try and improve the visual amenity of the housing particularly within the areas zoned Rural Townsite.

**Comment**

The Chief Executive Officer in consultation with Councils Town Planning Consultant has drafted the following policy for Council consideration.

*Shire of Cuballing Building Control Policy for Residences in Rural Townsite Zones within Cuballing and Popanyinning Townsites*

- 1. All buildings to be constructed in the Rural Townsite Zone are to be of a material approved by Council and all roof and where approved, wall cladding will be finished in a non-reflective colour (Colourbond).*
- 2. In addition, and in this regard the following standards will be applied by Council when determining the acceptability or otherwise of a proposed building in a rural townsite zone:*
  - No barn style or second hand dwellings will be permitted, unless specifically approved by Council.*

- *Outbuildings will not be permitted in front of the residential setback for the lot, unless specifically approved by Council.*
- *No houses with a floor area of less than 100m<sup>2</sup> will be permitted, unless specifically approved by Council.*
- *Building materials are to be primarily brick, tile, timber and/or colourbond, or other materials satisfactory to the Council.*
- *Housing style is to be consistent with the prevailing housing style of the area in order to maintain the existing amenity of the area.*

Whilst the above draft policy may seem a bit prescriptive it will give staff some standard guidance when dealing with peoples enquiries as to what type of housing can be constructed in certain areas of the townsites. It may also be necessary for Council to review the Rural Townsite zoned areas and make changes to the boundaries if considered appropriate. The zones were part of the review recently undertaken by Council and currently before the WA Planning Commission for comment, but it may be necessary to review them further.

#### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Shire of Cuballing adopts the following Policy for the control of type/standard of residences within the Rural Townsite Zoned areas of the Cuballing and Popanyinning Townsites.**

##### *Shire of Cuballing Building Control Policy for Residences in Rural Townsite Zones within Cuballing and Popanyinning Townsites*

1. *All buildings to be constructed in the Rural Townsite Zone are to be of a material approved by Council and all roof and where approved, wall cladding will be finished in a non-reflective colour (Colourbond).*
2. *In addition, and in this regard the following standards will be applied by Council when determining the acceptability or otherwise of a proposed building in a rural townsite zone:*
  - *No barn style or second hand dwellings will be permitted, unless specifically approved by Council.*
  - *Outbuildings will not be permitted in front of the residential setback for the lot, unless specifically approved by Council.*
  - *No houses with a floor area of less than 100m<sup>2</sup> will be permitted, unless specifically approved by Council.*
  - *Building materials are to be primarily brick, tile, timber and/or colourbond, or other materials satisfactory to the Council.*
  - *Housing style is to be consistent with the prevailing housing style of the area in order to maintain the existing amenity of the area.*

**COUNCIL ACTION**

**Moved Cr Hawksley, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 7/0*

**8.5.3 WESTERN AUSTRALIAN PLANNING COMMISSION (WAPC) –  
PLANNING APPLICATION 135299 LOTS 4122, 4124 & 4125  
DAYLESFORD ROAD, POPANYINNING**

**3.55pm Cr McKenzie Declared a Financial Interest and departed the Chambers.**

**Submission to:** Ordinary Meeting of Council  
**Location/Address:** Lots 4122, 4124 & 4125 Daylesford Road, Popanyinning  
**Reporting Officer:** Peter Naylor, Chief Executive Officer  
**Enabling Legislation:** Planning and Development Act 2005  
**Council Policy:** Shire of Cuballing Town Planning Scheme No 2  
**Budget Implications:** Nil  
**File Reference:** TP 12  
**Voting Requirements:** Simple majority

**Background**

Correspondence from the WAPC requesting Council to provide any information, comment or recommended conditions on a subdivision proposal received for Lots 4122, 4124 & 4125 Daylesford Road, Popanyinning.

This application is a resubmission of previous planning application 132282, which was presented to the September 2006 Ordinary meeting of Council and subsequently refused by the WAPC.

**Comment**

The application has been submitted by property surveyors A J Marsh P/L on behalf of property owner C R McKenzie. In addition to this an Assessment for Subdivision for Conservation Report has been prepared on behalf of the property owner by AWI Environmental. An extract of this report has been circulated to Councillors with the Council meeting agenda.

At the September 2006 meeting Council resolved:

*“That Planning Application 132282 be supported subject to the following conditions:*

- Suitable constructed road access must be provided to all lots by way of existing traffic corridors/road reserves;*
- Proposed Lot C to become a conservation lot and be subject to a conservation agreement with the Department of Environment and Conservation, with at the very least a covenant to be placed on the certificate of title to ensure that any proposed clearing of vegetation be restricted to a building envelope, property access and agreed fire management measures; and*

- *Revegetation and tree planting be carried out on the remaining lots consistent with the Shire of Cuballing Local Planning Policy Hotham River Environs and for Natural Resource Management”.*

In previous correspondence from the WAPC they advised that their reasons for refusing the application are:

1. *It has not been adequately demonstrated that proposed Lot C satisfies all of the provisions of clause 3.3.1 (Criteria for Subdivision for Conservation) of the Commission’s Policy DC 3.4.*
2. *Approval to the subdivision would set an undesirable precedent for the further subdivision of surrounding lots.*
3. *The proposed subdivision is inconsistent with the ‘Rural’ zoning of the land, the principal purpose of which is to preserve its rural use and density of development. The subdivision, if permitted, would result in an unplanned breakdown of land holdings.*

And then went on to state that: *The Commission may consider a new application proposing no additional dwelling entitlements and subject to the remnant vegetation undergoing a flora assessment by the Department of Environment and Conservation.*

Whilst the new application does seek to add an additional lot by creating a Conservation lot, an environmental assessment has been undertaken and it will be up to the WAPC and Department of Environment and Conservation (DEC) to ensure that it addresses all the necessary criteria on this aspect of the application.

From a Shire of Cuballing aspect nothing has really changed since the original application and Council supported it subject to certain conditions and controls, which include the managing of the conservation lot to the satisfaction of the DEC. Therefore Council could support the application in accordance with its previous resolution of September 2006 for application 132282.

#### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That Planning Application 135299 be supported subject to the following conditions:**

- **Suitable constructed road access must be provided to all lots by way of existing traffic corridors/road reserves;**
- **Proposed Lot 3 to become a conservation lot and be subject to a conservation agreement with the Department of Environment and Conservation, with at the very least a covenant to be placed on the certificate of title to ensure that any proposed clearing of vegetation be restricted to a building envelope, property access and agreed fire management measures; and**
- **Revegetation and tree planting be carried out on the remaining lots consistent with the Shire of Cuballing Local Planning Policy Hotham River Environs and for Natural Resource Management.**



**COUNCIL ACTION**

**Moved Cr Hawksley, seconded Cr Brown that the Chief Executive Officers Recommendation be adopted.**

*CARRIED 6/0*

**4.02pm Cr McKenzie re-entered the Chambers.**

**8.5.4 MR W M PARKER – APPLICATION TO OPERATE HOME BUSINESS**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Lot 328 Carton Street, Cuballing
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Nil
<b>Council Policy:</b>	Shire of Cuballing Town Planning Scheme No 2
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	TP 3
<b>Voting Requirements:</b>	Simple majority

**Background**

At the June 2007 Ordinary meeting of Council, Council considered an application from Mr Parker for approval to operate a Home Business (Carpentry and Cabinet Making) at his property, being Lot 328 Carton Street, Cuballing.

At the June 2007 meeting Council resolved as follows:

*“That Mr W M (Wayne) Parker be advised that Council is prepared to support his proposed Carpentry/Cabinet Making Home Business application at Lot 328 Carton Street, Cuballing, subject to the following actions and conditions:*

- Adjoining landowners/residents be advised of the proposed Home Business and be provided with an opportunity (period of 14 days) to comment; and*
- Hours of operation be restricted from 8.00am to 5.00pm Monday to Saturday.”*

**Comment**

The proposed use fits into the “Home Business” category of the Shire of Cuballing Town Planning Scheme No 2, which has a “D” use in the Rural Townsite area of the Zoning Table of the Scheme. This means that the use is not permitted unless the local government has exercised its discretion by granting planning approval. Also a “D” use does not require Council to advertise or give special notice of the application in accordance with the provisions (clause 9.4) of the Scheme. Whilst it was not a requirement that the proposal be advertised, Council considered as a courtesy to advise neighbouring property owners of the proposal and offered them the opportunity to comment. Council also considered it would be appropriate to

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enforce restricted operating hours to ensure any possible inconvenience to neighbours will be minimised.

Letters were forwarded to neighbouring property owners on 22 June 2007, advising of the application and stating that Council is prepared to support the proposal with restricted operating hours subject to comments being invited from the neighbouring property owners.

At the close of the submission period on 11 July 2007, six submissions have been received. Three of the submissions support the proposal and three are in opposition to it. The submissions opposing the business commencing have gone into great detail as to why they are opposed, one of the submissions includes a letter from his solicitor, and this information has been referred to the Municipal Liability Scheme for comment and advice.

Two of the submissions make claims about comments by the Shire Chief Executive Officer, these are simply not true and will be further explained at the Council meeting. It is very disappointing that persons will twist comments that have been made to them by Shire Staff in an endeavour to stop an application before Council from proceeding.

On receipt of additional advice from the Municipal Liability Scheme, and possibly Councils Solicitor if the need arises, this will be presented to the Council meeting.

Preliminary advice from the Municipal Liability Scheme is if Council made the decision for the home business to proceed in good faith and in accordance with the Town Planning Scheme requirements then a complainant would have to prove that the Council was negligent in its actions to be able claim any losses on property valuation against the Council.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

#### **COUNCIL ACTION**

**The Chief Executive Officer advised this matter has been referred to Councils Solicitors for legal advice; as the legal advice has not been received the matter will be deferred to August 2007 meeting of Council.**

### **8.1.6 SHIRE OF CUBALLING BUDGET 2007/2008 FINANCIAL YEAR**

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Not applicable
<b>Reporting Officer:</b>	Peter Naylor, Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995
<b>Council Policy:</b>	3.11
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	F 9
<b>Voting Requirements:</b>	Simple Majority

Councillors Brown, Hawksley, Newman, Watts and Wittwer, and the Chief Executive Officer, declare a Proximity Interest in Agenda Item 8.1.8 (Shire of Cuballing Budget 2007/2008 Financial Year, as proposed road works on the

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Draft Budget is adjacent to property that they own or occupy in a professional capacity.

In accordance with S5.69 of the *Local Government Act 1995* the Minister for Local Government and Regional Development has approved for the disclosing members (Councillors Brown, Hawksley, Newman, Watts and Wittwer) to fully participate in the discussion and decision making procedures relating to the consideration and adoption of the 2007/2008 Budget.

### **Background**

To be tabled at the Council meeting will be an amended Draft Budget, and associated supporting information, for the 2007/2008 Financial Year.

### **Comment**

Minor amendments have been made to the initial draft budget in accordance with Council requests from the June 2007 Ordinary meeting of Council. Other adjustments also have been made in relation to receipt of Local Government Grants Commission allocations, regional road group funds, final quotations for insurances, inclusion of income from private works (estimated), transfer of funds from Roadworks Reserve Account, and inclusion of 2006/2007 end of year figure. Full details will be identified and explained as the document is dealt with at the meeting.

At the meeting it is proposed to also table an updated rating model based on 5.38% rate increase in accordance with the Western Australian Local Government Association Local Government Cost Index figure as at 31 March 2007. Due to the introduction of about 20 new rate assessments with the sale of rural land to small landholders the impact of a 5.38% rate increase is spread over a greater number of properties and has a lesser impact on individual property owners, unless of course a new higher valuation has been received for a particular property.

Whilst working through the draft budget document Council requested the following adjustments/inclusions:

- Increase Presidential Allowance to \$4,500 (from \$4,000); and
- Include \$1,000 Donation to St John Ambulance and \$1,000 Donation to Royal Flying Doctor Service.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

Council discussion and direction please.

### **COUNCIL ACTION**

**Moved Cr Bradford, Seconded Cr McKenzie that the Draft Budget as presented, with minor adjustment/inclusions, showing rate increase of 5.38% be prepared in the statutory format and present to the August 2007 Meeting of Council for adoption.**

*CARRIED 7/0*

10. **OTHER URGENT BUSINESS**

**COUNCILLOR C R McKENZIE RESIGNATION**

Cr McKenzie informed Council of his intention to resign as a Councillor for the Shire of Cuballing (North Ward) and read letter of resignation to the meeting. The resignation will take effect on 20 July 2007.

Cr McKenzie has sold most of his property interests in the Popanyinning area and relocated to a farming property near Dudinin, north of Kukerin. Whilst he still owns some property in Popanyinning, which makes him eligible to remain as a Councillor, the practicalities of this happening are not realistic and he does not feel he would be able to do justice to the role and duties for which the residents of the north ward elected him.

Cr McKenzie said he has thoroughly enjoyed his time on Council and it has provided him with a great insight into public life and the many and varied decisions that have to be made and followed up on a regular basis.

The Shire President, Cr Wittwer, thanked Cr McKenzie for his contribution to Council and the community and wished he and his family best wishes for the future.

**Moved Cr Hawksley, seconded Cr Watts that approval be sought from the Electoral Commissioner for the Council vacancy created by Councillor McKenzie's resignation to be filled at the October 2007 Local Government Ordinary Election rather than having to conduct an Extraordinary Election.**

*CARRIED 7/0*

11. **MEETING CLOSURE**

There being no further business the Shire President declared the meeting closed at 5.06pm.

**CONFIRMED AS A TRUE RECORD OF PROCEEDINGS  
ON THURSDAY 16 AUGUST 2007**

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**SHIRE PRESIDENT**