



SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING
HELD ON THURSDAY 18 JULY 2002**

MINUTES

SHIRE OF CUBALLING
ORDINARY COUNCIL MEETING
THURSDAY 18 JULY 2002

MINUTES

TABLE OF CONTENTS

1. **OPENING - ANNOUNCEMENT OF VISITORS**
2. **ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**
3. **PUBLIC QUESTION TIME**
4. **APPLICATIONS FOR LEAVE OF ABSENCE**
5. **MINUTES - CONFIRMATION OF 20 JUNE 2002 MEETING MINUTES**
6. **PETITIONS, DEPUTATIONS, PRESENTATIONS**
7. **REPORTS OF OFFICERS**
 - 7.1 **CHIEF EXECUTIVE OFFICER**
 - 7.1.1 **ACCOUNTS FOR PAYMENT**
 - 7.1.2 **FINANCIAL STATEMENTS**
 - 7.1.3 **ADMINISTRATION**
 - 7.2 **ENVIRONMENTAL HEALTH OFFICER**
 - 7.3 **BUILDING SURVEYOR**
 - 7.3.1 **BUILDING PLANS**
8. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
9. **OTHER URGENT BUSINESS**
10. **CLOSURE OF MEETING**

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 18 JULY 2002

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

President welcomed Councillors, declared meeting open 10:12 am.

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

ATTENDANCE

President I L Watts
Cr C R Hawksley
Cr J D Brown
Cr R J Newman

Deputy President D S Bradford
Cr C J Browne
Cr T H Wittwer
Chief Executive Officer P T Naylor

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. **PUBLIC QUESTION TIME**

Nil

4. **APPLICATION FOR LEAVE OF ABSENCE**

Nil

5. **MINUTES - CONFIRMATION OF 20 JUNE 2002 MEETING MINUTES**

Moved Cr Browne, seconded Cr Wittwer that the minutes of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 20 June 2002 be confirmed.

CARRIED 7/0

6. **PETITIONS, DEPUTATIONS, PRESENTATIONS**

Nil

7. **REPORTS OF OFFICERS**

7.1 **CHIEF EXECUTIVE OFFICER**

7.1.1 ACCOUNTS FOR PAYMENT

V	NAME	PARTICULARS	MUNI	TRUST
T1675	B.C.I.T.F.	April 02 B.C.I.T.F. (Wright)		54.90
T1676	BUILDERS REGO BOARD	April & May 02 Building Dispute Fees		98.00
T1677	CUBALLING FIRE BRIGADE	Reimburse FB Membership Subs		70.00
7992	SALARIES & WAGES	Wages 5/06/02 – 18/06/02	20572.80	
T1678	WA LOCAL GOVT SUPER	Super Contributions June 02		3831.74
T1679	AUSTRALIAN SERVICES UNION	ASU Contributions June 02		28.60
7993	IAN WATTS	Travel Allowance – WALGA	202.30	
T1680	COOPER LUDLOW	Reimburse Bond – Cuby Hall		50.00
7994	DISASTER MANAGEMENT WA	Cr Brown Conference Fees – 5/07/02	195.00	
7995	SHIRE OF CUBALLING	Building Licence – CEO House	406.55	
WP363	BRIAN PEARCE	Seedling Survival Survey Op Costs		1502.43
WP364	JR & JC MCNEIL	Fencing		1452.00
WP365	MELCHIORRE FARMS	Fencing		1650.00
WP366	HOTHAM DOWNS PASTORAL CO	Fencing		1320.00
WP367	WJ & KI WADE	Fencing		1188.00
7996	SALARIES & WAGES	Wages 19/06/02 – 02/07/02	21838.82	
7997	I L WATTS	Travel Allowance June 02 – WALGA	214.20	
T1681	BUILD & CONSTRUCTION FUND	Cancelled – refer to chq T1682		
T1682	BUILD & CONSTRUCTION FUND	June 02 B.C.I.T.F.		372.15
7998	BUILDERS REGO BOARD	June 02 Building Dispute Fee	98.00	
7999	TELSTRA CORPORATION	Phone A/C	871.05	
WP368	WOYERLING SPRING ENT.	Database Review & Update Op Costs		1101.75
WP369	G J GILES & CO	Fencing		1320.00
WP370	H M FREEBAIRN & CO	Fencing		1188.00
WP371	L R WATTS & CO	Fencing		528.00
WP372	IAN WATTS ENTERPRISES P/L	Fencing		1980.00
WP373	CRAIG'S COUNTRY CATERING	Catering – Tree Planters		9500.00
T1683	DEPARTMENT OF TRANSPORT	Local Authority Plates – Sandra Burges		110.00
8200	AIR LIQUIDE WA P/L	Materials	234.96	
8201	BEAUREPAINES	Tyres	921.69	
8202	BOISE CASCADE	Cancelled – refer to chq 8235		
8203	BURGESS RAWSON	Cancelled – refer to chq 8236		
8204	BUTLER SETTINERI	Cancelled – refer to chq 8237		
8205	COLES	Cancelled – refer to chq 8238		
8206	COLLIER KNYN & ASSOCIATES	Training – Narelle Bishop 13/06/02	220.00	
8207	COURIER AUSTRALIA	Freight	45.32	
8208	CUBALLING TAVERN	Council Luncheon & Refreshments	416.90	
8209	DEPARTMENT OF TRANSPORT	Licence – Popo Fire Truck	132.80	
8210	DEWS MINI EXCAVATIONS	CEO House – Phone Line Trench	132.00	
8211	EDWARDS MOTORS P/L	Vehicle Service – OCN (10,000km)	72.30	
8212	EPAC SYSTEMS	Cancelled – refer to EFT 110702		
8213	FRANK WESTON & CO	Parts & Repairs	34.65	
8214	GRT SOUTHERN FUEL SUPPLIES	Fuels & Oils	8869.04	
8215	GT RADIATOR & MACHINING	Sharpen Mulcher Blades	176.00	
8216	INGREY MITSUBISHI	Vehicle Service – CN1 (15,000km)	127.85	
8217	KELS TYRES	Tyres	308.00	
8218	LANDVISION	Advice - Farm Boundary & Road Closure	220.00	
8219	MCDougall Weldments	Parts	220.90	
8220	NGN AG REPAIRS	Parts & Repairs	479.75	
8221	NGN AUTO ELECTRICS	Parts & Repairs	613.80	
8222	NGN HARDWARE & BUILDING	Materials	240.42	
8223	RAM PAPER	Paper Order	139.80	
8224	SHIRE OF BEVERLEY	Town Planning Scheme Jan – Mar02	3999.60	
8225	SHIRE OF NARROGIN	Dig grave at Popo 29/05/02 & Materials	1861.75	
8226	SHIRE OF WANDERING	CLC Expenses June 02	1131.92	
8227	SOS BUNBURY	Photocopier Charges June 02	60.93	
8228	SPIRIT TECH	Computer Maintenance	915.20	

8229	TIMEBASE P/L	Subscription Fees	176.00	
8230	TOWN OF NARROGIN	Building Inspections June 02 & Library	1879.35	
8231	WATER CORPORATION	Water A/C	353.25	
8232	WESFARMERS LANDMARK	Water Standpipe Parts	68.75	
8233	WESTERN POWER CORP	Power A/C	2418.95	
8234	WESTRAC EQUIPMENT	Parts	897.12	
8235	BOISE CASCADE	Stationery	120.34	
8236	BURGESS RAWSON	Water – War Memorial	12.27	
8237	BUTLER SETTINERI	Interim Audit - Year Ended 30 June 2002	1650.00	
8238	COLES	Council Shopping	60.16	
8190	AUSTRALIAN TAXATION OFFICE	BAS June 02	6088.00	
WP374	AON RISK SERVICES AUST. LTD	Insurance - Greening Chall Activities		3218.60
WP375	JR & S WARNER	Fencing		3300.00
8000	SHIRE OF COOROW	Inter Municipal Golf Tournament	180.00	
T1684	DEPARTMENT OF TRANSPORT	Local Authority Plates – P. Freeman		110.00
EFT				
110702	EPAC SYSTEMS	Environmental Health Service	952.38	
		TOTAL	80830.87	33964.17

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION

That Accounts Vouchers T1675 – T1684, WP363 – WP375 7992 – 8000, 8190, 8200 – 8238, electric transfer 110702 totalling \$114795.04.

Creditors invoices processed and outstanding as at 18th July 2002 and not included in the cheque list presented to the Council meeting on 18th July 2002 total \$4534.16.

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Newman that the Chief Executive Officer's recommendation be adopted.

CARRIED 7/0

7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 30 JUNE 2002

		Annual Budget 2001/02 \$	Actual YTD 2001/02 \$
OPERATING ACTIVITIES	Sch		
Income			
General Purpose Funding	3	484434	497004.69
Governance	4	1984	1259.93
Law, Order & Public Safety	5	500	694.81
Health	7	350	1240.00
Education and Welfare	8	0	0.00
Housing	9	1050	1000.00
Community Amenities	10	200	1848.10
Recreation and Culture	11	1756	3854.94
Transport	12	4560	46696.38
Economic Services	13	4010	4525.25
Other Property and Services	14	84300	131210.20
Total Operating Income		583144	689334.30
Expenditure			
General Purpose Funding	3	-26000	-31172.33
Governance	4	-92584	-135808.69
Law, Order & Public Safety	5	-23880	-26315.68
Health	7	-8405	-13730.63
Education and Welfare	8	-750	-1101.84
Housing	9	-6400	-10014.86
Community Amenities	10	-138331	-49731.68
Recreation and Culture	11	-366280	-394479.96
Transport	12	-629000	-686628.17
Economic Services	13	-31495	-50307.73
Other Property and Services	14	-215900	-155078.03
Total Operating Expenditure		-1539025	-1554369.60
Net Operating Activities		-955881	-865035.30
ADJUSTMENTS FOR NON-CASH ITEMS			
Depreciation (Assets Register)		412100	513478.64
Depreciation (Works)		0	0.00
Profit/Loss on Sale of Assets		0	-38168.28
Net Operating Activities After Adjustments	A	-543781	-389724.94

		Annual Budget 2001/02 \$	Actual YTD 2001/02 \$
CAPITAL ACTIVITIES			
Income			
Proceeds on Sale of Assets		260000	233612.92
Capital Grants and Subsidies		786900	897956.20
Total Capital Income		1046900	1131569.12
Expenditure			
Governance		-15000	-37591.63
Law, Order & Public Safety		-3000	-964.11
Housing		-200000	-154903.91
Recreation and Culture		-111400	-67560.08
Transport		-794800	-1008258.00
Total Capital Expenditure		-1124200	-1269277.73
Net Capital Activities	B	-77300	-137708.61
FINANCING ACTIVITIES			
Income			
Proceeds from New Loans		0	150000.00
Total Financing Income		0	150000.00
Expenditure			
Loan Repayments		-13633	-19226.02
Transfer to Reserves		-135101	-140166.21
Total Financing Expenditure		-148734	-159392.23
Net Financing Activities	C	-148734	-9392.23
LESS FUNDING SOURCES			
Reserves (Cash Backed)		430000	453368.63
Opening Funds		414181	408982.19
Less Closing Funds		-74366	-333298.45
Total Funding Sources	D	769815	529052.37
CLOSING POSITION (A+B+C+D)		0	7773.44

BANK RECONCILIATION STATEMENT

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$293,205.44	\$166,432.84	\$571,855.95
Income	\$293,632.08	\$44,190.56	\$120,264.08
	\$586,837.51	\$210,623.40	\$692,120.03
Expenditure	-\$267,126.53	-\$41,337.84	-\$253,368.63
Closing balance	\$319,710.99	\$169,285.56	\$438,751.40
Bank account	\$326,827.84	\$169,722.56	\$438,751.40
Investments	\$0	\$0	\$0
	\$326,827.84	\$169,722.56	\$438,751.40
Plus O/S deposits	\$2,578.25	\$0	\$0
	\$329,406.09	\$169,722.56	\$438,751.40
Less O/S cheques	-\$7,476.86	-\$437.00	-\$0
	\$321,929.23	\$169,285.56	\$438,751.40
Less O/S licensing	-\$2,218.25	-\$0	-\$0
	\$319,710.98	\$169,285.56	\$438,751.40
Adjustments	\$0.01		
Closing balance	\$319,710.99	\$169,285.56	\$438,751.40
Ledger No.	1.5.901	5.21.961	1.5.903

SHIRE OF CUBALLING INVESTMENTS

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Reserve	Trust
6522 50052085	14 June 2002	4.13%		\$506,000	