



# SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING  
HELD ON THURSDAY 18 DECEMBER 2003**

# MINUTES

**SHIRE OF CUBALLING**  
**ORDINARY COUNCIL MEETING**  
**THURSDAY 18 DECEMBER 2003**

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**
  - 5.1 Confirmation of 20 November 2003 Meeting of Council (as circulated)
  - 5.2 Annual Electors Meeting held on 20 November 2003
6. **PETITIONS, DEPUTATIONS, PRESENTATIONS**
7. **REPORTS OF OFFICERS**
  - 7.1 **FINANCE AND ADMINISTRATION** (Beige)
  - 7.2 **WORKS** (Blue)
  - 7.3 **BUILDING** (Green)
  - 7.4 **HEALTH** (Pink)
  - 7.5 **TOWN PLANNING** (Yellow)
8. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
9. **OTHER URGENT BUSINESS**
10. **CLOSURE OF MEETING**

---

SHIRE PRESIDENT

---

DATE

## 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 DECEMBER 2003

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

President welcomed Councillors, declared meeting open 2.10pm.

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

**ATTENDANCE**

President I L Watts

Cr J D Brown

Cr C R McKenzie

Cr T H Wittwer

Chief Executive Officer P T Naylor

Deputy President D S Bradford

Cr C R Hawksley (from 2.55pm)

Cr R D J Newman

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

3. **PUBLIC QUESTION TIME**

Nil

4. **APPLICATION FOR LEAVE OF ABSENCE**

Moved Cr Brown, seconded Cr McKenzie that leave of absence be granted to Cr Bradford for the February 2004 meeting of Council.

*CARRIED 6/0*

5. **MINUTES**

5.1 **CONFIRMATION OF 20 NOVEMBER 2003 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 20 November 2003 be confirmed.

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

**COUNCIL ACTION**

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

*CARRIED 6/0*

**5.2 ANNUAL ELECTORS MEETING HELD ON 20 NOVEMBER 2003**

**Comment**

There were no issues raised at the Annual Electors Meeting for special consideration by Council.

**Reporting Officer**

Peter Naylor, Chief Executive Officer

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

That the minutes of the Shire of Cuballing Annual Electors Meeting held on 20 November 2003 be received.

**COUNCIL ACTION**

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

*CARRIED 6/0*

**7.1 REPORTS – FINANCE AND ADMINISTRATION**

**7.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – DECEMBER 2003**

<b>V</b>	<b>NAME</b>	<b>PARTICULARS</b>	<b>MUNI</b>	<b>TRUST</b>
9120	SALARIES & WAGES	Wages 05/11/03 – 18/11/03	23233.26	
9121	CUBY ROADHOUSE	Refreshments & Gas	80.40	
T1857	COLEMAN TIMBER PRODUCTS	Farmland Forestry Program		704.00
T1858	CUBALLING TAVERN	Farmland Forestry Program		557.70
T1859	GROUNDLINK P/L	Farmland Forestry Program		3982.00
T1860	MATT'S MUSIC	Farmland Forestry Program		20.00
9122	BT EQUIPMENT	Purchase of New Bomag Vibrating Roller	108900.00	
T1861	SHANNON MCCABE	Reimburse Bond Paid 020503 for Rec Hire		100.00
9123	CUBALLING CONCRETE	Concrete Tank – Cuby East Road	4801.50	
T1862	AUSTRALIAN SERVICES UNION	November 2003 Deductions		31.00
T1863	WA LOCAL GOVT ASSOCIATION	November 2003 Contributions		4570.60
9124	SALARIES & WAGES	Wages 19/11/03 – 02/12/03	22229.26	
9125	DEWS MINI EXCAVATIONS	Bobcat & Excavator Works	2752.75	
9126	CUBY ROADHOUSE	Refreshments	85.20	
T1864	JR & S SUMNER	Farm Forestry Program		279.84
9127	MAGNA CARTER	Deposit for Band Booked for 2004	330.00	
	ENTERTAINMENT	Community Concert		
9128	DEPT OF LAND ADMINISTRATION	Cuby East/Pauley Rd – Road Widening	350.00	

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

9129	WA TREASURY CORPORATION	Loan Repayments	6146.55
9179	DOWD CORPORATION	Staff Uniform	557.00
9180	TELSTRA	Phone A/C	886.35
9181	JR & A HERSEY P/L	Materials & Protective Clothing	1046.83
9182	WESTCOAST SYNTHETIC SURF.	Resurfacing of Cuby Tennis Courts	14949.00
9194	ACCIDENTAL FIRST AID SUPPLIES	First Aid Kits & Supplies	684.17
9195	ANTHONY MORT GARDENING	Shire House Garden Maintenance	30.00
9196	ARGUS PEST CONTROL	Termite Treatment – Tree Opposite Tavern	55.00
9197	RD & RA BETTELEY	Push Gravel	1232.00
9198	A BLYTH	Cherry Picker Hire – Tennis Courts Mtce	70.40
9299	BOISE CASCADE	Stationery	41.25
9200	CAFÉ 27	Annual Electors Meeting Catering 201103	67.20
9201	COLES	Council Shopping	127.75
9202	COMMANDER AUSTRALIA	Phone Contract A/C	12.54
9203	COUNTRY PAINT SUPPLIES	Materials	60.45
9204	COURIER AUSTRALIA	Freight	23.14
9205	DEPT OF LAND ADMINISTRATION	Rating Cost Valuations	1.30
9206	DEPT OF TREASURY & FINANCE	Eftpos Credit Card Turnover Contract Fee	98.03
9207	DUGALD FERGUSON	Parts & Materials	68.20
9208	EDWARDS MOTORS	Parts & Repairs	556.55
9209	FORPARK AUSTRALIA	Materials	63.36
9210	FRANK WESTON & CO	Parts	73.75
9211	GREAT SOUTHERN COMMUNIC.	Repairs – Bush Fire Radio	108.40
<b>9212</b>	<b>GREAT SOUTHERN DINGO SERV.</b>	<b>Cancelled – refer to electric tsfr 051203</b>	
9213	GREAT SOUTHERN FUELS	Fuels & Oils	6723.79
9214	INGERSLEY ELECTRICAL	Electrical Repairs – Cuby Tennis Courts	29.74
9215	JASOL AUSTRALIA	Materials – Hall Maintenance	220.62
9216	JR & A HERSEY	Materials & Protective Clothing	188.33
9217	KULKER PLUMBING SERVICE	Office Maintenance – Plumbing	66.00
9218	LOCAL HEALTH AUTHORITIES	Excess Units 2002/03	158.40
9219	MAKIT NGN HARDWARE	Materials	1259.86
9220	NGN BEARING SERVICE	Parts	29.26
9221	PARRYS P/L	Protective Clothing – Boots	120.00
9222	PH & KE GOW LICENSED SURVEY.	Town Planning Services	3092.65
9223	PIONEER CONSTRUCTION MATER.	Blue Metal	4657.26
9224	PIONEER ROAD SERVICES	Materials – Road Construction	23976.77
9225	RAM PAPER	Paper Supplies	53.20
9226	REB TRUCK WRECKERS	Parts & Repairs – Fire Truck	495.00
9227	SHIRE OF NARROGIN	Backhoe Hire 9/10/03	473.00
9228	SHIRE OF WANDERING	CLC Expenses November 2003	194.23
9229	SHIRE OF WICKEPIN	Shared Costs – Cherry Picker	139.60
9230	SKATETECH P/L	Design & Contract Fees Costs Skatepark	1650.00
9231	SOS BUNBURY	Photocopier Charges	81.44
9232	SPORTSPOWER	Trophies & Engraving – Tennis Tourn.	37.20
9233	STAR TRACK EXPRESS	Freight	88.47
9234	SUNNY SIGN COMPANY	Signs	453.20
9235	TELSTRA	Mobile Phone A/C	19.19
9236	TOWN OF NARROGIN	Building Inspection Fees October 2003	1086.75
9237	VALUER GENERALS OFFICE	Rating Valuations	105.00
9238	WATER CORPORATION	Water A/C	539.40
9239	WESTERN POWER	Power A/C	238.80
9240	WESTRAC EQUIPMENT	Parts	536.18
9241	WJ & MD PATMORE	Supply & Spread Turf Mix – Rec. Oval	470.00
<b>9242</b>		<b>Cancelled – refer to chq 9241</b>	
<b>9243</b>		<b>Cancelled</b>	

9244	Cancelled
9245	Cancelled
9246	Cancelled
9247	Cancelled

**ELEC TSFR TRANSACATIONS**

051103	GREAT SOUTH DINGO SERVICES	Deposit for Fence – Youth Park	5400.00
131103	GREAT SOUTH DINGO SERVICES	2 <sup>nd</sup> Instalment for Fence – Youth Park	12000.00
051203	GREAT SOUTH DINGO SERVICES	Final Instalment for Fence – Youth Park	2680.13
181203	ENVIRO MONITORING SYSTEMS	Environmental Health Service Nov 2003	1451.07

**CREDIT CARD TRANSACTIONS**

281003	CAFFE SPIAGGIA	LGMA Conference	42.00
301003	CAFÉ DEL PESCATORE	LGMA Conference	58.85
031103	COMMONWEALTH BANK	Annual Bank Charge	40.00
031103	RENDEZVOUS OBSERVATION CITY	LGMA Conference	682.98
121203	NGN TOYWORLD	Play Equipment	13.00
		Reimbursed 141103*062 \$13.00	
131103	TARGET COUNTRY	Cuby Tennis Tournament Prizes	27.98
131103	SPORTSPOWER	Cuby Tennis Tournament Prizes	25.00
171103	BEAUREPAIRES	Parts & Repairs	100.00
		To Be Reimbursed	

**TOTALS \$ 259425.94 10245.14**

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That payment of Accounts Vouchers T1857 – T1864, 9120 – 9129, 9179 – 9182, 9194 – 9247, Electric Transfer/s 051103, 131103, 051203, 181203 and Credit Card Transaction/s 281003, 301003, 031103, 121203, 131103, & 171103, totalling \$269671.08, as presented, be endorsed.**

**Creditors invoices processed and outstanding as at 18 December 2003 and not included in the cheque list presented to the Council meeting on 18 December 2003 total \$37,041.03.**

**COUNCIL ACTION**

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

***CARRIED 6/0***

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

**7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 30 NOVEMBER 2003**

		<b>Annual Budget 2003/04 \$</b>	<b>Actual YTD 2003/04 \$</b>
<b>OPERATING ACTIVITIES</b>	Sch		
<b>Income</b>			
General Purpose Funding	3	5,070	497,223
Governance	4	10,420	2,965
Law, Order & Public Safety	5	24,550	34,894
Health	7	1,200	992
Education and Welfare	8	0	312
Housing	9	0	75
Community Amenities	10	2,900	1,576
Recreation and Culture	11	2,350	661
Transport	12	4,350	5,683
Economic Services	13	3,750	2,261
Other Property and Services	14	42,500	36,330
<b>Total Operating Income</b>		<b>97,090</b>	<b>582,972</b>
<b>Expenditure</b>			
General Purpose Funding	3	-19,870	-5,172
Governance	4	-188,440	-99,734
Law, Order & Public Safety	5	-27,980	-29,572
Health	7	-18,300	-5,199
Education and Welfare	8	-1,550	-256
Housing	9	-22,380	-6,404
Community Amenities	10	-104,720	-17,324
Recreation and Culture	11	-116,170	-82,925
Transport	12	-875,000	-368,029
Economic Services	13	-102,750	-42,117
Other Property and Services	14	-83,340	-65,223
<b>Total Operating Expenditure</b>		<b>-1,560,500</b>	<b>-721,955</b>
<b>ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:</b>			
Depreciation (Assets Register)		548,680	228,620
Profit/Loss on Sale of Assets		-4,100	-1,796
<b>Capital Expenditure &amp; Income</b>			
Proceeds on Sale of Assets		65,000	28,903
Capital Grants and Subsidies		1,063,530	407,905
Land and Buildings		-271,900	-20,036
Infrastructure Assets - Roads		-543,490	-107,003
Plant and Equipment		-199,700	-35,373
Furniture and Equipment		-8,000	0
Proceeds from New Loans		0	0
Loan Repayments		-16,000	-3,913
Transfer to Reserves		-123,000	-5,694
Reserves (Cash Backed)		180,700	0
Opening Funds		250,000	250,016
Less Closing Funds		0	-592,538
<b>CLOSING POSITION</b>		<b>-521,690</b>	<b>10,108</b>

SHIRE PRESIDENT

DATE

**BANK RECONCILIATION**

	<b>Municipal Fund</b>	<b>Trust Fund</b>	<b><u>Reserve Accts</u></b>
Opening balance	\$498,827.91	\$61,078.62	\$502,216.30
Income	\$38,732.04	\$71,937.88	\$0.00
	\$537,559.95	\$133,016.50	\$502,216.30
Expenditure	-\$124,704.02	-\$46,546.85	-\$0.00
Closing balance	<b>\$412,855.93</b>	<b>\$86,469.65</b>	<b>\$502,216.30</b>
Bank account	\$176,076.54	\$93,508.66	\$0.00
Investments	\$350,000.00	\$0.00	\$502,216.30
	\$526,076.54	\$93,508.66	\$502,216.30
Plus O/S deposits	\$1,364.30	\$0.00	\$0.00
	\$527,440.84	\$93,508.66	\$502,216.30
Less O/S cheques	-\$110,979.23	-\$7,039.01	-\$0.00
	\$416,461.61	\$86,469.65	\$502,216.30
Less O/S licensing	-\$3,577.10	\$0.00	\$0.00
	\$412,884.51	\$86,469.65	\$502,216.30
	-\$28.58	\$0.00	\$0.00
<b>Closing balance</b>	<b>\$412,855.93</b>	<b>\$86,469.65</b>	<b>\$502,216.30</b>

**RATING INFORMATION 2003/2004**

	<b>Budget 2003/04</b>	<b>Actual 2003/04</b>
UV Rates Levied	\$407,360	\$411,616
GRV Rates Levied	\$44,380	\$44,108
UV Minimum Rates Levied	\$2,250	\$2,500
GRV Minimum Rates Levied	\$67,450	\$67,120
Interim Rates UV	\$0	-\$169
Interim Rates GRV	\$0	\$0
Mining Tenement	\$250	\$250
	<b>\$521,690</b>	<b>\$525,425</b>
Rates o/s from previous years (1 July)	\$10,630	\$10,631
Rates Written Off	\$0	\$0
Discount Allowed	-\$37,000	-\$38,491
Net Rates Receivable	<b>\$495,320</b>	<b>\$497,565</b>
Emergency Services Levy	\$17,850	\$17,820
Net Rates & ESL Receivable	<b>\$513,170</b>	<b>\$515,385</b>
Less Rates & ESL Paid		-\$478,742
<b>RATES OUTSTANDING</b>		<b>\$36,643</b>
Pensioner Deferred Rates		\$1,791
UV Rates as a % of total rates		79.0%
GRV Rates as a % of total rates		21.0%
Payment Discount as a % of total rates		7.3%
Rates Paid as a % of net rates receivable		92.9%
Rates Outstanding as a % of net rates		7.1%
Pensioner Deferred Rates as a % of O/S Rates		4.9%

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE



**ROADS MAINTENANCE AND CONSTRUCTION**

<b>MAINTENANCE</b>				
<b>Details</b>	<b>Job No</b>	<b>Status</b>	<b>Budget \$</b>	<b>Actual YTD \$</b>
Refuse Sites (Cuby & Popo)	1000.1/2		58,710	12,607
Parks and Reserves	1100.9		68,310	8,153
Road Maintenance General	1201.31		196,190	108,420
Tree Lopping/Mulching	1201.34		30,000	11,919
Tree Lopping (Contract)	1201.34		15,970	11,760
Town Maintenance - Cuballing	1201.35		10,000	13,625
Town Maintenance - Popanyinning	1201.36		5,000	11,807
Bitumen Patching	1201.37		20,000	7,775
Bridges & Culverts - General	1201.38		75,000	5,909
Grading Maintenance - Winter	1201.41		91,500	79,132
Grading Maintenance - Shoulder	1201.42		67,090	5,742
Grading Maintenance - Summer	1201.43		90,000	20,854
Storm Damage (Williams Road)	1201.44		90,000	0
Weed Control – Declared Plants	1300.1		12,060	8,712
Weed Control - Roadside	1300.3		12,060	2,340
<b>Total Maintenance</b>			<b>841,890</b>	<b>308,755</b>
<b>CONSTRUCTION</b>				
Cuballing East (RRG)	1200.30		91,260	6,410
Nebrikinning/Congellin (BS)	1200.42		76,470	3,750
Popanyinning East (DG)	1200.50		60,250	53,864
Congellin (R2R)	1200.60		63,300	0
Nebrikinning (R2R)	1200.63		60,880	0
Springhill (R2R)	1200.64		64,540	6,431
Yornaning West (Own)	1200.71		60,340	0
Stratherne (Own)	1200.74		30,610	36,549
Town Streets (Own)			33,820	0
<b>Total Construction</b>			<b>541,470</b>	<b>107,004</b>
<b>GRAND TOTAL</b>			<b>1,383,360</b>	<b>415,759</b>

**INVESTMENTS**

<b>Account Number</b>	<b>Maturity Date</b>	<b>Interest Rate</b>	<b>Fund/Account</b>		
			<b>Municipal</b>	<b>Trust</b>	<b>Reserve</b>
652250053782	9 January 2004	4.75%			\$502,216.30
652250054259	9 January 2004	4.75%	\$350,000.00		
			<b>\$350,000.00</b>	<b>\$0.00</b>	<b>\$502,216.30</b>

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Financial Reports for the period ended 30 November 2003 be adopted by Council.**

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

## **COUNCIL ACTION**

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

*CARRIED 6/0*

### **7.1.3 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – OATHS AND AFFIRMATION OF ALLEGIANCE**

#### **Background**

Correspondence from the Western Australian Local Government Association (WALGA) providing background information on several attempts that have been made to change the requirement for the taking of oaths and affirmation of office.

#### **Comment**

This matter has been the subject of some debate over a period of time and it now appears that there is no requirement in Western Australian legislation for persons to take oaths of allegiance and that only declarations of office should be required.

As a consequence the State Government is proposing to amend the Local Government Act to remove the requirement to take an oath or affirmation of allegiance and simply require a Mayor/President, Deputy Mayor/Deputy President and Councillor to make a declaration of office only.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing supports the State Government in proposing to amend the Local Government Act 1995 to remove the requirement to take an oath or affirmation of allegiance and simply require a Mayor/President, Deputy Mayor/Deputy President and Councillor to make a declaration of office only.**

## **COUNCIL ACTION**

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

*CARRIED 6/0*

---

SHIRE PRESIDENT

---

DATE

7.1.4 **WESTERN AUSTRALIA LEGISLATIVE COUNCIL, STANDING COMMITTEE ON PUBLIC ADMINISTRATION AND FINANCE – INQUIRY INTO THE LOCAL GOVERNMENT RATING SYSTEM AND DISTRIBUTION OF FUNDS**

**Background**

Correspondence advising that the Legislative Council has referred an Inquiry into the Local Government Rating System and Distribution of Funds to the Standing Committee on Public Administration and Finance (Committee).

**Comment**

The terms of reference for the inquiry are:

*That the Standing Committee on Public Administration and Finance be required to inquire into:-*

- *the rationale behind the Local Government rating system applying to past and proposed State Agreement Act;*
- *the distribution of State funding support to the State's regions (including royalties and the grants to Local Government); and*
- *the most equitable way of ensuring a secure financial base for local government authorities in the context of the operation of Commonwealth-State financial relations,*

*with a view to determining whether changes are required to create greater equity in respect to the distribution and level of State financial support available to regional Western Australia.*

Apparently this inquiry stems from a number of issues surrounding the implementation of State Agreement Acts without input from Local Government, which has often resulted in loss of revenue to a local government. This has in the past been a source of much agitation to Councils in the North West and South West of the State where various mining companies have commenced operations under the auspices of a State Agreement Act which has had a negative impact on the rating income of the local government concerned and with no compensation forthcoming from the State Government.

**Reporting Officer**

Peter Naylor, Chief Executive Officer

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council makes a submission to the Inquiry stating that the Shire of Cuballing believes that the State Government should pay compensation to a Local Government for diminishing rates or income if a project within that area happens as a result of a State Agreement Act.**

**COUNCIL ACTION**

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

***CARRIED 6/0***

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

### **7.1.5 MRS ERICA MCKENZIE – POPANYINNING QUILT**

2.33pm Cr McKenzie declared an interest in this item and departed the meeting.

#### **Background**

Mrs Erica McKenzie has made a quilt for the Popanyinning area and is offering it to Council and/or the Popanyinning community to purchase for amount of \$500.

#### **Comment**

Mrs McKenzie made the quilt as a result of a general request from the Popanyinning Progress Association for items to be included in a Christmas Raffle to raise funds for the Association. It appears a misunderstanding may have occurred with Mrs McKenzie not being aware of or understanding exactly what the Popanyinning community were after. Mrs McKenzie is keen for the quilt to go to the Popanyinning area, however she is seeking compensation for the value of materials used in the quilt.

The amount of \$500 is quite considerable for the Popanyinning Progress Association and perhaps Council could consider jointly purchasing the quilt on a 50/50 basis. The quilt could then be on display in the Shire Administration Office and taken to Popanyinning for special events. This has *been suggested to the Progress Association and whilst a final answer has not been given they seem to be receptive to the proposal.*

#### ***Reporting Officer***

Peter Naylor, Chief Executive Officer

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

**The Shire of Cuballing offers to jointly purchase on a 50/50 basis (\$250 each) with the Popanyinning Progress Association the quilt for the Popanyinning area made by Mrs Erica McKenzie.**

#### **COUNCIL ACTION**

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

***CARRIED 4/1***

2.41pm Cr McKenzie returned to the meeting.

### **7.1.6 DRYANDRA COUNTRY VISITOR CENTRE INC – REQUEST FOR FINANCIAL ASSISTANCE FOR PREPARATION OF TOURISM BROCHURE**

#### **Background**

Correspondence from the Dryandra Country Visitor Centre Inc requesting Council consideration to providing financial assistance for the preparation of a Tourism Brochure promoting Narrogin, Cuballing, Pingelly, Wickepin and the Dryandra Woodlands.

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

## **Comment**

The proposal is to prepare a eight page brochure promoting the district and detailing the individual attractions, accommodation and facilities available in the areas of Narrogin, Cuballing, Pingelly, Wickepin and the Dryandra Woodlands. Eventually to supplement the eight page brochure a separate brochure will be prepared for each of the individual areas.

The Visitor Centre is requesting financial assistance from the Local Governments and business organizations to help fund the project. They haven't specified an amount from each organization but it is envisaged something in the range of \$200 - \$400 would be appreciated. This is an unbudgeted item, however Council did allocate an amount of \$200 on the 2003/04 budget for tourism promotion, which hasn't been utilised to date.

The local community of Cuballing have for some time been requesting the formulation of promotional material for the region and this project certainly should be of benefit to this district.

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing makes a financial contribution of \$300 towards the Dryandra Country Visitor Centre Tourism Brochure Project.**

## **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.2 REPORTS – WORKS**

### **7.2.1 WORKS SUPERVISORS REPORT**

#### **SPRINGHILL ROAD**

Culvert pipes have been extended and trees removed ready for the widening of this road early in the New Year.

#### **POPANYINNING EAST ROAD**

The 2003/04 Bituminising program for this road has been completed to the Tanners Road intersection. Clearing of vegetation from the road verge has greatly improved the traffic vision on the road.

#### **POPANYINNING TOWNSITE**

Work has almost been completed on the upgrade of the old footpath in Popanyinning with a new asphalt surface. The area between the edge of the asphalt and the road verge needs to be backfilled.

---

SHIRE PRESIDENT

---

DATE

Town maintenance has been done in the form of slashing of the oval and streets close to the highway.

The new recycle bin has been installed at the Popanyinning Refuse site.

### **CUBALLING EAST ROAD**

Work has been completed on the upgrade (replacement) of the old water fire tank at the corner of Cuballing East and Strahan's Roads. Mr Hesford was extremely generous and allowed the new tank to be laced in the corner of his property. This will help reduce the risk of an accident on the main road when fire equipment is being filled.

Fencing has been completed on the new alignment of the Cuballing East Road and Pauley Road.

### **CUBALLING TOWNSITE**

The fencing of the new playground has been completed and work has begun on the skate park, this should be completed by 19 December 2003. The playground equipment was erected with the help of a community busy bee on Saturday 22 November 2003.

The condition of the oval is good at present and the water level of the dam is still very high.

### **MACHINERY**

All items of plant and machinery are being serviced and maintained as required.

The new Vibe Roller has proven to be a great asset with the work performed in new construction works to date.

### **PRIVATE WORKS**

Various private works orders are being received and these are being completed as time permits.

Private Works invoices issued for the month of November 2003 total \$4,241.06.

### **Reporting Officer**

Alex Richardson, Works Supervisor

2.55pm Cr Hawksley joined the meeting.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

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

### **COUNCIL ACTION**

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

***CARRIED 7/0***

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

## 7.2.2 SHIRE OF CUBALLING CAMP FIRE POLICY

### **Background**

It is proposed that the Shire of Cuballing give consideration to adopting a Camp Fire Policy for the restricted and prohibited burning periods.

### **Comment**

In recent discussions with officers of the Department of Conservation and Land Management (CALM) from Narrogin the issue of a Camp Fire Policy within the Shire of Cuballing was raised. The CALM officers were putting together a document to make people camping within their managed reserves of restrictions to lighting of camp fires. The Shire of Cuballing does not have an adopted Policy and therefore they were requested to use the Shire of Wandering Policy to create some uniformity.

The Shire of Wandering Camp Fire Policy is:

*Camp Fires within the Shire of Wandering during the restricted and prohibited burning period are prohibited except between the hours of 6pm and 11pm and subject to the fire being extinguished by midnight.*

It is requested that Council give consideration to adopting a similar policy for the Shire of Cuballing.

### **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That Council adopts the following Camp Fire Policy for the Shire of Cuballing:**

*Camp Fires within the Shire of Cuballing during the restricted and prohibited burning period are prohibited except between the hours of 6pm and 11pm and subject to the fire being extinguished by midnight.*

### **COUNCIL ACTION**

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

***CARRIED 7/0***

---

SHIRE PRESIDENT

---

DATE

## 7.3 REPORTS – BUILDING

### 7.3.1 BUILDING SURVEYORS REPORT

#### Summary:

There were seven (7) building applications approved and licenses issued for the month of November 2003.

Listed below are the application details of the proposed structures.

Approval Date	Lic No	Name & Address of Owner	Name & Address of Contractor. If owner-builder please indicate	Structure	Situation of Building Lot or Street No & Town or Suburb
25-11-03	9/03.04	JOHN ROBERTSON 11 AUSTRAL STREET CUBALLING	O/B	House Extension	LOT 397 BEESTON STREET CUBALLING
11-11-03	11/03.04	NEIL BOBERTSON 10 BOW STREET CUBALLING 6311	NEIL ROBERTSON 11 AUSTRAL STREET CUBALLING	House Extension	LOT 95 BOW STREET CUBALLING
21-11-03	12/03.04	KEVIN & JULIE-ANN EVANS PO BOX 139 CUBALLING	O/B	Patio and Carport	LOT 89 BEESTON STREET CUBALLING
25-11-03	13/03.04	AW HODGE PO BOX 115 CUBALLING	O/B	Patio	LOT 52 CAMPBELL ST CUBALLING
25-11-03	14/03.04	EDWARD & DOROTHY CUNNINGHAM LOT 109 DAYLESFORD RD POPANYINNING	O/B	Shed	LOT 109 DAYLESFORD RD POPANYINNING
28-11-03	15/03.04	WENDY THOMPSON 106 CAMPBELL ST CUBALLING	O/B	Shed and Patio	LOT 106 CAMPBELL ST CUBALLING
28-11-03	16/03.04	WENDY THOMPSON 106 CAMPBELL ST CUBALLING	AW HODGE PO BOX 115 CUBALLING	Shed	LOT 106 CAMPBELL ST CUBALLING

**Comment:** Nil

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implication:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### Reporting Officer

Darryle Baxter, Building Surveyor

### CHIEF EXECUTIVE OFFICERS RECOMMENDATION

**That the Building Surveyors Report be received and information noted.**

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE



## **COUNCIL ACTION**

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

*CARRIED 7/0*

### **7.3.2 CUBALLING COUNTRY WOMEN'S ASSOCIATION – INSTALLATION OF AIR CONDITIONER AND NOTICE BOARD**

#### **Background**

Letter from the Cuballing Country Women's Association (CWA) requesting Council permission to install a 3.5 hp reverse cycle air conditioner unit in the CWA meeting rooms. The CWA is also requesting Council approval to erect a Notice Board outside of the former Post Office building, property of Ms Helen Elliott.

#### **Comment**

The CWA meeting rooms are the former Cuballing Roads Board office, owned by the Shire of Cuballing and leased to the CWA. The CWA need Council permission prior to making any structural changes to the building. The installation of the air conditioner unit, which will be similar to that recently installed in the Council Chamber, will require minimal structural changes, however it was considered appropriate that they seek formal Council approval prior to proceeding with the project.

The CWA are requesting to erect a CWA and Community Notice Board at the former Post Office site, now the property of Ms H Elliott. Ms Elliott has agreed to the proposal and Graham Dean is preparing a quotation. It would be nice for the notice board to be constructed in the heritage of the old building, however this may prove cost prohibitive. It is proposed the notice board be erected at the site of a former notice board to the left of the property at the southern end. The attached photograph provides exact location.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

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

- Grants permission to the Cuballing Country Women's Association (CWA) for the installation of a 3.5 hp reverse cycle air conditioner unit in the CWA meeting rooms; and
- Grants permission to the Cuballing CWA to erect a CWA and Community Notice Board at the former Post Office site on the property of Ms H Elliott, at the site of the former notice board at the south west corner of the property.

## **COUNCIL ACTION**

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

*CARRIED 7/0*

---

SHIRE PRESIDENT

---

DATE

## **7.4 REPORTS – HEALTH**

### **7.4.1 ENVIRONMENTAL HEALTH OFFICERS REPORT**

#### **PURPOSE**

To advise Council of Environmental Health inspections that have been carried out in the District.

#### **REPORT**

The following inspections have been carried out during the month of November 2003.

#### **Rubbish Tips**

- (i) Cuballing Rubbish Tip  
Wind blown litter around site.  
*Action required – 1. Pick up windblown litter in bush around site.*
- (ii) Popanyinning Rubbish Tip  
Wind blown litter around site.  
*Action required – 1. Pick up windblown litter in bush around site.*

The rubbish tips should be inspected monthly by the local Fire Control Officer to assess compliance with bushfire safety requirements.

#### **On-site Effluent Disposal**

- (i) Lot 394 Munro Street, Cuballing  
Inspection of proposed on-site effluent disposal system.
- (ii) Lot 397 Beeston Street, Cuballing  
Inspection of proposed on-site effluent disposal system.
- (iii) Lot 278 Dungog Street, Cuballing  
Inspection of proposed on-site effluent disposal system
- (iv) Lots 46 & 48 Great Southern Highway, Cuballing  
Inspection of proposed on-site effluent disposal system

#### **CORPORATE PLAN/POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL/BUDGET IMPLICATIONS**

None anticipated.

#### **Reporting Officer**

Maurice Walsh, Environmental Health Officer

---

SHIRE PRESIDENT

---

DATE

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Environmental Health Officers Report be received and information noted.**

### **COUNCIL ACTION**

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

*CARRIED 7/0*

## **7.5 REPORTS – TOWN PLANNING**

### **7.5.1 DEPARTMENT FOR PLANNING AND INFRASTRUCTURE – REQUEST TO PURCHASE CUBALLING LOT 365 (CURRENTLY RESERVE 11652)**

#### **Background**

Correspondence from the Department for Planning and Infrastructure advising that the owner of Lot 17 (Ms Lyn Carroll) has registered an interest in purchasing Lot 365 (Reserve 11652), which is land previously set aside as Presbyterian Church Site. Ms Carroll has also registered her interested in purchasing two other Unallocated Crown Land (UCL) sites adjoining Lot 365 to the north, being Lots 11 and 13.

#### **Comment**

Ms Carroll's original intention is to purchase and amalgamate Lot 365 with Lot 17, and possibly further purchase and amalgamate Lots 11 and 13, depending on the costs, with Lot 17. This would give her sole ownership of a strip of land from Campbell Street through to Brundell Street. Ms Carroll has indicated that eventually she may like to develop the land, however under the provisions of Councils Town Planning Scheme and the Residential Design Codes the type of development allowed could be restricted, therefore it may be more appropriate for her if she proceeds with the purchase of all the land is to leave Lots 11 and 13 as separate land parcels.

Another side to this matter is Councils concern at the lack of available residential land within the Cuballing townsite to attract potential new residents. If Ms Carroll was to purchase the two UCL lots and amalgamate them to an existing location this will affect the future availability of land in the town.

Perhaps Council could support the purchase and amalgamation of Lot 365 with Lot 17, however only support the purchase of Lots 11 and 13 providing they remain as separate land parcels and not be amalgamated with Lots 17 and 365.

Further to this issue the Chief Executive Officer has contacted the Department for Planning and Infrastructure and requested they identify all UCL parcels within the townsite of Cuballing with a view to valuing and offering for sale to the general public.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

---

SHIRE PRESIDENT

---

DATE

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

The Shire of Cuballing informs the Department for Planning and Infrastructure that it:

- supports the private purchase of Cuballing Lot 365 (currently Reserve 11652) and its amalgamation with Lot 17; and
- is prepared to support the private purchase of UCL Lots 11 and 13, on the provision that the two lots remain as separate land parcels and not be amalgamated with Lot 17.

The Chief Executive Officer meets with the Department for Planning and Infrastructure to identify UCL and Reserves (that may no longer be required) within the Cuballing townsite that could be suitable for future development with a view to referring the matter to Landcorp for land release.

## **COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Wittwer that the Shire of Cuballing informs the Department for Planning and Infrastructure that Council supports the private purchase of Cuballing Lot 365 (currently Reserve 11652) and UCL Lots 11 and 13, on the provision that they remain as separate land parcels and not be amalgamated with Lot 17.**

**The Chief Executive Officer meets with the Department for Planning and Infrastructure to identify UCL and Reserves (that may no longer be required) within the Cuballing townsite that could be suitable for future development with a view to referring the matter to Landcorp for land release.**

*CARRIED 7/0*

## **7.5.2 WESTERN AUSTRALIAN PLANNING COMMISSION – PLANNING APPLICATION 123963, CUBALLING EAST ROAD, SHIRE OF CUBALLING**

### **Background**

Correspondence from the Western Australian Planning Commission (WAPC) advising that Mr Peter Gow has lodged an application on behalf of the Shire of Cuballing for the excising of portion of Williams Location 10419, owned by K M & L H Sexton, for the purpose of realigning the Cuballing East/Pauley Roads intersection.

### **Comment**

This work is included on the 2003/04 Budget and part of Councils ongoing road works program on the Cuballing East Road under the Regional Road Group Scheme. Negotiations for the land transfer, approximately 1.2 Ha is required, has been ongoing with Mr Sexton for some time and Councils staff have undertaken a number of small projects on his property in exchange for the land.

This application is straight forward and therefore to expedite the matter and to enable the application to be processed the Chief Executive Officer has responded to the WAPC on Council behalf.

### **Reporting Officer**

Peter Naylor, Chief Executive Officer

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council endorses the Chief Executive Officers actions in responding to the Western Australia Planning Commission on behalf of the Shire of Cuballing and supporting Planning Application 123963.**

## **COUNCIL ACTION**

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

*CARRIED 7/0*

### **7.5.3 MR BURT AND MRS DEE DARTNELL – OFFER TO PURCHASE SHIRE OF CUBALLING PROPERTY LOT 141 BOW STREET, CUBALLING**

#### **Background**

Correspondence from Mr and Mrs Dartnell submitting an offer for the outright purchase, by private treaty, of Council property, being Lot 141 Bow Street, Cuballing.

#### **Comment**

Mr and Mrs Dartnell have made an offer of \$1,500 to Council for the outright purchase, by private treaty, of Council property Lot 141 Bow Street, Cuballing. The property is situated at the rear, joining at the North-East boundary, of their place of residence being Lot 142 Morrell Street.

Section 3.58 of the Local Government Act 1995 stipulates how a Local Government may dispose of property. Clause 3.58 (2) states that generally the accepted method of disposal is by public auction or by public tender. However clause 3.58 (3) states that a local government can dispose of property other than by these two methods if before agreeing to dispose of the property it gives Statewide public notice of the proposed disposition describing the property concerned; giving details of the proposed disposition; and inviting submissions to be made to the local government before a date specified in the notice and not less than two weeks after the notice is first given. Council is then to consider any submissions received.

At the request of the Chief Executive Officer, the Valuer Generals Office has provided a valuation for the land. The valuation of \$3,000 has been based on recent land sales in the townsite and also that the land has no services available or constructed road access.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That the Shire of Cuballing:**

- **does not accept the offer of \$1,500 submitted by Mr Burt and Mrs Dee Dartnell for the outright purchase, by private treaty, of Lot 141 Bow Street, Cuballing;**

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE

- Mr and Mrs Dartnell be informed that Council is willing to dispose of the land, being Lot 141 Bow Street, Cuballing, for amount of \$3,000 being the market valuation placed on the property by the Valuer Generals Office; and
- Should Mr and Mrs Dartnell be prepared to increase their offer to the amount of \$3,000, the Chief Executive Officer commence proceedings in accordance with the provisions of section 3.58 of the Local Government Act 1995 for disposition of the property.

### **COUNCIL ACTION**

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

*CARRIED 7/0*

### **8. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

### **9. OTHER URGENT BUSINESS**

#### **9.1 YORNANING EAST ROAD**

Cr Wittwer advised that there are several overgrown trees on the east end of the Yornaning East Road that are impeding on the usage of the road particularly for larger vehicles.

#### **9.2 YORNANING WEST ROAD**

Cr Bradford advised that there are several blocked culverts and water run-off areas on the Yornaning West Road towards the western end.

#### **9.3 STRATEGIC PLANNING**

Cr Bradford stated that Council needs to give consideration to the development of a Strategic Plan to help provide direction and set policy for the future of the Shire.

#### **9.4 ILLEGAL DUMPING OF RUBBISH**

Cr Hawksley advised that there has been some rubbish dumped on the western end of Nebrikinning Road. It may be appropriate for Council to look at issuing infringements for the illegal dumping of rubbish throughout the Shire including use of the Cuballing and Popanyinning refuse sites by non residents of the Shire.

---

SHIRE PRESIDENT

---

DATE

**10. CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at 4.15pm.

**CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON \_\_\_\_\_**

\_\_\_\_\_  
**PRESIDENT**

Following the closure of the meeting Councillors undertook an inspection of the Cuballing Youth and Community Park and the Tennis/Netball projects which are currently in process.

\_\_\_\_\_  
SHIRE PRESIDENT

\_\_\_\_\_  
DATE