



SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING
HELD ON THURSDAY 15 APRIL 2004**

MINUTES

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THURSDAY 15 APRIL 2004

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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 15 APRIL 2004

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

President welcomed Councillors, declared meeting open 2.05 pm.

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

ATTENDANCE

President I L Watts
Cr C R Hawksley
Cr T H Wittwer

Cr J D Brown
Cr C R McKenzie
Chief Executive Officer P T Naylor

APOLOGIES

Moved Cr Wittwer, seconded Cr McKenzie that apologies by Councillors Bradford and Newman be received.

CARRIED 5/0

LEAVE OF ABSENCE

Nil

3. **PUBLIC QUESTION TIME**

Nil

4. **APPLICATION FOR LEAVE OF ABSENCE**

Nil

5. **MINUTES**

5.1 **CONFIRMATION OF 18 MARCH 2004 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 18 March 2004 be confirmed.

COUNCIL ACTION

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

6. PETITIONS, DEPUTATIONS, PRESENTATIONS

Nil

7. REPORTS OF OFFICERS**7.1 CHIEF EXECUTIVE OFFICER****7.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – APRIL 2004**

V	NAME	PARTICULARS	MUNI	TRUST
9344	BELINDA WILCOX	Council Meeting Refreshments	61.57	
T1880	B.C.I.T.F.	BCITF Fees		133.90
9345	BUILDERS REGISTRATION BOARD	Builders Registration Board Fees	220.50	
9346	PIONEER ROAD SERVICES	Road Construction Materials	16636.74	
9347	GREAT SOUTH DISTRICT DISPLAY	Donation Grt South. Dist. Display 2004	200.00	
9348	AUSTRALIAN SERVICES UNION	Deductions March 2004	31.00	
9349	WA LOCAL GOVT SUPER. PLAN	Contributions March 2004	4687.64	
9350	SHIRE OF CUBALLING	Social Club Deductions March 2004	80.00	
9351	GEORGE TURTON	Insurance claim for broken window to CN77 during fire fighting duties	204.55	
9352	I L WATTS	Travel Allowance State Council 04/02/04	268.40	
9353	TELSTRA	Phone A/C	1296.29	
9354	AUSTRALIAN TAXATION OFFICE	March 2004 BAS	6448.00	
T1881	LIZ HART	Reimburse Bond Paid 020404 - Cuby Hall		100.00
9435	ANTHONY MORT GARDENING	Shire House Garden Maintenance	45.00	
9436	AUSTRALIAN COMMUNICATIONS	Bush Fire Radio Licence Renewal	61.60	
9437	RD & RA BETTELEY	Push Gravel, Clearing & Other Works	11858.00	
9438	BOISE CASCADE	Stationery	96.71	
9439	COFFEY GEOSCIENCES P/L	Laboratory Testing	189.20	
9440	COLES	Council Shopping	94.33	
9441	COVENTRYS	Parts - CN1483	1.94	
9442	CUBY ROADHOUSE	Refreshments, Gas	247.40	
9443	GR & VL WILLIAMS	Water Truck Hire	726.00	
9444	GREAT SOUTH. DINGO SERVICES	Cuballing Playground - Posthole Boring	110.00	
9445	GREAT SOUTHERN FUELS	Fuels & Oils	7958.97	
9446	IKES HOME IMPROVEMENTS	Rec. Centre - Repair Broken Window	410.82	
9447	INGERSLEY ELECTRICAL	Netball Courts - Run Cables For Lighting	300.00	
9448	INGREY MITSUBISHI	Parts & Repairs - CN1 90,000km Service	316.82	
9449	JAY-AY SERVICES	Ranger Services - Dog Control	387.50	
9450	KULKER PLUMBING	Cuballing Hall Maintenance - Plumbing	74.35	
9451	MAKIT NARROGIN HARDWARE	Parts & Materials	365.30	
9452	NARROGIN AUTO ELECTRICS	Parts & Repairs	257.70	
9453	NARROGIN COMPUTERS	Office Equipment Maintenance	151.95	
9454	NARROGIN GLASS & QUICKFIT	Parts & Repairs - CN92 Windscreens	441.22	
9455	PH & KE GOW LICENSED SURVEY.	Road Pegging, Boundary Marking etc.	3473.80	
9456	PIONEER CONSTRUCTION MATER.	Road Construction Materials - Blue Metal	6610.23	
9457	REINFORCED CONCRETE PIPES	Materials	591.62	
9458	RJ SMITH ENGINEERING	Parts & Repairs	35.75	
9459	ROCLA PIPELINE PRODUCTS	Materials - Pipes	14861.88	
9460	SHIRE OF WANDERING	CLC Expenses March 2004	194.23	
9461	SHIRE OF WICKEPIN	Reimbursement of Recycling Costs	330.00	
9462	SOS BUNBURY	Photocopier Charges March 2004	134.39	

9463	SOUTH WEST PRINTING & PUB.	Advertising	62.48	
9464	STAR TRACK EXPRESS	Freight	57.90	
9465	STATE LAW PUBLISHER	Government Gazette Advertising	25.37	
9466	SWAN SURPLUS STORES	Dam Construction Materials - Cranbrook	4370.00	
6467	SWIFT RUBBER STAMPS	Stationery - Council Stamps	48.07	
6468	TELSTRA	Mobile Phone A/C	50.01	
6469	THE MITCHELL VET. HOSPITAL	Dog Control	5.00	
9470	THE STENNING GROUP	Computer Software Maintenance	1549.00	
9471	TOWN OF NARROGIN	Building Inspection Fees March 2004	1477.52	
9472	WA LOCAL GOVT COMPLIANCE OFFICERS ASSOCIATION	WALGCOA Seminar Attendance	110.00	
9473	WATER CORPORATION	Water A/C	1597.35	
9474	WESTERN POWER	Power A/C	254.87	
9475	WESTNET	Office Internet Maintenance	330.00	
9476	WESTRAC	Parts & Repairs	343.73	
9477	WHITFORD FERTILISERS - KWINANA	Dam Construction Materials - Cranbrook	288.29	
9478	WHITFORD FERTILISERS - NGN	Materials - Cuby Oval (Turf Mix)	400.00	
9479	WILSONS ENGRAVING WORKS	Plaque For Seat at Cuby Cemetery (Donated by Cuballing CWA)	51.70	
ELEC TSFR TRANSACATIONS				
230304	SALARIES & WAGES	Wages 10/03/04 - 23/03/04	15679.81	
060404	SALARIES & WAGES	Wages 24/03/04 - 06/04/04	15687.92	
CREDIT CARD TRANSACTIONS				
010304	ARRB TRANSPORT RESEARCH	Pathways Guidelines	72.60	
160304	WESTERN POWER CORPORATION	Power Connection - Youth & Community Park	1281.00	
TOTAL			124204.02	233.90

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That payment of Accounts Vouchers T1880 - T1881, 9344 - 9354, 9435 - 9479, Electric Transfer/s 230304, 060404, and Credit Card Transaction/s 010304, 160304, totalling \$124,437.92, as presented, be endorsed.

Creditors invoices processed and outstanding as at 15 April 2004 and not included in the cheque list presented to the Council meeting on 15 April 2004 total \$_____.

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Brown that payment of Accounts Vouchers T1880 - T1881, 9344 - 9354, 9435 - 9479, Electric Transfer/s 230304, 060404, and Credit Card Transaction/s 010304, 160304, totalling \$124,437.92, as presented, be endorsed.

Creditors invoices processed and outstanding as at 15 April 2004 and not included in the cheque list presented to the Council meeting on 15 April 2004 total \$68,187.79.

CARRIED 5/0

7.1.2 **SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 31 MARCH 2004**

		Annual Budget 2003/04 \$	Actual YTD 2003/04 \$
OPERATING ACTIVITIES	Sch		
<u>Income</u>			
General Purpose Funding	3	5,070	514,894
Governance	4	10,420	5,774
Law, Order & Public Safety	5	24,550	40,856
Health	7	1,200	1,252
Education and Welfare	8	0	416
Housing	9	0	75
Community Amenities	10	2,900	2,526
Recreation and Culture	11	2,350	2,003
Transport	12	4,350	18,773
Economic Services	13	3,750	5,668
Other Property and Services	14	42,500	55,517
<u>Total Operating Income</u>		97,090	647,754
<u>Expenditure</u>			
General Purpose Funding	3	-19,870	-10,355
Governance	4	-188,440	-136,297
Law, Order & Public Safety	5	-27,980	-37,402
Health	7	-18,300	-10,223
Education and Welfare	8	-1,550	-1,551
Housing	9	-22,380	-9,477
Community Amenities	10	-104,720	-36,503
Recreation and Culture	11	-116,170	-133,882
Transport	12	-875,000	-519,648
Economic Services	13	-102,750	-54,541
Other Property and Services	14	-83,340	-82,358
<u>Total Operating Expenditure</u>		-1,560,500	-1,032,237
ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:			
Depreciation (Assets Register)		548,680	331,901
Profit/Loss on Sale of Assets		-4,100	-11,779
<u>Capital Expenditure & Income</u>			
Proceeds on Sale of Assets		65,000	46,903
Capital Grants and Subsidies		1,063,530	789,201
Land and Buildings		-271,900	-65,650
Infrastructure Assets - Roads		-543,490	-340,690
Plant and Equipment		-199,700	-160,479
Furniture and Equipment		-8,000	-5,620
Proceeds from New Loans		0	0
Loan Repayments		-16,000	-11,913
Transfer to Reserves		-123,000	-12,408
Reserves (Cash Backed)		180,700	0
Opening Funds		250,000	250,016
Less Closing Funds		0	-424,999
CLOSING POSITION		-521,690	0

BANK RECONCILIATION

	Municipal Fund \$	Trust Fund \$	Reserve Accts \$
Opening balance	443,537.46	79,038.20	508,930.20
Income	53,124.05	22,446.66	0
	496,661.51	101,484.86	508,930.20
Expenditure	-118,385.41	-42,696.65	0
Closing balance	378,276.10	58,788.21	508,930.20
Bank account	233,352.04	47,236.52	701.06
Investments	154,190.41	11,697.00	508,229.14
	387,542.45	58,933.52	508,930.20
Plus O/S deposits	4,274.75	0	0
	391,817.20	58,933.52	508,930.20
Less O/S cheques	-9,083.95	-145.31	0
	382,733.25	58,788.21	508,930.20
Less O/S licensing	-4,428.55	0	0
	378,304.70	58,788.21	508,930.20
Adjustments	-28.60	0	0
Closing balance	378,276.10	58,788.21	508,930.20

RATING INFORMATION 2003/2004

	Budget 2003/04	Actual 2003/04
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
	\$521,690	\$525,425
Rates o/s from previous years (1 July)	\$10,630	\$10,631
Rates Written Off	\$0	\$0
Discount Allowed	-\$37,000	-\$38,596
Net Rates Receivable	\$495,320	\$497,460
Emergency Services Levy	\$17,850	\$17,790
Net Rates & ESL Receivable	\$513,170	\$515,250
Less Rates & ESL Paid		-\$495,695
RATES OUTSTANDING		\$19,555
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		96.2%
Rates Outstanding as a % of net rates		3.8%
Pensioner Deferred Rates as a % of O/S Rates		9.2%

ROADS MAINTENANCE AND CONSTRUCTION

MAINTENANCE				
Details	Job No	Status	Budget \$	Actual YTD \$
Refuse Sites (Cuby & Popo)	1000.1/2		58,710	19,901
Parks and Reserves	1100.9		68,310	19,510
Road Maintenance General	1201.31		196,190	153,054
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	14,721
Town Maintenance - Popanyinning	1201.36		5,000	13,065
Bitumen Patching	1201.37		20,000	8,639
Bridges & Culverts - General	1201.38		75,000	8,397
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	48,427
Storm Damage (Williams Road)	1201.44		90,000	21,289
Weed Control – Declared Plants	1300.1		12,060	8,712
Weed Control - Roadside	1300.3		12,060	2,340
Total Maintenance			841,890	426,608
CONSTRUCTION				
Cuballing East (RRG)	1200.30	IP	91,260	95,910
Nebrikinning/Congelin (BS)	1200.42	IP	76,470	30,309
Popanyinning East (DG)	1200.50	Comp	60,250	86,940
Congelin (R2R)	1200.60		63,300	0
Nebrikinning (R2R)	1200.63		60,880	15,431
Springhill (R2R)	1200.64	IP	64,540	72,165
Yornaning West (Own)	1200.71		60,340	0
Stratherne (Own) - Comp	1200.74	Comp	30,610	36,549
Town Streets (Own)	1200.72	IP	33,820	13,452
Total Construction			541,470	350,756
GRAND TOTAL			1,383,360	777,364

INVESTMENTS

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
652250053782	8 April 2004	5.15%			\$508,229.14
652250054259	8 April 2004	5.15%	\$154,190.41		
652250055120	8 April 2004	5.15%		\$11,697.00	
			\$154,190.41	\$11,697.00	\$508,229.14

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Financial Reports for the period ended 31 March 2004 be adopted by Council.

COUNCIL ACTION

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

CARRIED 5/0

7.1.3 DEPARTMENT OF AGRICULTURE – CUBALLING LAND CONSERVATION DISTRICT, NOMINATIONS FOR COMMITTEE RE-APPOINTMENT

Background

Correspondence from the Department of Agriculture advising that the current term of appointment for members of the Cuballing Land Conservation District Committee is due to expire on 31 July 2004, and requesting Council to nominate a person for the Committee. The Shire of Cuballing representative on the Committee is currently Dawson Bradford.

Comment

There is currently provision to appoint one representative from the Shire of Cuballing to the Committee. The term of appointment is for three years, expiring on 31 July 2007.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Councillor be nominated to be the Shire of Cuballing representative on the Cuballing Land Conservation District Committee.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Hawksley that Councillor McKenzie be nominated to be the Shire of Cuballing representative on the Cuballing Land Conservation District Committee.

CARRIED 5/0

7.1.4 PRINCIPAL ACTIVITIES PLAN 2004 - 2008

Background

In accordance with the provisions of the Local Government Act 1995 Council has to in each financial year prepare a plan of its Principal Activities for the next four financial years. The plan is a summary of proposed major works to be undertaken during the time as well as major services provided, and also demonstrates the sources of funds for these works and services..

Comment

Once prepared, the Plan is required to be advertised locally and be available for public inspection for 42 days from the advertisement. Submissions are to be invited and any submissions received are to be considered. The Plan is then to be accepted by Council with or without modification.

To ensure this process is finalised prior to the Budget process, it is appropriate that consideration of the Principal Activities Plan commences.

A draft Plan has been prepared and a copy circulated to each Councillor with the agenda for consideration.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Draft Principal Activities Plan for the four year period 2004 – 2008, as presented, be advertised locally for 42 days and submissions be invited in accordance with the provisions of the Local Government Act 1995.

COUNCIL ACTION

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

CARRIED 5/0

7.2 REPORTS – WORKS

7.2.1 WORKS SUPERVISORS REPORT

WILLIAMS ROAD

Archibald's have completed the installation of the culverts and Councils works force will back fill to have the road trafficable prior to the Easter holidays.

NEBRIKINNING/CONGELLIN ROADS BLACKSPOT NEBRIKINNING ROAD WIDENING

Both of these jobs are progressing well. The cutting in of the new alignment on the Congelin Road is taking shape and the new road formation is identifiable. Fill from the cut is being utilised on Nebrikinning Road.

Nebrikinning Road has been cleared and gravel sheeted to the Pritchard Road intersection. Fencing has also been erected on this section of the road. Works will continue after the Easter holiday break. The works to date have greatly improved traffic visibility.

GENERAL MAINTENANCE

General maintenance is continuing throughout the Shire, although has been a bit slow due to the amount of construction works to be undertaken.

PLANT AND MACHINERY

All items of plant and machinery are being serviced and maintained as required, and all plant is in good working order. Two way radios are being installed in the Front End Loader and the other two trucks (without radios), this will greatly assist with communication between the works crew.

PRIVATE WORKS

Various private works orders are being received and these are being completed as time permits. Unfortunately due to our current works program we haven't been able to commit to undertaking all the orders received.

Private works invoices for the month of March 2004, totaling \$3,121.73.

Reporting Officer

Alex Richardson, Works Supervisor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Works Supervisors Report be received and information noted.

COUNCIL ACTION

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

CARRIED 5/0

7.2.2 BUSH FIRE INCIDENT REPORTS

Background

Two Bush Fire Incident Reports have been received for fires within the district during the month of March 2004.

Comment

Details of the two fires are summarised hereunder:

- 22 March 2004, C Flavel, Williams Locations 106 & 299, Cuballing East, pasture and canola windrows.
- 28 March 2004, P Brown, Williams Location 3078, Cuballing East, tractor burnt.

The fire on 28 March 2004 at Browns property was accidental, however the Fire Control Officer who completed the report for the fire on 22 March 2004 has indicated it was deliberately lit during the Restricted Burning Period without a Burning Permit being issued.

Investigations into the matter has revealed that Narrogin Shire FCO Alistair McDougall issued a Permit to Mr Flavel on 15 March 2004 to undertake burning on his property, which included a location within the Shire of Cuballing. Unfortunately this information was not relayed to the Bush Fire personnel in this Shire.

Apparently the issuing of Permits by Joint FCO's in neighbouring Shires has been a matter of conjecture for some time and no resolution has been reached. However providing the relevant information pertaining to the Permit was forwarded on to the Shire in which the Permit has been issued it should not create a problem.

In Mr Flavels situation he owns property in the south-east portion of the Shire of Cuballing and land in the adjoining Shires of Narrogin and Wickopin, and perhaps it could be considered too bureaucratic to expect him to have to obtain three separate Burning Permits, particularly when his properties are located close together.

Preliminary discussions with the Shire of Cuballing Chief Bush Fire Control Officer, Mike Burges, reveal that he is of the opinion that providing the relevant information is passed on to the appropriate authority and a condition entered on the Permit for the property owner to inform neighbours and the local FCO prior to burning then it should be okay for appointed Joint FCO's to issue Burning Permits across neighbouring Shire boundaries.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The issuing of Burning Permits by Joint Fire Control Officers for properties in neighbouring Shires be referred to the Shire of Cuballing Bush Fire Advisory Committee for consideration and comment.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Hawksley that Chief Executive Officer s Recommendation be adopted.

CARRIED 5/0

7.2.3 WHEATBELT DEVELOPMENT COMMISSION – SUB REGIONAL SIGNAGE

Background

Correspondence from the Wheatbelt Development Commission requesting Council consideration for the placement of signage at Shire Boundaries that read “*Part of the Wheatbelt South*”.

Comment

At a recent meeting of the Wheatbelt South Action Plan Control Group the lack of knowledge of where the Wheatbelt South actually is was raised. Other areas/regions within the State are easily identifiable, such as the Peel Region, South West, etc, however given the large expanse of the Wheatbelt Region many people are confused or simply not aware of it being broken into specific areas. It has been suggested that the placement of the abovementioned signs with Shire boundary signs will help inform people of the region and make it more marketable.

Please note the cost to erect such signage will be the responsibility of each Shire.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Shire of Cuballing supports the placement of signage “*Part of the Wheatbelt South*” on or adjacent to Shire boundary signs and is prepared to pay the cost for the purchase and erection of such signage.

COUNCIL ACTION

Moved Cr Brown, seconded Cr McKenzie that Chief Executive Officer s Recommendation be adopted.

CARRIED 5/0

7.3 REPORTS – BUILDING

7.3.1 BUILDING SURVEYORS REPORT

Summary:

There were three (3) building applications approved and licenses issued for the month of March 2004.

Listed below are the application details of the proposed structures.

Approval Date	Lic No	Name & Address of Owner	Structure	Registered Builder Or Owner Builder	Situation of Building Lot or Street No & Town or Suburb
9 March 2004	21/03.04	Michael Kosewahr PO Box 31 Popanyinning	Office, G/Room	OB/0521/04	Lot 66 Carrier Street Popanyinning
24 Feb 2004	22/03.04	Robin Sayles 1 Derby Street Cuballing	House Extension	N/A	Lot 50 Derby Street Cuballing
16 March 2004	24/03.04	Graham Cardell Alton Street Cuballing	Shade House	N/A	Lot 8 Alton Street 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.

COUNCIL ACTION

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

CARRIED 5/0

7.3.2 POPANYINNING COMMUNITY HALL

Background

Following a verbal report from the Popanyinning Progress Association and request from the Chief Executive Officer, an inspection was undertaken on the condition of the floor at the Popanyinning Community Hall.

Comment

Following the inspection of the Popanyinning Hall the following observations are made:

- There are several long gaps in the floor boards, it does appear that in the past someone has tried to fix the problem but only made it worse as the “tongue” has been cut from sections of the floor boards to allow wooden inserts to be installed so as not to remove the whole or a large section of the flooring for repairs to be effected. This has resulted in a poor job at attempting to close the gaps and the new boards (inserts) have been fixed with wafer head screws which has not maintained the continuity or appearance of the finished dance floor.
- It is now necessary for the floor boards on either side of the damaged sections to be removed in addition to the damaged boards and they be replaced with similar size and profile boards. Very minor gaps will need to be left in the new works to allow for the winter expansion (the floor boards will expand in the winter because of extra moisture in the air).
- In addition to the cracks there is other damage that will need to be attended to when this work is undertaken. Some corners of knotted floor boards have broken away over time and there are some severe indentations that need to be addressed.
- The whole of the floor needs to be gone over and all the nails punched down so that they are not a danger causing the soles of shoes to grip when dancing.
- All future work should be nailed and no screws used on the dance floor surface.
- A light sand and polish or wax needs to be done to help maintain the repaired floor.
- A ramp needs to be installed to provide access to the dance floor, there is already ramped access to the foyer but it does not continue to the dance floor.

Cuballing Builder, John Robertson, and Pingelly building maintenance person, Ceasar Smargiassi, have been requested to inspect the Popanyinning Community Hall to advise and provide a quotation to undertake the repairs. Allowance has been made on the 2003/04 budget for this type of works, however should the estimates be in excess it may have to be referred to Council for budget consideration for the 2004/05 financial year.

Reporting Officer

Darryle Baxter, Building Surveyor
Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

For Council information.

COUNCIL ACTION

Resolved that the information be noted.

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 March 2004.

Rubbish Tips

- (i) Cuballing Rubbish Tip
Site found to be operating within legislative requirements..
- (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 119 Popanyinning East Road, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (ii) Lot 111 Alexandria Street, Popanyinning
Inspection of on-site effluent disposal system.
- (iii) Lot 88 Hotham Street, Popanyinning
Inspection of proposed on-site effluent disposal system
- (iv) Lot 349 Cuballing Street, Cuballing
Inspection of on-site effluent disposal system

COMPLAINT

Location 15119 & Lot 1748 Congelin Road
Alleged dust nuisance emanating from neighbouring cattle feedlot.
Inspection has revealed that the complaint is not justified.

CORPORATE PLAN/POLICY IMPLICATIONS

Nil.

FINANCIAL/BUDGET IMPLICATIONS

None anticipated.

Reporting Officer

Maurice Walsh, Environmental Health Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Environmental Health Officers Report be received and information noted.

COUNCIL ACTION

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

CARRIED 5/0

7.5 REPORTS – TOWN PLANNING

Nil

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

Nil

9. OTHER URGENT BUSINESS

9.1 DOG ATTACK IN POPANYINNING SATURDAY 13 MARCH 2004

Council acknowledged receipt of letter from Mrs Joyce Sully dated 30 March 2004 in relation to the dog attack in Popanyinning on 13 March 2004.

The Shire President and Chief Executive Officer informed the meeting of discussions with the Executive Director of the Department of Local Government and Regional Development and Senior Sergeant Paul Kosovich of Narrogin Police at the Western Australian Local Government Association Central Country Zone meeting in Darkan on Friday 2 April 2004.

Brendan Peyton of the Department of Local Government and Regional Development has been delegated with the role to deal with Mrs Sully's letter and he will be meeting with the Shire President and Chief Executive Officer in the near future to investigate the matter and formulate a response.

The Chief Executive Officer also informed the meeting of legal opinion obtained from McLeod's Barristers and Solicitors in relation to comments made in Mrs Scully's letter of 30 March 2004.

9.2 DOGS LOCAL LAW

The Chief Executive Officer informed Council that Mr Bruce Wittber has been employed as a consultant to help Council formulate and adopt a suitable Dogs Local Law for the Shire of Cuballing.

9.3 CHIEF EXECUTIVE OFFICER ANNUAL APPRAISAL

The Chief Executive Officers Annual Appraisal was undertaken prior to the Council meeting.

Moved Cr Hawksley, seconded Cr McKenzie that the general consensus of Council is that the Chief Executive Officer is a dedicated and enthusiastic officer who has achieved above average results for the Shire during the past year of operations.

CARRIED 5/0

9.4 NEBRIKINNING ROAD - FENCING

Cr Wittwer commented on Council purchasing and erecting fence on the south side of Nebrikinning Road. The fences were old and needed replacing and therefore should have been the responsibility of the land owner.

9.5 REEDS ROAD - CULVERT

Cr McKenzie reported that the approaches to the culvert on Reeds Road requires gravel.

10. CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 3.55 pm.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT

