



SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING
HELD ON THURSDAY 16 SEPTEMBER
2004**

MINUTES

SHIRE OF CUBALLING

ORDINARY COUNCIL MEETING
THURSDAY 16 SEPTEMBER 2004

MINUTES

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Ordinary Council Meeting Minutes 16 September 2004
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
16 SEPTEMBER 2004

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President welcomed Councillors, declared meeting open 2.00 pm.

2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

ATTENDANCE

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

Mr D Bicknell, Department of Agriculture (from 2.05 pm to 2.50 pm)

APOLOGIES

Cr T H Wittwer

LEAVE OF ABSENCE

Nil

3. PUBLIC QUESTION TIME

Nil

4. APPLICATION FOR LEAVE OF ABSENCE

Moved Cr Bradford, seconded Cr Newman that leave of absence be granted to Cr Brown for the 21 October 2004 meeting of Council.

CARRIED 6/0

5. MINUTES

5.1 CONFIRMATION OF 19 AUGUST 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 19 August 2004 be confirmed.

SHIRE PRESIDENT

DATE

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COUNCIL ACTION

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

CARRIED 6/0

6. PETITIONS, DEPUTATIONS, PRESENTATIONS

6.1 DAVID BICKNELL, DEPARTMENT OF AGRICULTURE, NARROGIN

Mr Bicknell will be in attendance at 2.15pm to address Council on the proposed new Regional Model for Better Animal and Plant Pest Management.

2.05 pm Mr Bicknell entered the meeting

Mr Bicknell provided Councillors with a copy of the latest proposed Regional Model for Better Animal and Pest Management Public Discussion Paper dated August 2004, and a list of frequently asked questions which helped explain a number of issues pertaining to the proposed model.

In his address Mr Bicknell explained the following scenarios:

- Landholder contributions would be sourced from every rateable rural property within a Zone, including small landholders.
- Rural properties would include any private land outside of a townsite, or the Perth Metropolitan Region. In some cases rural land within a gazetted townsite or the Perth Metropolitan Region may be required to participate in this program.
- All landholder contributions would be "matched" \$-for-\$ by (new) State Government funding.
- The Rate to apply in each Zone would be recommended annually and would depend on needs identified by the ZCA.
- The APB and Minister would finally approve the recommended Rate and the matching Government contribution.
- The Rate would be set to raise sufficient funds to cover both locally determined management priorities and agreed `cross zonal' activities. (between 10% and 20% of the quantum of rates collected in each Zone).
- Use of funds locally to be overseen by the responsible ZCA.
- The rating scheme would not impose any additional burden on Local Government, as rates would be collected by the Department of Treasury (Office of State Revenue).

2.50 pm Mr Bicknell departed the meeting

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DATE

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COUNCIL ACTION

Moved Cr Bradford, seconded Cr Newman that the Shire of Cuballing agrees with the broad principals of the proposed Regional Model for Better Animal and Pest Management subject to the inclusion of a sunset clause for the process to be reviewed within three years, which will allow it to be discontinued or reassessed if not proving successful.

CARRIED 6/0

7. REPORTS OF OFFICERS

7.1 CHIEF EXECUTIVE OFFICER

7.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – SEPTEMBER 2004

V	NAME	PARTICULARS	MUNI	TRUST
9659	AUSTRALIA POST	Postage – Rate Notices 2004/05	157.15	
9660	SHIRE OF CUBALLING	2004/05 Land Rates – CEO House	476.74	
9661	BELINDA WILCOX	Refreshments	62.53	
9662	AUSTRALIA POST	Postage – Local Rate Notices 2004/05	74.00	
9663	WA ELECTORAL COMMISSION	2003 Election Expenses	2733.00	
9664	NGN REGIONAL B.E.C.	Contribution	1000.00	
9665	MAGNA CARTER	Cuby Summer Concert – Band deposit	330.00	
	ENTERTAINMENT CONSULTANTS			
9666	SHIRE OF WILLIAMS	CCZ Golf Day – P. Naylor	60.00	
9667	AUSTRALIAN SERVICES UNION	ASU Deductions Aug 2004 – P. Naylor	31.80	
9668	WA LOCAL GOVT SUPER PLAN	Super Contributions August 2004	5448.57	
9669	SHIRE OF CUBALLING	Social Club Deductions August 2004	170.00	
9670	BUILDERS REGO BOARD OF WA	Building Dispute Fees August 2004	98.00	
9671	WA ELECTORAL COMMISSION	2003 Election Expenses – GST	532.00	
9743	CASH	Employee Training Expenses - Travel	525.55	
9744	TELSTRA	Phone A/C	1218.37	
9745	TESLTRA	Upgrade Lead-in Popo Store – Popo TAP	1637.00	
9746	ANTHONY MORT GARDENING	CEO House Maintenance – Gardens	45.00	
9747	ASPHALT SURFACES P/L	Materials – Coldmix	242.97	
9748	AUSTRALIA DAY COUNCIL	Bronze Membership 2004/05	165.00	
9749	AUSTRALIAS GOLDEN OUTBACK	Membership 2004/05	27.50	
9750	BURGESS RAWSON	Water A/C – Memorial Park	49.89	
9751	BURSWOOD INTER. RESORT CAS.	Local Government Week Expenses	8173.25	
9752	CENTRAL SOUTH TOURISM	Membership 2004/05	360.00	
9753	COLES	Council Shopping	122.64	
9754	COMMANDER AUSTRALIA LTD	Office Equipment Maintenance – Phones	300.96	
9755	COURIER AUSTRALIA	Freight	37.28	
9756	CUBALLING TAVERN	Council Luncheons	622.40	
9757	DEPT OF LAND INFORMATION	Rural UV Interim Valuations	54.00	
9758	DRYANDRA COUNTRY VISITOR.	Contribution – Employment of Manager	3300.00	
9759	DUGALD FERGUSON MACHIN.	Parts & Materials	103.20	
9760	EDWARDS MOTORS	Parts	160.00	
9761	ENVIRONMENTAL PRODUCTS (AUSTRALIA) P/L	Depot Materials (Fuel Set)	726.00	
9762	GRT SOUTH. COMMUNICATIONS	CEO House Maintenance	22.00	
9763	GRT SOUTH. DINGO SERVICES	Popanyinning Town Maintenance	231.00	
9764	GRT SOUTH. FUEL SUPPLIES	Fuels & Oils	7470.44	
9765	GT RADIATOR & MACHINING	Sharpen Mulcher Blades	308.00	

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9766	INTEGRATED RECORDS & INFO	Records Disposal Training – C. McQueen	375.00	
9767	JEM TRUCK SALES	Parts & Repairs	396.00	
9768	JR & A HERSEY P/L	Protective Clothing	1300.97	
9769	KATANNING MOTEL	Employee Training Expenses – Licensing	417.00	
9770	LANDMARK	Materials	181.83	
9771	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	Analytical Services 2004/05	317.46	
9772	MAIN ROADS WA	Bridges Maintenance	25167.34	
9773	MAKIT NGN HARDWARE	Materials	318.90	
9774	METROCOUNT	Equipment – Road Counter	2921.00	
9775	QUALUP BELL NURSERY	Narelle’s Send Off Gift From Council	102.25	
9776	RF & PL O’BRIEN	Roadside Maintenance	495.00	
9777	SHIRE OF NARROGIN	Materials – Emulsion	1430.00	
9778	SHIRE OF WICKEPIN	Recycling Costs	165.00	
9779	SOS BUNBURY	Photocopier Charges	72.07	
9780	SOUTH WEST PRINTING & PUBL.	Advertising – 2004/05 Fees & Charges	96.00	
9781	STATE LAW PUBLISHER	Gazettal – Cemetery Fees & Appointment	146.30	
9782	SUNNY SIGN COMPANY	Signs	278.08	
9783	TELSTRA	Mobile A/C	50.00	
9784	THE PAPER COMPANY	Stationery – Paper	246.76	
9785	THE STENNING GROUP	Rates Training Course – M. Grieve	495.00	
9786	TOORAK LODGE MOTEL	Employee Training Expenses – Accom.	204.00	
9787	TOTAL EDEN WATERING SYSTEMS P/L	Cuballing Oval Reticulation – First Claim	22000.00	
9788	TOWN OF NARROGIN	Building Inspection Fees August 2004	1362.02	
9789	WA COLLEGE OF AGRICULTURE	Staff Clothing Allowance	52.00	
9790	WA LOCAL GOVT ASSOCIATION	Local Govt Directory 200405 & Roman Maintenance Fees	794.20	
9791	WATER CORPORATION	Water A/C	2494.90	
9792	WESTERN POWER	Power A/C	2074.35	
T1901	B.C.I.T.F.	BCITF Fees August 2004		693.01
T1902	CUBALLING TAVERN	Social Club Do – Narelle’s Send Off		365.00
ELEC TSFR TRANSACATIONS				
240804	SALARIES & WAGES	Wages 11/08/04 – 24/08/04	18516.11	
070904	SALARIES & WAGES	Wages 25/08/04 – 07/09/04	17403.47	
CREDIT CARD TRANSACTIONS				
090804	B/W TAXI WA	Local Govt Week Conference Expenses	13.65	
090804	ASCOT QUAYS	Local Govt Week Conference Expenses	1025.20	
100804	B/W TAXI WA	Local Govt Week Conference Expenses	14.76	
TOTAL			138002.86	1058.01

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That payment of Accounts Vouchers 9659 – 9671, 9743 – 9792, T1901 – T1902, Electric Transfer/s 240804 & 070904, and Credit Card Transaction/s 090804 & 100804, totalling \$139,060.87, as presented, be endorsed.

Creditors invoices processed and outstanding as at 16 September 2004 and not included in the cheque list presented to the Council meeting on 16 September 2004 total \$_____.

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COUNCIL ACTION

Moved Cr Brown, seconded Cr McKenzie that payment of Accounts Vouchers 9659 – 9671, 9743 – 9792, T1901 – T1902, Electric Transfer/s 240804 & 070904, and Credit Card Transaction/s 090804 & 100804, totalling \$139,060.87, as presented, be endorsed.

Creditors invoices processed and outstanding as at 16 September 2004 and not included in the cheque list presented to the Council meeting on 16 September 2004 total \$2.50.

CARRIED 6/0

7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 31 AUGUST 2004

BANK RECONCILIATION

	<u>Municipal Fund</u> \$	<u>Trust Fund</u> \$	<u>Reserve Accts</u> \$
Opening balance	169,806.41	53,920.76	477,153.65
Income	170,981.38	1,293.01	0.00
	340,787.79	55,213.77	477,153.65
Expenditure	-165,379.55	-1,384.50	-0.00
Closing balance	175,408.24	53,829.27	477,153.65
Bank account	178,617.94	41,848.83	153.65
Investments	0.00	11,946.30	477,000.00
	178,617.94	53,795.13	477,153.65
Plus O/S deposits	8,475.51	179.45	0.00
	187,093.45	53,974.58	477,153.65
Less O/S cheques	-11,278.16	-145.31	-0.00
	175,815.29	53,829.27	477,153.65
Less O/S licensing	-407.05	0.00	0.00
Closing balance	175408.24	53,829.27	477,153.65

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		Annual Budget 2004/05 \$	Actual YTD 2004/05 \$
OPERATING ACTIVITIES	Sch		
<u>Income</u>			
General Purpose Funding	3	3,100	536,092
Governance	4	11,310	566
Law, Order & Public Safety	5	40,750	23,115
Health	7	1,200	670
Education and Welfare	8	750	234
Housing	9	0	0
Community Amenities	10	2,000	170
Recreation and Culture	11	2,410	306
Transport	12	11,400	-2,565
Economic Services	13	5,800	3,296
Other Property and Services	14	61,990	5,260
Total Operating Income		140,710	567,144
<u>Expenditure</u>			
General Purpose Funding	3	-39,440	-1,668
Governance	4	-236,270	-66,958
Law, Order & Public Safety	5	-55,650	-10,071
Health	7	-14,750	-0
Education and Welfare	8	-3,000	-69
Housing	9	-18,990	-2,215
Community Amenities	10	-96,000	-4,551
Recreation and Culture	11	-96,220	-9,237
Transport	12	-961,110	-133,183
Economic Services	13	-85,350	-10,499
Other Property and Services	14	-35,300	-12,039
Total Operating Expenditure		-1,642,080	-250,490
ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:			
Depreciation (Assets Register)		568,650	47,792
Profit/Loss on Sale of Assets		-9,860	3,306
<u>Capital Expenditure & Income</u>			
Proceeds on Sale of Assets		159,000	12,727
Capital Grants and Subsidies		898,940	213,512
Land and Buildings		-132,690	-20,075
Infrastructure Assets - Roads		-480,450	-20,987
Plant and Equipment		-465,000	-27,063
Furniture and Equipment		-11,000	-18
Proceeds from New Loans		0	0
Loan Repayments		-16,990	-0
Transfer to Reserves		-131,000	-0
Reserves (Cash Backed)		302,190	0
Opening Funds		278,750	278,750
Less Closing Funds		0	-804,598
CLOSING POSITION		-541,330	0

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RATING INFORMATION

	Budget 2004/05	Actual 2004/05
UV Rates Levied	\$424,510	\$422,214
GRV Rates Levied	\$44,930	\$47,504
UV Minimum Rates Levied	\$2,860	\$2,600
GRV Minimum Rates Levied	\$69,030	\$67,370
Interim Rates UV	\$0	\$0
Interim Rates GRV	\$0	\$0
Mining Tenement	\$0	\$0
	\$541,330	\$539,688
Rates o/s from previous years (1 July)	\$7,619	\$7,619
Rates Written Off	\$0	\$0
Discount Allowed	-\$38,000	-\$1,954
Net Rates Receivable	\$510,949	\$545,353
Emergency Services Levy	\$18,000	\$17,790
Net Rates & ESL Receivable	\$528,949	\$563,143
Less Rates & ESL Paid		-\$38,335
RATES OUTSTANDING		\$524,808
Pensioner Deferred Rates		\$2,000
UV Rates as a % of total rates		78.7%
GRV Rates as a % of total rates		21.3%
Payment Discount as a % of total rates		0.4%
Rates Paid as a % of net rates receivable		6.8%
Rates Outstanding as a % of net rates		93.2%
Pensioner Deferred Rates as a % of O/S Rates		0.4%

INVESTMENTS

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserves
652250055120	8 November 2004	5.30%		\$11,946.30	
652250055147	30 January 2005	5.18%			\$477,000.00
			\$0.00	\$11,946.30	\$477,000.00

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ROADS MAINTENANCE AND CONSTRUCTION

MAINTENANCE				
Details	Job No	Status	Budget 2004/05 \$	Actual YTD \$
Refuse Sites (Cuby & Popo)	1000.1/2		72,670	3,811
Parks and Reserves	1100.9		48,700	3,573
Road Maintenance General	1201.31		301,350	31,865
Tree Lopping/Mulching	1201.34		47,600	2,737
Tree Lopping (Contract)	1201.34		25,000	0
Town Maintenance - Cuballing	1201.35		18,380	2,070
Town Maintenance - Popanyinning	1201.36		18,380	12,402
Bitumen Patching	1201.37		23,050	5,831
Bridges & Culverts - General	1201.38		9,810	2,007
Grading Maintenance - Winter	1201.41		93,070	49,740
Grading Maintenance - Shoulder	1201.42		34,560	7,204
Grading Maintenance - Summer	1201.43		116,450	0
Storm Damage	1201.44		5,150	1,720
Weed Control – Declared Plants	1300.1		14,160	0
Weed Control - Roadside	1300.3		14,150	531
Total Maintenance			842,480	123,491
CONSTRUCTION				
Cuballing East (RRG)	1200.30		47,870	0
Cuballing West (RRG)	1200.31		37,570	332
Popanyinning East (DG)	1200.50		60,600	0
Congellin (R2R)	1200.60		51,700	0
Bunmulling (Own)	1200.70		20,080	0
Yornaning West (Own)	1200.71	IP	40,520	16,127
Town Streets (Own)	1200.72		49,980	0
Congellin (Own)	1200.75		47,870	0
Popanyinning West (Own)	1200.76		72,380	0
Springhill (Own)	1200.77		29,880	0
Total Construction			458,450	16,459
GRAND TOTAL			1,300,930	139,950

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

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

COUNCIL ACTION

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

CARRIED 6/0

SHIRE PRESIDENT

DATE

7.1.3 **WESTERN AUSTRALIAN ELECTORAL COMMISSION – LOCAL GOVERNMENT
ORDINARY ELECTION: MAY 2005**

Background

Correspondence from the Western Australian Electoral Commission (WAEC) providing Council with an estimated cost of between \$7,500 and \$8,700 (GST inclusive) to conduct the 2005 ordinary election as a postal election.

Comment

The estimated cost provided by the WAEC is based on the following assumptions:

- 630 electors;
- response rate of approximately 70%;
- 3 vacancies; and
- count to be conducted at the premises of the Shire of Cuballing.

Costs not incorporated in the estimate include:

- non-statutory advertising (ie additional advertising in community newspapers and promotional 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.

It is interesting to read in the WAEC correspondence that they make comment that under the provisions of the Local Government Act 1995 they are required to conduct the elections on a full cost recovery basis and that Council should note that the cost provided is an estimate only and may vary. This is the situation that got the WAEC in dispute with many Councils following the 2003 elections and one that should be followed up by Council if it is considering appointing the WAEC to run the Shire of Cuballing elections in 2005.

In 2003 the WAEC provided Council with an estimate of \$4,600 (GST excl) to run the postal election. At the completion of the election Council was invoiced \$8,848, which was eventually negotiated down to \$7,333 (GST excl). Whilst the conducting of a postal election by the WAEC has the capacity to reach all land owners of the Shire as compared to an in person election, the costs well exceeded the amount of \$3,570 to run the 2001 elections, which was conducted by Council staff. It is noted that the response for the 2003 election did increase on the 2001 election by almost 20%.

There is no doubt that a postal election has the capacity to create greater interest in local government elections and for more property owners/residents to be involved, however the cost factor cannot be ignored.

Another aspect to consider is that appointing the WAEC to conduct an election takes pressure off Council staff in respect to perceived bias from a candidate and community perspective. Council staff are very professional and have the capacity to conduct a fair and equitable election, however this may not always be the view of the persons concerned and/or the general community.

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Council may also like to consider the option of appointing a private individual person to be Returning Officer and to run the election. Section 4.20 (2) states that "A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint a person other than the CEO to be the returning officer of the local government for an election". In 2004 the WAEC appointed a local Cuballing resident to be returning officer for the postal election and therefore an experienced person could be available locally. This would still result in an in-person election being conducted rather than a postal election, however is something for Council consideration.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council discussion and direction please.

COUNCIL ACTION

Moved Cr Hawksley, seconded Cr Brown that the Western Australian Electoral Commission not be appointed to run a postal election on behalf of the Shire of Cuballing for the 2005 Local Government Elections.

CARRIED 6/0

7.1.4 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – DATE OF FUTURE LOCAL GOVERNMENT ELECTIONS, THIRD SATURDAY IN OCTOBER

Background

Correspondence from the Western Australian Local Government Association (WALGA) requesting Councils support for changing the date of local government elections to the third Saturday in October, every two years.

Comment

This matter was previously presented to the May 2004 ordinary meeting of Council. At that meeting Council resolved to support the WALGA proposal to change the local government biennial election date from the first Saturday in May to a date later in the year, possibly in September or October.

WALGA advise that from the various response received there was a clear indication from local government that a change in the election date was supported. A number of likely scenarios have been taken into consideration and worked through in an attempt to select a suitable date in September or October that will not clash with other major fixtures on the Australian calendar of events. From this exercise the third Saturday in October was selected as a suitable date. WALGA are requesting Councils to provide a response in respect to supporting or not supporting this date.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Shire of Cuballing supports the proposal for change of local government elections date from the first Saturday in May to the third Saturday in October, every two years.

COUNCIL ACTION

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

CARRIED 6/0

7.1.5 DEPARTMENT OF SPORT AND RECREATION COMMUNITY SPORTING AND RECREATION FACILITIES FUND

Background

It is proposed to submit a grant application to the Department of Sport and Receptions (DSR) Community Sporting and Recreation Facilities Fund for the construction of change rooms, with an external unisex disabled toilet, at the Cuballing Recreation Grounds.

Comment

The grant applications have to be submitted with DSR by the end of October and therefore is presented to this meeting for Council support. A copy of the application is circulated with the meeting agenda.

The construction of change rooms at the recreation grounds is part of the Shire of Cuballing Principal Activities Plan for 2005/06 and will add a much needed facility in the area for the benefit of the Cuballing Cricket teams, Cuballing Tennis Club and general community, and will hopefully encourage the use of the oval during the winter period.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council supports the preparation and submission of a grant application to the Department of Sport and Receptions Community Sporting and Recreation Facilities Fund for the construction of change room facilities at the Cuballing Recreation Grounds.

COUNCIL ACTION

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

CARRIED 6/0

7.1.6 STRATEGIC PLAN

Background

Council included amount of \$10,000 on the Budget for preparation of a Strategic Plan for the Shire of Cuballing.

Comment

The Shire of Wandering has also budgeted to work through the Strategic Plan process in 2004/05. Discussions have been had with their Chief Executive Officer in relation to the possibility of saving costs and undertaking joint advertising. It may also be possible that after expressions of interest the two Councils could be interested employing the services of the same consultant if a better rate can be negotiated.

The process for preparation of the Strategic Plan will involve consultation with Councillors, Staff, ratepayers and residents of the Shire of Cuballing.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council, in conjunction with the Shire of Wandering, seeks expressions of interest from consultants to facilitate the process for the preparation of a Strategic Plan for the Shire of Cuballing.

COUNCIL ACTION

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

CARRIED 5/1

7.2 REPORTS – WORKS

7.2.1 WORKS SUPERVISORS REPORT

YORNANING WEST ROAD

Delimiting and mulching has been completed and culverts cleaned out. Gravel sheeting will commence in the near future.

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CUBALLING TOWNSITE

The reticulation pipes have been installed at the oval and pad laid for shed to house the pump. Works to upgrade the electrical services have commenced. Total Eden will return at end of September to complete the remaining works.

WINTER GRADING

This process is continuing with both of the Shires graders be utilised for this purpose. The grader with the "free wheel" roller has been doing bitumen shoulder grading with excellent results.

GENERAL MAINTENANCE

General maintenance is continuing throughout the Shire. Roadside spraying is in full progress, as permitted by the weather conditions. There appears to be less growth of declared weeds as compared to previous years. Haslams Road has been delimbed to allow reasonable vehicle access. High winds in the past couple of weeks have caused a number of trees to fall with minimal damage or disruption. Bitumen patching is continuing with good results, this work will assist to extend the road life until further permanent reseals can be completed.

PLANT AND MACHINERY

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

Isuzu Truck CN.272 had a electrical problem on Monday 6 September 2004 when returning from Perth with a load of blue metal. JEM Trucks arranged for the truck to be towed to Major Motors for repairs (under warranty). Repairs have now been undertaken and the truck picked up on Wednesday 8 September 2004.

PRIVATE WORKS

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

Private works invoices for the month of August 2004, totaling \$1,180.

Reporting Officer

Alex Richardson, Works Supervisor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Works Supervisors Report be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

7.2.2 **MAIN ROADS WA – HEAVY VEHICLE ACCESS PROJECT**

Background

Correspondence from Main Roads WA (MRWA) seeking Council comment on the Heavy Vehicle Access Project and the proposed Class 2 and 3 Notice Roads within the Shire of Cuballing.

Comment

The Heavy Vehicle Access Project has been initiated by MRWA in an attempt to identify the various roads throughout the State suitable for use of heavy vehicles and introduce a uniform permit issuing process. Presently MRWA issue permits for the operation of heavy vehicles and then the vehicle operators have to contact the relevant local government to gain a further access permit. This process has become very cumbersome and necessitated in some vehicles carrying large numbers of permits, particularly if they operate within several parts of the State.

The proposed new system will cover all configurations of heavy vehicles up to a maximum length of 36.5 metres.

Currently Council has a policy that was developed in conjunction with MRWA, for the use of vehicles up to a maximum length of 27.5 metres within the Shire.

MRWA has provided various documents in relation to the project and this will be tabled during the Council meeting. On the maps provided portion of the Wandering-Narrogin Road and the whole of the Cuballing East Road have been omitted and this will need to be corrected.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That:

- The local roads as per Councils existing Policy, being Cuballing East, Cuballing West, Wandering-Narrogin, Stratherne, and Popanyinning West Roads be endorsed for the use of through traffic heavy vehicles to a maximum length of 27.5 metres;
- The Shire of Cuballing also supports the use of the above local roads as link roads by 27.5 metre vehicles for servicing local properties within the district;
- The use of all other roads within the Shire of Cuballing by 27.5 metre vehicles to be in accordance with Condition CV17 of Main Roads WA Notice Network Summary of Conditions; and
- Should Main Roads WA wish to consider the suitability of the above roads, or any roads within the Shire of Cuballing, for longer vehicles up to 36.5 metres they be invited to undertake an inspection of each road to check its relevant suitability.

SHIRE PRESIDENT

DATE

COUNCIL ACTION

Moved Cr Hawksley, seconded Cr Newman that:

- The local roads as per Councils existing Policy, being Cuballing East, Cuballing West, Wandering-Narrogin, Stratherne, and Popanyinning West Roads, and with the inclusion of Pauley and the Congellin-Narrogin Roads, be endorsed for the use of through traffic heavy vehicles to a maximum length of 27.5 metres;
- The Shire of Cuballing also supports the use of the above local roads as link roads by 27.5 metre vehicles for servicing local properties within the district;
- The use of all other roads within the Shire of Cuballing by 27.5 metre vehicles to be in accordance with Condition CV17 of Main Roads WA Notice Network Summary of Conditions; and
- Should Main Roads WA wish to consider the suitability of the above roads, or any roads within the Shire of Cuballing, for longer vehicles up to 36.5 metres they be invited to undertake an inspection of each road to check its relevant suitability.

CARRIED 6/0

7.3 REPORTS – BUILDING

7.3.1 BUILDING SURVEYORS REPORT

Summary:

There were six (6) building applications approved and licenses issued for the month of August 2004.

Listed below is a summarised breakdown of the applications and proposed structures.

Approval Date	License No	Name & Address of Owner	Registered Builder or Owner Builder	Structure	Situation of Building Lot or Street No & Town
10 Aug 04	36/03.04	Peter & Sheila Henry 85 Willcock Street Ferndale 6148	Quality Builders P/L PO Box 303 Kalamunda 6926	House	Loc 1152 (Barron St) Austral Street Cuballing
10 Aug 04	2/04.05	R W Dowling & Co PO Box 8 Popanyinning	Dempster Steel PO Box 284 Northam	Farm Machinery Shed	Loc 5740 Dowling Road Popanyinning
5 Aug 04	7/04.05	Wynand Breytenbach 13 Hough Street Narrogin	Owner Builder	House Extension	Lot 16 Great Southern Hwy Cuballing
5 Aug 04	9/04.05	Elizabeth Barker 48 Smith Street Beverley	Irene Joan Fogliani 61 Harper Street Beverley	House	Lot 327 Forrest Street Popanyinning
5 Aug 04	10/04.05	Elizabeth Barker 48 Smith Street Beverley	Lawrence Barker 48 Smith Street Beverley	House	Lot 163 Forrest Street Popanyinning
17 Aug 04	11/04.05	Kay & Michael Kosewahr 62 Carrier Street Popanyinning	Michael Kosewahr 62 Carrier Street Popanyinning	Car Port	Lot 66 Carrier Street Popanyinning

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Comment:

With the commencement of the new Health/Building Services for the Shire of Cuballing on Thursday 2 September 2004, this will be the final report submitted by Mr Darryle Baxter. Darryle has passed on his gratitude to Council for the past seven years.

Consultation: Nil

Statutory Environment: Nil

Policy Implication: Nil

Financial Implications: Nil

Strategic Implications: Nil

Reporting Officer

Darryle Baxter, Building Surveyor
Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That:

- **The Building Surveyors Report be received and information noted; and**
- **Letter be forwarded to Mr Darryle Baxter thanking him for his services over the past seven years whilst in the capacity as Building Surveyor for the Shire of Cuballing.**

COUNCIL ACTION

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

CARRIED 6/0

7.4 HEALTH REPORT

7.4.1 ENVIRONMENTAL HEALTH OFFICERS REPORT

PURPOSE

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

REPORT

The following inspections have been carried out during the month of August 2004.

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Food Premises

- (i) Cuballing Tavern
Premises found to be operating within legislative requirements.

Rubbish Tips

- (i) Cuballing Rubbish Tip
Wind blown litter around site.
Action required - *Pick up windblown litter in bush around site.*
- *Rubbish in pit needs to be covered on a more regular basis.*
- (ii) Popanyinning Rubbish Tip
Wind blown litter around site.
Action required - *Pick up windblown litter in bush around site.*
- *Rubbish on tip face needs to be covered on a more regular basis.*

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 327 Forrest Street, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (ii) Lot 163 Forrest Street, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (iii) Loc 3142 Walsh Road, Cuballing
Inspection of proposed on-site effluent disposal system.
- (iv) Lot 76 King Street, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (v) Lot 119 Popanyinning East Road, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (vi) Lot 62 Carton Street, Cuballing
Inspection of proposed on-site effluent disposal system.

CORPORATE PLAN/POLICY IMPLICATIONS

Nil.

FINANCIAL/BUDGET IMPLICATIONS

None anticipated.

Reporting Officer

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CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Environmental Health Officers Report be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

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

Nil

9 **OTHER URGENT BUSINESS**

9.1 **POPANYINNING IN SPRING**

Moved Cr Brown, seconded Cr Hawksley that the following persons be endorsed as members of the Popanyinning In Spring Committee to conduct the Popanyinning In Spring Festival on behalf of the Shire of Cuballing:

Todd & Eliza Dowling
Royce & Kylie Dowling
Rob & Kay Dowling
Tim & Sally Haslam
Clinton & Alison McKenzie
Robyn & Jason Williamson
Geoff McDougall
Anne Lyneham
Steven Lyneham
Dean Watts
Russell & Shirley McIlwaine
Chris & Albert Robb
Liz Francis
Joan Ballard
Ann Chalcraft
Terry & Eleanor Stubbs
Kim Parker
Johanna Hooft
Don Bird

CARRIED 6/0

9.2 **RECEPTION – BEVAN GEORGE**

Cr Hawksley requested that a formal apology be tendered at the reception on Wednesday 22 September 2004 as he is not able to be in attendance.

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10 **MEETING CLOSURE**

There being no further business the Shire President declared the meeting closed at 4.25 pm.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT

SHIRE PRESIDENT

DATE