



# SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING  
HELD ON THURSDAY 19 FEBRUARY 2004**

# MINUTES

**SHIRE OF CUBALLING**  
**ORDINARY COUNCIL MEETING**  
**THURSDAY 19 FEBRUARY 2004**

MINUTES

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SHIRE PRESIDENT

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## ORDINARY COUNCIL MEETING MINUTES

### MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE OF CUBALLING HELD IN THE COUNCIL CHAMBERS, CAMPBELL STREET, CUBALLING ON THURSDAY 19 FEBRUARY 2004

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

President welcomed Councillors, declared meeting open 2.00 pm.

#### 2. ATTENDANCE

President I L Watts

Cr J D Brown

Cr R D J Newman

Chief Executive Officer P T Naylor

Deputy President D S Bradford

Cr C R McKenzie

Cr T H Wittwer

#### APOLOGIES

Cr C R Hawksley

#### LEAVE OF ABSENCE

Nil

#### 3. PUBLIC QUESTION TIME

Nil

#### 4. APPLICATION FOR LEAVE OF ABSENCE

Moved Cr Bradford, seconded Cr Wittwer that leave of absence be granted to Cr Newman for the March 2004 meeting of Council.

*CARRIED 6/0*

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

*CARRIED 6/0*

#### 5. MINUTES

##### 5.1 CONFIRMATION OF 18 DECEMBER 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 18 December 2003 be confirmed.

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SHIRE PRESIDENT

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**COUNCIL ACTION**

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

*CARRIED 6/0*

**6. PETITIONS, DEPUTATIONS, PRESENTATIONS**

Nil

**7. REPORTS OF OFFICERS**

**7.1 CHIEF EXECUTIVE OFFICER**

**7.1.1 ACCOUNTS FOR PAYMENT**

V	NAME	PARTICULARS	MUNI	TRUST
T1865	K & L SEXTON	Landscape Resilience Project		980.00
9130	SALARIES & WAGES	Wages 03/12/03 – 16/12/03	22708.35	
9183	AUSTRALIAN TAXATION OFFICE	November 2003 BAS	397.00	
9184	CASH	Councillor Meeting Fees	5650.00	
9185	MR COLIN BROWNE	Councillor Meeting Fees Feb - April 2003	150.00	
9186	CASH	Staff Bonuses	7020.00	
9187	PETTY CASH	Petty Cash Recoup	302.95	
9188	THE FISH VAN	Christmas Function	110.00	
9189	DEPT OF LAND INFORMATION	Cuballing East Rd – Road Widening	285.00	
9190	DRYANDRA COUNTRY VISITOR	Tourism Brochure Project Contribution	300.00	
9191	SALARIES AND WAGES	Wages 17/12/03 - 30/12/03	23207.10	
9192	IL WATTS	Presidents Allowance	4000.00	
9193	JENTED KARAOKE	Christmas Function	200.00	
9248	ELDERS	Fencing	968.00	
9249	JACKSON PAVING	Materials - Rec	14437.50	
9250	MCDOUGALL WELDMENTS	Parts & Repairs	41.62	
9251	PIONEER CONTRUCTION	Materials - Road Construction (Blue Metal)	1575.15	
9252	PIONEER ROAD SERVICES	Materials - Road Construction	12195.81	
9253	SKATETECH P/L	Cuballing Skatepark	9900.00	
9254	TELSTRA	Phone A/C	955.47	
9255	WATER CORPORATION	Water A/C	153.60	
9256	WESTERN POWER	Power A/C	43.05	
9257	WESTRAC	Parts & Repairs	520.32	
9258	WA LOCAL GOVT ASSOCIATION	Advertising	196.28	
T1866	BRACKENRIDGE NOMINEES P/L	Wyonning Creek Revegetation		2860.00
T1867	WA LOCAL GOVT SUPER PLAN	December 2003 Contributions		7036.81
T1868	AUSTRALIAN SERVICES UNION	December 2003 Deductions		46.50
T1869	ERICA MCKENZIE	Popanyinning Quilt - Shire Contribution		500.00
9259	SALARIES & WAGES	Wages 31/12/03 – 13/01/04	20836.33	
9260	WESTERN POWER	Power A/C	1641.95	
9261	TELSTRA	Phone A/C	749.60	
9262	SKATETECH PTY LTD	Completion of Skate Park	21450.00	
T1870	AUSTRALIAN TAX OFFICE	Cuby BAS Oct – Dec 2003		106.00
9263	WATER CORPORATION	Popo Standpipe Water Usage	74.50	

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9264	SHIRE OF CUBALLING	C. Barrett Bi-Monthly Newsletter Cost Used to Pay Private Works Account	52.50	
9265	PIONEER ROAD SERVICES	Materials - Road Construction	7204.19	
T1871	HOTHAM DOWNS PASTORAL CO.	Better Water Management Project		1530.00
T1872	SHIRE OF CUBALLING	Reimbursement of Fee For Cancelled Chq		15.00
9266	DEPARTMENT OF TRANSPORT	Change of Plate Fee 0CN to 1BAN958	17.60	
9267	SALARIES AND WAGES	Cancelled - refer to chq 9268		
9268	SALARIES AND WAGES	Wages 14/01/04 – 27/01/04	22794.97	
9269	PETTY CASH	Petty Cash Recoup	150.35	
T1873	RURAL IT	Refund Bond Paid - Hire of Rec Centre		100.00
9270	ALEX RICHARDSON	Uniform Allowance	1000.00	
9271	THE STENNING GROUP	Computer Equipment Maintenance	1217.83	
T1874	CASH	Social Club Lotto		100.00
9272	NICHOLLS BUS SERVICE	Inspection of New Bomag Roller	108.35	
9273	DEPT FOR PLAN & INFRASTRUCTURE	New Registration CN404 Bomag Roller	40.15	
T1875	AUSTRALIAN SERVICES UNION	January 2004 Deductions		31.00
T1876	WA LOCAL GOV SUPER PLAN	January 2004 Contributions		4557.88
9274	SALARIES AND WAGES	Wages 28/1/04 – 10/02/04	23102.51	
9275	MAIN ROADS WA	Heavy Vehicle Permit Renewals – Trucks	30.00	
9276	COLES	Council Shopping	161.09	
9277	ADAGE FURNITURE	New Office Furniture	6182.00	
9278	BT EQUIPMENT P/L	Parts & Repairs	1787.83	
9279	MEGA DRILLING P/L	Cuby Oval Maintenance – Pumps	2115.30	
9280	SOUTHERN WIRE P/L	Cuby Tennis & Netball Courts – Materials	3234.00	
9281	AUSTRALIAN TAXATION OFFICE	January 2004 BAS	3212.00	
9282	DEPT FOR PLAN & INFRASTRUCTURE	0CN New Admin Vehicle Registration	66.05	
9290	NGN GLASS & QUICKFIT	Windscreen - Grader	159.50	
9291	NARROGIN HIRE SERVICE	Hire of Parts	95.97	
9292	PIONEER CONSTRUCTION MATERIALS	Materials - Road Construction (Blue Metal)	882.42	
9293	RADIO WEST	Advertising - Fire Safety	121.00	
9294	REINFORCED CONCRETE PIPES	Pipes	3647.58	
9295	SHIRE OF NARROGIN	Hire of Backhoe and Operator	412.50	
9296	SHIRE OF WANDERING	CLC Expenses December 2003, January 2004 & Roman Training	746.28	
9297	SOS BUNBURY	Photocopier Charges	109.01	
9298	SOUTH WEST PRINT & PUBLISH	Advertising	569.46	
9299	STADIA INSTRUMENTS	Parts & Repairs	2327.30	
9300	STAR TRACK EXPRESS	Freight	173.70	
9301	SUNNY BRUSHWARE SUPP PL	Parts & Repairs	1409.10	
9302	SUNNY SIGN COMPANY	Signs	231.00	
9303	TELSTRA CORPORATION LTD	Phone A/C	878.66	
9304	THE PAPER COMPANY	Office Paper	231.29	
9305	RJ & PJ TOMBLESON	Gas - Yornaning Dam	154.00	
9306	TOWN OF NARROGIN	Building Inspection Fees Nov & Dec 2003	2931.73	
9307	VALUER GENERALS OFFICE	Rating Valuations	442.00	
9308	WA LOCAL GOVT ASSOCIATION	Roman Software Maintenance	705.10	
9309	WATER CORPORATION	Water A/C	691.00	
9310	WESTRAC EQUIPMENT	Parts & Repairs	2197.98	
9311	ACCIDENTAL FIRST AID SUPPLIES	Fire Fighting Equipment	120.75	
9312	ANTHONY MORT GARDENING	Shire House Garden Maintenance	30.00	
9313	BEAUREPAIRES	Tyres, Parts & Repairs	5313.80	
9314	RD & RA BETTELEY	Push Gravel & Other Works	8349.00	

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9315	BILL & BENS HOT BREAD SHOP	Christmas Function	24.00	
9316	BOISE CASCADE	Stationery	226.61	
9317	COLES	Christmas Function	116.04	
9318	COURIER AUSTRALIA	Freight	417.74	
9319	COVENTRYS	Fire Vehicle Maintenance	22.29	
9320	CUBALLING TAVERN	Christmas Function, Skatepark Expenses & Art & Rose Festival	3128.00	
9321	CUBY ROADHOUSE	Refreshments & Gas	139.60	
9322	DEPT OF TREASURY & FINANCE	Eftpos Contract Fees Oct 2003	61.73	
9323	R DEWS MINI EXCAVATIONS	Trench - Cuby Tennis Courts	165.00	
9324	EDWARDS MOTORS P/L	Parts & Repairs	192.55	
9325	FORPARK AUSTRALIA	Playground Equipment	3736.70	
9326	FRANK WESTON & CO.	Materials	74.80	
9327	GREAT SOUTH DINGO SERVICES	Posthole Boring Fencing – Hesford Road	90.75	
9328	GREAT SOUTH FUELS	Fuels & Oils	14234.23	
9329	HILLSIDE MEATS	Christmas Function	117.95	
9330	INGREY MITSUBISHI	Parts & Repairs	143.45	
9331	JR & A HERSEY P/L	Materials	133.65	
9332	LANDMARK	Materials	570.90	
9333	LANDVISION	Town Planning Scheme Review	7150.00	
9334	LAW CASTINGS	Skatepark Equipment	1760.00	
9335	MAJOR MOTORS P/L	Parts	3.30	
9336	MAKIT NGN HARDWARE	Materials	525.30	
9337	MCDOUGALL WELDMENTS	Parts & Repairs	336.94	
9338	NGN AG REPAIRS	Parts & Repairs	143.00	
9339	NGN AUTO ELECTRICS	Parts & Repairs	280.05	
9340	NGN BEARING SERVICE	Parts	55.64	
	<b>ELEC TSFR TRANSACATIONS</b>			
120204	ENVIRO MONITORING SYSTEMS	Enviro Health Service Dec 03 & Jan 04	2648.75	
		<b>TOTALS \$</b>	<b>291,975.40</b>	<b>17,863.19</b>

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That payment of Accounts Vouchers T1865 - T1876, 9130, 9183 – 9193, 9248 – 9282, 9290 - 9340, and Electric Transfer/s 120204, totalling \$309,838.59, as presented, be endorsed.**

**Creditors invoices processed and outstanding as at 19 February 2004 and not included in the cheque list presented to the Council meeting on 19 February 2004 total \$2930.63.**

### **COUNCIL ACTION**

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

***CARRIED 6/0***

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SHIRE PRESIDENT

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## 7.1.2

**SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 31 JANUARY 2004**

		<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	511,259
Governance	4	10,420	3,388
Law, Order & Public Safety	5	24,550	40,184
Health	7	1,200	1,122
Education and Welfare	8	0	312
Housing	9	0	75
Community Amenities	10	2,900	2,208
Recreation and Culture	11	2,350	751
Transport	12	4,350	16,342
Economic Services	13	3,750	2,937
Other Property and Services	14	42,500	50,490
<b>Total Operating Income</b>		<b>97,090</b>	<b>629,068</b>
<b>Expenditure</b>			
General Purpose Funding	3	-19,870	-5,754
Governance	4	-188,440	-138,172
Law, Order & Public Safety	5	-27,980	-31,171
Health	7	-18,300	-7,863
Education and Welfare	8	-1,550	-299
Housing	9	-22,380	-7,434
Community Amenities	10	-104,720	-20,480
Recreation and Culture	11	-116,170	-112,473
Transport	12	-875,000	-420,819
Economic Services	13	-102,750	-45,781
Other Property and Services	14	-83,340	-100,983
<b>Total Operating Expenditure</b>		<b>-1,560,500</b>	<b>-891,229</b>
<b>ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:</b>			
Depreciation (Assets Register)		548,680	276,826
Profit/Loss on Sale of Assets		-4,100	-11,779
<b>Capital Expenditure &amp; Income</b>			
Proceeds on Sale of Assets		65,000	46,903
Capital Grants and Subsidies		1,063,530	441,112
Land and Buildings		-271,900	-56,276
Infrastructure Assets - Roads		-543,490	-229,737
Plant and Equipment		-199,700	-160,479
Furniture and Equipment		-8,000	-5,620
Proceeds from New Loans		0	0
Loan Repayments		-16,000	-7,883
Transfer to Reserves		-123,000	-12,408
Reserves (Cash Backed)		180,700	0
Opening Funds		250,000	250,016
Less Closing Funds		0	-258,394
<b>CLOSING POSITION</b>		<b>-521,690</b>	<b>10,120</b>

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**BANK RECONCILIATION**

	<b>Municipal Fund</b>	<b>Trust Fund</b>	<b><u>Reserve Accts</u></b>
Opening balance	\$248,341.22	\$81,801.11	\$502,216.30
Income	\$62,715.80	\$43,630.97	\$6,713.90
	\$311,057.02	\$125,432.08	\$508,930.20
Expenditure	-\$76,888.81	-\$43,692.09	-\$0.00
Closing balance	<b>\$234,168.21</b>	<b>\$81,739.99</b>	<b>\$508,930.20</b>
Bank account	\$87,849.81	\$71,818.30	\$701.06
Investments	\$154,190.41	\$11,697.00	\$508,229.14
	\$242,040.22	\$83,515.30	\$508,930.20
Plus O/S deposits	\$5755.16	\$0.00	\$0.00
	\$247,795.38	\$83,515.30	\$508,930.20
Less O/S cheques	-\$8,140.17	-\$1,775.31	-\$0.00
	\$239,655.21	\$81,739.99	\$508,930.20
Less O/S licensing	-\$5,458.40	\$0.00	\$0.00
	\$234,196.81	\$81,739.99	\$508,930.20
Adjustments	-\$28.60	\$0.00	\$0.00
<b>Closing balance</b>	<b>\$234,168.21</b>	<b>\$81,739.99</b>	<b>\$508,930.20</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	\$17,790
Net Rates & ESL Receivable	<b>\$513,170</b>	<b>\$515,355</b>
Less Rates & ESL Paid		-\$491,159
<b>RATES OUTSTANDING</b>		<b>\$24,196</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		95.3%
Rates Outstanding as a % of net rates		4.7%
Pensioner Deferred Rates as a % of O/S Rates		7.4%

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SHIRE PRESIDENT

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**ROADS MAINTENANCE AND CONSTRUCTION**

MAINTENANCE				
Details	Job No	Status	Budget \$	Actual YTD \$
Refuse Sites (Cuby & Popo)	1000.1/2		58,710	15,763
Parks and Reserves	1100.9		68,310	12,916
Road Maintenance General	1201.31		196,190	130,105
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	14,368
Town Maintenance - Popanyinning	1201.36		5,000	13,065
Bitumen Patching	1201.37		20,000	8,412
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	31,334
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
Total Maintenance			<b>841,890</b>	<b>351,477</b>
CONSTRUCTION				
Cuballing East (RRG) – IP	1200.30		91,260	52,320
Nebrikinning/Congellin (BS)	1200.42		76,470	5,584
Popanyinning East (DG) – Comp	1200.50		60,250	86,940
Congellin (R2R)	1200.60		63,300	0
Nebrikinning (R2R)	1200.63		60,880	244
Springhill (R2R) – IP	1200.64		64,540	33,932
Yornaning West (Own)	1200.71		60,340	0
Stratherne (Own) - Comp	1200.74		30,610	36,549
Town Streets (Own) - IP	1200.72		33,820	13,452
Total Construction			<b>541,470</b>	<b>229,021</b>
<b>GRAND TOTAL</b>			<b>1,383,360</b>	<b>580,498</b>

**INVESTMENTS**

Account	Maturity	Interest	Fund/Account		
Number	Date	Rate	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	
			<b>\$154,190.41</b>	<b>\$11,697.00</b>	<b>\$508,229.14</b>

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SHIRE PRESIDENT

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## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

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

## **COUNCIL ACTION**

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

*CARRIED 6/0*

### **7.1.3 DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT – 2003 COMPLIANCE AUDIT RETURN FOR LOCAL GOVERNMENTS**

#### **Background**

Correspondence from the Department enclosing the 2003 Local Government Compliance Audit Return, which has to be carried out by each local government in accordance with clause 14 of the Local Government (Audit) Regulations 1996.

#### **Comment**

The Compliance Audit Return for the Shire of Cuballing for the period 1 January 2003 to 31 December 2003 has been completed and a copy is circulated with the Council meeting Agenda for Councillor information. During the audit process there have been no instances during the reporting period where Council has failed to comply with relevant legislation and the processes required.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

The Local Government Compliance Audit Return for the Shire of Cuballing for reporting period 1 January 2003 to 31 December 2003, as circulated and

## **COUNCIL ACTION**

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

*CARRIED 6/0*

### **7.1.4 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – FUNDRAISING EVENT FOR LOCAL GOVERNMENT “RAMBO THE AMBO” RALLY**

#### **Background**

Correspondence advising that the Association has devised a fundraising campaign in the form of an Ambulance Rally to raise the awareness of the plight of health services in rural communities.

## **Comment**

The Association will using a decommissioned St John Ambulance to be driven around the State, with the aim of raising the profile of rural health services and to raise funds through sponsorship and community activities. The campaign has been named "Rambo the Ambo" and it is hoped will attract significant State-wide and local media coverage and sponsorship as it tours across Western Australia visiting all local government areas.

The Association plans to launch the Rally in May 2004 and to conclude with a Gala dinner some time in 2005.

All Councils who are members of the Association are being asked to commit to the event to enable suitable resources to be allocated to ensure its success. Part of the commitment from Council would mean that a representative (Shire President) would drive Rambo through the district to the next destination, assist with some fundraising activities and fuel the ambulance.

This seems to be a very good cause and should suitable resources be allocated by WALGA and local governments in general has the capacity to have a significant impact on the rural health services.

There are certain proposed activities that can be done in conjunction with the Rally to raise funds, etc, however given that the Shire of Cuballing does not have any schools, hospitals and only minimal commercial areas, it appears that our participation may only be brief but it is certainly a worthwhile project to participate in.

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing agrees to participate in the WALGA Rambo the Ambo Rally starting in May 2004 to raise awareness of country medical services and to raise funds for the Country Medical Foundation.**

## **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.1.5 POPANYINNING TOWNSITE 100 YEARS CELEBRATION**

### **Background**

The townsite of Popanyinning will be celebrating its 100<sup>th</sup> anniversary as a declared townsite on 25 March 2004.

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## **Comment**

Popanyinning was officially declared a townsite under the Land Act in 1904 and hence will be celebrating it's 100th anniversary this year.

The Chief Executive Officer has contacted the Popanyinning Progress Association and advised that Council will be willing to provide assistance to the Association to hold an event to celebrate the 100<sup>th</sup> year.

It has been suggested that perhaps the Association could promote one of the monthly Popanyinning dances as a Centenary Dance and send invitations to persons/families who have left the district to attend. The dance could also be much more widely advertised locally to make people aware of the special occasion.

Council could assist with this process by mailing out invitations, preparing posters and flyers, and photocopying, etc.

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing endorses the Chief Executive Officers actions and comments and formally informs the Popanyinning Progress Association that assistance will be provided where possible to help the Association organise an event and promote the 100<sup>th</sup> anniversary celebrations of the Popanyinning townsite.**

## **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.1.6 DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT – TELECENTRE ACCESS POINT**

### **Background**

Correspondence from the Department advising that Councils expression of interest for the placement of a Telecentre Access Point in the Popanyinning General Store has been successful.

### **Comment**

The Telecentre Access Point (TAP) is similar to the equipment placed in the Cuballing Tavern approximately twelve months ago and will operate on the same basis. It will be available for people to access during the normal opening hours of the store.

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The costs to connect a dedicated telephone line for the TAP, along with operational costs for the first twelve months will be subsidised by the Department up to the value of \$500. Costs over and above this amount will fit within the operating budget set for the Cuballing TAP for 2003/04. These costs have been slightly reduced and offset by income from use of the equipment.

The Memorandum of Understanding for acceptance of the TAP has been duly signed on behalf of the Shire of Cuballing and returned to the Department, also Telstra have been requested to install the dedicated telephone line.

Council set amount of \$5.00 per hour for use of the Cuballing Tap in December 2002, and therefore it is recommended that the same price structure be adopted for the new Popanyinning TAP.

The proponents of the Popanyinning General Store are in the process of allocating an area of the store for installation of the TAP.

The addition of this facility to Popanyinning will be of tremendous value to the local community, particularly those that do not have computer access at home.

### **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council accepts the offer of the Telecentre Access Point from the Department of Local Government and Regional Development and endorses the Chief Executive Officers actions in signing the Memorandum of Understanding and installation of the dedicated telephone line to the Popanyinning General Store.**

**The hourly rate for operation of the Telecentre Access Point be set at \$5.00 per hour.**

**The Telecentre Access Point be installed in the Popanyinning General Store and suitable advertising and signage be erected.**

### **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.1.7 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – CENTRAL COUNTRY ZONE MEETINGS**

### **Background**

Advice received from the Executive Officer of the Central Country Zone of a Special Meeting to be held on Tuesday 2 March 2004 in Narrogin to discuss the Indigenous Land Use Agreement, and of the six-monthly ordinary meeting of the Zone is to be held in Darkan on Friday 2 April 2004.

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## **Comment**

The Indigenous Land Use Agreement (ILUA) is now very close to being settled with the State and South West Aboriginal Land and Sea Council (SWALSC) negotiators, and is being referred to the various Ministers and claimant groups over the next month. The Executive Committee met on Monday 9 February 2004, at Beverley, and considered that it was necessary to bring the whole Zone up to date on this issue as soon as possible. The State and SWALSC are working towards signing the document in May 2004. Updated copies of the ILUA document should be available for Councillors at the Council meeting.

Councillor Watts is on the Executive Committee and may provide further information at the Council meeting.

The closing date for agenda items for the six-monthly Zone meeting at Darkan is Wednesday 3 March 2004, does Council have any specific issues they wish to raise?

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

### **COUNCIL ACTION**

**Resolved that the information be noted.**

## **7.1.8 WESTERN AUSTRALIAN ELECTORAL COMMISSION – 2003 ELECTION COSTS**

### **Background**

Correspondence from the Western Australian Electoral Commission (WAEC) in response to Council's letter of 20 October 2003 expressing concern sat the 92% increase in costs on the estimate provided to run the 2003 Council Elections.

### **Comment**

This matter was previously presented to the October 2003 meeting of Council. Council resolved to pay the WAEC amount of \$2,587.00, being balance of amount owing based on the estimate (\$4,600) provided by the WAEC in June 2003 to conduct the elections, and request the WAEC to provide further breakdown of costs in relation to the elections prior to Council agreeing to paying the outstanding balance of \$4,248.33.

The WAEC is basing there argument on clause 9(3) of the Local Government (Elections) Regulation 1997, which states that for the Electoral Commission to run a postal election the Electoral Commissioner's expenses are to be determined on the basis of full accrual cost recovery. However, clause 9(2) states that if the Electoral Commissioner is responsible for the conduct of an election, his or her expenses are to be met by the local government to the extent agreed between the Electoral Commissioner and the local government. The Shire of Cuballing appointed the Electoral Commission to run the 2003 elections based on the estimate of \$4,600 that was provided in May 2002, and this can be deemed as an agreement between the two parties. It can be acknowledged that

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costs will rise and that there will be some hidden costs not initially accounted for but an increase of 92% is staggering.

The City of Fremantle and City of Wanneroo, both of whom also received large increase in costs, actual v's estimates, are still arguing their cases with the WAEC. Whilst the amounts payable by these two Councils is significantly more than the Shire of Cuballing the percentage increase was much lower.

Does Council wish to pay the WAEC the balance of \$4,248.33 and finalise the matter, or continue to pursue for a reduction in the invoice and outstanding amount due?

### **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council responds to the Western Australian Electoral Commission pointing out the agreement between the two parties, in accordance with clause 9(2) of the Local Government (Elections) Regulations 1997, for the Electoral Commission to run the 2003 elections based on the estimate of \$4,600 provided in May 2002, and that Council is prepared to accept a moderate increase on the estimate provided but not prepared to pay the total invoiced amount of \$8,848.33, which represents a 92% increase.**

### **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.1.9 SHIRE OF CUBALLING RECORD KEEPING PLAN**

### **Background**

In accordance with the State Records Act 2000, section 19, each local government must have a Record Keeping Plan that has been approved by the State Records Commission. The last date for submission of a Record Keeping Plan (RKP) to the State Records Office is Friday 5 March 2004.

### **Comment**

The purpose of an organization's RKP is to set out the matters about which records are to be created by the organization and how it is to keep its records. RKP's are to provide an accurate reflection of the record keeping program within the organization, including information regarding the organization's record keeping system(s), disposal arrangements, policies, practices and processes. The RKP is the primary means of providing evidence of compliance with the Act and that best practices have been implemented in the organization. In accordance with section 17 of the Act, the Shire of Cuballing and all its employees are legally required to comply with the contents of the RKP.

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A draft Record Keeping Plan (RKP) has been prepared for the Shire of Cuballing and is circulated for Councillors information. It is necessary for Council to adopt a RKP at this Council meeting to ensure it is received at the State Records Office by 5 March 2004.

The objectives of the Shire of Cuballing RKP are to ensure:

- Compliance with section 19 of the State Records Act 2000;
- Best practice record keeping is conducted in accordance with State Records Commission Standards and Records Management Standard AS15489;
- Processes are in place to facilitate the complete and accurate record of business transactions and decisions;
- Recorded information can be retrieved quickly, accurately and cheaply when required; and
- Protection and preservation of government records.

Reporting Officer

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The draft Record Keeping Plan as and presented to the Council meeting be adopted for the Shire of Cuballing and forwarded to the State Records Commission for formal approval.**

### **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.2 REPORTS – WORKS**

### **7.2.1 WORKS SUPERVISORS REPORT**

#### **CUBALLING EAST ROAD**

Realignment works at the Pauley Road intersection are now almost completed and it is expected that bitumen sealing will be carried out on Thursday 19 February 2004. Quotes are being obtained for this work. Due to the excessive amount of fill needed to be transported in for this job it was necessary to employ a private water truck operator to assist with the compaction and water binding works. This has proven to be very successful and helped complete the project in reasonable time.

#### **SPRINGHILL ROAD**

Installation of extended headwalls has been completed on the section that is being sealed from the cemetery to town. Gravelling of the shoulders has commenced and this project will follow the Cuballing East works. A pathway will be constructed on the south side of the road to link with the path on Alton Street.

#### **NEBRIKINNING ROAD/CONGELIN ROAD**

Planning of both of these projects is in advanced stages. It is envisaged that all the clearing will be done on the south side of this road due to the public utilities in the near precinct of the works. Gravel samples have been taken from property on the south side of Nebrikinning Road, which has

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recently been purchased by Dr Erasmus. It is hopeful that if suitable this will provide a reasonable gravel supply close to the works and reduce cartage costs. Agreement has been reached with David Spouse for resumption of approximately 0.65 ha of land to realign the Congelin/Nebrikinning Roads corner.

### **WILLIAMS ROAD**

Quotes are being obtained from the Narrogin Works Unit and L R Archibald & Co to undertake a certain amount of the flood damage works on this road. Due to Councils heavy works program it has been difficult to schedule the required works into the program and it is essential that the job be completed prior to any summer rains and/or storms.

### **GENERAL MAINTENANCE**

General maintenance is continuing on most roads throughout the Shire with road grading, bitumen patching and guideposts being replaced

### **CEMETERY**

There was one burial in the Cuballing Cemetery in January 2004.

### **RUBBISH RECYCLING**

The recycling program has continued over the Christmas break. The bin at Popanyinning has been emptied every second week, it takes approx 3 hours to take the bin to Wickepin and return, this ties up the loader as it is required to take the bin from the truck when it returns

### **PLANT AND MACHINERY**

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

The universal joints in the main drive of the Front End Loader had to be replaced.

### **YOUTH AND COMMUNITY PARK**

Work is ongoing in the Park as assistance is required for the installation of new items and equipment. The Skate Park is receiving a tremendous amount of use and more sand is required around the edges of the skate area to ensure the batters are sound.

The new swings and basketball board have arrived and the Townscape Committee will be organising a busy bee in early March 2004 to erect this equipment.

### **PRIVATE WORKS**

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

Private works invoices issued for the months of December 2003 and January 2004 totalled \$1,870.53.

### **Reporting Officer**

Alex Richardson, Works Supervisor

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

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

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## **COUNCIL ACTION**

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

*CARRIED 6/0*

### **7.2.2 BUSH FIRE INCIDENT REPORTS**

#### **Background**

Six Bush Fire Incident Reports have been received in respect to fires in the district for various reasons.

#### **Comment**

Details of the Six Reports are summarised hereunder:

- 30 October 2003, M G Burges, Russell Street, Cuballing, approx 6T unbaled hay;
- 13 November 2003, M Dixon, Stratherne Road, Cuballing, motor vehicle;
- 16 December 2003, R J & B R Harris, Cuballing East Road, minimal pasture, wiring & hose on truck;
- 17 December 2003, S Newman, Walsh Road, Cuballing, pasture;
- 17 December 2003, R Newman, Parsons Road, Cuballing, minimal straw; and
- 31 December 2003, C Dunlop, Dent Road, Yornaning, 18 pallets bottled water.

The Fire Control Officer whom completed the Report in relation to the fire at Dunlop's property on 31 December 2003, indicated that there may have been suspicious circumstances and the Fire and Emergency Services Authority are investigating this incident.

Property owners and local brigade members quickly brought all fires under control and fortunately minimal damage was caused in most cases.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Six Bush Fire Incident Reports be noted and forwarded to the Fire and Emergency Services Authority.**

## **COUNCIL ACTION**

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

*CARRIED 6/0*

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**7.2.3 SHIRE OF CUBALLING ROAD INSPECTION**

**Background**

When adopting the past two budgets Council has included a construction road works program from a plan that was revised in November 2001. Whilst this plan may still have relevancy and the programmed works still be a priority, it may also be that certain things may now have changed and the program needs to be reworked. To this end it is proposed that Council consider undertaking a road inspection of the Shire and reviewing the current program prior to deliberating on the budget for 2004/2005.

**Comment**

In relation to this matter it is worthwhile remembering that the Federal Government Roads to Recovery program has been extended until 2009 and that the State Government Local Roads program has been reduced by 40% in the last twelve months.

It is also worth considering that perhaps the need to provide all ratepayers with a bitumen road is not necessary and it may be more appropriate to look at a program of widening all rural roads and gravelling to provide more people with improved access with a view to bituminising in the future. This will allow Councils works force to cover additional ground and thus improve the standard of more roads in the Shire over a shorter period of time.

Council has adopted a policy of preparing all roads to a 14 metre width (table drain to table drain). A gravelling and resheeting program based on this policy would enable Councils works crew to achieve more in a twelve-month period.

Council has had a program to bitumen seal two kilometres of the Popanyinning East Road. Whilst this work was being carried out in November/December 2003, there was minimal traffic on the road. This may be a prime example of the comments made earlier and perhaps this road should simply be widened and gravelled to the 14 metres, and bitumen works transferred to widening the shoulders on the Popanyinning West Road which carries far more traffic a lot of which is heavy.

**Reporting Officer**

Peter Naylor, Chief Executive Officer

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

Council conducts a road inspection of the Shire prior to deliberations on the 2004/2005 Budget.

Road inspection to be carried out on ..... 2004

**COUNCIL ACTION**

**Moved Cr McKenzie, seconded Cr Wittwer that Council conducts a road inspection of the Shire prior to deliberations on the 2004/2005 Budget.**

**Road inspection to be carried out on Tuesday 30 March 2004 .**

***CARRIED 6/0***

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SHIRE PRESIDENT

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**7.2.4 SHIRE OF CUBALLING TENDER 1.04 – PURCHASE AND REMOVAL OF ABANDONED VEHICLE**

**Background**

On 18 August 2003, Council impounded an abandoned vehicle (1984 Holden Camira Station Wagon) from the Wandering-Narrogin Road.

An advertisement placed in the Narrogin Observer Newspaper on Wednesday 19 November 2003 inviting the owner/s to collect the vehicle from the Shire Works Depot was not successful. Therefore tenders were called on 28 January 2004 for purchase and removal of the vehicle, closing at 4.00pm on Wednesday 18 February 2004.

**Comment**

At the close of tenders the only tender received was from Mr Ian Hunt of 2 Pitt Street, Pingelly. Mr Hunt has submitted an offer of \$100 to Council for purchase and removal of the abandoned vehicle from the Shire Works Depot.

**Reporting Officer**

Peter Naylor, Chief Executive Officer

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The tender submitted by Mr Ian Hunt of 2 Pitt Street, Pingelly for amount of \$100 for the purchase and removal of abandoned vehicle (1984 Holden Camira Station Wagon) be accepted by Council.**

**COUNCIL ACTION**

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

*CARRIED 6/0*

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### 7.3 REPORTS – BUILDING

#### 7.3.1 BUILDING SURVEYORS REPORT

##### **Summary:**

There were four (4) building applications approved and licenses issued for the months of December 2003 and January 2004.

Listed below are the application details of the proposed structures.

<b>Approval Date</b>	<b>Lic No</b>	<b>Name &amp; Address of Owner</b>	<b>Name &amp; Address of Contractor. If owner-builder please indicate</b>	<b>Structure</b>	<b>Situation of Building Lot or Street No &amp; Town or Suburb</b>
1 Dec 03	17/03.04	B R & P J Butterworth 1 Hotham Street Cuballing	Owner Builder	Patio	Lot 385 Hotham Street Cuballing
2 Dec 03	18/03.04	L & N Page PO Box 25 Popanyinning	Owner Builder	House	Loc 3340 Bunmulling Road Popanyinning
12 Jan 04	19/03.04	R Albert Lot 83 Victoria Road Popanyinning	Owner Builder	Car port	Lot 83 Victoria Road Popanyinning
13 Jan 04	20/03.04	R Myles Lot 384 Munro Street Cuballing	Owner Builder	Shed	Lot 384 Munro 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 Newman that the Chief Executive Officers Recommendation be adopted.**

***CARRIED 6/0***

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## **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 January 2004.

#### **Food Premises**

Cuballing Tavern – Alton Street, Cuballing  
Premises found to be operating within legislative requirements.

#### **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) Loc 10432 Great Southern Highway, Popanyinning  
Inspection of on-site effluent disposal system.
- (ii) Lot 95 Bow Street, Cuballing  
Inspection of on-site effluent disposal system.
- (iii) Lot 278 Dungog Street, Cuballing  
Inspection of proposed on-site effluent disposal system

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

Nil.

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

None anticipated.

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

*CARRIED 6/0*

## **7.4.2 P N & A M WATTS – APPROVAL TO FARM AND SELL MARRON**

### **Background**

Correspondence requesting Council approval to farm and sell Marron from their property, being locations 7010 & 5130 Popanyinning West Road, Popanyinning

### **Comment**

Mr & Mrs Watts have contacted the Agricultural Department in Narrogin seeking a license for the abovementioned proposal. The appropriate application papers have been submitted to the Agricultural Department, however Council approval is required prior to the application being assessed.

The proposed activity is similar to Yabbie farming which is being done on a number of farming properties and should not pose any problems. There will be no food processing on the property as the Marron will be sold live, therefore are no specific health requirements and the activity is not specifically covered under the Shire of Cuballing Town Planning Scheme, however could be covered under section 3.2.5 which states Council can give discretionary approval.

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council informs Mr P N & Mrs A M Watts and the Agricultural Department that it is prepared to support the application from Mr & Mrs Watts for the issue of a Marron farming license on their property, locations 7010 & 5130 Popanyinning West Road, Popanyinning.**

### **COUNCIL ACTION**

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

*CARRIED 6/0*

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**7.4.3 SHIRE OF WICKEPIN – PROPOSAL TO EXTEND WICKEPIN RECYCLING FACILITY ON A REGIONAL BASIS**

**Background**

Correspondence advising that the Shire of Wickepin's application under the Wheatbelt Regional Development Scheme to undertake a feasibility study looking at expanding their recycling program on a regional basis has been successful.

**Comment**

Following the success of the grant application, the Shire of Wickepin is now looking to process this matter further and requesting neighbouring Shires, including this Shire, to participate in the feasibility study. Wickepin is also seeking a small financial contribution of \$300 from each Council to help meet the grant commitment requirements.

It is planned for an initial meeting to be held in Wickepin on Thursday 26 February 2004, at 10.00am, to establish some initial terms of reference for the project. Mr David Bills from the Department of Environment will be in attendance at the meeting.

For some time now the Shire of Cuballing and other Shires in this area have been discussing the possible options of a future regional refuse site and it would appear that this could be the first step in a serious attempt at this process. There is no doubt that the future of the existing refuse landfill sites is limited and Council should participate in this initiative to at least have a feasibility study undertaken.

**Reporting Officer**

Peter Naylor, Chief Executive Officer

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing agrees to participate in the feasibility study for a regional recycling program, and to make an initial financial contribution of \$300 towards the study to help meet the grant conditions.**

**COUNCIL ACTION**

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

*CARRIED 6/0*

**7.4.4 DEPARTMENT OF CONSERVATION AND LAND MANAGEMENT – NOTICE OF INTENT TO USE 1080 FOR RABBIT CONTROL**

**Background**

Correspondence from the Department advising of their intent to use 1080 poison for the control of rabbits in an area known as Banksia Cuneata site, Dent Road.

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## **Comment**

The Department advise that they will be responsible for advertising, sign posting and informing adjacent land owners of the intent to lay the 1080 bait.

As the site is on Council property (road verge) it is necessary for Council to give permission for the Department to lay the poison and sign an indemnity clearing them of any risk and responsibility in the event of any poisoning to stock and other damage whatsoever.

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council grants approval to the Department of Conservation and Land Management to use 1080 poison for the control of rabbits in an area known as Banksia Cuneata site on the Dents Road verge, and indemnifies the Department from any risk or responsibility.**

## **COUNCIL ACTION**

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

*CARRIED 6/0*

## **7.5 REPORTS – TOWN PLANNING**

### **7.5.1 DEPARTMENT FOR PLANNING AND INFRASTRUCTURE – REQUEST TO PURCHASE POPANYINNING LOT 74 (CURRENTLY UNALLOCATED CROWN LAND)**

#### **Background**

Correspondence advising that the Department has received a request to purchase the above land, and seeking Councils comments/objections to the proposal.

#### **Comment**

Lot 74, as indicated on the enclosed map, is on the fringe of the Popanyinning townsite. Currently there is restricted road access to the property, however there are road reserves allocated and a rough track which can be upgraded to a suitable standard.

The proponent has indicated that he will be looking at erecting a transportable house on the property. This may prove difficult on the access track, however it may be possible to gain access through adjoining properties for this purpose. He has concurred with this and stated that he will work with the neighbours where possible because he does not want to destroy the surrounding bush.

The purchase and ultimate development of lot 74 will provide another resident in the Popanyinning townsite and should be supported by Council.

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## **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing informs the Department for Planning and Infrastructure that the application for the purchase of Popanyinning Lot 74 is supported.**

### **COUNCIL ACTION**

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

*CARRIED 6/0*

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

### **Background**

This matter was previously presented to the December 2003 meeting of Council. Council resolved not to accept Mr & Mrs Dartnells initial offer of \$1,500 for the property but to advise them that Council is prepared to sell the land for the assessed valuation of \$3,000. Mr & Mrs Dartnell agreed to pay \$3,000 for the land and therefore the due advertising process was commenced.

### **Comment**

An advertisement was placed in the Western Australian newspaper on Saturday 24 January 2004 and Narrogin Observer on Wednesday 28 January 2004, advising of Councils intention to dispose of the property and offering members of the public the opportunity to make a submission on the proposal. Submissions closed at 4.00pm on Wednesday 11 February 2004 and none were received.

Therefore Council can proceed with the sale of the property to Mr & Mrs Dartnell for the agreed amount of \$3,000.

It is now intended to place the matter in the hands of Lane, Buck and Higgins to process the sale of land on behalf of Council.

## **Reporting Officer**

Peter Naylor, Chief Executive Officer

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**Council authorises the Chief Executive Officer to proceed with the sale of Shire of Cuballing land, being Lot 141 Bow Street, Cuballing, to Mr Burt and Mrs Dee Dartnell for amount of \$3,000.**

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## COUNCIL ACTION

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

*CARRIED 6/0*

### 7.5.3 BIRD'S SILOS & SHELTERS, POPANYINNING – APPLICATION TO ERECT STEEL FRAMED ZINCALUME SHED

#### **Background**

Letter of application received from Mr Wayne Bird requesting Council approval for the construction of a shed on adjoining properties, Lots 35 & 36 Forrest Street, Popanyinning, at the rear of their existing workshop premises.

#### **Comment**

Mr Bird has indicated the business is expanding and the shed is required for general rolling of steel and for the storage of stock and existing products that are currently sitting in the open. Birds are currently renting a property in the Narrogin industrial area where they have been carting finished products for storage, however this is no longer adequate and they want to establish their overall business in Popanyinning.

The matter has been referred to Council's Town Planning Consultant and his response is included in the agenda. Mr Moran indicates that, in accordance with Town Planning Scheme No 1, Council may permit the use and undertake necessary actions in accordance with clause 6.2.

The proposal is to construct the shed at the rear boundaries of lots 35 & 36, and leave sufficient room on the southern boundary of lot 36 for access and to create a nature strip (buffer zone). They do not expect that the amount of traffic will increase alarmingly as the area is already being accessed by vehicles for the collection of materials and/or the supply of stock. The general rolling of steel is already being done at the existing premises and therefore should not create a further disturbance.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

### CHIEF EXECUTIVE OFFICERS RECOMMENDATION

**That Council is prepared to grant approval to Bird's Silos & Shelters for the construction of a new shed on Lots 35 & 36 Forrest Street, Popanyinning, subject to the plans being submitted in accordance with the Building Regulations, and for the proposal to be advertised in accordance with section 6.2 of the Shire of Cuballing Town Planning Scheme No 1.**

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SHIRE PRESIDENT

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## COUNCIL ACTION

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

*CARRIED 6/0*

### 7.5.4 DEPARTMENT FOR PLANNING AND INFRASTRUCTURE – REQUEST TO PURCHASE CUBALLING LOT 417 AUSTRAL STREET CUBALLING

#### **Background**

Correspondence from the Department advising they have received a request for the purchase of Cuballing Lot 417 and seeking Councils comments/objections to the proposal.

#### **Comment**

Lot 417 is currently unallocated crown land and situated immediately north of Lot 418, which is owned by D K Patterson. It appears that Mr Patterson may have approached the department to purchase Lot 417 as the proposal is for the purchase of the land or possible amalgamation with Lot 418.

At the December 2003 meeting of Council, when a similar request was presented from the department, Council resolved to support the purchase of an unallocated crown lot as a separate land parcel and not for the land to be amalgamated with an adjoining lot.

#### **Reporting Officer**

Peter Naylor, Chief Executive Officer

## CHIEF EXECUTIVE OFFICERS RECOMMENDATION

**That the Department for Planning and Infrastructure be informed that Council supports the private sale of Cuballing Lot 417 (Unallocated Crown Land) as a separate land parcel and not amalgamated with Lot 418.**

## COUNCIL ACTION

Moved Cr Brown, seconded Cr Bradford 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

Nil

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SHIRE PRESIDENT

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**10. CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at 4.30pm.

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

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

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

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DATE