



SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING
HELD ON THURSDAY 21 JULY 2005**

MINUTES

CHIEF PRESIDENT

DATE

SHIRE OF CUBALLING

ORDINARY COUNCIL MEETING
THURSDAY 21 JULY 2005

MINUTES

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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
21 July 2005**

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President welcomed Councillors, declared meeting open 3.06 pm.

2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

ATTENDANCE

Shire President Cr I L Watts

Cr D S Bradford

Cr C R Hawksley

Cr R J D Newman

Chief Executive Officer P T Naylor

Deputy President Cr T H Wittwer

Cr J D Brown

Cr C R McKenzie

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. PUBLIC QUESTION TIME

Nil (no person/s in attendance)

4. APPLICATION FOR LEAVE OF ABSENCE

Moved Cr Newman, seconded Cr McKenzie that leave of absence be granted to Cr Bradford for the August 2005 meeting of Council.

CARRIED 7/0

5. MINUTES

5.1 CONFIRMATION OF 16 JUNE 2005 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 16 June 2005 be confirmed.

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

CARRIED 7/0

6. PETITIONS, DEPUTATIONS, PRESENTATIONS

6.1 The Chief Executive Officer, Mr Peter Naylor, declared an interest in Agenda item 7.1.5.

7. REPORTS OF OFFICERS

7.1 CHIEF EXECUTIVE OFFICER

7.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – JULY 2005

| V | NAME | PARTICULARS | MUNI | TRUST |
|-------|---------------------------|-----------------------------------|----------|-------|
| 10234 | HANSON CONSTRUCTION | Road Construction Materials | 1368.51 | |
| 10235 | WA LOCAL GOVT SUPER PLAN | Super Contributions May 2005 | 6777.37 | |
| 10236 | AUSTRALIAN SERVICES UNION | ASU Deductions May 2005 | 47.70 | |
| 10237 | SHIRE OF CUBALLING | Social Club Deductions May 2005 | 195.00 | |
| 10238 | TELSTRA | Phone A/C | 972.55 | |
| 10239 | HAINES NORTON (WA) | Computer Software Maintenance | 2184.60 | |
| 10240 | NGN SHOE REPAIRS | Shire Padlocks | 290.00 | |
| 10241 | WA POULTRY EQUIPMENT | Cat Traps | 126.00 | |
| 10242 | WA PLANNING COMMISSION | Transfer of Land Application | 420.00 | |
| 10243 | DEPT FOR PLAN. & INFRAST. | Vehicle Licenses | 131.90 | |
| 10244 | PETTY CASH | Petty Cash Recoup | 200.40 | |
| 10278 | OAKPOINT | New Fire Shed | 12606.55 | |
| 10279 | NGN BEARING SERVICE | Materials | 945.64 | |
| 10280 | WA LOCAL GOVT SUPER PLAN | Super Contributions June 2005 | 4617.32 | |
| 10281 | AUSTRALIAN SERVICES UNION | ASU Deductions June 2005 | 31.80 | |
| 10282 | SHIRE OF CUBALLING | Social Club Deductions June 2005 | 130.00 | |
| 10283 | CR FERRELL | Refund – A/C Paid Twice | 44.00 | |
| 10284 | DIRECT OFFICE PRODUCTS | Stationery | 183.59 | |
| 10285 | WESTERN POWER | Power A/C | 306.25 | |
| 10286 | WATER CORPORATION | Water A/C | 742.10 | |
| 10287 | TELSTRA | Mobile Phone A/C | 60.75 | |
| 10288 | SWAN SURPLUS STORES | Private Works Materials | 2101.00 | |
| 10289 | WATER CORPORATION | Water Connection Fees – Fire Shed | 746.50 | |
| 10290 | BEAUREPAIRES | Tyres | 858.77 | |
| 10291 | GREAT SOUTHERN FUELS | Fuels & Oils | 9355.08 | |
| 10292 | PIONEER ROAD SERVICES | Materials – Footpaths | 16924.73 | |
| 10293 | WESTERN POWER | Power A/C | 1942.30 | |
| 11001 | AIR LIQUIDE WA | Materials | 290.60 | |
| 11002 | BIRDS SILOS & SHELTERS | Shelters for Playgrounds | 14339.60 | |
| 11003 | BOISE CASCADE | Stationery | 103.66 | |
| 11004 | BREMER BAY CONTRACTORS | Roadside Mulching | 22363.00 | |
| 11005 | BURGESS RAWSON (WA) | Water A/C – War Memorial | 24.64 | |
| 11006 | COMPUTER ASSOCIATES | Anti-virus License Renewal | 128.70 | |

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| | | | |
|--------|-------------------------------------|---|-------------------|
| 11007 | COURIER AUSTRALIA | Freight | 97.68 |
| 11008 | CUBALLING TAVERN | Catering & Refreshments | 1471.90 |
| 11009 | CUBY ROADHOUSE | Refreshments & Gas | 98.60 |
| 11010 | E & MJ ROSHER | Parts & Repairs | 265.20 |
| 11011 | EDWARDS MOTORS | Parts & Repairs | 536.80 |
| 11012 | HANCOCKS HOME HARDWARE | Materials | 179.80 |
| 11013 | HNE PTY LTD | Computer Software Maintenance | 34724.80 |
| 11014 | JASOL AUSTRALIA | Materials | 140.80 |
| 11015 | LANE BUCK & HIGGINS | Settlement Agent Fees | 264.00 |
| 11016 | MAKIT NGN HARDWARE | Materials | 184.98 |
| 11017 | MCDOUGALL WELDMENTS | Hockey Player Sign & Parts | 910.31 |
| 11018 | NGN BEARING SERVICE | Parts & Repairs | 204.48 |
| 11019 | NGN AUTO ELECTRICS | Parts & Repairs | 176.25 |
| 11020 | PARRYS | Staff Clothing – Outside | 944.65 |
| 11021 | PERTH AUTO ALLIANCE | Parts & Repairs | 157.36 |
| 11022 | PH & KE GOW LICENSED SURVEYORS | Town Planning Consulting Fees | 770.00 |
| 11023 | PRACSYS | Strategic Planning Facilitation | 4620.00 |
| 11024 | QUICKFIT WINDSCREENS & NGN GLASS | Parts & Repairs | 242.88 |
| 11025 | RAM OFFICE PRODUCTS | Stationery | 87.40 |
| 11026 | SHIRE OF NGN | Materials | 1430.00 |
| 11027 | SHIRE OF WICKEPIN | Recycling Charges June 2005 & Community Bus Hire | 492.47 |
| 11028 | SOS OFFICE EQUIPMENT | Photocopier Charges June 2005 | 150.66 |
| 11029 | SOUTH WEST PRINTING | Advertising June 2005 | 432.00 |
| 11030 | STAR TRACK EXPRESS | Freight | 32.92 |
| 11031 | STATE LAW PUBLISHER | Gazetall – Dog Registration Officers | 32.10 |
| 11032 | TELSTRA | Phone A/C | 905.83 |
| 11033 | THE PAPER COMPANY | Stationery | 62.70 |
| 11034 | TIMES PRINT | Stationery | 396.00 |
| 11035 | TOWN OF NGN | Library Contribution 2004/05 | 1650.00 |
| 11036 | VALUER GENERALS OFFICE | GRV General Valuations | 4192.00 |
| 11037 | WATER CORPORATION | Water A/C | 1369.30 |
| 11038 | WESTRAC EQUIPMENT | Parts & Repairs | 1412.00 |
| T1930 | SHIRE OF CUBALLING | Reimburse Muni A/C (Petty Cash) | 21.78 |
| T1931 | NGARLA KOORT ABORIGINAL | Reimburse Bond for Hall Hire | 100.00 |
| | ELECT TSFR TRANSACTIONS | | |
| 140605 | SALARIES & WAGES | Salaries & Wages 010605 – 140605 | 16077.46 |
| 220605 | ALLAN RAMSAY | EHO/BS Travel Allowance May 2005 | 124.03 |
| 280605 | SALARIES & WAGES | Salaries & Wages 150605 – 280605 | 16612.79 |
| 280605 | WA TREASURY CORPORATION | Loan No. 60 Repayment | 4995.78 |
| 280605 | WA TREASURY CORPORATION | Loan No. 59 Repayment | 1150.77 |
| 300605 | ALLAN RAMSAY | EHO/BS Travel Allowance June 2005 | 138.70 |
| 120705 | SALARIES & WAGES | Salaries & Wages 290605 – 120705 | 17363.64 |
| | CREDIT CARD TRANSACTIONS | | |
| 240605 | ARROW COMPUTERS | Computer Equipment Maintenance | 1598.00 |
| | | TOTALS \$ | 218,257.65 |
| | | | 121.78 |

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CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That payment of Accounts Vouchers 10234 - 10244, 10278 - 10293, 11001 - 11038, T1930 - T1931, Electric Transfer/s 140605 - 120705, and Credit Card Transaction/s 240605, totalling \$218,379.43, as presented, be endorsed.

COUNCIL ACTION

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

CARRIED 7/0

7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 30 JUNE 2005

ROADS MAINTENANCE AND CONSTRUCTION

| MAINTENANCE | | | | |
|---------------------------------|----------|--------|-------------------------|---------------------|
| Details | Job No | Status | Budget 2004/05 \$ | Actual YTD \$ |
| Refuse Sites (Cuby & Popo) | 1000.1/2 | | 72,670 | 42,607 |
| Parks and Reserves | 1100.9 | | 48,700 | 47,956 |
| Road Maintenance General | 1201.31 | | 301,350 | 193,529 |
| Tree Lopping/Mulching | 1201.34 | | 47,600 | 20,933 |
| Tree Lopping (Contract) | 1201.34 | | 25,000 | 0 |
| Town Maintenance - Cuballing | 1201.35 | | 18,380 | 7,696 |
| Town Maintenance - Popanyinning | 1201.36 | | 18,380 | 19,498 |
| Bitumen Patching | 1201.37 | | 23,050 | 19,386 |
| Bridges & Culverts - General | 1201.38 | | 9,810 | 7,125 |
| Grading Maintenance - Winter | 1201.41 | | 93,070 | 96,523 |
| Grading Maintenance - Shoulder | 1201.42 | | 34,560 | 13,800 |
| Grading Maintenance - Summer | 1201.43 | | 116,450 | 82,397 |
| Storm Damage | 1201.44 | | 5,150 | 6,473 |
| Weed Control – Declared Plants | 1300.1 | | 14,160 | 4,522 |
| Weed Control - Roadside | 1300.3 | | 14,150 | 5,476 |
| Total Maintenance | | | 842,480 | 567,921 |
| CONSTRUCTION | | | | |
| Cuballing East (RRG) | 1200.30 | IP | 47,870 | 35,756 |
| Cuballing West (RRG) | 1200.31 | Comp | 37,570 | 67,676 |
| Popanyinning East (DG) | 1200.50 | Comp | 60,600 | 45,667 |
| Congellin (R2R & Own) | 1200.60 | Comp | 99,570 | 116,587 |
| Bunmulling (Own) | 1200.70 | Comp | 20,080 | 17,973 |
| Yornaning West (Own) | 1200.71 | Comp | 40,520 | 51,242 |
| Town Streets (Own) | 1200.72 | Comp | 49,980 | 19,393 |
| Popanyinning West (Own) | 1200.76 | Comp | 72,380 | 56,650 |
| Springhill (Own) | 1200.77 | Comp | 29,880 | 14,151 |
| Total Construction | | | 458,450 | 425,095 |
| GRAND TOTAL | | | 1,300,930 | 993,016 |

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| | | Annual Budget 2004/05 \$ | Actual YTD 2004/05 \$ |
|---|-----|---|--|
| OPERATING ACTIVITIES | Sch | | |
| Income | | | |
| General Purpose Funding | 3 | 3,100 | 575,655 |
| Governance | 4 | 11,310 | 4,143 |
| Law, Order & Public Safety | 5 | 40,750 | 46,530 |
| Health | 7 | 1,200 | 2,286 |
| Education and Welfare | 8 | 750 | 693 |
| Housing | 9 | 0 | 0 |
| Community Amenities | 10 | 2,000 | 4,196 |
| Recreation and Culture | 11 | 2,410 | 4,628 |
| Transport | 12 | 11,400 | 15,300 |
| Economic Services | 13 | 5,800 | 23,595 |
| Other Property and Services | 14 | 61,990 | 79,376 |
| Total Operating Income | | 140,710 | 756,402 |
| Expenditure | | | |
| General Purpose Funding | 3 | -39,440 | -66,898 |
| Governance | 4 | -236,270 | -226,189 |
| Law, Order & Public Safety | 5 | -55,650 | -53,290 |
| Health | 7 | -14,750 | -20,139 |
| Education and Welfare | 8 | -3,000 | -1,152 |
| Housing | 9 | -18,990 | -19,303 |
| Community Amenities | 10 | -96,000 | -58,491 |
| Recreation and Culture | 11 | -96,220 | -103,052 |
| Transport | 12 | -961,110 | -681,617 |
| Economic Services | 13 | -85,350 | -39,266 |
| Other Property and Services | 14 | -35,300 | -214,691 |
| Total Operating Expenditure | | -1,642,080 | -1,484,088 |
| ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS: | | | |
| Depreciation (Assets Register) | | 568,650 | 566,127 |
| Profit/Loss on Sale of Assets | | -9,860 | 1,958 |
| Capital Expenditure & Income | | | |
| Proceeds on Sale of Assets | | 159,000 | 150,552 |
| Capital Grants and Subsidies | | 898,940 | 855,014 |
| Land and Buildings | | -132,690 | -95,179 |
| Infrastructure Assets - Roads | | -480,450 | -472,833 |
| Plant and Equipment | | -465,000 | -288,191 |
| Furniture and Equipment | | -11,000 | -10,557 |
| Proceeds from New Loans | | 0 | 0 |
| Loan Repayments | | -16,990 | -16,990 |
| Transfer to Reserves | | -131,000 | -157,572 |
| Reserves (Cash Backed) | | 302,190 | 136,770 |
| Opening Funds | | 278,750 | 278,750 |
| Less Closing Funds | | 0 | -220,163 |
| CLOSING POSITION | | -541,330 | 0 |

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BANK RECONCILIATION

| | Municipal Fund | Trust Fund | <u>Reserve Accts</u> |
|------------------------|-----------------------|-------------------|-----------------------------|
| | \$ | \$ | \$ |
| Opening balance | 231,002.20 | 48,988.52 | 498,373.18 |
| Income | 67,380.39 | 484.00 | 3,376.69 |
| | 298,382.59 | 49,472.52 | 501,749.87 |
| Expenditure | -129,867.45 | -1,040.16 | -3,770.00 |
| Closing balance | 168,515.14 | 48,432.36 | 497,979.87 |
| | | | |
| Bank account | 178,742.94 | 36,452.07 | 497,979.87 |
| Investments | 0.00 | 12,365.60 | 0.00 |
| | 178,742.94 | 48,817.67 | 497,979.87 |
| Plus O/S deposits | 7,252.45 | 25.00 | 0.00 |
| | 185,995.39 | 48,842.67 | 497,979.87 |
| Less O/S cheques | -14,238.79 | -410.31 | 0.00 |
| | 171,756.60 | 48,432.36 | 497,979.87 |
| Less O/S licensing | -3,216.46 | 0.00 | 0.00 |
| Less Adjustments | -25.00 | 0.00 | 0.00 |
| Closing balance | 168,515.14 | 48,432.36 | 497,979.87 |

RATING INFORMATION

| | Budget 2004/05 | Actual 2004/05 |
|--|---------------------------|---------------------------|
| UV Rates Levied | \$424,510 | \$418,612 |
| 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 | \$3,541 |
| Interim Rates GRV | \$0 | \$422 |
| Mining Tenement | \$0 | \$0 |
| | \$541,330 | \$540,049 |
| Rates o/s from previous years (1 July) | \$7,619 | \$7,619 |
| Rates Written Off | \$0 | \$0 |
| Discount Allowed | -\$38,000 | -\$38,028 |
| Net Rates Receivable | \$510,949 | \$509,640 |
| Emergency Services Levy | \$18,000 | \$17,820 |
| Net Rates & ESL Receivable | \$528,949 | \$527,460 |
| | | |
| Less Rates & ESL Paid | | -\$516,602 |
| RATES OUTSTANDING | | \$10,858 |
| 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 | | 7.0% |
| Rates Paid as a % of net rates receivable | | 97.9% |
| Rates Outstanding as a % of net rates | | 2.1% |
| Pensioner Deferred Rates as a % of O/S Rates | | 18.4% |

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INVESTMENTS

| Account | Maturity | Interest | Fund/Account | | |
|----------------|-----------------|-----------------|---------------------|--------------------|-----------------|
| Number | Date | Rate | Municipal | Trust | Reserves |
| 652250055120 | 8 July 2005 | 5.29% | | \$12,365.60 | |
| | | | \$0.00 | \$12,365.60 | \$0.00 |

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Financial Reports for the period ended 30 June 2005 be adopted by Council.

COUNCIL ACTION

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

CARRIED 7/0

7.1.3 ANNUAL RETURNS

Background

Section 5.76 of the Local Government Act 1995, requires that in each year Councillors and the Chief Executive Officer must lodge an annual return in the prescribed form by 31 August of that year.

Comment

A recent circular issued by the Department of Local Government and Regional Development has indicated that the 2004 Compliance Audit program has revealed that a significant number of elected members and designated employees did not lodge their financial interest (annual) returns within the times prescribed by the Act.

Whilst this is has not been the case at the Shire of Cuballing, the annual returns are once again due by the 31st August, and copies of the prescribed form 3 are circulated with the Council meeting agenda for your early attention.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

For Councillor information and attention please.

COUNCIL ACTION

Resolved that information be noted.

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7.1.4 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – LOCAL GOVERNMENT WEEK 2005

Background

The Annual General Meeting (AGM) of the Western Australian Local Government Association (WALGA) is scheduled to be held at the Burswood Resort Convention Centre on Sunday 7 August 2005.

Comment

Copies of the Agenda for the WALGA AGM were provided to Councillors with the Council meeting agenda. Councils delegates to the AGM, Cr's Watts and Wittwer, received original copies of the document.

In the past Council has worked through the various items listed on the AGM agenda and provided some direction to the two delegates on how to vote on the matters raised for decision. However, at the AGM and after hearing the various arguments for and against each matter it may be possible for the delegates to change their opinion as they become more informed.

It is not being suggested that Council does not work through the AGM agenda, however perhaps instead of giving the delegates a firm direction, the delegates could be requested to listen the debate on each matter and make a joint informed decision at the time in the best interests of the Shire of Cuballing and the local government industry as a whole.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the two Council delegates for the Western Australian Local Government Association Annual General Meeting be requested to listen to the debate on the various matters before the meeting and make a joint informed decision in the best interests of the Shire of Cuballing and the local government industry as a whole.

COUNCIL ACTION

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

CARRIED 7/0

7.1.5 SALE OF LOT 136 BRUNDELL STREET, CUBALLING

The Chief Executive Officer, Mr Peter Naylor, declared an interest in this item.

Mr Peter Naylor left the meeting at 3.27pm and Mr Allan Ramsay entered the meeting at 3.27pm.

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Background

At the May 19, 2005, meeting of Council, Council resolved to advertise in accordance with the provisions of the Local Government Act 1995, proposal to dispose of Lot 136 Brundell Street, Cuballing, to Peter and Heather Naylor for amount of \$10,000.

Comment

An advertisement was duly placed in the Narrogin Observer newspaper on Wednesday 29 June 2005, inviting members of the public to make a submission to Council. The submission period closed at 4.00pm on Wednesday 13 July 2005.

At the closure of the submission period two (2) submissions have been received. These, as requested in the advertisement, are addressed to the Shire President and will be presented at the Council meeting for opening and consideration.

The two submissions received were tabled for Council information.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

For Council consideration.

COUNCIL ACTION

Moved Cr Bradford, seconded Cr Newman that the sale of Lot 136 Brundell Street, Cuballing, to Peter and Heather Naylor, as referred to in the May 2005 minutes item 10.2, be cancelled due to objections raised and general public concern. The property to now be disposed of by public auction (date to be advertised).

CARRIED 5/2

Mr Ramsay left the meeting at 4.08pm and Mr Naylor re-entered the meeting at 4.08pm.

7.1.6 SHIRE OF CUBALLING BUDGET 2005/2006 FINANCIAL YEAR

Background

To be tabled at the Council meeting will be an amended Draft Budget, and associated supporting information for the 2005/2006 Financial Year.

Comment

Various amendments have been made to the initial draft budget in accordance with Council requests from the June 2005 Council meeting and other adjustments due to receipt of Local Government Grants Commission allocations, final quotations for insurances, and inclusion of 2004 end of year

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figure. Full details will be further identified and explained as the document is dealt with at the meeting.

In accordance with the requirements of the Local Government Act 1995, a notice was published in the Narrogin Observer newspaper on Wednesday 22 June 2005, advertising Councils intention to levy Differential Rates in 2005/06. The submission period for electors and/or ratepayers closes at 4.00 pm on Tuesday 18 July 2005. At the time of preparing the Council meeting agenda no submissions have been received. The Local Government Act specifies that Council must consider any submissions received, however is not obliged to change its differential or minimum rates as a result. Should Council resolve to change the rate in the dollar as a result of a submission or submissions received there is no requirement for further advertising.

At the Council meeting it is proposed to table rating models based on a 2.4% increase and with 80%/20% UV/GRV split in accordance with Council direction from the June 2005 Council meeting.

Council considered the budget documents presented to the meeting:

- Surplus funding to be allocated to the Recreation and Community Facilities Reserve Account
- It was noted that staff have been successful in obtaining 2 rates payment incentive prizes
- Final budget to be prepared and to include a rates discount of 8%

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

To be advised.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Bradford that the draft budget for the Shire of Cuballing for the 2005/2006 financial year as presented to the Council meeting be endorsed and the Chief Executive Officers actions in seeking ministerial approval for the levying of differential rates also be endorsed.

CARRIED 7/0

Moved Cr Brown, seconded Cr Wittwer that the draft budget for the 2005/2006 financial year as prepared and presented to the Council meeting be prepared in the statutory format in accordance with the Local Government Act 1995, and associated regulations, and presented to the August 2005 meeting of Council for adoption.

CARRIED 7/0

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7.1.7 **MR STEVE SEXTON – REQUEST FOR FINANCIAL ASSISTANCE**

Background

Correspondence advising that Steve Sexton has been selected to represent the Western Australian State Country Hockey Team to compete in the 2005 Australian Country Men's Championships to be held in Berri, South Australia, from 30 July to 6 August 2005.

Comment

Mr Sexton has requested Council consideration to providing some financial support for him to attend the championships. Whilst some of the costs associated with attending the championships will be met by Hockey WA, not all of the costs are and they can prove to be quite onerous.

Council does not have a Policy on this type of request, nor does it appear that a precedence has been set in the past, however it would be appropriate for Council to consider providing some financial assistance for a member of the community that has been selected for such a prestigious event.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That financial assistance of \$100 be provided to Steve Sexton to represent the Western Australian State Country Hockey Team at the 2005 Australian Country Men's Championships in Berri, South Australia.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Hawksley that the Shire of Cuballing does not have a policy to support these sort of requests, and have not provided financial assistance in the past, and therefore are unable to provide financial assistance on this occasion.

CARRIED 7/0

7.1.8 **PRACSYS – SHIRE OF CUBALLING STRATEGIC PLAN**

Background

Correspondence from Pracsys providing Council with a copy of the final report prepared as a result of the facilitation process they undertook on behalf of Council for the development of a Strategic Plan for the Shire of Cuballing.

Comment

A copy of the final report has been circulated to all Councillors with the Council meeting agenda.

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In developing the final report the consultants have taken into consideration comments/feedback received from community survey and public meetings held in Cuballing and Popanyinning, and their meetings with Council.

The report is a bit disappointing in that it appears to address a number of maintenance and/or generic type issues that are presently planned and/or are in progress, and does not seem to focus too much on the future strategic direction of the Shire. Still there are a number of positive issues in the report and it certainly gives Council a certain amount of guidance on what the communities of Cuballing and Popanyinning would like to see developed in their towns.

Council discussion is invited on the report and where to from here in respect to developing it further and setting new Vision and Mission statements for the Shire.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council discussion and direction please.

COUNCIL ACTION

Moved Cr Bradford, seconded Cr Brown that Council adopt the Strategic Plan in principle and where possible the actions/recommendations be incorporated into Future Activities Plans for the Shire of Cuballing.

CARRIED 6/1

7.1.9 NARROGIN AGRICULTURAL SOCIETY INC – SHIRE OF CUBALLING REPRESENTATIVE

Background

Correspondence from the Narrogin Agricultural Society Inc, inviting Council to nominate a Council or Community delegate to represent the Shire of Cuballing on the Society.

Comment

The author of the letter, Mr Terry Park, Chairman of the Society, contacted the Shire CEO and explained that the Narrogin & Districts Show receives strong support from the Cuballing district and that the Shire of Cuballing had until recent times representation on the committee, along with the Narrogin Shire and Town Councils. Mr Park is the new chairman of the Society and would like to see that situation reinstated. He did explain that the delegate did not have to be a current member of Council and could be an interested community member.

The committee meets the second Thursday of each month in the Narrogin Shire Council offices, commencing at 7.30pm.

SHIRE PRESIDENT

DATE

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Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Councillor be nominated to represent the Shire of Cuballing on the Narrogin Agricultural Society Inc.

Or

That Mr/Mrs be invited to represent the Shire of Cuballing on the Narrogin Agricultural Society Inc.

COUNCIL ACTION

Resolved that the information be noted and if Council becomes aware of an interested community member then that person may be invited to sit on the Narrogin Agricultural Society committee.

7.2 REPORTS – WORKS

7.2.1 WORKS SUPERVISORS REPORT

WANDERING-NARROGIN ROAD

The mulching programme on this road is in progress. Works have been from the northern Shire boundary down to Dryandra. The machine was then relocated to the Shires southern boundary to clean up some bad areas prior to the machine being taken out of operation for much needed maintenance work. It is expected that works will resume towards the end of August 2005.

POPANYINING EAST ROAD

Reconstruction and drainage works has been completed to Shaddicks Road. It is planned to investigate the opportunity to implement a mulching program for widening of the road for the remainder of the road works in 2005/06.

CUBALLING WEST ROAD

Work has begun with the survey and design on the black spot funded project. The reseal of this road will take place next financial year in conjunction with other widening works.

REFUSE SITES

Wind blown litter has been picked out of the bush surrounding both refuse sites. Extra fill material is being stockpiled at the sites to allow better coverage of the waste. Both sites are being pushed up and covered on a weekly basis.

PLANT AND EQUIPMENT

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

SHIRE PRESIDENT

DATE

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PRIVATE WORKS

Various private works requests are being received and these are being done as time permits.

Private works invoices for the month of June 2005, totalling \$5,455.

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 Bradford that the Chief Executive Officers Recommendation be adopted.

CARRIED 7/0

7.2.2 BUSHFIRE INCIDENT REPORT – LOCATION 3697 GATH ROAD

Background

Bush Fire Incident Reports (2) have been received for a house fire on the property of A & B Furphy on Tuesday 14 June 2005.

Comment

The Incident Reports have been submitted by the Chief Bush Fire Control Officer, Mike Burges, and Cuballing Town Fire Control Officer, Graham Dean.

The fire was attended by local farmer response units, the Cuballing Town appliance, with assistance provided by the Narrogin Fire and Rescue Service. Unfortunately, whilst the fire fighters did every thing in their control to suppress the fire, they were not able to avoid severe fire and smoke damage being sustained.

From the information available it appears that the fire was started by an electrical fault in a small appliance in the lounge room.

On the day following the fire, Cr Wittwer, Deputy Shire President, attended the scene and offered Council assistance to the Furphy's in any form that they may consider useful, ie relocate furniture, etc.

Reporting Officer

Peter Naylor, Chief Executive Officer

SHIRE PRESIDENT

DATE

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Bush Fire Incident Reports be received and copies forwarded to the Fire and Emergency Services Authority.

COUNCIL ACTION

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

CARRIED 7/0

7.2.3 SHIRE OF PINGELLY – DUAL FIRE CONTROL OFFICERS 2005/2006

Background

Letter from the Shire of Pingelly advising of their appointment of Messrs Alan Parsons, Neville Giles, Mark Watts and Rodney Shaddick, as Dual Fire Control Officers with the Shire of Cuballing for the 2005/2006 Fire Season.

Comment

Dual Fire Control Officers are appointed to provide legal cover for a Fire Control Officer in charge at a wildfire that burns across a Shire boundary. The Dual Fire Control Officer can stay in charge and follow the fire, or hand over control to a fire control officer from the second Shire (if one is available and in attendance).

Section 40 of the Bush Fires Act 1954 empowers Council to appoint dual fire control officers with neighbouring local authorities and section 38(2) of the Act requires such appointments to be advertised in a local paper.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That pursuant to section 40 of the Bush Fires Act 1954, Messrs Alan Parsons, Neville Giles, Mark Watts and Rodney Shaddick be appointed as Dual Fire Control Officers with the Shire of Cuballing for the 2005/2006 Fire Season.

COUNCIL ACTION

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

CARRIED 7/0

7.3 **REPORTS – BUILDING**

7.3.1 **BUILDING SURVEYORS REPORT**

Summary

There were two (2) building applications approved and licenses issued for the month of June 2005.

Listed below is a summarized breakdown of the applications and proposed structures:

| Approval Date | License No | Name & Address of Owner | Registered Builder (RB) or Owner Builder (OB) | Structure | Situation of Building Lot or Street No & Town |
|----------------------|-------------------|------------------------------------|--|------------------------|--|
| 16 June 05 | 37/04.05 | Ross Blagrove | RB | Grain Processing Shed | Loc 5509 Great Southern Highway Yornaning |
| 23 June 05 | 39/04.05 | Taryn Glasson | OB | Storage/ Workshop Shed | Lot 134 York Road Popanyinning |

Mandatory Smoke Alarm Installation – Briefing Paper for Local Government

An email was received from the Department of Housing and Works regarding a proposal to have any home built prior to the requirement of the Building Code of Australia July 1997 to have all residential dwellings installed with hard wired smoke detectors when the dwelling is either sold or a new tenant occupies the premises.

The reason for the proposal is the fact that an average of five Western Australians dies each year in residential fires and over \$16m worth of property damage annually as a result of domestic fire.

For change to take place it has been suggested that the most effective means of introducing appropriate requirements would be by an amendment to the Building Regulations 1989 of the Local Government (Miscellaneous Provisions) Act 1960 (Formally “Local Government Act 1960”). It is anticipated that the new regulations will become effective during the last quarter of 2005.

The intention is for the regulations to be applied through education supported by the normal purchase and sale of property arrangement.

Reporting Officer

Allan Ramsay, Building Surveyor

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION

That the Building Surveyor's Report be received and information noted

COUNCIL ACTION

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

CARRIED 7/0

7.3.2 CUBALLING RECREATION GROUNDS CHANGEROOMS PROJECT

Background

As Council is aware funding has been allocated under the Department of Sport and Recreation CSFRR Funding Program to assist with the construction of changerooms at the Cuballing Recreation Ground in 2005/06.

Comment

The Chief Executive Officer has requested Judith McDougall, Building Designer, to prepare a set of drawing plans for the proposed building.

Copies of the plans were tabled at the Council meeting.

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Brown that the concept design as presented to the meeting be progressed further to the point of calling for tenders for the construction of the building.

CARRIED 7/0

7.4 REPORTS – HEALTH

7.4.1 ENVIRONMENTAL HEALTH OFFICERS REPORT

Purpose

To advise Council of Environmental Health inspections that has been carried out in the district during the month of June 2005.

Department of Environment (DoE) letter on Waste Management

Council has received a letter from the DoE regarding a recent inspection by two of their officers, with Council staff, following a request to check two sites as to the suitability as a potential long term waste disposal site within the shire.

Although much more environmental research is required on the sites a letter has been sent to the DoE thanking them for their work and seeking advice on what steps are required to pursue the matter further.

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Furthermore, as part of the licensing requirement a Post Management Plan is required on both of Council's existing waste disposal sites. This plan is overdue, however work has commenced on it and the DoE has been advised accordingly.

Food Premises Inspection

Cuballing Tavern and Cuballing Roadhouse were inspected and comply with the Food Hygiene Regulations

Reporting Officer

Allan Ramsay, Environmental Health Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Environmental Health Officers Report be received and information noted.

COUNCIL ACTION

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

CARRIED 7/0

7.5 REPORTS – TOWN PLANNING

Nil

8 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

9 OTHER URGENT BUSINESS

Nil

10 MEETING CLOSURE

There being no further business the Shire President declared the meeting closed at 5.30pm.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT

SHIRE PRESIDENT

DATE