

**SHIRE OF QUAIRADING**  
**MINUTES OF THE ORDINARY MEETING OF COUNCIL**  
**HELD ON THURSDAY 28<sup>TH</sup> AUGUST 2014**  
**COMMENCING AT 2.00PM**

**ITEM 1 ATTENDANCE AND APOLOGIES**

|                   |   |
|-------------------|---|
| Cr D C Richards   | Shire President   |
| Cr B K Caporn     | Deputy Shire President                                  |
| Cr R C Hawksley   |   |
| Cr J A Bavin      |   |
| Cr WMF Davies     |   |
| Cr C M Cousins    |   |
| Mr G A Fardon     | Chief Executive Officer                                 |
| Mr A J Merillo    | Deputy Chief Executive Officer                          |
| Mrs J L Clemens   | Chief Executive Officer's Secretary                     |
| Mr R M Bleakley   | Economic Development Project Officer (3.56pm to 5.42pm) |
| Miss L H Reynolds | Cashier / Receptionist                                  |

**Apologies**

|                |                               |
|----------------|-------------------------------|
| Cr T C Andrews | Approved Leave of Absence     |
| Cr G J McRae   | Approved Leave of Absence     |
| Mr T J Newick  | Manager of Works and Services |

**Deputations**

Mr F Burnett  
Mr R Mellor  
Mrs L Whyte

**ITEM 2 ANNOUNCEMENTS BY THE SHIRE PRESIDENT**

The Shire President welcomed Councillors and Staff to the August Ordinary Meeting of Council.

The Shire President requested that Councillors and Staff carry out their reading before the Meeting to ensure the Meeting runs smoothly and finished in good and reasonable time. Councillors were asked to keep the matters to be raised to the point.

**ITEM 2.1 PUBLIC QUESTION TIME**

Nil

**ITEM 2.2 DEPUTATIONS**

**2.05pm**

Mr Frank Burnett, Mr Rowlie Mellor and Mrs Lyn Whyte representing the War Memorial / Lone Pine Upgrade Committee entered the Council Meeting.

The Shire President welcomed Mr Frank Burnett, Mr Rowlie Mellor and Mrs Lyn Whyte and invited Mr Frank Burnett, firstly to address the Council.

Mr Frank Burnett advised Council the War Memorial Upgrade was scheduled to be finished in February 2015, well before ANZAC Day 2015 and that an application for funding had been made to both Lottery West and the Commonwealth Government.

Council was advised that the Upgrade would include a pictorial history of the Gallipoli Campaign and would include eight artworks by Mrs Lyn Whyte and Metal Cut Outs that Mr Rowlie Mellor is working on with a number of School Students.

Mrs Lyn Whyte presented the Conceptual Artwork.

Mr Rowlie Mellor presented a Metal Cut Out example to Council and explained the background to the "Cut Outs" Project.

Cr Davies congratulated the Deputation on the Example Work presented and queried whether the "Cut Outs" would go rusty. Mr Mellor advised Council that the metal being used is rust proof and the paint being used is Rust Resistant.

Cr Cousins also congratulated the Deputation and expressed her appreciation for all the work carried out on this Project to date.

**2.37pm**

Mr Frank Burnett, Mr Rowlie Mellor and Mrs Lyn Whyte left the Council Meeting.

### **ITEM 3      DECLARATION OF INTEREST**

Cr Caporn declared an interest in Item 10.1.6 Reserve No 15003 – Pantapin South East Road.

Cr Bavin declared an interest in the Agricultural Society matters, should they be discussed.

### **ITEM 4.1      BUSINESS ARISING AND CONFIRMATION OF MINUTES FROM THE ORDINARY MEETING OF COUNCIL HELD ON 31<sup>ST</sup> JULY 2014**

**27-14/15 MOVED** Cr Bavin seconded Cr Cousins that the Minutes of the Ordinary Meeting of Council held on 31<sup>st</sup> July 2014 be confirmed as a true and correct record subject to the following amendments: -

**Page 9 – Inclusion of the word "Voluntary" in Cr Davies query regarding Voluntary Organisations of Council.**

**CARRIED 6/0**

### **ITEM 4.2      MATTERS PENDING / ACTION SHEET**

#### Edwards Way Subdivision

Cr Cousins queried if the signage for the subdivision had been progressed any further. The Chief Executive Officer advised no further progress had been made since the Building Meeting.

### Geographic Names Committee

Cr Hawksley asked if approval of the names had been received. The Chief Executive Officer advised that he had sent a further letter today to progress Council's application for Road Name Changes.

### Reconciliation Action Plan (RAP) Committee

Cr Cousins asked if Council was any closer to scheduling a RAP Meeting. The Chief Executive Officer reported that Mr David Collard had been in Town during Local Government Week and therefore he had missed meeting with Mr Collard. The Chief Officer commented that he would be happy to meet with Mr David Collard in Perth if he wouldn't be in the area again soon and that he would be in contact with Mr Collard to arrange a suitable meeting date.

### JP Succession

Cr Cousins advised Council she had, been approached by the Police OIC Sergeant Hickman expressing his concern at the lack of JPs and that in an urgent situation it could be difficult to secure one.

The Shire President and the Chief Executive Officer undertook to select a suitable date for the next JP Succession Meeting.

## **ITEM 5      WORKS**

### **Item 5.1      Works Committee Meeting held on 19<sup>th</sup> August 2014**

Cr Davies highlighted that Cr Richards was not in attendance at this Meeting and Cr Richard's name should be removed from the Minutes in W5-14/15. The Chief Executive Officer advised he believed it should read "Cr Caporn" as the Mover.

Cr Hawksley commented that he agreed with the upgrade planned for the Waste and Recycling Centre and that he thought it sounded much better than the current setup and commented that he is looking forward to seeing the plans.

### Transfer of Cunderdin Road to Main Roads (W6-14/15)

**28-14/15 MOVED Cr Hawksley seconded Cr Cousins that Council adopt Works Committee recommendation W6-14/15 that Council seek support from the eleven affected Shires to lobby for the future management and funding of Grain Freight Roads by the State Government.**

**CARRIED 6/0**

Cr Davies commented on his strong support for this Motion and also sought support for this matter to be added to the Shire of Wickepin's Motion on Tier 3 Rail being considered at the Central Country Zone Meeting in Wandering tomorrow.

### Doodenanning Standpipes

**29-14/15 MOVED Cr Davies and seconded Cr Hawksley that as there is an oversupply of Standpipes in the Doodenanning area, Council request the Chief Executive Officer to write to the Doodenanning Volunteer Bush Fire Brigade advising of the Requirement and Cost to have Backflow devices fitted to all Standpipes and seeking the Brigade's feedback on the issue.**

**CARRIED 6/0**

The Chief Executive Officer reported, in the absence of the Manager of Works and Services, that the Works Team were catching up on Maintenance and Requests jobs while the Works Program was waiting to come through the Budget Adoption process.

## **ITEM 5.2 OTHER WORKS MATTERS**

### Customer Requests

Cr Davies raised concern that he believed that the Customer Works Request System was not working and that he had raised a number of concerns at the Works Committee Meeting at the request of several Community Members. Cr Davies queried whether a weekly collation of the Requests and their Status could be sent out to Councillors for their information.

The Shire President advised that this suggestion was an unnecessary additional process and suggested that Councillors should advise Community Members to take their Requests straight to the Administration Staff for documentation where they are then forwarded to Council's Works Staff rather than having them raised through Meetings.

Cr Caporn reported this issue coming up at the Electors Meeting and he advised Members of the Public present about the Customer Request System or to send an email to Council's Administration for logging into the system.

The Chief Executive Officer advised Council that there is not the resources to carry out the collating and reporting of requests, nor the resources to address every issue raised as an urgent matter. The Chief Executive Officer advised that he was working with Council Staff to acknowledge requests as they come in and furthermore, encouraged Members of the Public to use the system in place. The Chief Executive Officer stated he is seeking to incorporate a "User Friendly" Request Form on the new Council website.

Cr Davies suggested advertising the process of reporting issues and of Council's Staff process of assessing and prioritising each Request.

The Chief Executive Officer agreed with Cr Davies' suggestion.

The Shire President commented that with advertising the process there may be an influx of requests and that the Community needs to understand that Council has a limited capacity to attend to their Requests.

The Shire President suggested no action be taken at this Meeting, however the issue could be discussed at the Works Committee.

## **ITEM 6 INFORMATION SESSION**

### **Item 6.1 Shire of Quairading / City of Melville Partnership**

The Chief Executive Officer's Secretary reported having several responses from City of Melville Councillors to Council's Invitation to attend Quairading. Mrs Clemens reported that there had been no formal response from Mayor Aubrey.

Both the Shire President and the Chief Executive Officer confirmed that the Mayor and Mrs Aubrey had indicated during the Local Government Conference of their desire to attend Quairading.

The Chief Executive Officer reported that the intention of the day was for the City Councillors to come and join with the Quairading Community on Show Day. The Chief Executive Officer suggested Council fund the City of Melville's tickets to the Show.

The Chairman queried if there would be any Councillors willing to billet Guests overnight. Cr Hawksley advised he may be able to, Councillor Caporn and the Chief Executive Officer offered billets. The Shire President advised he would be hosting Mayor Aubrey and Mrs Aubrey.

**Item 6.2 South East Avon Regional Cooperation – Minutes of SEARTG and SEAVROC Meetings held on 8<sup>th</sup> of July 2014**

The Meeting noted that the 8<sup>th</sup> July Meeting Minutes had been circulated to all Councillors but had been received after the July 2014 Council Meeting.

Cr Bavin queried how the other Councils responded to the proposal of the Shires of Cunderdin, Quairading and Tammin to withdraw from SEAVROC.

The Shire President reported that Quairading, Tammin, Cunderdin and York Shire Representatives were in attendance at a Special Meeting of SEAVROC held during the Local Government Week Conference however, representatives of Beverley and Brookton Shires were not in attendance.

The Chief Executive Officer reported that the Shire of York had withdrawn all Regional Services to adjoining Councils and that many of the employees that had left the Shire of York had become Contractors. The Chief Executive Officer advised that the East Avon Voluntary Regional Organisation of Councils (EAVROC) is working on a collaborative effort between the three Councils rather than any plan to Amalgamate into one entity.

The Chief Executive Officer outlined a number of possible Collaborative Projects / Services between the three Shires.

The Shire President made the suggestion of the Works Teams from the EAVROC Councils working together on a project.

Cr Davies expressed his disappointment in regard to how the issue was raised at the last Council Meeting and he felt that there had been insufficient notice of the recommendation by Council's Executive to withdraw from SEAVROC and for Council to work collaboratively in the future with the Shires of Cunderdin and Tammin.

Discussion ensued within the Meeting with both the Shire President and the Chief Executive Officer highlighting that following the meeting of the three Councils' Representatives in Tammin, each of the Councils considered the issue independently and could have voted in the negative or lay the Matter on the Table however all three Councils had voted to withdraw from SEAVROC and build closer ties between the three Councils.

The Chief Executive Officer advised that the current Memorandum of Understanding for SEAVROC required a minimum of three months notice for a Member Council to withdraw from SEAVROC and for the withdrawal to take effect at the End of a Financial Year. The Chief Executive Officer added that the MOU could be varied by Mutual Agreement of all Members Councils of SEAVROC.

The Chief Executive Officer commented that the issue of the Withdrawal Date from SEAVROC and the balancing and distribution of remaining SEAVROC Funds being held with the Shire of York would be considered at the next SEAVROC Meeting scheduled for the 4<sup>th</sup> September 2014 in York.

### **Item 6.3 Chief Executive Officer's Performance Review**

Cr Hawksley congratulated the Chief Executive Officer on the preparation and presentation of this year's Budget.

The Shire President agreed with Cr Hawksley and commented that Council is very fortunate with it's Staff and furthermore was very impressed with Council's Administration.

Cr Davies agreed with the previous comments and commended the Chief Executive Officer on being so open and receptive in his discussions with Councillors.

The Chief Executive Officer mentioned in the absence of the Chief Executive Officer's Secretary in the coming month, that Mrs Cheryl White, Miss Jenna Cowcill and Miss Libby Reynolds will be undertaking various portions of the Chief Executive Officer's Secretary's Position.

**3.32pm**

**30-14/15 MOVED Cr Hawksley seconded Cr Bavin that Council suspend standing orders for Afternoon Tea.**

**CARRIED 6/0**

**3.56pm**

**31-14/15 MOVED Cr Caporn seconded Cr Davies that Council resume standing orders.**

**CARRIED 6/0**

The Economic Development Project Officer Mr Richard Bleakley was in attendance.

### **ITEM 7 BUILDING AND TOWN PLANNING DEVELOPMENT**

**7.1 Building and Town Planning Development Committee Meeting held 12th August 2014**

#### Balkuling School Building (B7-14/15)

The Shire President queried the possibility of Council being liable in the event of an injury in the Building. The Chief Executive Officer advised Council that he would request Council's Building Services Contractor Mr Tim Jurmann to inspect the Building before any occupation or use is allowed.

**32-14/15 MOVED Cr Davies seconded Cr Caporn that Council adopt Building and Town Planning Development Committees recommendation B7-14/15 to support the Balkuling Residents in utilising the Old Balkuling School for Arts and Crafts purposes, subject to no Financial Cost or Liability to Council and secondly, subject to the Building being declared fit for habitation and fit for purpose.**

**CARRIED 6/0**

The Environmental Development Project Officer Mr Richard Bleakley reported that Council's new Residence was in its Final Defects Period and secondly, that the Construction of the Transportable Changerooms had commenced.

Mr Richard Bleakley also advised Council that a more detailed Work Plan of the Caravan Park Upgrade had been provided and that the Project would begin with Approval and Utilities Compliance in the next six weeks and with completion of the Project planned for September 2015.

Mr Bleakley further reported that the Swimming Pool Upgrade Plan had received indicative support from the Regional Office of the Department of Sport and Recreation and that a new Pool Management Plan is being developed as part of Council's Grant Submission. The Economic Development Project Officer advised Council that the Swimming Pool Revitalisation Program funding of \$30,000 can only be used for certain aspects of the Pool Operations.

Cr Cousins queried when Council will find out if the Pool Revitalisation Funding has been approved. The Economic Development Project Officer replied that it is almost certain the funding will be approved for this Season and it is just a matter of justifying which area of Pool Operation the Grant would be expended on.

The Economic Development Project Officer reported that he would be meeting with Architect Mr Kyle Stacey in the coming week with regard to the Multi Purpose Facility Concept Plan which is to be presented at the next Sport and Recreation Council Meeting.

Finally, Mr Bleakley advised Council that the Solar Panels on the Community Resource Centre have been installed and are working well. It is anticipated that 40% of the energy produced will be going back into the system and that the cost of the Project was approximately \$1,000 less than Budgeted.

## **Item 7.2 Other Building Matters**

Nil

## **ITEM 8 FINANCE**

### **Item 8.1 Finance and Audit Committee**

Cr Bavin advised Council there was no Finance Meeting held this month.

#### **33-14/15 MOVED Cr Bavin seconded Cr Cousins to support the Staff Recommendation:-**

- 1. That Schedule of Accounts covering Municipal Vouchers 21990 to 22020 & EFT1501 to EFT1569 totalling \$693,647.92 be received; The balance of all other outstanding Sundry Creditors to the 31/07/2014 totalling \$81,024.50; and**
- 2. That Payroll payments for the month July 2014 totalling \$242,449.58 be received; and**
- 3. That Police Licensing payments for the month of July 2014 totalling \$40,574.35 be received (Attached 8.1.2); and**
- 4. That Motor Charge Ltd Payment for the Month of July 2014 totalling \$394.98 be received; and**
- 5. That fund transfers from Trust account to Municipal account for July 2014 totalling \$120.00 be received; and.**
- 6. That WestNet payments for the month of July 2014 totalling \$168.95 be received.**

**CARRIED 6/0**

**34-14/15 MOVED Cr Bavin seconded Cr Hawksley that Council adopt the Fund Balances for the period ending 31<sup>st</sup> July 2014.**

| <i>Account</i>         | <i>Statement Balance</i> | <i>Reconciliation Balance</i> |
|------------------------|--------------------------|-------------------------------|
| Municipal A/c          | \$ 105,714.04            | \$ 1,158,443.49               |
| At Call - Invest.      | \$ 150,000.00            |                               |
| Childcare Centre       | \$ 4,259.81              |                               |
| Medical A/c            | \$ 36,448.36             |                               |
| T/Deposit 3 Mth        | \$ 300,000.00            |                               |
| T/Deposit 3 Mth        | \$ 300,000.00            |                               |
| T/Deposit 3 Mth        | \$ 300,000.00            |                               |
| <b>Total Municipal</b> | <b>\$ 1,196,422.21</b>   |                               |
| At Call - Reserve      | \$ 275,076.29            |                               |
| T/Deposit-Reserve      | \$ 825,210.42            |                               |
| T/Deposit-Reserve      | \$ 636,042.00            |                               |
| T/Deposit-Reserve      | \$ 857,060.41            |                               |
| T/Deposit-Reserve      | \$ 1,150,000.00          |                               |
| <b>Total Reserves</b>  | <b>\$ 3,743,389.12</b>   | <b>\$ 3,743,389.12</b>        |
| Trust A/c              | \$ 8,476.71              |                               |
| Police Licensing       | \$ 2,510.65              |                               |
| <b>Total Trust</b>     | <b>\$ 10,987.36</b>      | <b>\$ 10,821.36</b>           |

**CARRIED 6/0**

Shire of Quairading Reserves and Annual Analysis 2014/2015

The Shire President queried the balance columns dates reading ‘2013.’

The Deputy Chief Executive Officer advised Council this was a typographical error and they should read ‘2014.’

**Item 8.2 Other Finance Matters**

The Shire President enquired about the outcome of the Sale of the Chief Executive Officer’s car. The Deputy Chief Executive Officer advised that it had been a \$43.58 advantage by Auctioning the car rather than going through the Motor Dealer however, Council may have lost some business relationship with Shacks Holden who were actually seeking the Vehicle at an earlier date.

The Council Meeting discussed how the Auction provides an opportunity for the car to be purchased by a Community Member. It was highlighted that Council Officers were not aware of any local interest at the recent Auction.

The Deputy Chief Executive Officer explained to the meeting that he only envisaged that the Auction and Local Public Notice apply on the recently purchased Diesel Sedan used by the Deputy Chief Executive Officer and not to all Council’s Vehicles.

The Shire President advised in his opinion there needed to be delegated authority to the Chief Executive Officer to allow the Chief Executive Officer to exercise discretion on the best option for the sale of Council Vehicles at the time of sale.

The Shire President queried what the previous Council Resolution was and Cr Caporn put forward that the March 2014 Delegation to the Chief Executive Officer be amended to enable flexibility on the Method of Sale of Light Plant / Sedans with the aim to endeavour to achieve the most cost effective outcome for Council.



The Chief Executive Officer recommended strengthening Delegation Number 20.

**35-14/15 MOVED Cr Caporn seconded Cr Hawksley that Council alter Delegation Authority Number 20 to the Chief Executive Officer to allow the Chief Executive Officer discretion on the method of disposal of Council's Motor Vehicles to achieve the most cost effective outcome for Council.**

**CARRIED 6/0**

**ITEM 9 OTHER MEETINGS**

**Item 9.1 Special Meeting of Council held 12<sup>th</sup> August 2014**

**36-14/15 MOVED Cr Bavin seconded Cr Cousins that the Minutes of the Special Meeting of Council held on 12<sup>th</sup> August 2014 be confirmed as a true and correct record subject to the following amendments: -**

**Page 1 – The amendment of the word ‘Discussion’ to ‘Discussion’**

**Page 2 – An amendment to Cr Cousins comments in paragraph 8 to be ‘supported a consultative approach with Council Staff to opt in or out of the Employee Income Protection Plan’ and to correct the spelling of “Cr Cousins” name.**

**CARRIED 6/0**

**ITEM 10 REPORTS**

**Item 10.1 Chief Executive Officers Report**

|   |
|---|
| <b>10.1.1 Adoption of Council Budget – 2014/2015 Year</b> |
|---|

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer                      Date 22<sup>nd</sup> August 2014

MATTER FOR CONSIDERATION – Council to formally adopt the Budgets for Municipal, Trust and Reserve Funds for the 2014/2015 year.

BACKGROUND – Council considered the “Draft Budget” on the 12<sup>th</sup> August 2014 and supported the Statutory Budget being prepared on a 6.0% increase in Gross Rates levied. The Final Statutory Budget is attached to this Report.

Council’s Executive Staff and Accounting Contractor have now prepared the Statutory Budget for adoption in line with Council’s stated intentions from the Special Budget Meeting.

I confirm that all Budget calculations have been checked and Council’s requested variances have been included and subsequently verified to adhere to Council’s desired outcome.

It is highlighted that only one Cost Neutral Variation has been made subsequent to the Draft Budget Meeting as follows: -

Capital Expenditure

|   |          |
|---|----------|
| Purchase of Replacement Community Transport Vehicle | \$24,086 |
|---|----------|

## Capital Income

|   |          |
|---|----------|
| Sale Proceeds of Existing Community Transport Vehicle                               | \$11,818 |
| Contribution to the Motor Vehicle by the Quairading Hospital Auxiliary (Schedule 8) | \$12,268 |

The 2013/2014 Budgeted Rates Levied figure was \$1,732,700. A 6.0% increase represents an additional \$103,962 to be raised in the 2014/2015 year achieving total Rates Levied of \$1,836,662.

STATUTORY ENVIRONMENT – Section 6.2 of the Local Government Act requires Council to prepare and adopt, in the form and manner prescribed, a Budget for the Municipal Fund by no later than the 31<sup>st</sup> August 2014.

In regard to the setting of Council Rates, Section 6.32 state: -

### **“6.32 Rates and Service charges**

- (1) When adopted the annual budget, a local government –
  - (a) in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either –
    - (i) uniformly; or
    - (ii) differentially;
  - (b) may impose\* on rateable land within its district –
    - (i) a specified area rate; or
    - (ii) a minimum payment;

and

- (c) may impose\* a service charge on land within its district.

*\* Absolute majority required.*

- (2) When a local government resolves to impose a rate it is required to –
  - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value;
  - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable within its district to be rated on unimproved value.

COMMENT – The proposed Rates in the Dollars will raise \$1,469,260 on UV Valued Properties and \$367,402 on GRV valued Properties.

The split of UV/GRV is UV 80% / GRV 20% based on Gross Rates Levied has been maintained.

Council discussed the impact of the Budget.

Cr Caporn commented that it is better to be in front than behind and that further down the track Council does not want to fall behind.

Cr Richards highlighted his concerns that the 6.0% Rate Increase in Council Rates as indicated in Council’s Long Term Financial Plan was only achieving the “Status Quo” and was on the assumption that Royalties for Region Funding to Council would continue over the 10 Year Period.

Cr Richards stated he would support the Budget Motion Adoption but urged Council to undertake a review of its Financial Plan in light of the major change in the Government Funding environment.

Cr Caporn highlighted that considerable Reserve Funds would be used this Financial Year however this was something that could not always be relied upon. Cr Caporn spoke in support of a higher Rate Increase but noted Council's decision for the Final Budget to be set on a 6.0% Increase.

Cr Davies suggested that in the case where Council needed to purchase a new Excavator it may be possible to share this Excavator with other Councils to reduce the cost.

The Chief Executive Officer advised Council that other Councils may not be interested in sharing the Capital Cost as they do not have the funds budgeted. Furthermore, it is a possibility of a Fee for Service with other Councils for use of the Excavator and Operator.

**37-14/15 MOVED Cr Caporn seconded Cr Bavin:**

**1. Council adopt the following Rates, Fees and Concessions: -**

**Minimum Rates**

**That the Minimum Rate of \$500 apply in respect of all properties throughout the Shire of Quairading for the 2014/2015 year.**

Options for Payment

**That Council offers the following options for the payment of rates \$6.45 (1)(b);**

**Option 1. Payment in Full on or before Friday 17<sup>th</sup> October 2014 before 5.00pm.**

**Option 2. Four Equal Instalments at intervals of two calendar months. Instalment due dates to be: -**

**Friday 17<sup>th</sup> October 2014  
Wednesday 17<sup>th</sup> December 2014  
Tuesday 17<sup>th</sup> February 2015  
Friday 17<sup>th</sup> April 2015**

**Option 3. Alternative payment arrangements as agreed to by the Chief Executive Officer and Ratepayer.**

Instalment Interest Charges

**That a 5.5% interest rate be imposed on instalments to apply to the second, third and fourth instalments \$6.45(3).**

Rate Instalment Administration Fee

**That an Administration fee of \$5.00 be charged for Instalment numbers 2, 3 and 4 under Payment Option No. 2.**

Alternative Payment Option Administration Fee

**Where Option 3 is selected and agreed to, an Administration Fee of \$25.00 be applied to that assessment to recover Administration and management costs.**

Interest Charges

**That a penalty interest rate of 11% be imposed on Overdue Rates, Sundry Debtors and Legal Fees (excluding Rubbish Charges), where instalment Option 2 (Rates only) has not been taken up.**

Rubbish Charges

**The following Waste and Recycling Charges apply for the 2014/2015 year:**

- a) **\$224.00 per annum per Rubbish Service which incorporates a weekly removal of one 240 litre Mobile Garbage Bin and fortnightly removal of one 240 litre Recycling Bin.**
  - b) **\$224.00 per annum Waste and Recycling Charge for Commercial Properties not serviced with a Mobile Garbage Bin.**
2. **Council adopt the Schedule of Fees and Charges as attached.**
  3. **That Council adopt the Annual Budget for the Shire of Quairading for the year ending 30<sup>th</sup> June 2015 incorporating all Rates, Fees, Charges and Penalties be adopted with the raising of the following rates in the Dollar: -**
    - **\$1,836,662 to be raised from Gross Rates Levied, being a 6.0% Increase in the Gross Rates Levied in the 2013/2014 Year.**
    - **Gross Rental Values: 13.3042 cents in the dollar.**
    - **Unimproved Values: 1.2567 cents in the dollar.**
  4. **That only Variations to Council's 2014 / 2015 Budget by 10% or greater and \$10,000 or more as noted in the Monthly Financial Statements be reported.**

**CARRIED BY ABSOLUTE MAJORITY 6/0**

**Item 10.1.2 Gazettal of Authorised Officers**

**REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer

Date 25<sup>th</sup> August 2014

**DISCLOSURE OF INTEREST – Nil**

**OWNER/APPLICANT – Shire of Quairading**

**MATTER FOR CONSIDERATION – Gazettal of Authorised Officers**

**APPLICANT'S SUBMISSION – N/A**

**BACKGROUND – Council previously contracted Ranger Services from the Shire of York.**

Following the withdrawal of general services by the Shire of York to adjoining Shires, including Ranger Services, negotiations have been held with Mr Matthew Sharpe of WA Contract Ranger Services Pty Ltd to provide a Service to the Shire of Quairading.

Matthew Sharpe, Brad Miller and Gloria Robinson are to be Appointed by Council as Authorised Officers for the following Acts: -

- Dog Act 1976
- Cat Act 2011
- Caravan Parks & Camping Grounds Act 1995
- Control of Vehicles (Off-Road Areas) Act 1978
- Litter Act 1979
- Local Government (Miscellaneous Provisions) Act 1960
- Bush Fires Act 1954

STATUTORY ENVIRONMENT – Nil

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Nil

STRATEGIC IMPLICATIONS – Nil

COMMUNITY CONSULTATION – Nil

COMMENT – To ensure uniformity within the areas covered by WA Contract Ranger Services Pty Ltd, Council is requested to approve the Officers.

#### **OFFICER RECOMMENDATION**

**38-14/15 MOVED Cr Bavin seconded Cr Hawksley that Council:-**

**1. Appoint Matthew Sharpe, Brad Miller and Gloria Robinson for the following Acts: -**

- **Dog Act 1976**
- **Cat Act 2011**
- **Caravan Parks & Camping Grounds Act 1995**
- **Control of Vehicle (Off-Road Areas) Act 1978**
- **Litter Act 1979**
- **Local Government (Miscellaneous Provisions) Act 1960**
- **Bush Fires Act 1964**

**2. That the appointment of John William Goward as Ranger and Authorised Officer of Council be revoked.**

**CARRIED BY ABSOLUTE MAJORITY 6/0**

**10.1.3 Appointment of a Replacement Environmental Health Officer and Building Surveyor**

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer      Date 25<sup>th</sup> August 2014

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – Nil

MATTER FOR CONSIDERATION – Formal Appointment of a Replacement Environmental Health Officer.

APPLICANT'S SUBMISSION – Nil

BACKGROUND – Following the withdrawal of Regional Health and Building Services by the Shire of York effective Friday 8<sup>th</sup> August 2014, the Chief Executive Officer has negotiated with Mr Timothy Jurmann to provide Contract Health and Building Services to Council.

STATUTORY ENVIRONMENT – Appointment of Environmental Health Officers is under the Health Act 1911 subject to the approval of the Executive Director of Public Health.

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Council has budgeted for Health / Building Services in the 2014/2015 year.

STRATEGIC IMPLICATIONS – Nil

COMMUNITY CONSULTATION – Nil

COMMENT – I report that Mr Timothy Jurmann is suitably qualified to provide both Environmental Health and Building Services to the Shire of Quairading.

Mr Jurmann will be able to provide a Weekly Service in Quairading for both disciplines.

#### OFFICER RECOMMENDATION

**39-14/15 MOVED Cr Davies seconded Cr Cousins :-**

- 1. That subject to the consent of the Executive Director of Public Health, Council appoint Mr Timothy Jurmann as an Environmental Health Officer for the Shire of Quairading.**
- 2. That Council endorse the Chief Executive Officer's actions to engage the services of Mr Timothy Jurmann as a Health / Building Service Contractor.**

**CARRIED BY ABSOLUTE MAJORITY 6/0**

|               |   |
|---------------|---|
| <b>10.1.4</b> | <b>Planning Application – Proposed Additional Grain Storage at CBH, Ashton St, Quairading</b> |
|---------------|---|

REPORTING OFFICER

Jacky Jurmann, Consultant Town Planner

Date: 25<sup>th</sup> August 2014

SENIOR OFFICER

Graeme A Fardon – Chief Executive Officer

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – Co-Operative Bulk Handling Limited

MATTER FOR CONSIDERATION – Proposed construction of an open bulkhead for additional grain storage

APPLICANT'S SUBMISSION – CBH is applying for Planning Approval for the construction of an open bulkhead for additional grain storage to cater for the anticipated needs of the 2014/15 Harvest at the Quairading Receival Site.

BACKGROUND – The CBH Quairading Receival Site is located at Lot 8133 Ashton Street, Quairading adjacent to the railway line and currently contains 4 similar open bulkheads, closed storage and handling facilities.

It is proposed to construct one 225 metre x 35 metre open bulkhead on the south-western end of the site adjacent to an existing open bulkhead. There are no plans or requirements to alter any existing infrastructure or access within the site as the proposed open bulkhead will be utilised as 'emergency' or additional storage during high grain receival periods.

A similar application was considered by Council in October 2013 for the construction of an open bulkhead on the southern boundary of the site.

## STATUTORY ENVIRONMENT

### Quairading Town Planning Scheme No. 2 (TPS 2)

The subject site has a dual zoning, with the majority of the site (Lot 11) zoned Industrial under the provisions of TPS 2 and Schedule 3 restricting the use to a 'Grain Handling Depot' and Lot 8133 zoned "Farming".

The predominant use of the site is as a grain receival and handling facility is best defined as 'Industry – Rural', which is a use defined in the Scheme but not listed in the Zoning Table. The provisions of Clause 3.3.2 of TPS 2 enables Council to consider uses not specifically listed in the Zoning table and to determine if the use is consistent with the zone objectives and is therefore permitted; maybe consistent with the zone objectives and must be advertised when considering the application; or not consistent with the zone objectives and is therefore not permitted.

The objectives of the Farming zone that aim to ensure continuation, retention and expansion of broad-hectare agricultural activities and to provide for intensive agricultural uses have been considered in the assessment of this application. In accordance with the provisions of this Clause 3.2.2(a) of TPS 2 the proposed construction of an open bulkhead to be used in association with the existing Grain Handling Facility has been determined to be consistent with the zone objectives and is therefore permitted.

Clause 4.2 of TPS 2 requires development in the Farming zone to be setback 10 metres from the rear and side boundaries of the allotment. The proposed open bulkhead will be setback greater than 10 metres and therefore complies with this requirement.

Clause 4.3 relates to the provision of car parking. It is considered that the additional open bulkhead does not increase the requirements for on-site car parking.

Clause 4.14 of TPS 2 sets out the development requirements in the Farming Zone. When considering an application, the local government must have regard to the following provisions:

- (a) Any sensitive or incompatible uses which may require buffer separation from the proposed use. Comment – Buffer requirements have been identified in the Quairading Townsite Expansion Strategy for the operations and future expansion of CBH. The proposed new open bulkhead is situated on the south-western corner of the site and does not reduce buffer distances to nearby residences or adversely affect the provision of future buffer areas.

- (b) Evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots. Comment – Not applicable. The water supply is existing and is unchanged by the application.
- (c) Soil conditions, slope, soil type, rock, potential for water logging, foundation stability, and how the application has address these site characteristics. Comment – The open bulkhead will be constructed above ground and does not impact on soils or require special soil conditions.
- (d) Proposals for treatment and disposal of waste products. Comment – Not applicable. No changes to water disposal is required or proposed.

The application is consistent with the provisions of TPS 2, the objectives of the zone and is recommended for conditional approval.

**POLICY IMPLICATIONS** – State Planning Policy 3.6 enables local government to require developers to contribute to the costs of infrastructure where there is a direct nexus demonstrated between the development and the demand created. Accordingly, it is recommended that a condition of approval be considered requiring the applicant to contribute to the maintenance and/or upgrading of the Driveway / Crossover. Secondly, Officers seek direction from Council on whether a contribution for that portion of Ashton Street to the York – Merredin Road is required by Council. The condition has been worded to enable further discussions to occur to determine the most appropriate method of contribution (i.e. monetary or works).

**FINANCIAL IMPLICATIONS** – There are no financial implications associated with this proposal. The applicant has paid the Statutory Application Fee and will be responsible for all costs associated with the work.

**STRATEGIC IMPLICATIONS** – The CBH site is identified in the Quairading Townsite Expansion Strategy as Area 8. The Strategy acknowledges the potential expansion of the facility and identifies the need for a Scheme Amendment from Farming to Industrial to provide for future expansion, capitalise on opportunities for light industry or mixed use, and to ensure appropriate buffers are established to residential areas. In the near future, the site should be further investigated for rezoning to provide better strategic context to the site and other business opportunities, and to establish suitable buffers to residential areas or any sensitive land uses.

**COMMUNITY CONSULTATION** –The proposal is considered a ‘Permitted’ use in accordance with the provisions of Clause 3.3.2 discussed earlier in this Report and therefore does not require advertising.

**COMMENT** – The construction of an additional open bulkhead for emergency/additional storage at the Quairading grain receival site is consistent with the objectives of the zone and strategic direction of the site. It is recommended that discussions be held with CBH with regards to rezoning and their longer-term plans for the site.

## **OFFICER RECOMENDATION**

**40-14/15 MOVED Cr Hawksley seconded Cr Davies that Council:**

**Approve the Planning Application for the construction of an additional open bulkhead at the CBH Quairading grain receival site located at Lot 8133 Ashton Street, Quairading, subject to the following conditions and advice notes:**



1. **Condition 1: Development must substantially commence within two (2) years from the date of this decision.**
2. **Condition 2: Development must take place in accordance with the stamped approved plans.**
3. **Condition 3: Satisfactory arrangements being made with the local government for the full cost of upgrading and maintaining the existing heavy vehicle access point onto Ashton Street.**
4. **Condition 4: Internal roads constructed to serve the development shall be constructed of a dust-free material.**
5. **Advice Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval will lapse and be of no further effect.**
6. **Advice Note 2: Where an approval has so lapsed, no development is to be carried out without the further approval of the local government having first been sought and obtained.**
7. **Advice Note 3: if an applicant is aggrieved by this determination there is a right of appeal under the Planning & Development Act 2005. An appeal must be lodged within 28 days of the determination.**
8. **Advice Note 4: This approval is not a building permit. In accordance with the provisions of the Building Act 2011, an application for a building permit must be submitted to, and approval granted by the local government prior to any changes of classification or prior to the commencement of any structural works within the development hereby permitted.”**

The Chief Executive Officer highlighted condition 3 and Council discussed the implications on the adjoining road network by allowing the additional Bulkhead to be constructed. The Chief Executive Officer suggested on this occasion, the amendment of Condition 3 contained within the Report and that the Condition related only to the Upgrade and Maintenance of the Access Driveway.

**CARRIED 6/0**

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| <b>10.1.5 Lease of CBH Land</b> |
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**REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer

Date 25<sup>th</sup> August 2014

**DISCLOSURE OF INTEREST – Nil**

**OWNER/APPLICANT – N/A**

**MATTER FOR CONSIDERATION – Council Direction is sought as to whether Council will be seeking a Further Lease Agreement of the CBH Land.**

**APPLICANT’S SUBMISSION – Copy of Existing Lease attached for Members’ information.**

**BACKGROUND – Council successfully negotiated with CBH in 2011/2012 for the leasing of the CBH Land, South of the CBH Facility for “Community Cropping” Purposes for a Term of three (3) Years.**

Council called for Expressions of Interest from Community Groups for this Fundraising Opportunity.

Council subsequently granted the exclusive use of the Leased land to the Quairading Football Club for the full three (3) Years.

The initial Lease Amount was \$40 per Acre (plus GST), with the initial Land Area being 107 Acres.

STATUTORY ENVIRONMENT – N/A

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Lease Cost to Council in Year 3 of the Current Lease amounted to \$3,996 (nett of GST).

STRATEGIC IMPLICATIONS – Strategic Community Plan:

Governance, Objective 5.2: Provide Visible Community Leadership – Support local Services, Clubs and Sporting Associations.

COMMUNITY CONSULTATION – Council received two Expressions of Interest for the Current Lease – from the Quairading Football Club and the Quairading Vintage Club.

COMMENT – Preliminary enquiries by the Chief Executive Officer with CBH Property Section indicated that CBH may be agreeable to a new Lease and Term, if Council were to formally approach CBH.

CBH have foreshadowed that the Lease Clause enabling CBH (Lessor) to take Land if required for the expansion of their Operations would have to remain.

Since the Commencement of the Lease, there have been a least two portions of Land “taken” for the Site Expansion and the Lease Area and Amount have been adjusted accordingly.

Council direction is sought to enable Council Officers to progress this issue with CBH Representatives.

#### **OFFICER RECOMMENDATION**

**41-14/15 MOVED Cr Davies seconded Cr Bavin that Council endorse the Chief Executive Officer’s actions on the issue of Registering Council’s Interest with CBH for the Leasing of the “CBH Paddock” for a further Term of 3 Years on similar Terms and Conditions to the Existing Lease.**

**CARRIED 6/0**

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| <b>10.1.6 Reserve No 15003 – Pantapin South East Road</b> |
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Cr Caporn declared a Proximity Interest in this Item.

**42–14/15 MOVED Cr Davies seconded Cr Cousins that Cr Caporn remain in the Meeting but refrain from discussion and voting on this item.**

**CARRIED 5/0**

**REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer                      Date 25<sup>th</sup> August 2014

**DISCLOSURE OF INTEREST** – Nil by Officer. Reserve adjoining Cr Caporn’s Property.

**OWNER/APPLICANT** – Department of Lands

**MATTER FOR CONSIDERATION** – Council to consider accepting Portion of existing Reserve 15003 for Road Reserve purposes.

**APPLICANT’S SUBMISSION** – Copy of Department of Lands’ Correspondence attached

**BACKGROUND** – The Department of Lands (DoL) has written to Council advising of its intention to Cancel Reserve No 15003 as it is no longer required for its designated purpose of “Water”.

**STATUTORY ENVIRONMENT** – Land Administration Act 1997

**POLICY IMPLICATIONS** – Nil

**FINANCIAL IMPLICATIONS** – No cost to Council

**STRATEGIC IMPLICATIONS** – N/A

**COMMUNITY CONSULTATION** – Department of Lands consulting with the Adjoining Landowners.

**COMMENT** – Council is advised that Council has maintained a local road through this Reserve for many decades as the roadway within the adjoining Road Reserves is in low lying land.

The roadway within the Reserve is now considered the “Primary Road” by local landholders.

The Adjoining Landowner has registered Interest with the Department to acquire the South West “triangle” and incorporates the Old Bore and Water Supply.

Council is respectfully requested to consider agreeing to the incorporate the North East “triangle” into the adjoining Road Reserve.

Council’s agreement should be subject to the Survey and Transfer to Council being at no cost to Council.

## OFFICER RECOMMENDATION

**43-14/15 MOVED Cr Bavin seconded Cr Davies that Council advise the Department of Lands that: -**

- 1. Council has no objection to Reserve No 15003 Pantapin South East Road being cancelled as it is no longer required for the Purpose of “Water”.**
- 2. That Council seek the dedication of the North Eastern Portion (incorporating the existing Road) to be “Road Reserve”.**
- 3. Council not being liable to any Survey and Transfer Costs.**

**CARRIED 5/0**

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| <b>10.1.7            WALGA Central Country Zone</b> |
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Council discussion ensued in regard to the Central Country Zone Meeting to be held in Wandering on 29<sup>th</sup> August 2014. Cr Caporn and the Chief Executive Officer are to attend as Council’s Voting Delegates.

### 8.2 Closure of Tier 3 Railway Lines – Shire of Wickepin

**44-14/15 MOVED Cr Davies seconded Cr Caporn that Council support the Shire of Wickepin’s Motion to the Central Country Zone’s that the Zone request WALGA State Council to advise the State Government that it condemns the closure of the Tier 3 rail network and request WALGA State Council to keep lobbying the State Government, Cooperative Bulk Handling and Brookfield Rail to maintain and reopen all Tier 3 rail lines.**

**CARRIED 6/0**

Council discussed the cost of ongoing maintenance of the Local Grain Freight Roads to the affected Shires as well as the cost to Shires outside the Central Country Zone. Cr Davies requested Council’s delegates seek for the inclusion of the issue of future funding and management of the Grain Freight Routes in the Zone Motion.

### 8.3 Interface Agreement – Brookfield Rail – Shire of Kulin

The Chief Executive Officer requested Council’s support for the following Motion on the grounds of lack of clarity on the Cost of Works to be undertaken in the Rail Reserve:

1. That the Central Country Zone seek a response from Brookfield Rail on the matter raised by the Shire of Kulin in relation to seeking further amendment to Version 2.1 of the Brookfield Rail Interface Agreement; and
2. That Central Country Zone Member Councils be requested not to sign the Brookfield Rail Interface Agreement until a satisfactory response is received from Brookfield Rail in relation to amendment requested by the Shire of Kulin.

## **Item 10.2            Health and Building Report**

As Tabled with Nil Discussion

## **Item 10.3            Environment Officer’s Report**

As Tabled with Nil Discussion

**ITEM 11 INWARD CORRESPONDENCE**

Nil

**ITEM 12 LATE ITEMS**Chief Executive Officer – Filming in the District

The Chief Executive Officer advised Council there would be filming of a Feature Movie taking place in the Town and adjoining districts in the coming week. On the 2<sup>nd</sup> September filming would occur on the Quairading-Corrigin Road and on 4<sup>th</sup> September there would be filming at the BP Roadhouse where there would be Traffic Control in place. The Chief Executive Officer advised that he had approved the use of the parking area behind the Factory Units for the Film Crew.

**45-14/15 MOVED Cr Hawksley seconded Cr Bavin that:-**

- 1. Council endorse the Chief Executive Officer's action of Approving the filming of the Feature Film "Looking for Grace" with the Conditions imposed by the Chief Executive Officer.**
- 2. An email be issued to the Community to inform them of the likely traffic disruptions due to the filming and that CBH be notified by the Film Producers to minimise the impact on the Grain Cartage task.**

**CARRIED 6/0**

Cr Davies

Cr Davies highlighted that there is a Waste and Recycling Conference scheduled to be held in Fremantle.

The Chief Executive Officer requested that, should any Councillors be interested in attending the Conference please advise the Administration Staff for Registration.

The Shire President endorsed attendance at the Conference as he had previously attended and considered it very worthwhile.

Cr Caporn agreed with the Shire President's comments and added that it was very interesting to see the future of Recycling and Waste Management.

The Shire President suggested sending two Council Delegates who had not previously attended this Conference.

The Deputy Chief Executive Officer suggested that the Waste and Recycling Manager Mr George Jason may be interested in attending.

**ITEM 13 TABLED ITEMS**

Item 13.1 WALGA – Minutes of Annual General Meeting Held on 6<sup>th</sup> August 2014

**ITEM 14 COUNCILLORS' REPORTS / BUSINESS****Cr Cousins**

Nil

**Cr Davies**

Nil

**Cr Caporn**

Cr Caporn reported that the Kindergarten Handover had been well attended and a good history of the Centre was provided by Mrs Maggie Hadlow. Cr Caporn thanked the Councillors who attended and supported the Function.

Cr Caporn also thanked Council for allowing him to attend Local Government Week and reported on a number of the Speakers.

**Cr Bavin**

Cr Bavin advised Council that Mrs Helen Crowley had approached her and asked if she would represent Council at the Feature Artist Day if the Shire President was not available. Cr Richards thanked Cr Bavin for her agreeing to represent Council in his absence.

**Cr Hawksley**

Cr Hawksley advised Council of Movies having been filmed in the District in the past and in light of this activity, could unsightly items around Town be removed. Cr Hawksley made specific reference to the badly damaged car on the York-Merredin Road Verge and requested that there be a faster approach to resolving such issues.

The Chief Executive Officer advised Council that with 24 hours Notice, Council has the right to remove cars from the side of the Road but on this specific occasion the Matter had been very unclear with the Police and Main Roads.

Cr Hawksley advised Council that he and Mrs Hawksley hoped to host the Council Sundowner which had been cancelled last month, on 16<sup>th</sup> September 2014.

**Deputy Chief Executive Officer**

The Deputy Chief Executive Officer confirmed that there would be a Finance and Audit Committee Meeting held during the month of September.

**Cr Richards**

Cr Richards thanked Council for giving him the opportunity to attend Local Government Week and reported it to have been a good opportunity to network and expand his Local Government knowledge.

The Shire President wished Mrs Janice Clemens well for her travels next month.

### **Chief Executive Officer**

The Chief Executive Officer also thanked Council for the opportunity to attend Local Government Week.

The Chief Executive Officer reported that the General Practitioner Contract was almost finalised and that Dr Ogunleye's Credentials for the Hospital and Provider Number for the Practice had been received. The Chief Executive Officer advised that the Deputy Chief Executive Officer was working on securing a Market Value for the Doctor's Vehicle.

The Chief Executive Officer reported that he would be attending the 'Future of the Wheatbelt' Seminar in Northam on Tuesday 2<sup>nd</sup> September. The Chief Executive Officer advised that he was also registered for an Emergency Management Recovery Course in Perth on the 5<sup>th</sup> September.

Council was advised by the Chief Executive Officer that the Childcare Centre Opening went well however due to Staff illness the Centre had not opened on the Tuesday 26<sup>th</sup> August as planned. The Chief Executive Officer visited the Childcare Centre on Wednesday 27<sup>th</sup> August and reported that all Staff and Children seem very happy in the new building. The Chief Executive Officer thanked the Deputy Chief Executive Officer for arranging a smooth transition to the new Premises.

### **Economic Development Project Officer**

Mr Bleakley commented that the Shire of Kalamunda Rates went up 14% this Financial Year on his property.

### **Chief Executive Officer's Secretary**

The Chief Executive Officer's Secretary advised Council that the Annual Returns for Elected Members and Senior Staff were now due and must be received by the 31<sup>st</sup> August 2014.

### **Cashier / Receptionist**

Nil

### **ITEM 15 NEXT ORDINARY MEETING**

To be held on Thursday 25<sup>th</sup> September 2014.

After Council discussion, it was decided that the Council Meeting would be held in the Council Chambers and not in a venue in one of the outlining areas due to past poor attendance by Community Members the various Localities. Council resolved to revisit the Policy of Rotational Meeting Venues for next year.

### **ITEM 16 CLOSURE**

There being no further business to discuss, the Chairman declared the Meeting closed at 5.42pm.

I certify the Minutes of the Ordinary Meeting of Council held on 28<sup>th</sup> August 2014 were confirmed on 25<sup>th</sup> September 2014 as recorded on resolution no. \_\_\_\_\_

Confirmed..... 25/09/14