



# **SHIRE OF MT MARSHALL**

**Minutes of Meeting held on  
Friday 23 November 2012, in  
Council Chambers, Bencubbin  
commencing at 7:07pm.**

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# **SHIRE OF MT MARSHALL**

**These Minutes were confirmed  
by Council at the Ordinary  
Meeting of Council held on  
19 December 2012**

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Cr PA Gillett

President

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# **DISCLAIMER**

## **MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER**

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**In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.**

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**TABLE OF CONTENTS**

1. Declaration of Opening / Announcement of Visitors
2. Record of Attendance / Apologies / Approved Leave of Absence
3. Standing Orders
4. Public Questions
  - 4.1 Response to Previous Public Questions Taken On Notice
  - 4.2 Public Question Time
5. Applications for Leave of Absence
6. Confirmation of Minutes of Previous Meetings
  - 6.1 Minutes of the Ordinary Meeting held on Wednesday 17 October 2012
7. Announcements by Presiding Person Without Discussion
8. Petitions / Deputations / Presentations / Submissions
9. Reports of Committees
  - 9.1 NEWROC Council
    - 9.1.1 Minutes of NEWROC Council Meeting held 23 October 2012
10. Reports of Officers
  - 10.1 Environmental Health Officer/Building Surveyor  
Nil
  - 10.2 Community & Recreation Development Officer
    - 10.2.11 Spectator Entry Fee to Pool
    - 10.2.12 Tourism & Marketing
  - 10.3 Natural Resource Management Officer  
Nil
  - 10.4 Senior Finance Officer
    - 10.4.31 Statement of Financial Activity
    - 10.4.32 Accounts Paid
  - 10.5 Engineering Administration Officer  
Nil
  - 10.6 Chief Executive Officer
    - 10.6.47 Billiburning Rock Reserve
    - 10.6.48 Policy Manual Review
    - 10.6.49 Digital Television
    - 10.6.50 Significant Variances
    - 10.6.51 Rates – Sale of Land
    - 10.6.52 Purchase of Prime Mover
  - 10.7 Administration Officer  
Nil
  - 10.8 Executive Administrator
    - 10.8.9 Bencubbin Rail Reserve
    - 10.8.10 Christmas Closing Period
    - 10.8.11 Auditor Attendance at Audit Committee Meeting
    - 10.8.12 Policy Manual – Social Media
  - 10.9 Customer Service Officer
    - 10.9.1 CWFL Executive Officer

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

11. Reports of Elected Members
12. Elected Members' Motions of Which Previous Notice Has Been Given
13. New Business of an Urgent Nature Introduced by Decision of the Meeting  
13.2 Sale of Lot 223 Rowlands St, Bencubbin
14. Next Meeting – Wednesday 19 December 2012 commencing at 4:00pm in Council Chambers, 80 Monger Street, Bencubbin
15. Closure of Meeting

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**1.0 Declaration of Opening / Announcement of Visitors**

The Presiding Member declared the meeting open at 7:07pm and welcomed everyone present.

**2.0 Record of Attendance / Apologies / Approved Leave of Absence**

**In Attendance**

Cr PA Gillett	President / Presiding Member
Cr RN Breakell	Deputy President
Cr DA Miguel	Councillor
Cr CJ Kirby	Councillor
Cr WJ Beagley	Councillor
Cr IC Sanders	Councillor

Mr Matthew Gilfellow	Chief Executive Officer
Mrs Lauren Grylls	Executive Administrator

**Apologies**

Cr MP Hogan	Councillor
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**3.0 Standing Orders**

**2012/145 COUNCIL DECISION / COUNCIL RESOLUTION:**

**That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items in the agenda.**

**Moved Cr DA Miguel                      Seconded Cr WJ Beagley                      Carried 6/0**

**4.0 Public Questions**

**4.1 Response to Public Questions Taken on Notice**

Nil

**4.2 Public Question Time**

Nil

**5.0 Applications for Leave Of Absence**

Nil



**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**6.0 Confirmation of Minutes of Previous Meetings**

**6.1 Minutes of the Ordinary Meeting held on Wednesday 17 October 2012**

**2012/146 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 17 October 2012 be confirmed as a true and correct record of proceedings.**

**Moved Cr RN Breakell**

**Seconded Cr CJ Kirby**

**Carried 6/0**

**7.0 Announcements by Presiding Person Without Discussion**

Nil

**8.0 Petitions / Deputations / Presentations / Submissions**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**9.0 Reports of Committees**

**9.1 NEWROC Council**

**9.1.1 Minutes of NEWROC Council Meeting held 23 October 2012**

<b>LOCATION/ADDRESS:</b>	NEWROC District
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A5/16
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	5 November 2012
<b>ATTACHMENT NUMBER:</b>	9.1.1 – Minutes of NEWROC Council Meeting 23 October 2012
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2012/147 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the information be received.**

**Moved Cr DA Miguel**

**Seconded Cr PA Gillett**

**Carried 6/0**

**BACKGROUND:**

The Shire of Mt Marshall is a member of the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC). NEWROC is not a formal organisation but was formed for the purpose of collaboration and joint initiatives between the Shires Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem, and is governed by a Memorandum of Understanding (MOU) between these Shires.

Under the MOU, each Council appoints a representative member to the organisation and may appoint a first and second deputy to substitute for that member. Currently, Cr PA Gillett is Mt Marshall's representative on the Council and Cr RN Breakell is the appointed Deputy.

NEWROC Council and NEWROC Executive meetings alternate on a bi-monthly basis.

**COMMENT:**

The Minutes of the NEWROC Council meeting held on 23 October 2012 are submitted (attachment 9.1.1) in order to keep all Members abreast of the activities of the NEWROC Council.

The next meeting of the NEWROC Council is scheduled to be held on Tuesday 11 December 2012 at the Shire of Trayning.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.0 Reports of Officers**

**10.1 Environmental Health Officer / Building Surveyor**

Nil

**10.2 Community and Recreation Development Officer**

**10.2.11 Spectator Entry Fee to Pool**

**LOCATION/ADDRESS:** Mt Marshall District  
**NAME OF APPLICANT:** Nil  
**FILE REFERENCE:** A6/19  
**AUTHOR:** Rebecca Watson – Community and Recreation Development Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 9 November 2012  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** Matthew Gilfellon – Chief Executive Officer  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Reduction in Income  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**2012/148 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the fee for a spectator entry to the Mt Marshall Swimming Pool be set at \$1.00 (incl. GST).**

**Moved Cr RN Breakell  
Absolute Majority**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**BACKGROUND:**

Currently the fee for a spectator entry to the Mt Marshall Swimming Pool is set at \$1.10.

**COMMENT:**

Having the fee set at \$1.10, I am required to have more money in the float to be able to provide the correct change. By rounding the amount down to \$1.00 I can reduce the amount of money in the float to reduce the amount of money kept on the premises. By making the change easier it makes the entry to the pool quicker for both the staff and patrons. This allows the pool staff to get back out on deck quicker.

As the majority of patrons purchase a season pass or are swimmer it is not expected that this change would have a large negative effect to income.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.2.12 Tourism & Marketing**

**LOCATION/ADDRESS:** Mt Marshall District  
**NAME OF APPLICANT:** NEWROC  
**FILE REFERENCE:** A5/18 & A5/16  
**AUTHOR:** Rebecca Watson – Community and Recreation  
Development Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 12 November 2012  
**ATTACHMENT NUMBER:** 10.2.12a – NEWROC Late Item  
10.2.12b – Marketing Plan for Wheatbelt Way  
**CONSULTATION:** Matthew Gilfellon – Chief Executive Officer  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**2012/149 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That, commencing with the 2013-2014 Budget, all financial support for the Central Wheatbelt Visitor’s Centre be reallocated to ‘The Wheatbelt Way’.**

**Moved Cr DA Miguel**

**Seconded Cr IC Sanders**

**Carried 6/0**

**BACKGROUND:**

The regional component of the 2010/2011 Country Local Government was committed towards the construction of the Wheatbelt Way Drive Trail and tourism infrastructure within the NEWROC Shires. The project was launched at the 2012 Dowerin Field Day. The total project will be completed and acquitted by April 2013.

The Shire of Mt Marshall along with all the NEWROC Shires contribute funds annually towards the Central Wheatbelt Visitors Centre located in Merredin. NEWROC are unable to locate a copy of the MOU which outlines how we benefit from the contribution made to the visitors centre. The Shire also currently contributes \$2000 towards NEWTravel annually but with the Wheatbelt Way Drive Trail complete, there may be an increase in the amount required to promote the new product.

**COMMENT:**

After looking at what is involved in the management of the Wheatbelt Way and tourism in general for the NEWROC area, we have concluded that the work is too much for NEWTravel who are a group made up of volunteers and several shire officers including myself. The Shire of Mukinbudin provides Executive Officer Services at a minimal cost.

Through my involvement with NEWTravel, I can see the benefits in working as a region to promote our area and to work collaboratively on regional projects like the Wheatbelt Way.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

In my opinion, the Central Wheatbelt Visitors Centre, or any visitor centre, should be promoting tourism not only in their own towns but in surrounding areas. In the Wheatbelt people are not generally here to visit one particular location, they are here to visit many communities and places of interest. If someone was to ask about Mt Marshall at the Central Wheatbelt Visitors Centre, it would be expected that they give them information or tell them where they can get more information. If someone came into the Shire of Mt Marshall or the Bencubbin or Beacon Community Resource Centres asking about Merredin, we would promote and provide the information they need.

At the current time, I feel that the Shire of Mt Marshall or NEWROC as a region gains little by contributing \$15,000 (\$2500 from each Council) towards the operational costs of the Central Wheatbelt Visitors Centre. I feel that this money would be much more beneficial in promoting the NEWROC region on a local level.

I am recommending that instead of contributing funds towards the Central Wheatbelt Visitors Centre, that the funds be used to contract one of the Community Resource Centres to assist with the management of the Wheatbelt Way and the general tourism promotion of the NEWROC area. A contract would need to be developed to outline the requirements and expectations of NEWROC and NEWTravel which would then form a request for Expressions of Interest. Each of the Community Resource Centres within the NEWROC Shires should be invited to submit an expression of interest for the contract.

It would then be up to NEWROC to appoint the contract. The Wheatbelt Way Management Committee should work on putting together a contract and request for expression of interest document to take to both NEWTravel and NEWROC for feedback and endorsement.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.3 Natural Resource Management Officer**

Nil

**10.4 Senior Finance Officer**

**10.4.31 Statement of Financial Activity**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F1/4
<b>AUTHOR:</b>	Nancy Collins – Senior Finance Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	16 November 2012
<b>ATTACHMENT NUMBER:</b>	10.4.31a – Statement of Financial Activity 10.4.31b – Municipal Fund Statement 10.4.31c – Trust Fund Statement 10.4.31d – Municipal Term Deposit Statement 10.4.31e – Reserve Term Deposit Statement
<b>CONSULTATION:</b>	Matthew Gilfellon – Chief Executive Officer
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 and Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2012/150 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That Council endorse the Statement of Financial Activity for the month ending 31 October 2012.**

**Moved Cr CJ Kirby**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**BACKGROUND:**

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each a statement of financial activity which includes annual budget estimates, year to date budget estimates, actual amounts expenditure, revenue and income, material variances and net current assets.

**COMMENT:**

The new format for the statement of financial activity incorporates all of the legislated requirements, plus some additional information, in the one document (attachment 10.4.31a)

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.4.32 Accounts Paid**

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** F1/4  
**AUTHOR:** Nancy Collins – Acting Senior Finance Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 12 November 2012  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Financial Management Regulations and the Local Government Act 1995  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**2012/151 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Accounts Listed**

<b>Municipal Fund</b>	<b>\$ 268283.73</b>
<b>Trust Fund</b>	<b>\$ 20993.05</b>
<b>Mastercard</b>	<b>\$ 530.00</b>

**Be endorsed.**

**Moved Cr CJ Kirby**

**Seconded Cr DA Miguel**

**Carried 6/0**

**BACKGROUND:**

Following is a List of Accounts submitted to Council on Friday 23 November 2012 for the Municipal Fund, Trust Fund and Mastercard.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**1. Municipal Fund**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6563	02/10/2012	JOYCE KITCHENS	PROGRESS PAYMENT - KITCHEN AT BEACON CO-OP	2090.00
EFT6565	11/10/2012	COVS	SPLIT PINS	498.69
EFT6566	11/10/2012	SHIRE OF KOORDA	PEHO EXPENSES FOR JULY TO SEPTEMBER 2012	9097.61
EFT6567	11/10/2012	CJD EQUIPMENT PTY LTD	FILTERS	748.70
EFT6568	11/10/2012	KTY ELECTRICAL SERVICES	FIND FAULT IN LIGHT CIRCUIT, REPLACE RCD	286.00
EFT6569	11/10/2012	WYALKATCHEM WEEKLY	ADVERTISING - VACANT BEACON LIFESTYLE UNIT	8.00
EFT6570	11/10/2012	EDGECOMBE'S JEWELLERS	KEYS CUT - WIALKI FIRE SHED	48.00
EFT6571	11/10/2012	SHIRE OF TRAYNING	ADVERTISING - VACANT BEACON LIFESTYLE UNIT	8.15
EFT6572	11/10/2012	BENCUBBIN NEWS & POST	POSTAGE 24.9 - 28.9.12	130.70
EFT6573	11/10/2012	BENCUBBIN BULK HAULIERS	HIRE OF ROAD TRAIN	11803.00
EFT6574	11/10/2012	ICS CARPENTRY	WORKS COMPLETED AT BENCUBBIN COMMUNITY CENTRE	1650.00
EFT6575	11/10/2012	STAR TRACK EXPRESS	FREIGHT	35.72
EFT6576	11/10/2012	RELIANCE PETROLEUM	FUEL CARD PURCHASES - SEPTEMBER 2012	581.34
EFT6577	11/10/2012	CR PA GILLETT	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	1527.38
EFT6578	11/10/2012	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER SUPPORT SERVICE AGREEMENT - SEPTEMBER 2012	249.32
EFT6579	11/10/2012	REBECCA WATSON	REIMBURSEMENT - PLANTS AND POTTING MIX FOR BENCUBBIN COMMUNITY CENTRE; MEAL & PARKING	150.80
EFT6580	11/10/2012	BENCUBBIN SMASH REPAIRS	SUPPLY AND FIT LOWER GRILLE - HOLDEN SV6	221.98
EFT6581	11/10/2012	BENCUBBIN TRUCK N AUTO'S	DOUBLE COIN TRUCK TYRES	3742.40
EFT6582	11/10/2012	HILLS FIRE EQUIPMENT SERVICE	SERVICE FIRE EQUIPMENT	4465.45
EFT6583	11/10/2012	PERFECT COMPUTER SOLUTIONS PTY LTD	RESOLVE ISSUES WITH TEMP SERVER, REBUILD OLD SERVER, PUT BACK IN AND TRANSFER DATA	3149.00



**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6584	11/10/2012	NAUGHTY BUGS PEST CONTROL	TERMITE INSPECTIONS - VARIOUS SHIRE PROPERTIES	616.00
EFT6585	11/10/2012	CR RN BREAKELL	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	452.31
EFT6586	11/10/2012	CR DA MIGUEL	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	554.81
EFT6587	11/10/2012	R.D & J.J LANE	ANNUAL INSPECTION SERVICE - BACKFLOW DEVICE	434.50
EFT6588	11/10/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISING - LEADING HAND, ROAD MAINTENANCE AND PARKS & GARDENS	3551.62
EFT6589	11/10/2012	BENCUBBIN AG SUPPLIES	KAMBA, AQUA WET, BOOTS, VARIOUS HARDWAE ITEMS	3196.24
EFT6590	11/10/2012	ADVANCED AUTOLOGIC PTY LTD	GREASE	120.00
EFT6591	11/10/2012	GERALDTON FUEL	BULK DIESEL - BENCUBBIN DEPOT	11616.00
EFT6592	11/10/2012	5RIVERS PLUMBING AND GAS	REPLACE FAULTY COMPONENTS IN TOILET CISTERN	187.00
EFT6593	11/10/2012	JONATHAN TRANTER	TELEPHONE ALLOWANCE FOR QUARTER ENDED 30.9.12	250.00
EFT6594	11/10/2012	DEPARTMENT OF REGIONAL DEVELOPMENT & LANDS	LEASE ADJUSTMENT AT 1.10.2012	220.00
EFT6595	11/10/2012	CR CJ KIRBY	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	332.77
EFT6596	11/10/2012	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP 2012/13	100.00
EFT6597	11/10/2012	TRUCK CENTRE (WA) PTY LTD	FILTER KITS AND V BELTS	640.84
EFT6598	11/10/2012	CR WJ BEAGLEY	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	330.95
EFT6599	11/10/2012	TRACE'S PLACE	MORNING TEA AND CHICKEN & SALAD ROLLS	76.00
EFT6600	11/10/2012	CR IC SANDERS	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	290.91
EFT6601	11/10/2012	MERREDIN MOWER & CHAINSAW CENTRE	REPAIRS TO RIDE-ON MOWER	630.10

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6602	11/10/2012	GREAT SOUTHERN FUELS	BULK DIESEL - BEACON DEPOT; BULK DIESEL - CONSTRUCTION TANKER 5949.37; FUEL CARDS 2986.94	15016.94
EFT6603	11/10/2012	HISCO	LINEN FOR BENCUBBIN AND BEACON CABINS	343.77
EFT6604	11/10/2012	LAKE MCDERMOTT CATCHMENT GROUP	HIRE OF TREE PLANTER	440.00
EFT6605	15/10/2012	BENCUBBIN NEWS & POST	STATIONERY - SEPTEMBER 2012	154.49
EFT6606	16/10/2012	COVS	24V AMBER REVOLVING LAMP	358.35
EFT6607	16/10/2012	BENCUBBIN COMMUNITY RECREATION COUNCIL	HIRE OF ACTIVITIES ROOM - COMMUNITY CENTRE OPENING	10.00
EFT6608	16/10/2012	AVON WASTE	RUBBISH COLLECTION - SEPTEMBER 2012	4103.49
EFT6609	16/10/2012	BOC GASES	CYLINDER HIRE - SEPTEMBER 2012	62.03
EFT6610	16/10/2012	COURIER AUSTRALIA	FREIGHT	210.61
EFT6611	16/10/2012	MUKA TYRE MART	GRADER TYRES	2750.00
EFT6612	16/10/2012	THE ROYAL LIFE SAVING SOCIETY	LIFEGUARD REQUALIFICATION - C LEACH & M BEAGLEY	700.00
EFT6613	16/10/2012	NINGHAN SPRAYING SERVICE	STORMWATER PIPE, FUEL	92.31
EFT6614	16/10/2012	KTY ELECTRICAL SERVICES	REPAIR POWER CONNECTION - GABBIN HALL	461.73
EFT6615	16/10/2012	MUKA MATTERS	ADVERTISING - JOB VACANCIES & NATIVE FORAGE SHRUB TRIALS FIELD DAY	64.00
EFT6616	16/10/2012	BENCUBBIN NEWS & POST	POSTAGE 8.10 - 12.10.12	88.48
EFT6617	16/10/2012	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	FAXING - BEACON LIBRARY	5.60
EFT6618	16/10/2012	MERREDIN TELEPHONE SERVICES	REPAIR FAULT ON PHONE SYSTEM	473.00
EFT6619	16/10/2012	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	APPARATUS LICENCE RENEWAL FEE	80.00
EFT6620	16/10/2012	WA TREASURY CORPORATION	LOAN NO. 116 FIXED COMPONENT - JOHN DEERE GRADER	11575.85
EFT6621	16/10/2012	BEACON CO-OPERATIVE LTD	POSTAGE - LIBRARY BOOKS	62.65
EFT6622	16/10/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA - WA	RECORD KEEPING SEMINAR - L GRYLLES	450.00

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6623	16/10/2012	STAPLES AUSTRALIA	STATIONERY	206.04
EFT6624	16/10/2012	FESA	ESL ON SHIRE PROPERTIES	2736.00
EFT6625	16/10/2012	ICS CARPENTRY	REGLAZE WINDOW AT SANDALWOOD SHOP 1083.50; REPLACE DOOR HANDLE SHOP 4 93.50; REPAIRS TO GATES 37/38 ROWLANDS ST 297.00	1474.00
EFT6626	16/10/2012	STAR TRACK EXPRESS	FREIGHT	333.23
EFT6627	16/10/2012	ALL-WAYS FOODS	CLEANING PRODUCTS	674.37
EFT6628	16/10/2012	ATU SEWAGE SERVICES	QUARTERLY BIOMAX SERVICE	113.75
EFT6629	16/10/2012	FAULKNER BROTHER HOLDINGS	LEASE OF BEACON RUBBISH TIP SITE 1.8.12 - 31.7.13	1100.00
EFT6630	16/10/2012	BENCUBBIN SMASH REPAIRS	DURA CLEAN WIPES	25.60
EFT6631	16/10/2012	CLIFF HAINES TYRES	4 TYRES AND ALIGNMENT - 2000MM	1620.00
EFT6632	16/10/2012	LEISURE INSTITUTE OF WA AQUATICS (INC)	LIWA MEMBERSHIP/ACCREDITATION - R WATSON, M BEAGLEY, C WALKER & C LEACH	790.00
EFT6633	16/10/2012	LANDGATE	MINIMUM CHARGE - MINING TENEMENTS	58.95
EFT6634	16/10/2012	BENNY MART	PPMVS - S BLACKIE, B JINMAN 200.00; REFRESHMENTS ETC 167.27	367.27
EFT6635	16/10/2012	ORBIT HEALTH & FITNESS SOLUTIONS	FITNESS EQUIPMENT FOR BEACON GYM	27828.90
EFT6636	16/10/2012	TRUCK CENTRE (WA) PTY LTD	AIR DRYER KIT	342.57
EFT6637	16/10/2012	KOORDA COMMUNITY RESOURCE CENTRE	ADVERTISING - VACANT LIFESTYLE UNIT BEACON	10.00
EFT6638	16/10/2012	NEWTONS HOME FURNISHINGS	TV/DVD UNITS	298.00
EFT6639	17/10/2012	JOYCE KITCHENS	BALANCE OF KITCHEN - BEACON CO-OP	6826.00
EFT6640	18/10/2012	AUSTRALIAN TAXATION OFFICE	SEPTEMBER 2012 BAS	29955.00
EFT6641	18/10/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	45.80
EFT6642	18/10/2012	LGRCEU	PAYROLL DEDUCTIONS	38.80
EFT6643	18/10/2012	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	10777.60
EFT6644	18/10/2012	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	287.58
EFT6645	18/10/2012	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	287.58

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6646	18/10/2012	THE NICK & TRYPHENA SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	107.84
EFT6647	23/10/2012	COVS	OIL FILTERS	155.93
EFT6648	23/10/2012	TWO DOGS HOME HARDWARE	CREAM MORTAR MIX	89.64
EFT6649	23/10/2012	COURIER AUSTRALIA	FREIGHT	17.33
EFT6650	23/10/2012	NINGHAN SPRAYING SERVICE	FERTILISER, SPRAY GUN, PVC PIPE FITTINGS	245.74
EFT6651	23/10/2012	SHERIDAN'S	PLAQUE FOR UNMARKED GRAVE	188.10
EFT6652	23/10/2012	KTY ELECTRICAL SERVICES	SERVICE AIR CONDITIONERS, CHECK SMOKE ALARMS AND RCDS - SHIRE PROPERTIES	6257.34
EFT6653	23/10/2012	WHEATBELT SIGNS	2000MM X 1000MM SIGN - MARSHALL ROCK	660.00
EFT6654	23/10/2012	JASON SIGNMAKERS	SIGNS - RUBBISH TIP, KOORDA-WYALKATCHEM ROAD	1906.30
EFT6655	23/10/2012	BENCUBBIN NEWS & POST	PPMVS - M ROWLING, W GRACIE	486.72
EFT6656	23/10/2012	TOTAL EDEN PTY LTD	SPRINKLERS	385.46
EFT6657	23/10/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA - WA	PROJECT MANAGEMENT TRAINING (LESS GOVERNMENT SUBSIDY) - M GILFELLON & R WATSON	1551.00
EFT6658	23/10/2012	STAPLES AUSTRALIA	KEY TAGS 1-50 FOR BEACON GYM	55.26
EFT6659	23/10/2012	STAR TRACK EXPRESS	FREIGHT	27.37
EFT6660	23/10/2012	A & M MEDICAL SERVICES P/L	SERVICE OXY VIVA AT POOL	211.38
EFT6661	23/10/2012	BENCUBBIN COMMUNITY RESOURCE CENTRE	PRINTING PURCHASE ORDER BOOKS	168.30
EFT6662	23/10/2012	CR PA GILLETT	MEETING FEES AND ALLOWANCES - OCTOBER 2012	1277.38
EFT6663	23/10/2012	D & D TRANSPORT	FREIGHT	242.78
EFT6664	23/10/2012	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPLETE FINAL TRANSFER OF DATA TO UPGRADED SERVER, SORT OUT POST UPGRADE ISSUES	581.25
EFT6665	23/10/2012	DOWNER EDI WORKS PTY LTD	CATIONIC RAPID SET EMULSION	2180.64
EFT6666	23/10/2012	CR RN BREAKELL	MEETING FEES AND ALLOWANCES - OCTOBER 2012	329.56

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6667	23/10/2012	CR DA MIGUEL	MEETING FEES AND ALLOWANCES - OCTOBER 2012	646.82
EFT6668	23/10/2012	BENCUBBIN AG SUPPLIES	FOX AND RABBIT BAITS	543.62
EFT6669	23/10/2012	ADVANCED AUTOLOGIC PTY LTD	SUPER SOAK	120.00
EFT6670	23/10/2012	SHARON STIVEY SETTLEMENTS	ISSUE OF NEW TITLE CERTIFICATE FOR BREAKELL RD EXCISION & BEACON BACK ED EXCISION	1292.00
EFT6671	23/10/2012	BENNY MART	AEROGARD ODOURLESS, CANCER COUNCIL SUN SCREEN	297.98
EFT6672	23/10/2012	JENNI BUNCE - CLEANING	BEACON CONTRACT CLEANING 27.9 - 10.10.12	1485.00
EFT6673	23/10/2012	SCOTT PRINT	PRINTING BUSH SCHOOLS BOOK	1639.00
EFT6674	23/10/2012	CR CJ KIRBY	MEETING FEES AND ALLOWANCES - OCTOBER 2012	301.93
EFT6675	23/10/2012	CR WJ BEAGLEY	MEETING FEES AND ALLOWANCES - OCTOBER 2012	395.61
EFT6676	23/10/2012	CR IC SANDERS	MEETING FEES AND ALLOWANCES - OCTOBER 2012	270.99
EFT6677	23/10/2012	MERREDIN MOWER & CHAINSAW CENTRE	AIR FILTERS	40.00
EFT6678	23/10/2012	PETER WHITBREAD	REIMBURSEMENT FOR FITTINGS	24.90
EFT6679	23/10/2012	TRYPHENA GILLETT	REIMBURSEMENT FOR PARKING AND FUEL - POOL TRAINING	115.40
EFT6680	30/10/2012	SHIRE OF WYALKATCHEM	COUNCILLOR TRAINING - ROLES & RESPONSIBILITIES, ETHICS & CONDUCT, ASSET MANAGEMENT 3280.00; OFFICER TRAINING - EFFECTIVE LETTER & POLICY WRITING, CUSTOMER COMPLAINTS, POLICY DEVELOPMENT 1640.00	5084.00
EFT6681	30/10/2012	NINGHAN SPRAYING SERVICE	PPMV - P WHITBREAD	100.00
EFT6682	30/10/2012	KTY ELECTRICAL SERVICES	SUPPLY AND INSTALL NEW AIRCONDITIONER - 77 MONGER ST	3080.00
EFT6683	30/10/2012	EDGECOMBE'S JEWELLERS	CUT KEYS FOR CABINS - BENCUBBIN	64.00

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT6684	30/10/2012	JASON SIGNMAKERS	ROAD NAME BLADES	308.00
EFT6685	30/10/2012	BENCUBBIN NEWS & POST	POSTAGE 22.10 - 26.10.2012	65.15
EFT6686	30/10/2012	TOTAL EDEN PTY LTD	RAINBIRD ROTARY NOZZLES	88.48
EFT6687	30/10/2012	MERREDIN OUTDOOR WORLD	PA DOOR FOR WIALKI FIRE SHED	476.00
EFT6688	30/10/2012	MERREDIN TELEPHONE SERVICES	SUPPLY AND INSTALL PHONE SYSTEM - BENCUBBIN COMMUNITY CENTRE	5617.70
EFT6689	30/10/2012	WA HINO SALES & SERVICE	BEARING	20.81
EFT6690	30/10/2012	DIELECTRIC SECURITY SERVICES	CENTRAL STATION MONITORING 1.11.12 - 31.1.2013	101.20
EFT6691	30/10/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA - WA	LGMA ANNUAL STATE CONFERENCE - M GILFELLON	1219.00
EFT6692	30/10/2012	ICS CARPENTRY	SUPPLY AND FIT NEW LOCK TO DOOR OF LARGE CABIN - BENCUBBIN	286.00
EFT6693	30/10/2012	D I TOMAS CONTRACTING	GRADING OFF ROAD RALLY TRACK	8250.00
EFT6694	30/10/2012	BENCUBBIN SMASH REPAIRS	SUPPLY PART AND REPAIR DAMAGED FRONT RH GUARD	383.35
EFT6695	30/10/2012	COMFORT INN BEL EYRE PERTH	ACCOMMODATION POOL TRAINING - C LEACH	306.00
EFT6696	30/10/2012	FEDERAL TINWARE MANUFACTURING PTY LIMITED	ROADSIDE BINS AND BIN LEGS	1425.60
EFT6697	30/10/2012	PERFECT COMPUTER SOLUTIONS PTY LTD	RESOLVE COMPUTER ISSUES - CSO AND WS COMPUTERS	310.00
EFT6698	30/10/2012	JR & A HERSEY	FLUORO WORK SHIRTS, PANTS, FLEECE AND JACKET	316.93
EFT6699	30/10/2012	JENNI BUNCE - CLEANING	BEACON CONTRACT CLEANING 11.10 - 24.10.12	1425.00
EFT6700	30/10/2012	KUNUNOPPIN MEDICAL PRACTICE	25% OF MEDICAL PRACTICE EXPENSES LESS 25% OF INCOME	3736.22
EFT6701	30/10/2012	BOB WADDELL CONSULTANT	ASSISTANCE WITH PREPARATION OF 2011/12 ANNUAL REPORT, AUDIT FILE AND GENERAL ACCOUNTING ASSISTANCE	6133.05
20136	04/10/2012	SHIRE OF MT MARSHALL	CASH PAYMENT 03.10.2012	2750.00

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
20137	11/10/2012	SYNERGY	ELECTRICITY 2.2.11 - 20.9.12	740.60
20138	11/10/2012	CR MP HOGAN	MEETING FEES AND ALLOWANCES - SEPTEMBER 2012	303.65
20139	16/10/2012	SHIRE OF MT MARSHALL	PETTY CASH RECOUP - SEPTEMBER 2012	41.75
20140	16/10/2012	WATER CORPORATION	ANNUAL SERVICE CHARGE - 2012/13	188.10
20141	18/10/2012	SHIRE OF MT MARSHALL	CASH PAYMENTS 17.10.2012	2750.00
20142	18/10/2012	SYNERGY	ELECTRICITY 2.8 - 2.10.12	7838.40
20143	23/10/2012	BENCUBBIN SPORTS CLUB INC.	REFRESHMENTS FOR COUNCIL MEETING	304.00
20144	23/10/2012	THE GIMLET NEWSPAPER INC	ADVERTISING - NATIVE FORAGE SHRUB TRIALS FIELD DAY	48.00
20145	23/10/2012	CR MP HOGAN	MEETING FEES AND ALLOWANCES - OCTOBER 2012	153.65
20146	23/10/2012	YELBENI STORE PTY LTD	RAPID SET CEMENT	133.20
20147	30/10/2012	TELSTRA	TELEPHONE - OCTOBER 2012	2144.69
				<b>268283.73</b>

**2. Trust**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT6564	02/10/2012	DEPARTMENT OF PLANNING & INFRASTRUCTURE	LICENSING RECOUP - SEPTEMBER 2012	20993.05
				<b>20993.05</b>

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**3. Mastercard**

<b>Details</b>	<b>Amount</b>
ACCOMMODATION - L GRYLLES	210.00
REFRIGERATION LICENCE - W GRACIE	320.00
	530.00

This List of Accounts Paid under Delegation 14 and covering vouchers and direct debits as above was submitted to each Member of the Council for the Ordinary Meeting of **23 October 2012**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

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Matthew Gilfellow  
Chief Executive Officer



**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>10.5 Engineering Administration Officer</b>
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Nil

<b>10.6 Chief Executive Officer</b>
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<b>10.6.47 Billiburning Rock Reserve</b>
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<b>LOCATION/ADDRESS:</b>	Reserve 15828
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A3/6
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	9 November 2012
<b>ATTACHMENT NUMBER:</b>	10.6.47a – Email from John Willis, Dept of Water 10.6.47b – Agenda Item, Billiburning Rock Reserve 10.6.47c – Agenda Item, Toilet Facilities at Billiburning Rock Reserve
<b>CONSULTATION:</b>	John Willis – Department of Water Dannelle Foley – Economic Development Officer Rebecca Watson – Community and Recreation Development Officer
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

<b>2012/152 COUNCIL DECISION / OFFICER RECOMMENDATION:</b>
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<b>That the Shire of Mt Marshall take over the management of Reserve 15828, 'Billiburning Rock Reserve', in total and 'as is'.</b>
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<b>Moved Cr DA Miguel</b>
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<b>Seconded Cr IC Sanders</b>
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<b>Carried 6/0</b>
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**BACKGROUND:**

Billiburning Rock Reserve is one of the more popular tourism destinations in the Shire of Mt Marshall. For some time there have been requests to install infrastructure in the reserve to aid tourists visiting the rock. Attached is an agenda item from 2008 which arose due to letters written from Beacon Progress Association. Due to the Shire of Mt Marshall not having control of the reserve, no facilities have been able to be placed on the reserve.

In 2009, the Department of Water offered the Shire of Mt Marshall vesting of Billiburning Rock Reserve but it was declined by Council.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

In 2011, through Billiburning was included in the new 'Wheatbelt Way' tourism trail and has funds allocated to it to upgrade the infrastructure and provide signage at the reserve. At this time the shire contacted the Department of Water in order to request acquisition of part of the reserve.

The Department of Water has now completed its investigation into the retention or disposal of the reserve. They have provided the shire with two options in regards to the acquisition of the reserve:

Option 1 – Taking over the management of reserve 15828 in total and 'as is'.

Option 2 – Taking over the management of the northern portion, 'as is', which contains 'Billiburning Rock'.

**COMMENT:**

Whenever the shire takes on more land there is a public liability risk however this risk must be balanced with the benefits obtained by the land. In this case the benefit is taking over the reserve on which one of our more popular tourist sites is situated. The risk of taking on the whole reserve may not be much larger than the risk of taking on just the northern portion as the vast majority of visitors will go to the northern portion of the reserve.

If the shire requests to only take on the northern portion of the reserve a separate survey plan must be completed which may take some time. The Department of Water has also indicated that they would then offer the southern portion to the Department of Environment and Conservation (DEC). There may then be potential conflicts with the shire land use being geared towards tourism and the DEC's conservation land use.

Without management of the reserve then Billiburning Rock would need to be withdrawn as a tourism destination and could potentially be fenced off as is happening to another Department of Water Reserve within the shire.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.6.48 Policy Manual Review**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A2/24
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	12 November 2012
<b>ATTACHMENT NUMBER:</b>	10.6.48a – Section of Policy & Procedures Manual 10.6.48b – Proposed Section of Policy & Procedures Manual
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995
<b>POLICY IMPLICATIONS:</b>	Potential change of council policies
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2012/153 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That:**

- 1. The proposed changes to ‘Part 6 – Finance & Rating’ of the Shire of Mt Marshall Policy Manual be endorsed; and**
- 2. ‘Part 7 – Fire Control’ and ‘Part 13 – Town Planning’ of the Shire of Mt Marshall Policy Manual remain as they currently are.**

**Moved Cr RN Breakell  
Absolute Majority**

**Seconded Cr PA Gillett**

**Carried 6/0**

**BACKGROUND:**

A Policy & Procedures Manual is a way in which Council are able to guide the decision making of local government officers. It directs officers to know what decision Council would make if they were faced with the same decision.

The Policy Statement at the front of the Policy & Procedures Manual gives the objectives of the Policy & Procedures Manual. It also requires Council to conduct a review of policies each even year.

**COMMENT:**

The Policies & Procedures Manual is due to be reviewed this year. The policy and procedures manual is now over 204 pages long. It may be unreasonable for Council to expect Local Government Officers to remember and apply all of the policies especially for decisions that are not made on a regular basis. For this reason I have reviewed the manual with a view to reducing the size of the manual. In order to do this, I have concentrated on removing policies that are covered in other documents, policies that no longer apply and policies that are of little benefit due to the irregularity of use. The Policy Statement does state that “Policies shall relate to issues of an on-going nature”.

As I am proposing a thorough review of the policy manual I will be putting one or two sections to Council each month so that Council can more easily consider the proposed changes and review each section of the manual.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.6.49 Digital Television**

<b>LOCATION/ADDRESS:</b>	Shire of Mt Marshall
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A6/23
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Tenant of shire owned house
<b>DATE:</b>	14 November 2012
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Jack Walker – Engineering Administration Officer
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Prop.1.1 – Housing Standard
<b>FINANCIAL IMPLICATIONS:</b>	Reduction in Television & Radio Broadcasting Reserve Increase in housing expenditure
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2012/154 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That \$17,000 be removed from the Television & Radio Broadcasting Reserve and moved to accounts 1431211, 1361041, 1321001, 1321011 and 1351031 for the purpose of installing digital television satellites.**

**Moved Cr DA Miguel  
Absolute Majority**

**Seconded Cr IC Sanders**

**Carried 6/0**

**BACKGROUND:**

At 30 June 2013, the analogue television signal will be cut off leaving digital television as the only option.

In a previous decision, Council has chosen not to purchase new rebroadcasting equipment due to the prohibitive cost of doing so. This leaves satellite as the only option for residents of the shire wishing to access the free-to-air television signal.

**COMMENT:**

The shire owns 32 houses, five accommodation units and leases the barracks all of which will require satellites. The shire is eligible for the digital television subsidy on the houses. It is estimated that it may cost up to \$17,000 to equip all the necessary shire buildings with satellites. It is suggested that this money come from the Television & Radio Rebroadcasting Reserve which was set up to fund new and replace obsolete re-broadcasting equipment. Due to the Council decision to not replace rebroadcasting equipment these funds will not be required.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.6.50 Significant Variances**

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** F1/4  
**AUTHOR:** Matthew Gilfellon – Chief Executive Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 14 November 2012  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** Bob Waddell – Local Government Consultant  
**STATUTORY ENVIRONMENT:** Local Government Act 1995  
Local Government (Financial Management)  
Regulations 1996  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**2012/155 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the material variance for the purpose of monthly financial reporting be set at 10% and \$5,000 or -10% and -\$5,000.**

**Moved Cr CJ Kirby**  
**Absolute Majority**

**Seconded Cr PA Gillett**

**Carried 6/0**

**BACKGROUND:**

Under the Local Government (Financial Management) Regulations 1996, a monthly financial report must be presented to Council each month. The monthly financial report is to include material variances.

**COMMENT:**

Under the current material variance that Council set it is only variances that are greater than 10% that must be reported on. This change will mean that variances that are greater than 10% and less than -10% be reported on. The introduction of a dollar limit means that variances must also be above or below \$5,000 to be reported on. This will ensure that variances being reported on are of a material amount.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.6.51 Rates – Sale of Land**

<b>LOCATION/ADDRESS:</b>	Shire of Mt Marshall
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F2/2
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	13 November 2012
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 Transfer of Land Act 1893
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Reduce rates owing by \$10,981.09 Reduce charges owing by \$16,000.00
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2012/156 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That, pursuant to Section 6.64(1) of the Local Government Act 1995, Council proceed to sell the properties, Assessment 6069 and Assessment 6076 which have had rates in arrears for 3 or more years, and recover from the proceeds of the sale, the rates outstanding balances which total \$10,981.09.**

**Moved Cr PA Gillett  
Absolute Majority**

**Seconded Cr DA Miguel**

**Carried 6/0**

**Note:** Council chose not to pursue legal action as several attempts had been made to find Steven and Erica Thompson, including the use of a private investigator, but all these reasonable steps have failed. Without a physical address a summons to commence legal action cannot be given. With market rate land values, according to recent sales, being between \$2,000 and \$5,000, and the debts of the Thompsons being above \$10,000, it is likely that the cost of legal proceedings will equal or exceed the value of the land.

**BACKGROUND:**

There are currently two properties that have rates outstanding by three or more years for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing. In each instance letters have been sent to the last known address but these have not been successful in reaching the owners.

Following is a list of properties that have rates currently in arrears by three or more years, together with a brief history of the action taken to date.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

Assessment	6069	6076
Period Outstanding	12/12/2006 – 13/11/2012	12/12/2006 – 13/11/2012
Amount Outstanding	\$5,631.99	\$5,349.10
Payment	Pre December 2006	Pre December 2006
Recovery Action	11.2.2009 – Letter advising of outstanding rates. 18.11.2009 – Letter to Dun & Bradstreet seeking assistance with debt recovery. 17.2.2010 – Council decision to not proceed with legal action. Council decided to have property transferred to itself. 18.2.2010 – D&B advised not to proceed with legal action. 10.2.2010 – Letter to Thompsons advising Council's intention to offer land for sale. 15.11.2011 – Email to D&B authorising trace to be performed. 22.12.2011 – Letter from D&B advising that trace was unsuccessful.	11.2.2009 – Letter advising of outstanding rates. 18.11.2009 – Letter to Dun & Bradstreet seeking assistance with debt recovery. 17.2.2010 – Council decision to not proceed with legal action. Council decided to have property transferred to itself. 18.2.2010 – D&B advised not to proceed with legal action. 10.2.2010 – Letter to Thompsons advising Council's intention to offer land for sale. 15.11.2011 – Email to D&B authorising trace to be performed. 22.12.2011 – Letter from D&B advising that trace was unsuccessful.
Response	The owners have not responded to notices or correspondence.	The owners have not responded to notices or correspondence.

Under Section 6.64 of the Local Government Act 1995, for any rateable land with rates or service charges unpaid for at least three years Council can take possession of the land and hold the land as against a person having an estate or interest in the land and:

- (a) From time to time lease the land.
- (b) Sell the land.
- (c) Apply to the minister to have the land re-vested in the Crown.
- (d) Make an application for the land to be vested in the local government.

**COMMENT:**

Taking possession of the land does not mean that the shire becomes the legal owner of the land.

For Council to sell the land court action must have been initiated unless Council believes that to cost of proceedings will equal or exceed the value of the land or having made reasonable efforts to locate the owners they are unable to do so. Once the decision to sell has been made Council must serve a notice on the owners and advertise the intention to sell for at least 35 days. At this time a date must be set for a public auction that is to be held between three and twelve months after the date of the notice being served. If the property is not sold at auction it may be sold by private treaty during the twelve months following the auction. At the expiry of this twelve months, the selling process may commence again or the local government may transfer the land to the Crown or to itself.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.6.52 Purchase of Prime Mover**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	W1/12
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	15 November 2012
<b>ATTACHMENT NUMBER:</b>	10.6.52 - Evaluation Matrix
<b>CONSULTATION:</b>	Jon Tranter – Works Supervisor William Gracie – Plant Mechanic
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Budgeted Capital Expense of \$140,000
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**OFFICER RECOMMENDATION:**

That an Isuzu CXZ 455 be purchased from Major Motors Pty Ltd.

**2012/157 COUNCIL DECISION:**

**That:**

- 1. A UD Truck GW26 470HP with 70,000kg GCM be purchased from Truck Centre WA; and**
- 2. The Hino be traded.**

**Moved Cr PA Gillett**  
**Absolute Majority**

**Seconded Cr RN Breakell**

**Carried 6/0**

**Note:** Council resolved to purchase a UD Truck GW26 470HP with 70,000kg GCM from Truck Centre WA and trade in the existing Hino rather than the Isuzu CXZ455 as quoted by Major Motors Pty Ltd.

**BACKGROUND:**

The purchase of a new Prime Mover was placed in the 2012/13 Budget. The prime mover is to be used for the side tipper, with the current side tipper prime mover being moved to the water cart.

Council allocated \$140,000 for the changeover of the prime mover in the 2012/13 Budget.

**COMMENT:**

The evaluation matrix, providing a summary of each of the quotes, is attached in order to help Council choose their preferred option. For the purchase of the prime mover, the WALGA preferred supplier list was used which allows Council to avoid the tender process. As the purchase is above \$100,000, Council still need to make the purchasing decision as it is above the purchasing amount allowed for officers.



**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.7 Administration Officer**

Nil

**10.8 Executive Administrator**

**10.8.9 Bencubbin Rail Reserve**

**LOCATION/ADDRESS:** Bencubbin Rail Reserve  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** A6/17  
**AUTHOR:** Lauren Grylls – Executive Administrator  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 12 November 2012  
**ATTACHMENT NUMBER:** 10.8.9 - Excerpt of Minutes of meeting held 17 May 2006  
**CONSULTATION:** Matthew Gilfellon – Chief Executive Officer  
**STATUTORY ENVIRONMENT:** Local Government (Administration) Regs 1996 r.10  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**2012/158 COUNCIL DECISION / OFFICER RECOMMENDATION:**

That Council consider revoking decision 2006/117.

Moved Cr PA Gillett  
Absolute Majority

Seconded Cr CJ Kirby

Carried 6/0

**2012/159 COUNCIL DECISION / OFFICER RECOMMENDATION:**

That Council decision 2006/117 be revoked.

Moved Cr IC Sanders  
Absolute Majority

Seconded Cr RN Breakell

Carried 6/0

**BACKGROUND:**

At its Ordinary Meeting held 17 May 2006, Council considered an application from the Mt Marshall Junior Council to fence off the railway line in Bencubbin. Council resolved the following (with a footnote stating “The recommendation from Junior Council was amended as Council was of the view that the community should be consulted regarding the erection of a fence”):

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**2006/117 COUNCIL DECISION:**

**That:**

- i) options for a smaller and cheaper fence be explored; and**
- ii) community consultation on the issue take place.**

**Moved Cr Sachse**

**Seconded Cr Hogan**

**Carried 6/0**

The full background on the matter can be found in attachment 10.8.9.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.8.10 Christmas Closing Period**

**LOCATION/ADDRESS:** Mt Marshall District  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** S1/14  
**AUTHOR:** Lauren Grylls – Executive Administrator  
**DISCLOSURE OF INTEREST:** Interest in common with all administration staff  
**DATE:** 12 November 2012  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** All Shire Administration Staff  
**STATUTORY ENVIRONMENT:** Local Government Industry Award 2010  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**OFFICER RECOMMENDATION:**

That the office be closed to the public on the 24<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup> December 2012.

**2012/160 COUNCIL DECISION:**

**That the office be closed to the public from the 24<sup>th</sup> to the 28<sup>th</sup> December 2012.**

**Moved Cr DA Miguel**

**Seconded Cr IC Sanders**

**Carried 6/0**

**Note:** The officer recommendation was amended as a result of a correction to the dates for which the office would be closed to be the public being the 24 to 28 December 2012.

**BACKGROUND:**

In previous years the office has closed over the Christmas period. Last year it closed to the public on the 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> December with staff having the option to work during this period if desired.

This year with Christmas and Boxing Day falling on a Tuesday and Wednesday, staff would be required to come back from the weekend for one day of business on Monday 24 December before the two day public holiday, and then two further days on Thursday 26 and Friday 27 December before another two day break for the weekend. Some key staff have indicated they are desirous of taking leave throughout this period for travel and other Christmas arrangements.

**COMMENT:**

In the event that the office would be closed to the public, it would still be open to staff members wishing to work over the three day period. Those members of staff who do not wish to work will take either annual leave or use accrued rostered days off.

Closing to the public though will alleviate the need to have the appropriately certified staff present to perform certain duties such as BankWest Agency, Department of

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

Transport etc. Although some staff may be at the office, it would allow them to concentrate on their duties as a Customer Service Officer will not be present during that week. It is also a good opportunity to get some jobs out of the way such as records which require staff to be away from the counter/off-site.

Advertising will take place to inform the public of the 3 day closure.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.8.11 Auditor Attendance at Audit Committee Meeting**

<b>LOCATION/ADDRESS:</b>	Shire of Mt Marshall
<b>NAME OF APPLICANT:</b>	Mt Marshall Audit Committee
<b>FILE REFERENCE:</b>	F1/2
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	13 November 2012
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government (Administration) Regulation 14A
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Saving in audit travel costs and time
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2012/161 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That Council's auditor be authorised to attend the next Audit Committee Meeting by way of telephone communication.**

**Moved Cr RN Breakell  
Absolute Majority**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**BACKGROUND:**

Council's auditor has in the past attended the Audit Committee meeting by telephone. This practice is more convenient for the auditor and results in savings for Council.

**COMMENT:**

The Local Government (Administration) Regulations require that Council approves of a person attending a meeting by the means of telephone communication with each member present.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.8.12 Policy Manual – Social Media**

<b>LOCATION/ADDRESS:</b>	Mt Marshall District
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A2/24
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Potential to be authorised officer
<b>DATE:</b>	13 November 2012
<b>ATTACHMENT NUMBER:</b>	10.8.12 – Proposed Policy Admin.1.4
<b>CONSULTATION:</b>	All Shire Administration Staff
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995
<b>POLICY IMPLICATIONS:</b>	Formulation of New Policy – Admin.1.4
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2012/162 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the attached Social Media Policy by adopted.**

**Moved Cr CJ Kirby  
Absolute Majority**

**Seconded Cr WJ Beagley**

**Carried 5/1**

**BACKGROUND:**

Use of the internet and social media has become an immensely popular modern tool for community engagement.

Recent decisions of the courts indicate the implementation of a clear and concise policy to be a strong defence should claims may be made against the shire.

**COMMENT:**

The attached policy is not limited to a particular social media platform, but is designed to apply to a broad range of platforms.

Internal procedures set out clear guidelines for staff use of social media. All staff will be provided with procedures and in-house training to ensure they have a thorough understanding of what is deemed appropriate and acceptable use.

The use of social media will provide an additional tool for the shire to engage with the community.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**10.9 Customer Service Officer**

**10.9.1 CWFL Executive Officer**

<b>LOCATION/ADDRESS:</b>	Central Wheatbelt
<b>NAME OF APPLICANT:</b>	Central Wheatbelt Football League
<b>FILE REFERENCE:</b>	A6/18a
<b>AUTHOR:</b>	Nadine Richmond – Customer Service Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	14 November 2012
<b>ATTACHMENT NUMBER:</b>	10.9.1 – Correspondence from CWFL
<b>CONSULTATION:</b>	Matthew Gilfellon – Chief Executive Officer/President Bencubbin Hockey Club Peter Waters – President Bencubbin Football Club Shannon Waters – Secretary Bencubbin Netball Club Cr Chris Kirby – President Beacon Football Club Vanessa Munns – President Beacon Netball Club Kerry Junk – President Beacon Hockey Club
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Contribution of \$2,000.00
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2012/163 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That Council Support the Central Wheatbelt Football Leagues Executive Officer position.**

**Moved Cr DA Miguel  
Absolute Majority**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**BACKGROUND:**

In February 2010 the Central Wheatbelt Football League (CWFL) addressed Council regarding the employment of an Executive Officer for the Central Wheatbelt winter sports groups. The league requested financial support, of \$1000.00 per year over 2 years.

The Department of Sport and Recreations part funding terminated in March this year and since then the position has been funded by way of sponsorship. The shire has recently received correspondence from the CWFL requesting Councils support again and a further \$2,000.00 to cover the 2012 winter sports season.

**COMMENT:**

I have spoken with the Office Bearers from each of our local winter sporting clubs. Each club has indicated their support of a financial contribution from the shire toward the Executive Officer position, which they feel has been of value to their individual clubs. The position has played a large role in the organisation of events and relieved the many club volunteers of extra duties.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>11.0 Reports of Elected Members</b>
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**Cr IC Sanders attended the following meetings / functions:**

Nil

**Cr DA Miguel attended the following meetings / functions:**

Nil

**Cr MP Hogan attended the following meetings / functions:**

Not Present

**Cr CJ Kirby attended the following meetings / functions:**

Nil

**Cr WJ Beagley attended the following meetings / functions:**

26 October 2012	Local Hospital Advisory Group Meeting	Kununoppin
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**Cr RN Breakell attended the following meetings / functions:**

Nil

**Cr PA Gillett attended the following meetings / functions:**

23 October 2012	NEWROC Council Meeting	Nungarin
1 November 2012	Water Meeting	Beverley





**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

**Note:** Council considered the matter and resolved to accept the offer made by Barry and Felicity Tester and that a caveat be placed upon the property ensuring that construction of a premises be commenced with three years of the sale.

**BACKGROUND:**

The Baxter St subdivision was completed in 2006 at which time Council resolved to attach Annexure A to the contract for sale of land, containing restrictive covenants in order that the developed land not be purchased by speculators.

In June 2007 Lot 227 Murray St was offered to David & Jane Walker for \$5,000.00, and Lots 225 & 226 Rowlands St to Craig Sachse and Dannelle Foley for a total sum of \$10,000.00. The funds from the sale of the Lots were deposited to the Land and Road Development Reserve.

Later, in October 2007 Council resolved to advertise Lot 223 Rowlands St for sale at the sum of \$10,000.00 (res. 2007/210).

Council's Economic Development Officer Dannelle Foley this year recommenced advertising for the remaining Rowlands and Baxter St Lots in Bencubbin. Lot 223 Rowlands St was advertised with an asking price of \$10,000.00.

**COMMENT:**

Correspondence has been received from Mr & Mrs Barry & Felicity Tester offering to purchase Lot 223 Rowlands St, Bencubbin for \$8,000.00. The offer being \$2,000.00 less than the price advertised and as set by Council at its October 2007 meeting.

Council may wish to consider including conditions relating to the construction of an approved development, and a timeframe in which it must take place. Mr & Mrs Tester have indicated that they intend to put a timber or steel frame house on the Lot within 2 years.

Section 3.58 of the Local Government Act 1995 requires that the Council give local public notice of the proposed disposition of property inviting submissions to be made regarding the disposition.

**Minutes of the Ordinary Meeting of Council**  
**held on Friday 23 November 2012**

<b>14.0</b>	<b>Next Meeting – Wednesday 19 December 2012 commencing at 4:00pm in Council Chambers, 80 Monger St, Bencubbin</b>
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<b>15.0</b>	<b>Closure of Meeting</b>
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The Presiding Member declared the meeting closed at 8:52pm, thanking everyone for their attendance.

These Minutes were confirmed by the Council at the Ordinary Meeting of Council held on 19 December 2012.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cr PA Gillett

\_\_\_\_\_  
President