



SHIRE OF MT MARSHALL

**Minutes of Meeting held on
Wednesday 15 August 2012, in
Council Chambers, Bencubbin
commencing at 3:03pm.**

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SHIRE OF MT MARSHALL

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

Cr PA Gillett

President

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Nil
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1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member declared the meeting open at 3:03pm, and welcomed everyone to the meeting.

2.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr PA Gillett	President / Presiding Member
Cr RN Breakell	Deputy President
Cr MP Hogan	Councillor
Cr CJ Kirby	Councillor

Mr Matthew Gilfellow	Chief Executive Officer
Mrs Lauren Grylls	Executive Administrator
Ms Nadine Richmond	Customer Service Officer

Apologies / Approved Leave of Absence

Cr DA Miguel	Councillor
Cr WJ Beagley	Councillor
Cr IC Sanders	Councillor

3.0 Standing Orders

2012/110 COUNCIL DECISION:

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

Moved Cr Hogan

Seconded Cr Kirby

Carried 4/0

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

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6.0 Confirmation of Minutes of Previous Meetings

6.1 Minutes of the Ordinary Meeting held on Wednesday 18 July 2012

2012/111 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Wednesday 18 July 2012 be confirmed as a true and correct record of proceedings.

Moved Cr Kirby

Seconded Cr Hogan

Carried 4/0

7.0 Announcements by Presiding Person without Discussion

Nil

8.0 Petitions / Deputations / Presentations / Submissions

Nil

9.0 Reports of Committees

Nil

10.0 Reports of Officers

10.1 Environmental Health Officer / Building Surveyor

Nil

10.2 Community and Recreation Development Officer

Nil

10.3 Natural Resource Management Officer

Nil

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10.4 Senior Finance Officer

10.4.22 Abbreviated Statement of Financial Position

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: 7 August 2012
ATTACHMENT NUMBER: 10.4.22a – Municipal Fund Statement
10.4.22b – Trust Fund Statement
10.4.22c – Municipal Term Deposit Statement
10.4.22d – Reserve Term Deposit Statement
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Financial Management Regulations 1996 and the
Local Government Act 1995
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2012/112 COUNCIL DECISION/OFFICER RECOMMENDATION:

That the Abbreviated Statement of Financial Position as at 31 July 2012 be accepted.

Moved Cr Hogan

Seconded Cr Breakell

Carried 4/0

Minutes of the Ordinary Meeting of Council
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BACKGROUND:

Nil

COMMENT:

ABBREVIATED STATEMENT OF FINANCIAL POSITION AS AT 31 JULY 2012

	MUNICIPAL (\$)	TRUST (\$)	RESERVE (\$)
Synergy Balance as at 01/07/2012	1,780,360.51	29,232.64	1,175,580.70
Plus Receipts 01/07/2012 to 31/07/2012	121,984.59	16,538.90	
Plus Adjustment	-	-	-
Plus Outstanding Journals (interest)	-	-	335.41
	1,902,345.10	45,771.54	1,175,916.11
Less Payments 01/07/2012 to 31/07/2012	- 630,624.00	- 14,925.30	
Less Outstanding Journals	- 4,487.00	91.20	-
Synergy Balance as at 31/07/2012	1,267,234.10	30,755.04	1,175,916.11

This is represented by:

Cash at Bank	354,862.78	27,302.79	-
Investments	920,883.82	-	1,175,916.11
Housing Bonds Held by Bankwest	-	1,700.00	-
Balance as per Bank Reconciliation	1,275,746.60	29,002.79	1,175,916.11

RECONCILIATION AS AT 31 JULY 2012

Balance as per Bank Statement	354,862.78	27,302.79	-
Balance of Term Deposits	920,883.82	-	1,175,916.11
Balance of Housing Bonds (Bank)	-	1,700.00	-
	1,275,746.60	29,002.79	1,175,916.11
Plus Outstanding Deposits	213.30	1,890.85	-
	1,275,959.90	30,893.64	1,175,916.11
Less Outstanding Cheques	- 8,725.80	- 138.60	-
	1,267,234.10	30,755.04	1,175,916.11

BALANCE OF RESERVE FUNDS AS AT 30 JUNE 2012

	\$
Plant Replacement	297,316.38
Aged Care Units	57,661.90
Community Housing	33,136.67
Council Staff Housing	115,044.70
Employee Entitlements	102,171.65
Caravan Park Upgrades	21,668.93
Public Amenities and Buildings	252,417.10
Land & Road Development	21,458.89
Television & Radio Broadcasting	26,418.45
Bencubbin Aquatic Centre Development	138,145.25

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Community Bus	51,024.95
Refuse Site Development	-
Bencubbin Recreation Complex	23,542.64
Office Equipment	13,510.19
Industrial Shed	22,063.00
Country Local Government Fund Reserve	-
	1,175,580.70
	1,175,580.70

INVESTMENTS AS AT THE 31ST JULY 2012

FUND	INSTITUTION	TERM	RATE	AMOUNT	EXPIRY	ACCOUNT NUMBER
Reserve	Bankwest	3 Months	5.15%	818,065.53	29/08/2012	028-035695-8
Reserve	Bankwest	2 Months	5.05%	285,701.51	06/08/2012	028-036484-4
Reserve	Bankwest	1 Month 12 Days	4.20%	72,149.07	29/08/2012	028-036280-0
Municipal	Bankwest	1 Month	4.40%	261,412.28	16/08/2012	028-038504-0
Municipal	Bankwest	2 months 30 days	5.05%	90,216.14	17/09/2012	028-037829-9
Municipal	Bankwest	1 Month	4.40%	69,255.40	30/08/2012	028-038893-3
Municipal	Bankwest	2 Months	5.05%	500,000.00	29/08/2012	022-024581-0

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10.4.23 Statement of Financial Activity

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: 8 August 2012
ATTACHMENT NUMBER: Nil
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Local Government (Financial Management)
Regulations 1996
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2012/113 COUNCIL DECISION/OFFICER RECOMMENDATION:

That the Statement of Financial Activity for the period ended 31 July 2012 be endorsed.

Moved Cr Hogan

Seconded Cr Gillett

Carried 4/0

BACKGROUND:

Council has resolved that material variances greater than ten percent be reported and these have been listed in the notes to the statement.

COMMENT:

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**SHIRE OF MT MARSHALL
ABBREVIATED STATEMENT OF FINANCIAL ACTIVITY
for the period 1 July 2012 to 31 July 2012**

OPERATING ACTIVITIES		Note	Budget	YTD Budget	YTD Actual	Variances Greater Than 10% of YTD Budget
Income			\$	\$	\$	
General Purpose Funding			1,856,108	154,676	1,171,227	-657.21%
Governance	4i		12,970	1,081	337	68.82%
Law, Order and Public Safety			49,255	4,105	33,067	-705.61%
Health			-	-	-	0.00%
Education and Welfare	8i		51,560	4,297	1,816	57.73%
Housing			82,000	6,833	10,517	-53.91%
Community Amenities			58,279	4,857	51,399	-958.34%
Recreation and Culture	11i		24,240	2,020	362	82.08%
Transport	12i		369,538	30,795	1,143	96.29%
Economic Services			84,550	7,046	9,326	-32.36%
Other Property and Services			22,200	1,850	2,360	-27.57%
			2,610,700	217,558	1,281,554	
Expenditure						
General Purpose Funding			78,745	6,562	794	-87.90%
Governance	4e		395,528	32,961	84,535	156.47%
Law, Order and Public Safety	5e		101,230	8,436	12,170	44.27%
Health			138,192	11,516	1,584	-86.25%
Education and Welfare			144,250	12,021	11,585	-3.63%
Housing	9e		270,164	22,514	29,785	32.30%
Community Amenities			320,065	26,672	13,940	-47.74%
Recreation and Culture			611,825	50,985	30,980	-39.24%
Transport			2,879,779	239,982	53,360	-77.76%
Economic Services	13e		213,866	17,822	20,166	13.15%
Other Property and Services	14e		20,493	1,708	79,226	4539.20%

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	5,174,137	431,178	338,125
Net Operating Profit/(Loss)	(2,563,437)	(213,620)	943,429
ADD NON CASH ITEMS			
Depreciation	2,485,525	207,127	-
Provisions/Other Accruals	-	-	-
Loss/(Profit) on Sale of Assets	(23,495)	(21,537)	-
	2,462,030	185,590	-
Net Operating Surplus/(Deficit)	(101,407)	(28,030)	943,429
LESS CAPITAL EXPENDITURE			
Land & Buildings	1,449,666	120,806	189,088
Plant & Machinery	545,500	45,458	-
Furniture, Fittings & Equipment	-	-	-
Infrastructure - Roads	1,823,783	151,982	51,984
Infrastructure - Other	423,230	35,269	-
	(4,343,586)	(381,545)	702,357
LESS OTHER NON OPERATING			
Loan Principal Repayments	118,773	9,898	23,105
Transfer to Community Group	134,963	9,898	69,366
Transfer to Reserves	1,207,615	100,635	-
Funding Required	(5,804,937)	(492,077)	609,886
FUNDED FROM			
Transfer from Reserves	125,012	10,418	-
Capital Contribution	3,501,645	291,804	-
Proceeds from New Loans	-	-	-
Proceeds on Sale of Assets	249,000	20,750	-
Self-Supporting Loan Income	8,304	692	-
Opening Funds	1,940,596	1,940,596	1,940,596
Closing Funds	19,620	19,620	2,550,482

Notes

4i – This variance is due to the ESL administration fee not being received (due 31 October) and other fees being received sporadically during the year.

8i – This variance is due to the family support grant not yet being received.

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- 11i – This variance is due to CSRFF funding for Beacon netball court not yet being received.
- 12i – This variance is due to transport grants not yet being received. The grants are received quarterly or on progress of capital works. It is expected that these grants will meet budgeted amounts.
- 4e – This variance is due to insurances for the year being paid in July. This is a timing issue.
- 5e – This variance is due to insurances for the year being paid in July. This is a timing issue.
- 9e – This variance is due to community housing maintenance currently being over budget. This is a timing issue with property insurance and water rates for the year paid.
- 13e – This variance is due to insurance and water rates for the year being paid in July. Six months interest on the loan for the Bencubbin cabins was also paid. These are timing issues.
- 14e – This variance is due to workers compensation insurance for the year being paid in July. It is a timing issue.

Composition Of Net Current Asset Position

Current Assets

Cash - Unrestricted	1,272,121
Cash - Restricted	1,175,581
Receivables	1,484,613
Inventories	24,344

Less Current Liabilities

Payables & Provisions	(230,596)
Less: Cash Reserves - Restricted	(1,175,581)
	2,550,482

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10.4.24 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: 8 August 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

2012/114 COUNCIL DECISION/OFFICER RECOMMENDATION:

That the Accounts Listed

Municipal Fund	\$ 567058.73
Trust Fund	\$ 15188.40
Mastercard	\$ 292.10

Be endorsed.

Moved Cr Hogan

Seconded Cr Breakell

Carried 4/0

BACKGROUND:

Following is a List of Accounts submitted to Council on Wednesday 15 August 2012 for the Municipal Fund, Trust Fund and Mastercard.

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1. Municipal Fund

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT6268	05/07/2012	BONDOR	FLASHING FOR BEACON CO-OP BUILDING	661.10
EFT6269	06/07/2012	ICS CARPENTRY	PART PROGRESS PAYMENT 2 - LOCK UP - BENCUBBIN CRC BUILDING	100000.00
EFT6270	10/07/2012	ICS CARPENTRY	BAL PROGRESS PAYMENT 2 - LOCK UP - BENCUBBIN CRC BUILDING	47840.00
EFT6271	11/07/2012	BENCUBBIN AIRCONDITIONING SERVICE	REPAIR AIRCONDITIONER IN HINO WATER CART; REPAIR HUSQVARNA RIDE-ON MOWER	570.66
EFT6272	11/07/2012	BENCUBBIN COMMUNITY RECREATION COUNCIL	HIRE OF ACTIVITIES ROOM - AGED CARE FORUM	10.00
EFT6273	11/07/2012	AVON WASTE	RUBBISH COLLECTION - JUNE 2012	4022.40
EFT6274	11/07/2012	BOC GASES	CYLINDER HIRE - JUNE 2012	59.08
EFT6275	11/07/2012	CJD EQUIPMENT PTY LTD	SAFETY FILTERS	357.85
EFT6276	11/07/2012	COURIER AUSTRALIA	FREIGHT	11.42
EFT6277	11/07/2012	MUKA TYRE MART	DOUBLE COIN TYRES	5840.00
EFT6278	11/07/2012	KTY ELECTRICAL SERVICES	CONNECT POWER AND LIGHTING TO WIALKI FIRE SHED	2145.00
EFT6279	11/07/2012	JASON SIGNMAKERS	STAR PICKET COVERS	792.00
EFT6280	11/07/2012	BENCUBBIN NEWS & POST	STATIONERY - JUNE 2012	698.93
EFT6281	11/07/2012	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	CRC MEMBERSHIP, PRINTING & PHOTOCOPYING	126.78
EFT6282	11/07/2012	BEACON CO-OPERATIVE LTD	MAIL DROP - DAIP QUESTIONNAIRE	11.20
EFT6283	11/07/2012	BENCUBBIN BULK HAULIERS	HIRE OF ROAD TRAIN	3828.00
EFT6284	11/07/2012	STAR TRACK EXPRESS	FREIGHT	92.73
EFT6285	11/07/2012	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER SUPPORT SERVICE AGREEMENT - JUNE 2012	346.58
EFT6286	11/07/2012	HEMPFIELD SMALL MOTORS	PLUG	54.00
EFT6287	11/07/2012	BENCUBBIN TRUCK N AUTO'S	FILTER KIT & ELEMENT FOR HINO, AC DELCO BATTERY ETC	687.85
EFT6288	11/07/2012	JR & A HERSEY	WORK PANTS, DRILL SHIRTS, TAPED SHIRT	228.66
EFT6289	11/07/2012	LANDGATE	GRV INTERIM VALUATIONS	132.10
EFT6290	11/07/2012	HM & NE BATES	TESTING AND TAGGING ELECTRICAL EQUIPMENT IN WORKSHOP	423.50

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT6291	11/07/2012	BENCUBBIN AG SUPPLIES	OIL, VARIOUS SUNDRY HARDWARE ITEMS	12794.03
EFT6292	11/07/2012	GERALDTON FUEL	BULK DIESEL - BENCUBBIN DEPOT	9430.25
EFT6293	11/07/2012	JENNI BUNCE	BEACON CONTRACT CLEANING 7.6 - 20.6.12	1350.00
EFT6294	11/07/2012	DEPARTMENT OF REGIONAL DEVELOPMENT & LANDS	LEASE ON FUEL DEPOT 1.7 - 31.12.2012	275.00
EFT6295	11/07/2012	TRACE'S PLACE	CATERING - CHAINSAW COURSE	203.00
EFT6296	11/07/2012	GREAT SOUTHERN FUELS	BULK DIESEL - BEACON DEPOT \$5864, CONST TANKER \$5261, CARD PURCHASES \$3082	14157.44
EFT6297	11/07/2012	DANNELLE FOLEY	UNIFORM - N RICHMOND	30.00
EFT6298	11/07/2012	POLISHED CONCRETE SPECIALISTS	POLISHED CONCRETE FLOOR - BEACON CO-OP BUILDING	29700.00
EFT6299	19/07/2012	COVS	750KG LEVER BLOCK	218.53
EFT6300	19/07/2012	CJD EQUIPMENT PTY LTD	BALL BEARINGS	150.97
EFT6301	19/07/2012	STATE LIBRARY OF WA	LOST AND DAMAGED BOOKS	19.80
EFT6302	19/07/2012	MUKA TYRE MART	REMOVE/REFIT TRUCK TYRES	341.00
EFT6303	19/07/2012	NINGHAN SPRAYING SERVICE	MATERIALS FOR SHED WORKS - BEACON CO-OP BUILDING	1174.11
EFT6304	19/07/2012	KTY ELECTRICAL SERVICES	REMOVE BURNT OUT AIRCONDITIONER, INSTALL NEW FUJITSU UNIT - LODGE \$3530, AIRCONDITIONER BEACON BARRACKS \$1138, LIGHTS AND EXIT SIGN BENCUBBIN COMPLEX \$445, CHECK VARIOUS LIGHTS ETC	5662.11
EFT6305	19/07/2012	SHIRE OF TRAYNING	LONG SERVICE LEAVE ENTITLEMENTS - T MCLENNAN	5623.62
EFT6306	19/07/2012	BENCUBBIN NEWS & POST	PPMV - M ROWLING, POSTAGE, STATIONERY	210.80
EFT6307	19/07/2012	AUSTRALIAN TAXATION OFFICE	BAS - JUNE 2012	27314.00
EFT6308	19/07/2012	WA TREASURY CORPORATION	LOAN NO. 119 FIXED COMPONENT - LOAN TO BENNYMART - REPAID IN LEASE PAYM	979.96
EFT6309	19/07/2012	BEACON CO-OPERATIVE LTD	PARCEL POSTAGE - BEACON LIBRARY	26.40
EFT6310	19/07/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA - WA	LGMA AFFILIATE MEMBERSHIP - R WATSON	150.00
EFT6311	19/07/2012	UHY HAINES NORTON (WA) PTY LTD	AUDIT CERTIFICATION - DLG FINANCIAL PLANNING	3740.00
EFT6312	19/07/2012	ICS CARPENTRY	PROGRESS PAYMENT ONE - BEACON GYM	32267.95

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT6313	19/07/2012	RELIANCE PETROLEUM	FUEL CARD PURCHASES - JUNE 2012	302.28
EFT6314	19/07/2012	ATU SEWAGE SERVICES	BIOMAX QUARTERLY SERVICE - 229 MURRAY ST	116.50
EFT6315	19/07/2012	SKIPPER TRUCK PARTS	REGO HOLDERS	8.47
EFT6316	19/07/2012	METROCOUNT	METROCOUNT 5600 TRAFFIC COUNTER	3789.50
EFT6317	19/07/2012	HEMPFIELD SMALL MOTORS	KNOB RECOIL	35.80
EFT6318	19/07/2012	D & D TRANSPORT	FREIGHT	90.50
EFT6319	19/07/2012	PERFECT COMPUTER SOLUTIONS PTY LTD	LABOUR - RESOLVE ERROR BEACON LIBRARY, SYNERGY PROBLEMS EAO, PREPARE FOR UPGRADE	348.75
EFT6320	19/07/2012	RICHGRO GARDEN PRODUCTS & AMAZON SOILS	PERLITE AND VERMICULITE	71.01
EFT6321	19/07/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISING - LEADING HAND/CONSTRUCTION GRADER DRIVER VACANCY	3549.60
EFT6322	19/07/2012	5RIVERS PLUMBING AND GAS	REPAIR LEAKING TOILET AT BENCUBBIN DEPOT	1944.61
EFT6323	19/07/2012	JENNI BUNCE	BEACON CONTRACT CLEANING 21.6 - 4.7.12	1200.00
EFT6324	19/07/2012	WEST & HAGGERTY	GRAVEL PURCHASES	1042.80
EFT6325	19/07/2012	EARTHWORKS TRAINING & ASSESSMENT SERVICES	CHAINSAW TRAINING COURSE	1325.00
EFT6326	19/07/2012	TRACE'S PLACE	CATERING - NEWTRAVEL MEETING	192.00
EFT6327	19/07/2012	MW GRANT	BULLDOZER HIRE - PREPARE GRAVEL PIT FOR TREE PLANTING	2640.00
EFT6328	26/07/2012	KARLEY DUNNE	PAYMENT FOR FUNDRAISER DONATION	1000.00
EFT6329	27/07/2012	LGIS INSURANCE BROKING	MOTOR VEHICLE, COUNCILLORS, STATUTORY & BUSINESS PRACTICES INSURANCES	57818.70
EFT6330	27/07/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	45.80
EFT6331	27/07/2012	LGRCEU	PAYROLL DEDUCTIONS	38.80
EFT6332	27/07/2012	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	10484.58
EFT6333	27/07/2012	LGIS PROPERTY	PUBLIC LIABILITY INSURANCE, BUSHFIRES INSURANCE	20141.83
EFT6334	27/07/2012	THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	272.55
EFT6335	27/07/2012	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	283.53
EFT6336	27/07/2012	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	283.53
EFT6337	30/07/2012	LGIS PROPERTY	WORKERS COMPENSATION AND PROPERTY INSURANCES	95088.73

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT6338	31/07/2012	WA TREASURY CORPORATION	LOAN NO. 115 FIXED COMPONENT - HOUSING REPAIRS/UPGRADE	28793.57
20094	02/07/2012	SHIRE OF MT MARSHALL	REGISTRATION MM 909	5984.05
20095	11/07/2012	DEPARTMENT OF TRANSPORT	ANNUAL FEE FOR APPROVED INSPECTION STATION 1.7.12 - 30.6.13	107.50
20096	12/07/2012	SHIRE OF MT MARSHALL	CASH PAYMENTS 11.07.2012	2550.00
20097	19/07/2012	SYNERGY	STREETLIGHTS 25.5 - 24.6.12	1651.68
20098	19/07/2012	WESTNET PTY LTD	EMAIL ANTI-SPAM SYSTEM 26.6.12 - 30.6.13	22.45
20099	19/07/2012	YELBENI STORE PTY LTD	LEACH DRAINS FOR NEW BENCUBBIN CRC BUILDING	76.00
20100	26/07/2012	SHIRE OF MT MARSHALL	CASH PAYMENTS 25.07.2012	2350.00
20102	27/07/2012	WATER CORPORATION	ANNUAL SERVICE CHARGE 2012/13	8649.80
				567058.73

2. Trust

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT6267	02/07/2012	DEPARTMENT OF PLANNING & INFRASTRUCTURE	RECOUP LICENSING - JUNE 2012	15188.40
				15188.40

3. Mastercard

DETAILS	AMOUNT
REFRESHMENTS FOR COUNCIL	104.00
NESPRESSO COFFEE PODS	43.50
BUS INSPECTION	144.60
	292.10

Minutes of the Ordinary Meeting of Council
held on Wednesday 15 August 2012

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 **15 August 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).

Matthew Gilfellon
Chief Executive Officer

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10.5 Engineering Administration Officer

Nil

10.6 Chief Executive Officer

10.6.37 Policy Manual Review

LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: A2/24
AUTHOR: Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST: Wife is teacher at Bencubbin Primary School
President of Bencubbin Hockey Club
DATE: 8 August 2012
ATTACHMENT NUMBER: 10.6.37a - Section of Policy and Procedures Manual
10.6.37b - Proposed Section of Policy & Procedures Manual
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Local Government Act 1995
POLICY IMPLICATIONS: Potential change of council policies
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Absolute Majority

2012/115 COUNCIL DECISION/OFFICER RECOMMENDATION:

That council endorse the proposed changes to the Shire of Mt Marshall Policy Manual.

**Moved Cr Kirby
Absolute Majority**

Seconded Cr Hogan

Carried 4/0

BACKGROUND:

A Policy & Procedures Manual is a way in which Council are able 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 polices 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

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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.

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10.6.38 Application for Planning Approval – Lot 45 (No. 39, Shop 3) Monger Street Bencubbin

LOCATION/ADDRESS: Lot 45 (No. 39, Shop 3) Monger Street Bencubbin
NAME OF APPLICANT: Jane and David Walker
FILE REFERENCE: TP1/2
AUTHOR: Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST: Nil
DATE: 7 August 2012
ATTACHMENT NUMBER: N/A
CONSULTATION: Julian Goldacre – Environmental Health Officer/Building Surveyor
STATUTORY ENVIRONMENT: Liquor Control Act 1988
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Absolute Majority

2012/116 COUNCIL DECISION/OFFICER RECOMMENDATION:

That planning approval be given to Jane and David Walker for the purpose of a liquor store on Lot 45 (No. 39, Shop 3) Monger Street Bencubbin.

**Moved Cr Gillett
Absolute Majority**

Seconded Cr Hogan

Carried 4/0

BACKGROUND:

Jane and David Walker have submitted an application for planning approval to conduct a liquor store on Lot 45, No. 39, Shop 3 Monger Street Bencubbin.

COMMENT:

At the June 2012 meeting of council it was decided to follow section 7.2 of the Mt Marshall Town Planning Scheme No. 2 and advertise the application for planning approval for a period of 21 days. At the end of the submission period, no submissions had been received.

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10.7 Administration Officer

Nil

10.8 Executive Administrator

Nil

11.0 Reports of Elected Members
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Cr IC Sanders attended the following meetings / functions:

2 – 3 August 2012	WALGA Convention & Exhibition	Perth
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Cr DA Miguel attended the following meetings / functions:

Not present

Cr MP Hogan attended the following meetings / functions:

2 – 3 August 2012	WALGA Convention & Exhibition	Perth
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Cr CJ Kirby attended the following meetings / functions:

2 August 2012	WALGA Convention & Exhibition	Perth
14 August 2012	Beacon Co Op Busy Bee	Beacon

Cr WJ Beagley attended the following meetings / functions:

2 – 3 August 2012	WALGA Convention & Exhibition	Perth
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Cr RN Breakell attended the following meetings / functions:

1 – 3 August 2012	WALGA Convention & Exhibition	Perth
14 August 2012	Bencubbin Community Recreation Council Meeting	Bencubbin

Cr PA Gillett attended the following meetings / functions:

1 – 3 August 2012	WALGA Convention & Exhibition	Perth
14 August 2012	Bencubbin Community Recreation Council Meeting	Bencubbin

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12.0	Elected Members Motions of Which Previous Notice Has Been Given
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Nil

13.0	New Business of an Urgent Nature Introduced by Decision of the Meeting
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Nil

14.0	Next Meeting – Wednesday 19 September 2012 commencing at 2:00pm in Council Chambers, 80 Monger St, Bencubbin
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15.0	Closure of Meeting
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The Presiding Member declared the meeting closed at 3.26pm.

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

Date

Cr PA Gillett

President