



**SHIRE OF MT MARSHALL**

# **MINUTES**

**Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 16 July 2019, in Council Chambers, Monger St, Bencubbin, commencing at 3:02pm.**

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Cr ARC Sachse

President

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John Nuttall  
Chief Executive Officer

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Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**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. Declarations of Interest
7. Confirmation of Minutes of Previous Meetings
  - 7.1 Minutes of the Ordinary Meeting held on Tuesday 18 June 2019
8. Announcements by Presiding Person Without Discussion
9. Reports of Councillors
  - 9.1 President
  - 9.2 Councillors
10. Petitions / Deputations / Presentations / Submissions
11. Reports of Committees
12. Reports of Officers
  - 12.1 Chief Executive Officer
    - 12.1.26 Better Bencubbin Progress Association - Permission Sought for Sculpture Display
    - 12.1.27 Application for Beacon Barracks to be Placed on Shire Municipal Heritage Inventory
    - 12.1.28 Policy Manual Review 2019
  - 12.2 Works Supervisor
    - 12.2.6 Works Report July 2019
  - 12.3 Executive Assistant
    - 12.3.11 Status Report for June 2019
    - 12.3.12 Minutes of NEWROC Council held 25 June 2019
  - 12.4 Finance and Administration Manager
    - 12.4.17 Accounts Paid to 30 June 2019
  - 13.5 Community Development Officer
    - 12.5.2 New Policy CS.1.6 Club Support Fund
  - 13.6 Regulatory Officer
  - 13.7 Development
  - 13.8 Environmental Health Officer
14. Elected Members' Motions of Which Previous Notice Has Been Given
15. New Business of an Urgent Nature Introduced by Decision of the Meeting

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

16. Next Meeting – Tuesday 13 August 2019 commencing at 3:00pm in Council Chambers, 71 Monger St, Bencubbin
17. Closure of Meeting

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

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

The Presiding Member declared the meeting open at 3:02pm and welcomed all those present.

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

**In Attendance**

Cr ARC Sachse	President
Cr NR Gillett	Deputy President
Cr SR Putt	Councillor
Cr LN Gobbart	Councillor
Cr IC Sanders	Councillor
Mr John Nuttall	Chief Executive Officer
Ms Nadine Richmond	Executive Assistant
Ms Tanika McLennan	Finance and Administration Manager
Miss Rebecca Watson	Community Development Officer
Mr Len Cargeeg	Member of the Public

**Apologies**

Cr RM Kirby	Councillor
Cr SE Faulkner	Councillor
Mr John Dunne	Member of the Public

**3.0 Standing Orders**

**2019/6-001 COUNCIL DECISION:**

***That Standing Order number 9.2 - Limitation of Number of Speeches be suspended for the duration of the meeting to allow for greater debate on items in the agenda.***

***Moved Cr LN Gobbart***

***Seconded Cr SR Putt***

***Carried 5/0***

**4.0 Public Questions**

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

Nil

**4.2 Public Question Time**

The Presiding Member declared public question time open at 3:03pm and closed at 3:04pm.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**5.0 Applications for Leave of Absence**

Nil

**6.0 Declarations of Interest**

Nil

**7.0 Confirmation of Minutes of Previous Meetings**

**7.1 Minutes of the Ordinary Meeting held on Tuesday 18 June 2019**

**2019/6-002 OFFICER RECOMMENDATION / COUNCIL DECISION:**

***That the Minutes of the Ordinary Meeting of Council held on Tuesday 18 June 2019 be confirmed as a true and correct record of proceedings.***

***Moved Cr LN Gobbart***

***Seconded Cr NR Gillett***

***Carried 5/0***

**8.0 Announcements by Presiding Person Without Discussion**

The Shire of Mt Marshall would like thank all those involved with the very successful Local Emergency Management Exercise, Beacon on Friday 21st June. This included CEO John Nuttall, RO Jack Walker, CDO Rebecca Watson, Shire Traffic Management and Vehicle Placement and Removal Staff, Department of Fire and Emergency Services, WA Police, St John's Ambulance, Beacon Volunteer Emergency Service Brigade, Mukinbudin Volunteer Emergency Service Brigade, Bencubbin Bush Fire Brigade, the Bonnie Rock Bush Fire Brigade and the Beacon Co-Op for supplying lunch. The exercise was very well run and is important emergency services training with keeping our communities safe.

Thanks to the Beacon and Bencubbin Primary Schools for their involvement and support of the Cultural Day held at the Beacon Primary School and Datjoin Rock on Friday, 5th July. Special thanks to Mick Hayden and his family from the Njaki Njaki people in Merredin for running the day. Thanks also to Community Development Officer Rebecca Watson for helping to organise this important event.

A meeting with the Department of Fire and Emergency Services and the Beacon Volunteer Emergency Service Brigade was held in Beacon on Thursday, 4th July. There was an excellent attendance from the community with new office bearers being duly elected. This bodes well for the future of this very important brigade and yet again reflects the volunteer commitment in the Shire of Mt Marshall.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**9.0 Report's of Councillors**

**9.1 President's Report**

Purpose:

This report is prepared by the President to provide Council and the community of Mt Marshall with information about activities undertaken.

Comment:

The President represented the Shire of Mt Marshall at the following meetings and training opportunities from 19 June 2019 to 16 July 2019:

- 20 June 2019 Wheatbelt District Emergency Management Committee meeting, Merredin.
- 21 June 2019 Local Emergency Management Exercise, Beacon with CEO John Nuttall, RO Jack Walker, CDO Rebecca Watson, Shire Traffic Management and Vehicle placement and removal staff, Department of Fire and Emergency Services, WA Police, St John's Ambulance, Beacon Volunteer Emergency Service Brigade, Mukinbudin Volunteer Emergency Service Brigade, Bencubbin Bush Fire Brigade and the Bonnie Rock Bush Fire Brigade. Thanks to the Beacon Co-Op for a very pleasant lunch following the exercise and debrief.
- 25 June 2019 Funeral Service for Jeanette Beagley, The Vines, Perth with fellow Councillors.
- 27 June 2019 Great Eastern Country Zone Meeting, Merredin with CEO John Nuttall.
- 3 July 2019 Central East Aged Care Association Special Meeting and Central East Aged Care Association Special Committee Meeting, Kellerberrin with Cr Kirby and CEO John Nuttall.

**9.2 Councillors**

Nil

**10.0 Petitions / Deputations / Presentations / Submissions**

Nil

**11.0 Reports of Committees**

Nil



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.0 Reports of Officers**

**12.1 Chief Executive Officer**

**12.1.26 Better Bencubbin Progress Association - Permission Sought for Sculpture Display**

<b>File No:</b>	A4/1
<b>Location/Address:</b>	Monger St, Bencubbin
<b>Name of Applicant:</b>	Better Bencubbin Progress Association
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall - Chief Executive Officer
<b>Attachments:</b>	12.1.26a – Correspondence from Better Bencubbin Progress Association 12.1.26b – Design Examples of Proposed Statues 12.1.26c – Proposed Statue Locations
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**

Correspondence dated 7 June 2019 was received from Better Bencubbin Progress Association requesting that permission be given for metal animal sculptures/statues to be placed around Bencubbin, primarily along Monger Street. The idea behind this request is that they would be of interest to visitors to the town.

The Chief Executive Officer asked for further detail regarding the proposal, so that all of the necessary information could be provided to Council to allow a decision to be made regarding this request.

Follow up information was provided under cover of email dated 28 June 2019 and is attached.

**Consultation:**

The Chief executive Officer spoke with the Better Bencubbin Progress Association in order to request that further information regarding their proposal be provided to allow Council to be able to make a decision. That further information is provided as an attachment.

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**Financial Implications:**

The Better Bencubbin Progress Association have indicated that they would be responsible for the cost of making and installing the statues. The question of ongoing maintenance is one that was raised in the meeting between the Chief Executive Officer and Better Bencubbin Progress Association and is answered in the further information provided.

**Risk Assessment:**

There does not appear to be any major risk in allowing such statues to be placed along the main street in town, and indeed similar objects appear in many towns across the State. The question however is how such statues would fit in to the current 'look' of the street, what future options for the main street are to be considered (and how this would fit with such options) and whether in fact these statues would encourage any tourists to stop in town to view them.

**Community & Strategic Objectives:**

*Outcome 2.2            The development of local and regional tourism*

2.2.1 Advocate, promote and market the Shire as a place to live, work and visit

2.2.2 Assist with the provision of relevant tourist information and marketing services

2.2.4 Facilitate the development of local tourism activities associated with the Shire's diverse natural, social and built heritage

2.2.5 Develop partnerships to actively support visitor growth

**Comment:**

Whilst the project is a relatively minor one, and one which may provide a talking point for locals and visitors alike, it is also the case that any works to a main street should be undertaken both well planned in advance and with community consultation. The idea which is presented has only been discussed among the committee of the Better Bencubbin Progress Association and ought therefore to have some community consultation prior to any final decision being made. Consideration should also be given to any future plans for the main street in order that any projects are sympathetic to such plans.

**2019/6-003 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council direct the Chief Executive Officer to seek public consultation regarding the Better Bencubbin Progress Association request to locate metal animal statues in the Bencubbin main street.***

***Moved Cr SR Putt***

***Seconded Cr IC Sanders***

***Carried 5/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.1.27 Application for Beacon Barracks to be Placed on Shire Municipal Heritage Inventory**

<b>File No:</b>	B2/18
<b>Location/Address:</b>	Beacon Barracks, Lindsay St, Beacon
<b>Name of Applicant:</b>	Beacon Progress Association
<b>Name of Owner:</b>	Perth Transport Authority
<b>Author:</b>	John Nuttall – Chief Executive Officer
	12.1.27a – Submissions regarding the Application for Beacon Barracks to be Placed on Shire Municipal Heritage Inventory
	12.1.27b – Response from PTA regarding the Application for Beacon Barracks to be Placed on Shire Municipal Heritage Inventory
<b>Attachments:</b>	12.1.27c – Application to include Beacon Barracks in Shire’s Municipal Heritage Inventory
	12.1.27d – Correspondence from Heritage Council WA
	12.1.27e – Information from Mr John Dunne
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	18 June 2019

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**Background:**

A formal document of application was received and presented to Council from Beacon Progress Association requesting the Council place the Beacon Barracks onto the Shire Heritage Inventory. A copy of that application is attached (**12.1.27c**).

Council resolved at the June 2019 Ordinary Council Meeting as follows:

*2019/5 – 008 OFFICER’S RECOMMENDATION / COUNCIL DECISION:*

*That Council:*

- 1. Consider including the Beacon Barracks in the Shire Municipal Heritage Inventory;*
- 2. Direct the Chief Executive Officer to obtain comment from the Perth Transport Authority regarding the application;*
- 3. Direct the Chief Executive Officer to obtain community comment regarding the application; and*
- 4. Direct the matter to be re-presented to Council at the July ordinary meeting for final determination.*

*Moved Cr RM Kirby*

*Seconded Cr SE Faulkner*

*Carried 5/2*

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

Accordingly public submissions have been sought by advertisement through the local newspapers, and a direct request was made to the PTA seeking their response. Copies of the response from the PTA, and public submissions received are attached (12.1.27a).

**Consultation:**

There has been a direct request to the PTA, and their response is attached (12.1.27b). There has been an invitation for public comment and all received responses are attached.

**Relevant Plans and Policy:**

Unfortunately Council does not have any policy or guidance documents relating to the Shire Heritage Inventory.

**Financial Implications:**

Unknown at this stage, particularly should there be a later request for the Shire to have some financial input in the event of the Barracks being saved by the Beacon Progress Association.

**Risk Assessment:**

Not fully apparent currently, and much will depend upon the decision taken by the PTA regarding whether to follow through with the demolition process.

**Community & Strategic Objectives:**

*Outcome 2.2            The development of local and regional tourism*

2.2.4 Facilitate the development of local tourism activities associated with the Shire's diverse natural, social and built heritage

2.2.5 Develop partnerships to actively support visitor growth

*Outcome 3.2            A sense of place through public infrastructure and facilities*

3.2.3 Develop and maintain sustainable assets and infrastructure

3.2.4 Protect significant heritage buildings and sites

**Comment:**

An application was made on behalf of the Beacon Progress Association to the Heritage Council for the Beacon Barracks to be placed onto the State Heritage register. That application was refused, and a copy of the decision is attached for reference purposes (12.1.27d).

Council is now formally asked to consider an application to place the building onto the Shire's Municipal Heritage Inventory. Unfortunately there do not seem to be any guidelines to assist this decision within current Council Policies.

The responses received from the PTA (as building owner) and members of the public should be considered by Council to assist in making this decision. It is clear from the response by PTA that they oppose the barracks being listed on the Shire Municipal Heritage Inventory whilst public support is in favour of listing.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

It is important to note that should Council resolve to list the Beacon Barracks on the inventory that will not preclude the PTA making an application for demolition, and such application being granted. It can be noted from the current inventory listing that some listings (for example Bencubbin CWA building) have already been demolished.

**2019/6-004 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council:***

- 1. Formally resolve to include the Beacon Barracks into the Shire Municipal Heritage Inventory; and***
- 2. Direct the Chief Executive Officer to update the Shire Municipal Heritage Inventory to include Beacon Barracks.***

***Moved Cr SR Putt***

***Seconded Cr ARC Sachse***

***Carried 4/1***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.1.28 Policy Manual Review 2019**

<b>File No:</b>	A2/24
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.28 – DRAFT Policy Manual 2019
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Previously Considered:</b>	Nil

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**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.

**Consultation:**

There has been consultation amongst the staff regarding this item.

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

This is a review of the Policy Manual

**Financial Implications:**

There are no financial implications from conducting this review, but many of the policies do have financial implications.

**Risk Assessment:**

It would present a risk to Council to fail to review the policy manual.

**Community & Strategic Objectives:**

*Outcome 4.1 Collaborative and transparent leadership*

4.1.4 Promote a culture within the Shire that aligns actions with the values and aspirations of the Strategic Community Plan

*Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable*

4.3.3 Ensure compliance with all relevant legislation

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**Comment:**

The Policies & Procedures Manual is due to be reviewed this year. A draft of the manual has been attached to this report.

The suggested amendments, and if appropriate reasoning behind the suggestion, are as follows:

**C&C.1.3 COUNCIL ANNUAL FUNCTION & CHRISTMAS BONUS** – In line with the policies indexation the amount for the upcoming year has been amended.

**C&C. 1.4 COUNCILLOR MEETING FEES, ALLOWANCES AND REIMBURSEMENTS** – In line with the resolution of Council in May further to the updated SAT determination the rates have been amended.

**E&E.1.9 STAFF UNIFORMS** – In discussion with staff members it is not necessary to provide a full replacement uniform annually. It is acknowledged that the best process is to provide a full uniform upon commencing employment and then ordering only what is required for staff in subsequent years with an appropriate limit placed upon replacement uniform.

**F&R.2.5 PURCHASING POLICY** – In conjunction with our auditors it was agreed that some additional direction was required to be added to the purchasing policy regarding rules around procurement from relatives.

**OFFICER'S RECOMMENDATION**

*That Council adopt the revised Policy and Procedures Manual 2019.*

**2019/6-005 COUNCIL DECISION:**

***That Council adopt the revised Policy and Procedures Manual 2019 excluding any change to policy F&R.2.5 Purchasing Policy.***

***Moved Cr NR Gillett  
Absolute Majority***

***Seconded Cr LN Gobbart***

***Carried 5/0***

***Reason Council decision is different to Officer's recommendation: Further changes are required to F&R.2.5 Purchasing Policy before adoption.***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.2 Works Supervisor**

**12.2.6 Works Report July 2019**

<b>File No:</b>	N/A
<b>Location/Address:</b>	Mt Marshall District
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Aaron Wootton – Works Supervisor
<b>Attachments:</b>	Nil
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**

In the interest of better communications the following report of activities and tasks carried out by the Shire's works department is provided to Council.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Nil

**Risk Assessment:**

Nil

**Community & Strategic Objectives:**

ECONOMIC - Provide an effective and efficient transportation network

E 3.2 Maintain an efficient, safe and quality local road network

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

**Comment:**

Roads

Rowland Street, Beacon - sealing works have been carried out along Rowland Street. The weather and delay in receiving goods has put the drainage work behind schedule. The drainage work was required to be done before kerbing and pathworks were



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

completed. It is planned to complete the drainage this week and then organise the kerbing contractor to come in. The footpath should be commencing later in the month.

Powell St, Bencubbin - Now sealed and the majority of trim up has been completed. There were a couple of areas that were too wet to put a machine on at this stage but they are minor and will be tidied up when there is an opportunity to do so.

Ingleton Road- Roadworks have commenced here with the grader cutting down back slopes to use as fill for the widening of the shoulders.

**Gardening**

Gardeners have been busy landscaping some house/unit yards as to the 18/19 budget as well as cleaning streets, raking leaves and mowing ovals and other lawn areas.

**Maintenance Works**

Maintenance staff have been replacing signs and carrying out a lot of patching on bitumen roads throughout the Shire before any substantial rains begin. It is hoped that a buka bag of asphalt will turn up this week which will be used to alleviate the dip in the Koorda-Bullfinch Road at the Mukinbudin end.

**Maintenance Grading**

They are currently working in the following locations:

Stretch- Beacon Rock Rd to the west of Ingleton Rd

Ralph- is currently along Bencubbin-Kununoppin Rd. After the recent rains he carried out a fair bit of gravel patching on numerous roads to the east of Wialki-Welbungin Rd.

Bill- is currently on Gabbin-Trayning Rd

**2019/6-006 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That the July 2019 report of the Works Supervisor be received.***

***Moved Cr SR Putt***

***Seconded Cr LN Gobbart***

***Carried 5/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.3 Executive Assistant**

**12.3.11 Status Report – June 2019**

<b>File No:</b>	N/A
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Nadine Richmond – Executive Assistant
<b>Attachments:</b>	12.3.11 – Status Report June 2019
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**

The status report is a register of Council resolutions that are allocated to Shire staff for actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Nil

**Risk Assessment:**

Nil

**Community & Strategic Objectives:**

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

**Comment:**

In the interest of increased transparency and communication with the community, the status report is provided for information.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**2019/6-007 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

*The Status Report for June 2019 be received.*

*Moved Cr NR Gillett*

*Seconded Cr SR Putt*

*Carried 5/0*

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.3.12 Minutes of NEWROC Council Meeting held 25 June 2019**

<b>File No:</b>	N/A
<b>Location/Address:</b>	NEWROC District
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Nadine Richmond – Executive Assistant
<b>Attachments:</b>	12.3.12 – Minutes of NEWROC Council Meeting held 25 June 2019
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**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 of Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem, and is governed by a Memorandum of Understanding (MOU) between these Shires.

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

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Nil

**Risk Assessment:**

Nil

**Community & Strategic Objectives:**

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

**Comment:**

The Minutes of the NEWROC Council meeting held on 25 June 2019 are submitted (**Attachment 12.3.12**) in order to keep all members abreast of the activities of the NEWROC Council.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

The next meeting of the NEWROC Council is scheduled to be held on Tuesday 27 August 2019 at the Shire of Mukinbudin.

**2019/6-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

*The minutes of the NEWROC Council meeting held on 25 June 2019 be received.*

***Moved Cr SR Putt***

***Seconded Cr IC Sanders***

***Carried 5/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.4 Finance and Administration Manager**

**12.4.17 Accounts Paid to 30 June 2019**

**File No:** F1/4  
**Location/Address:** N/A  
**Name of Applicant:** Nil  
**Name of Owner:** N/A  
**Author:** Sandy Wyatt – Administration Officer  
**Attachments:** Nil  
**Declaration of Interest:** Nil  
**Voting Requirements:** Simple Majority  
**Previously Considered:** Nil

**Background:**

Following is a List of Accounts submitted to Council on Tuesday 16 July 2019 for the Municipal Fund, Trust Fund and Mastercard. Councillor questions regarding any payments can be directed to Finance and Administration Manager, Tanika McLennan, prior to the meeting.

**1. Municipal Fund**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
37	30/06/2019	BANK FEES - BANK FEES	BANK FEES	376.39
150	17/06/2019	WATER CORPORATION	UTIITY CHARGES 25.3.19-22.5.19	110.24
151	17/06/2019	WHEATBELT AGCARE COMMUNITY SUPPORT SERVICES INC	CONTRIBUTION TO RURAL FAMILY COUNSELLING SERVICE 2018/19	550.00
EFT15048	04/06/2019	SYNERGY	UTILITY CHARGES 18.4.19-15.5.19	591.40
EFT15049	07/06/2019	BENCUBBIN COMMUNITY RECREATION COUNCIL	HIRE OF KITCHEN FOR AUSTRALIA DAY BREAKFAST	30.00
EFT15050	07/06/2019	ORBIT HEALTH & FITNESS SOLUTIONS	BEACON GYM EQUIPMENT	312.75
EFT15051	07/06/2019	PALMER PLUMBING PTY LTD	WORKS-CARAVAN PARK BEACON	13266.00

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15053	13/06/2019	EASISALARY	PRE TAX DEDUCTION-ERROR IN SYNERGY	491.46
EFT15054	17/06/2019	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 30.4.19	2255.10
EFT15055	17/06/2019	AVON WASTE	RUBBISH COLLECTION-MAY19	5064.64
EFT15056	17/06/2019	BOC GASES	GAS CYLINDERS	42.08
EFT15057	17/06/2019	NINGHAN SPRAYING & AG SERVICES	MAY SUPPLIES	718.21
EFT15058	17/06/2019	JASON SIGNMAKERS	MAY SUPPLIES	1467.40
EFT15059	17/06/2019	SHIRE OF TRAYNING	MEDICAL PRACTICE EXPENSES PLUS DOCTORS RENT-MAY19	5460.00
EFT15060	17/06/2019	BENCUBBIN NEWS & POST	NEWSPAPERS-MAY19	82.66
EFT15061	17/06/2019	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	KEYS CUT	29.50
EFT15062	17/06/2019	BEACON CO-OPERATIVE LTD	CLEANING-MAY19	2346.70
EFT15063	17/06/2019	WINC AUSTRALIA PTY LTD	MAY SUPPLIES	60.64
EFT15064	17/06/2019	BENCUBBIN TRUCK N AUTO'S	TYRES	4902.64
EFT15065	17/06/2019	CIVIC LEGAL	PROJECT AWARE GOVERNANCE PROGRAM	2255.00
EFT15066	17/06/2019	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER SERVICES	340.00
EFT15067	17/06/2019	RN & JB WHYTE	PURCHASE OF GRAVEL	2130.48
EFT15068	17/06/2019	BENCUBBIN AG SUPPLIES	MAY SUPPLIES	863.95
EFT15069	17/06/2019	REFUEL AUSTRALIA	FUEL-APRIL19	319.68
EFT15070	17/06/2019	BEACON GARAGE	MAY REPAIRS	1355.03
EFT15071	17/06/2019	ROSS'S DIESEL SERVICE	MAY REPAIRS	110.55
EFT15072	17/06/2019	GREAT SOUTHERN FUELS	FUEL-MAY19	24225.45
EFT15073	17/06/2019	NADINE RICHMOND	REIMBURSEMENT FOR TRAVEL ASSOCIATED WITH COURSE	489.18
EFT15074	17/06/2019	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS-1043	1694.72
EFT15075	17/06/2019	MARKET CREATIONS	LETTERHEADS	165.00
EFT15076	17/06/2019	MARKETFORCE PTY LTD	ADVERTISING-APRIL19	73.60
EFT15077	17/06/2019	SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISING	82.50
EFT15078	17/06/2019	BEACON LADIES HOCKEY CLUB INC	CLUB SUPPORT FUND	1655.00
EFT15079	17/06/2019	CWA OF WA KOORDA BRANCH	ALZHEIMER'S RESEARCH & INFORMATION LUNCH-T.SACHSE	35.00

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15080	14/06/2019	BENDIGO BANK	MAY SUPPLIES	1334.60
EFT15081	17/06/2019	SYNERGY	UTILITY CHARGES 27.4.19-15.5.19	222.40
EFT15082	21/06/2019	AUSTRALIAN TAXATION OFFICE	FBT 2019	2853.23
EFT15083	25/06/2019	WA TREASURY CORPORATION	LOAN NO. 118 FIXED COMPONENT - STAFF HOUSING	30980.45
EFT15084	26/06/2019	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT15085	21/06/2019	SYNERGY	UTILITY CHARGES 12.3.19-13.5.19	323.10
EFT15086	25/06/2019	SYNERGY	STREETLIGHTS 25.4.19-24.5.19	1784.05
EFT15087	28/06/2019	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT	149.49
EFT15088	28/06/2019	KTY ELECTRICAL SERVICES	JUNE REPAIRS	1114.38
EFT15089	28/06/2019	BENCUBBIN NEWS & POST	POSTAGE 10.6.19-14.6.19	44.48
EFT15090	28/06/2019	ICS CARPENTRY	JUNE REPAIRS	15713.50
EFT15091	28/06/2019	PORKY'S ENTERPRISES	GRAVEL SHEETING-GILHAM COOPER ROAD	32775.60
EFT15092	28/06/2019	DAVES TREE SERVICE	TREE TRIMMING AND REMOVAL	2860.00
EFT15093	28/06/2019	DALWALLINU CONCRETE PTY LTD TRADING AS DALLCON	MAY SUPPLIES	4186.60
EFT15094	28/06/2019	CR IC SANDERS	MEETING FEES & ALLOWANCES 22.5.19-18.6.19	571.52
EFT15095	28/06/2019	R MUNNS ENGINEERING CONSULTING SERVICES	DISABLED RAMP	3872.00
EFT15096	28/06/2019	KC SALES	CARAVAN PARK VOUCHERS	324.95
EFT15097	28/06/2019	KEVIN JOHN SMITH	HIRE OF LOADER	231.00
EFT15098	28/06/2019	CR ARC SACHSE	MEETING FEES & ALLOWANCES 22.5.19-18.6.19	1651.66
EFT15099	28/06/2019	CR RM KIRBY	MEETING FEES & ALLOWANCES	1085.53
EFT15100	28/06/2019	CR SE FAULKNER	MEETING FEES & ALLOWANCES 22.5.19-18.6.19	512.29
EFT15101	28/06/2019	CR NICK GILLETT	MEETING FEES & ALLOWANCES 22.5.19-18.6.19	612.50



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15102	28/06/2019	CR STUART PUTT	MEETING FEES & ALLOWANCES 22.5.19-18.6.19	493.18
EFT15103	28/06/2019	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 22.5.19-18.6.19	609.74
EFT15104	28/06/2019	EASISALARY	PAYROLL DEDUCTIONS	491.46
EFT15105	28/06/2019	WALKER ELECTRICAL CONTRACTORS	SOLAR ENERGY SYSTEM-BENCUBBIN COMMUNITY RESOURCE CENTRE	7950.00
EFT15106	28/06/2019	BENCUBBIN HEADER REPAIRS	GRAVEL	739.20
EFT15107	28/06/2019	SHIRE OF MT MARSHALL	FLEET SCHEDULE RENEWAL 30.6.19	10155.85
EFT15108	TO EFT 15130	JULY PAYMENTS		
EFT15131	28/06/2019	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR ATM-MAY19	187.85
EFT15132	28/06/2019	SYNERGY	UTILITY CHARGES 8.5.19-11.6.19	1658.25
DD9617.1	05/06/2019	WALGS PLAN	PAYROLL DEDUCTIONS	7272.72
DD9617.2	05/06/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	601.53
DD9617.3	05/06/2019	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	239.71
DD9617.4	05/06/2019	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	247.74
DD9617.5	05/06/2019	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	43.15
DD9617.6	05/06/2019	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	529.80
DD9617.7	05/06/2019	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	182.14
DD9617.8	05/06/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	43.34
DD9631.1	19/06/2019	WALGS PLAN	PAYROLL DEDUCTIONS	7512.20
DD9631.2	19/06/2019	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	392.76
DD9631.3	19/06/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	601.53
DD9631.4	19/06/2019	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	246.80
DD9631.5	19/06/2019	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	41.34
DD9631.6	19/06/2019	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	529.80
DD9631.7	19/06/2019	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	188.27
DD9631.8	19/06/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	182.97
				<b>218,626.51</b>

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**2. Trust**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15052	11/06/2019	SHIRE OF MT MARSHALL	HIRE OF BUS FOR SOCIAL CLUB FUNCTION	41.50
EFT15109	30/06/2019	DEPARTMENT OF TRANSPORT	MMSO20190604	4308.75
				<b>4,350.25</b>

**3. Mastercard**

<b>Details</b>	<b>Amount</b>
Safe for accommodation keys	132.84
Wheatbelt CRC strategy day-T.Sachse	40.00
Wheatbelt CRC strategy day-J.Nuttall	40.00
Council snacks	23.35
Council refreshments	143.95
Bank fees	4.00
Parking-training-N.Richmond	18.22
Meal-training-N.Richmond	21.32
Licensing	200.00
Licensing	200.00
Bank fees	4.00
Fluvax x 5	133.50
Fluvax x 1	26.70
Fluvax x 1	26.70
Fluvax x 10	267.00
Bank fees	4.00
Little Hotelier fees	81.95
Little Hotelier fees	81.95
Keys cut	36.00
Bank fees	4.00
Refund-April	-154.88
	<b>1,334.60</b>

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

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 **16 July 2019**. 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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John Nuttall  
Chief Executive Officer

**Consultation:**

Tanika McLennan – Finance and Administration Manager

**Statutory Environment:**

*Financial Management Regulations and the Local Government Act 1995*

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

An appropriate allowance has been made in the current year's budget to fund and authorise expenditure.

**Risk Assessment:**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**Community & Strategic Objectives:**

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

**Comment:**

Nil

**2019/6-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That the Accounts Listed***

<b><i>Municipal Fund</i></b>	<b>\$ 218,626.51</b>
<b><i>Trust Fund</i></b>	<b>\$ 4,350.25</b>
<b><i>Mastercard</i></b>	<b>\$ <u>1,334.60</u></b>
<b><i>Total</i></b>	<b>\$ 224,311.36</b>

***Be endorsed.***

***Moved Cr LN Gobbart***

***Seconded Cr NR Gillett***

***Carried 5/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.5 Community Development Officer**

**12.5.2 New Policy – CS.1.6 – Club Support Fund**

<b>File No:</b>	A2/24
<b>Location/Address:</b>	Shire of Mt Marshall
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Rebecca Watson – Community Development Officer
<b>Attachments:</b>	12.5.2 – DRAFT Policy CS.1.6 Club Support Fund
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Previously Considered:</b>	Nil

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**Background:**

The Shire of Mt Marshall Club Support Fund is an initiative by the Shire to provide support and assistance to sport and recreational clubs within the community. A similar scheme called the 'Community Support Fund' was run by the Shire between 2003-2008 and assisted many community projects and events. The Club Support Fund aims to facilitate and encourage growth within our sport and recreation programs, communities and facilities to provide access to recreational opportunities for all.

In April 2019, six applications were received for the Club Support Fund round requesting a total of \$20,973.36. A total fund pool of \$12,000 (ex GST) had been allocated in the 18/19 budget, therefore Council was required to prioritise the projects to determine which applicants were to be successful and unsuccessful.

This process proved difficult as there were no real assessment guidelines established for the funding program. Through discussion on the item it was suggested that a more detailed assessment process be explored to ensure consistency in the assessment of club support fund applications from year to year.

**Consultation:**

Chief Executive Officer – John Nuttall

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Adoption of new policy SC 2.3 Club Support Fund  
Sport and Recreation Master Plan -2016

**Financial Implications:**

Allocation of \$12,000 per financial year towards the Club Support Fund

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**Risk Assessment:**

The Club Support Fund scheme provides the community with the opportunity to request funds from Council to assist with particular projects. This process eliminates Council receiving numerous applications for assistance during the year with no formal assessment or acquittal process.

After the current round in April, which was oversubscribed, it was evident that the program required clearer guidelines for assessment to ensure consistency and fairness in the delivery of the program.

**Community & Strategic Objectives:**

*Outcome 1.3 Active and passive recreation facilities and services*

- 1.3.1 Develop, maintain and support appropriate recreation facilities throughout the Shire in line with the Sporting & Recreation Master Plan
- 1.3.2 Partner with stakeholders to achieve greater community participation in recreational facilities and services
- 1.3.3 Provide support for community owned facilities

**Comment:**

After looking at the existing Club Support Fund documentation as well as the Sport and Recreation Masterplan 2016, a new policy has been developed that outlines the process for applying for the Club Support Fund program and provide guidance for assessment. The new policy identifies the priority funding areas for the program and outlines a clear assessment criteria to assess applications received.

This policy will ensure a fair and consistent procedure for the program. The 2019/20 program will be delivered throughout October/November 2019 as this will provide clubs with a better opportunity to have the funds acquitted by the end of the financial year. Currently the process has been run in April/May which leaves very little time for the projects to be delivered in the same financial year.

**2019/6-010 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That the attached policy CS.1.6 – Club Support Fund be adopted.***

***Moved Cr LN Gobbart  
Absolute Majority***

***Seconded Cr NR Gillett***

***Carried 5/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 16 July 2019**

**12.6 Regulatory Officer**

Nil

**12.7 Development**

Nil

**12.8 Environmental Health Officer**

Nil

**13.0 Elected Members' Motions of Which Previous Notice Has Been Given**

Nil

**14.0 New Business of an Urgent Nature Introduced by Decision of the Meeting**

Nil

**15.0 Next Meeting – Tuesday 13 August 2019 commencing at 3:00pm in Council Chambers, 71 Monger St, Bencubbin**

**16.0 Closure of Meeting**

The Presiding Member thanked the public gallery for attending and declared the meeting closed at 3:38pm.

These Minutes were confirmed by Council at its Ordinary Meeting held on

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cr ARC Sachse      President