



**SHIRE OF MT MARSHALL**

# **MINUTES**

**Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 17 March 2020, in Council Chambers, 71 Monger St, Bencubbin, commencing at 3:00pm.**

---

Cr ARC Sachse

President

**This page has  
been left blank  
intentionally**

---

# DISCLAIMER

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

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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.

John Nuttall  
Chief Executive Officer

---

Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**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 11 February 2020
8. Announcements by Presiding Person Without Discussion
9. Reports of Councillors
  - 9.1 President  
The President represented the Shire at the following meetings and training opportunities from 12 February to 17 March 2020.

13/02/2020	WALGA Great Eastern Country Zone Executive Meeting Teleconference
17/02/2020	“Meeting Procedures and Debating” WALGA Councillor Training, Trayning, with Cr Brendan Geraghty and Cr Tanya Gibson.
19/02/2020	Wheatbelt District Emergency Management Committee Meeting, Northam
25/02/2020	WALGA President’s Farewell, Perth. Local Emergency Management Committee, Council Chambers, with Regulatory Officer, Jack Walker and Community Development Officer, Rebecca Watson.
26/02/2020	WALGA Great Eastern Country Zone Meeting, Kellerberrin with the Minister for Water Dave Kelly MLA, other Shire and Agency Representatives and CEO John Nuttall.
27/02/2020	NEWTRAVEL Meeting Bencubbin Community Resource Centre, with Deputy President, Nick Gillett, CEO, John Nuttall and Community Development Officer, Rebecca Watson.
4/03/2020	Audit Committee Meeting with Greg Godwin and Gilles Chan from Moore Stephens, Kien Neoh from the Office of the Auditor General, Deputy President Cr Nick Gillett, Cr Stuart Putt, CEO, John Nuttall and Finance and Administration Manager, Tanika McLennan.
5/03/2020	Corporate Information Session, Council Chambers, with Deputy President Cr Nick Gillett, Cr Brendan Geraghty, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO, John Nuttall. Meeting with a Representative of the Silver Chain WA, Council Chambers, with CEO John Nuttall.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

- 9/03/2020 Economic Development Grant Fund Committee Meeting, Council Chambers, with Deputy President Cr Nick Gillett, Cr Tanya Gibson, Economic Development Officer, Sarah Moug and Community Development Officer, Rebecca Watson.
- 10/03/2020 Extraordinary Meeting of the Wheatbelt District Emergency Management Committee - COVID 19, Northam.
- 12/03/2020 Emergency Management and Recovery Workshop, Dowerin.  
North Eastern Wheatbelt Regional Organisation of Councils, Trayning, with CEO John Nuttall.
- 14/03/2020 Kununoppin Medical Practice Meeting, Trayning, with Cr Tanya Gibson and CEO John Nuttall.  
Mt Marshall and Districts Agricultural Show with the Member for the Central Wheatbelt and Leader of the Nationals WA, Mia Davies MLA, Deputy President Cr Nick Gillett, Cr Stuart Putt, Cr Ian Sanders, CEO John Nuttall and Shire Staff.
- 16/03/2020 Covid-19 Briefing with Minister for Health and Minister for Local Government and the Chief Health Officer, with local government Mayors, Presidents and Commissioners via webinar.
- 17/03/2020 Meeting of the Operational Area Support Group - COVID 19, Northam via teleconference.

**9.2 Councillors**

**10. Petitions / Deputations / Presentations / Submissions**

**11. Reports of Committees**

**11.1 Audit Committee**

- 11.1.1 2019 Compliance Audit Return and Minutes of Audit Committee Meeting held Wednesday 4 March 2020

**11.2 Economic Development Grant Fund Committee**

- 11.2.1 Economic Development Grant Fund Applications Round 2 – 2019/20 Financial Year & Minutes of Economic Development Grant Fund Committee Meeting held Monday 9 March 2020

**11.3 Local Emergency Management Committee**

- 11.3.1 Minutes of Local Emergency Management Committee Meeting held Tuesday 25 February 2020

**12. Reports of Officers**

**12.1 Chief Executive Officer**

- 12.1.4 Power and Telecommunication Outages  
12.1.5 Deed of Variation to Local Government House Trust  
12.1.6 Licence of Waddouring Dam (Reserve 28120)

**12.2 Works Supervisor**

- 12.2.2 Works Report March 2020

**12.3 Executive Assistant**

- 12.3.3 Status Report for February 2020

**12.4 Finance and Administration Manager**

- 12.4.5 Accounts Paid to 31 January 2020  
12.4.6 Accounts Paid to 29 February 2020  
12.4.7 Statement of Financial Activity to 31 January 2020  
12.4.8 Statement of Financial Activity to 29 February 2020

**12.5 Community Development Officer**

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

- 12.5.1 Request to Tender for Contract Management of Mt Marshall Aquatic Facility
- 12.5.2 Beacon Library Memorandum of Understanding
- 12.6 Regulatory Officer
- 12.7 Development
- 12.8 Environmental Health Officer
  
- 13. Elected Members' Motions of Which Previous Notice Has Been Given
  
- 14. New Business of an Urgent Nature Introduced by Decision of the Meeting
  
- 15. Next Meeting – Tuesday 21 April 2020 commencing at 3:00pm at the Beacon Country Club, Shemeld St, Beacon
  
- 16. Closure of Meeting

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

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

The Presiding Member declared the meeting open at 3:00pm and welcomed all those present.

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

**In Attendance**

Cr ARC Sachse	President
Cr SR Putt	Councillor
Cr LN Gobbart	Councillor
Cr TM Gibson	Councillor
Mr John Nuttall	Chief Executive Officer
Ms Tanika McLennan	Finance and Administration Manager
Ms Nadine Richmond	Executive Assistant
Miss Rebecca Watson	Community Development Officer
Mr Aaron Wootton	Works Supervisor

**Apologies**

Cr NR Gillett	Deputy President
Cr IC Sanders	Councillor
Cr BC Geraghty	Councillor
Mr Len Cargeeg	Member of the Public

**3.0 Standing Orders**

**2020/3-001 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 TM Gibson***

***Seconded Cr SR Putt***

***Carried 4/0***

**4.0 Public Questions**

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

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**4.2 Public Question Time**

The Presiding Member declared public question time open and closed at 3:02pm

**5.0 Applications for Leave of Absence**

CEO, John Nuttall advised the meeting that he had received applications for leave of absence from Cr NR Gillett, Cr IC Sanders and Cr BC Geraghty for the months of April, May, June and July 2020.

**2020/3-002 COUNCIL DECISION:**

***That subject to the Local Government Act 1995, Section 2.25, Council approve leave of absence for Cr NR Gillett for the April 2020, May 2020, June 2020 and July 2020 Ordinary meetings of Council.***

***Moved Cr SR Putt    Seconded Cr TM Gibson    Carried 4/0***

**2020/3-003 COUNCIL DECISION:**

***That subject to the Local Government Act 1995, Section 2.25, Council approve leave of absence for Cr IC Sanders for the April 2020, May 2020, June 2020 and July 2020 Ordinary meetings of Council.***

***Moved Cr LN Gobbart    Seconded Cr SR Putt    Carried 4/0***

**2020/3-004 COUNCIL DECISION:**

***That subject to the Local Government Act 1995, Section 2.25, Council approve leave of absence for Cr BC Geraghty for the April 2020, May 2020, June 2020 and July 2020 Ordinary meetings of Council.***

***Moved Cr TM Gibson    Seconded Cr LN Gobbart    Carried 4/0***

**6.0 Declarations of Interest**

Nil

**7.0 Confirmation of Minutes of Previous Meetings**

**7.1 Minutes of the Ordinary Meeting held on Tuesday 11 February 2020**

**2020/3-005 OFFICER RECOMMENDATION/COUNCIL DECISION:**

***That the Minutes of the Ordinary Meeting of Council held on Tuesday 11 February 2020 be confirmed as a true and correct record of proceedings.***

***Moved Cr LN Gobbart    Seconded Cr SR Putt    Carried 4/0***



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**8.0 Announcements by Presiding Person Without Discussion**

The COVID – 19 Emergency has escalated quickly over the last week, days and even now on an hourly basis. The Shire of Mt Marshall has been in close contact with the Department of Local Government, the WA Local Government Association, the Wheatbelt District Emergency Management Committee, the WA Country Health Service and other relevant authorities. Here is a press release that the Shire of Mt Marshall has posted today:-

In light of the current Covid-19 outbreak the Shire will be implementing some changes in public areas and facilities in order to reassure the community and visitors that we are making every effort to reduce the possibility of virus transmission

The steps we are taking include:

- The use of a bleach-based product to clean all public facilities, including public toilets; tourist accommodation; Shire offices; Gyms.
- Following the specific cleaning routines as provided by the Commonwealth Government relating to Covid-19
- Increased cleaning in areas of highest risk
- Where it can be sourced the provision of hand sanitiser in public facilities
- A request to all visitors to Shire facilities to undertake social distancing – avoid contact; leave space between yourself and other users and staff members;
- A request not to attend Shire facilities if you are unwell, especially with flu like symptoms

We also urge all community members to stay safe and practice appropriate social distancing and hygiene practices.

For further information the following websites are best visited:

[www.healthywa.wa.gov.au/Articles/A\\_E/Coronavirus](http://www.healthywa.wa.gov.au/Articles/A_E/Coronavirus)

[www.wa.gov.au/government/coronavirus-covid-19](http://www.wa.gov.au/government/coronavirus-covid-19)

[www.health.gov.au/resources/collections/novel-coronavirus-2019-ncov-resources](http://www.health.gov.au/resources/collections/novel-coronavirus-2019-ncov-resources)

ENDS....

The Shire of Mt Marshall would like to congratulate the Committee and Members of the Mt Marshall and Districts Agricultural Society for the running of another very successful Mt Marshall Community Show, which was held last Saturday, 14 March, 2020. Mia Davies MLA, the Member for the Central Wheatbelt and Leader of the Nationals WA, opened the Show, which is in its 89<sup>th</sup> year. There was an excellent attendance, and the exhibits, stands, entertainment and local food were very well received. The fireworks and music, some of which was also local, provided for a very pleasant conclusion to the event.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

The Shire would like to extend our condolences to Ray and Tania Faulkner, on the very sad passing of their son, Aaron.

**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 12 February 2020 to 17 March 2020:

- 13/02/2020 WALGA Great Eastern Country Zone Executive Meeting  
Teleconference
- 17/02/2020 "Meeting Procedures and Debating" WALGA Councillor Training,  
Trayning, with Cr Brendan Geraghty and Cr Tanya Gibson.
- 19/02/2020 Wheatbelt District Emergency Management Committee Meeting, Northam  
  
WALGA President's Farewell, Perth.
- 25/02/2020 Local Emergency Management Committee, Council Chambers, with  
Regulatory Officer, Jack Walker and Community Development Officer,  
Rebecca Watson.
- 26/02/2020 WALGA Great Eastern Country Zone Meeting, Kellerberrin with the  
Minister for Water Dave Kelly MLA, other Shire and Agency  
Representatives and CEO John Nuttall.
- 27/02/2020 NEWTRAVEL Meeting Bencubbin Community Resource Centre,  
with Deputy President, Nick Gillett, CEO, John Nuttall and  
Community Development Officer, Rebecca Watson.
- 4/03/2020 Audit Committee Meeting with Greg Godwin and Gilles Chan from  
Moore Stephens, Kien Neoh from the Office of the Auditor General,  
Deputy President Cr Nick Gillett, Cr Stuart Putt, CEO, John Nuttall  
and Finance and Administration Manager, Tanika McLennan.  
  
Corporate Information Session, Council Chambers, with Deputy  
President Cr Nick Gillett, Cr Brendan Geraghty, Cr Tanya Gibson,  
Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO, John  
Nuttall.
- 5/03/2020 Meeting with a Representative of the Silver Chain WA, Council  
Chambers, with CEO John Nuttall.
- 9/03/2020 Economic Development Grant Fund Committee Meeting, Council  
Chambers, with Deputy President Cr Nick Gillett, Cr Tanya Gibson,  
Economic Development Officer, Sarah Moug and Community  
Development Officer, Rebecca Watson.  
  
Extraordinary Meeting of the Wheatbelt District Emergency  
Management Committee - COVID 19, Northam.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

- 10/03/2020 Emergency Management and Recovery Workshop, Dowerin.  
12/03/2020 North Eastern Wheatbelt Regional Organisation of Councils, Trayning, with CEO John Nuttall.
- Kununoppin Medical Practice Meeting, Trayning, with Cr Tanya Gibson and CEO John Nuttall.
- 14/03/2020 Mt Marshall and Districts Agricultural Show with the Member for the Central Wheatbelt and Leader of the Nationals WA, Mia Davies MLA, Deputy President Cr Nick Gillett, Cr Stuart Putt, Cr Ian Sanders, CEO John Nuttall and Shire Staff.
- 17/03/2020 Extraordinary Meeting of the Wheatbelt District Emergency Management Committee - COVID 19, Northam.

**9.2 Councillors**

Nil

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

Nil

**11.0 Reports of Committees**

**11.1 Audit Committee**

**11.1.1 2019 Compliance Audit Return and Minutes of Audit Committee Meeting held Wednesday 4 March 2020**

<b>File No:</b>	4.0140
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Nadine Richmond – Executive Assistant
<b>Attachments:</b>	11.1.1 – Minutes of Audit Committee Meeting held Wednesday 4 March 2020 including 2019 Compliance Audit Return
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	N/A

---

**Background:**

The Local Government (Audit) Regulations 1996 require that the Shire carry out a Compliance Audit Return (CAR) for the period 1 January to 31 December each year, and after carrying out the Audit prepare a compliance audit return in a form approved by the Minister.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

The Audit Committee is required to review the annual CAR and report to the Council the results of that review prior to adoption of the CAR by Council. The Audit Committee met on 4 March 2020 and reviewed the 2019 CAR.

The CAR is then to be presented to Council for adoption and recorded in the minutes of the meeting at which it is adopted.

The return, once adopted by Council is to be certified by the Shire President and the Chief Executive Officer and forwarded to the Director General of the Department of Local Government and Regional Development.

**Consultation:**

John Nuttall – Chief Executive Officer

**Statutory Environment:**

*Local Government Act 1995*

*Local Government (Audit) Regulations 1996*

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Nil

**Risk Assessment:**

Failure to fulfil compliance requirements (Statutory and Regulatory)

**Community & Strategic Objectives:**

*CIVIC LEADERSHIP – Provide efficient and effective management:*

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

**Comment:**

The compliance audit is comprehensive and gives the Council an indication of the Shire's level of compliance with legislative requirements. The audit has been completed by the Chief Executive Officer and the Finance and Administration Manager.

**2020/3-006 COMMITTEE RECOMMENDATION/COUNCIL DECISION:**

- 1. That the Minutes of the Audit Committee Meeting held 4 March 2020 be endorsed; and***
- 2. The Compliance Audit Return (as attached) for the period from 1 January 2019 to 31 December 2019 be adopted and recorded in the minutes as required by the Local Government (Audit) Regulations 1996.***

***Moved Cr LN Gobbart***

***Seconded Cr SR Putt***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**11.2 Economic Development Grant Fund Committee**

**11.2.1 Economic Development Grant Fund Applications Round 2 – 2019/20 Financial Year & Minutes of Economic Development Grant Fund Committee Meeting held Monday 9 March 2020**

<b>File No:</b>	4.0156
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Various
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	11.2.1a – Minutes of Economic Development Grant Fund Committee Meeting held Monday 9 March 2020 11.2.1b – CS3.2 Economic Development Grant Fund Policy
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

As part of the Mt Marshall annual budget for 2019/2020, Council continued the Economic Development Fund (EDF) with a total allocation of \$40,000.00. The fund is open twice annually for Community Groups and Businesses to make applications for funding of projects which benefit the community and promote economic development within the Shire of Mt Marshall. The first round of applications received two applications and a total of \$6,632.85 was awarded by Council. A second round of the fund was opened in February 2020 and three (3) applications were received requesting a total value of \$20,723.72. A Council appointed committee met on Monday 9 March to assess the applications. This item presents the applications, and the committee recommendation relating to each application. Also presented with this report are the minutes from the committee meeting.

As the applications contain both financial and sensitive business information it is not appropriate that they are presented as attachments to this item as they would then be open for public inspection. However Councillors are able to view any and all of the documents in advance of the Council meeting.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Council adopted Policy CS3.2 (copy attached) relating to this funding.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**Financial Implications:**

This year Council set aside \$40,000 to the fund, to be awarded over two rounds. Round One (October 2019) - \$6,632.85 of these funds were awarded to two applicants. At the November 2019 Ordinary Council Meeting, Council resolved to pay for the Beacon FM Transmitter power costs from this account. It was estimated that this would be less than \$2000 for the financial year.

There is \$31,367.15 funds remaining in the Economic Development Fund account (1341562) for the second round of the program.

**Risk Assessment:**

There is a risk that if this funding were not available Council would be requested to fund projects without the necessary scrutiny and need for formal application, assessment and acquittal.

**Community & Strategic Objectives:**

*Outcome 2.1 Actively support and develop local and new business*

2.1.6 Support opportunities for all businesses

*Outcome 4.1 Collaborative and transparent leadership*

4.1.3 Engage the community in decision making and shared responsibility in achieving our goals

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

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

**Comment:**

The Economic Development Fund Committee met on 9 March 2020 and discussed all three applications at length. The minutes of the meeting are at **attachment 11.2.1a**. It is important to note that it will be a requirement for all grant money recipients to properly acquit the grant funding, and an amount less than awarded may be provided subject to the provision of receipts.

Listed below is information relating to each application, reasons for the committee recommendation and the recommended amount to be awarded:

1. Beacon Co-operative

The application is for \$7,489 to allow the Beacon Co-operative to replace the generator at the local store. The current generator is unreliable even after numerous attempts to repair and fix. The Committee can see the importance of a generator with the amount of stock reliant on refrigeration or freezers especially with several extended power outages experienced since December in Beacon. This project is reliant on other funds being received for the project to come into fruition, therefore the committee recommends that Council award \$7,489 for the project subject to evidence being provided that the other funds have been granted or committed by 30 June 2020. If no additional funds are received for the project before 30 June 2020, the Beacon Co-operative will be invited to apply for the funds again in future rounds.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

2. The Gimlet Newspaper

The application is for \$3,289.50 to allow The Gimlet Newspaper to purchase two new computers that will be used to produce the local community paper in Bencubbin. The local papers are seen to be important outlets for communication within the communities. The committee felt that the computers were a worthy cause to enable the volunteers at The Gimlet Newspaper to be able to continue to produce the weekly editions for the community. The paper is used by local businesses to promote products, services and opening hours. The Committee recommends that Council award The Gimlet Newspaper \$3,289.50 for the project. Funds are required to be spent by 30 June 2020.

3. Bencubbin Truck N Auto's

The application is for \$9,945.22 to allow Bencubbin Truck N Auto's to purchase and install a Widespan Shelter (16m x 15m x 6m) to cover the existing concrete pad at the rear of their premises (Lot 41 (31) Monger Street, Bencubbin). The shed will provide shade and protection from the weather for staff whilst working on larger machinery and vehicles that do not fit in the current workshop. It is hoped that the improved working conditions will assist Bencubbin Truck N Auto's to attract and retain staff. The Committee recommends that Council award the \$9,945.22 to Bencubbin Truck N Auto's, however if Bencubbin Truck N Auto's were to sell the premises at Lot 41 (31) Monger Street Bencubbin, before the 30 June 2022, the funded amount (minus depreciation) shall be repaid to the Shire or by mutual agreement by both parties. Funds are required to be expended by the 30 June 2020.

Should Council award all of the money recommended by the committee it would total \$20,723.72.

**2020/3-007 OFFICER'S / COMMITTEE RECOMMENDATION / COUNCIL DECISION:**

***That Council:***

- 1. Receive the minutes from the Economic Development Committee of 9 March 2020 at attachment 11.2.1;***
- 2. Endorse the recommendations (as detailed above) of the Economic Development Committee by making the following awards, which are subject to any requirements listed:***

<b><i>a) Beacon Co-Operative</i></b>	<b><i>\$7489.00</i></b>
<b><i>b) The Gimlet Newspaper</i></b>	<b><i>\$3289.50</i></b>
<b><i>c) Bencubbin Truck N Auto's</i></b>	<b><i>\$9945.22</i></b>

***Moved Cr TM Gibson***

***Seconded Cr LN Gobbart***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**11.3 Local Emergency Management Committee**

**11.3.1 Minutes of Local Emergency Management Committee Meeting held Tuesday 25 February 2020**

<b>File No:</b>	4.0117
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Nadine Richmond – Executive Assistant 11.3.1 – Minutes of the Local Emergency
<b>Attachments:</b>	Management Committee Meeting held 25 February 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	N/A

---

**Background:**

Nil

**Consultation:**

Nil

**Statutory Environment:**

*Local Government Act (1995)*

Section 5.8: Establishment of Committees

A local government may establish committees of three (3) or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

**Relevant Plans and Policy:**

Local Emergency Management Arrangements

**Financial Implications:**

Nil

**Risk Assessment:**

Emergency Management is a core responsibility of local government and failure to comply with the legislation would find it in breach of the Local Government Act 1995.

**Community & Strategic Objectives:**

*CIVIC LEADERSHIP – provide accountable and transparent leadership:*

C1.1 Enhance open and interactive communication between Council and the community

C1.2 Promote and support community members' participation in the Shires' governance

*SOCIAL - Provide services and processes to enhance public safety:*



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

S 3.1 Support provision of emergency services such as bush fire brigades, ambulance and LEMC

**Comment:**

The minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 25 February 2020 are submitted for Council information.

**2020/3-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 25 February 2020 be received.***

***Moved Cr SR Putt***

***Seconded Cr TM Gibson***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.0 Reports of Officers**

**12.1 Chief Executive Officer**

**12.1.4 Power and Telecommunication Outages**

<b>File No:</b>	3.086, 3.087
<b>Location/Address:</b>	Shire Wide
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	Nil
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

Over the last few weeks there have been a number of power and telecommunication outages across the Shire which have lasted for several days. Regrettably this is not an uncommon issue and has been one that the Shire has been raising for several years.

The two issues are often linked to each other, in that if power is lost for a length of time (or for short periods of time on a regular basis) the Telstra telecommunications towers will stop working. This is due to the battery backup system in the tower becoming run down. The effect of the towers not working is that all telecommunications are lost – mobile and landline. Often this loss will be at a time when those communications are most needed – such as over the last few weeks when serious storms led to damage, road closures and heavy rainfall.

It is to be acknowledged that during these times of no communication there is no way for the community to make contact with any of the emergency services should they be required. This is an extremely unsatisfactory and potentially dangerous situation.

Over the last few years the issues above, which unfortunately are common to many of our neighbouring Shires also, have been raised in the following ways:

- Face to face meeting between the Shire and Boyd Brown (Regional General Manager WA Telstra Retail & Regional)
- Direct communication raising the issues with State and Federal politicians
- Engaging WALGA to take up the issue, which has led to a WALGA and Telstra meeting to look for solutions to the issue
- Engaging with the Federal Black Spot Initiative, the outcome of which was an additional Telstra tower for the Tampu area
- Face to face meeting (in Sydney) with the Federal Telecommunications Minister's adviser
- Discussions at the WALGA zone

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

- Matter being raised through the Local Emergency Management Committee, taken to the District Emergency Management Committee and eventually being discussed at the State Emergency Management Committee

Notwithstanding the above there seems to have been little progress regarding the issues that the Shire is facing in relation to power and telecommunication outages. This report seeks to obtain direction from Council regarding what further action can be taken to try to deal with the issues.

**Consultation:**

As raised above this matter has been discussed at a number of levels of government.

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

It is extremely difficult to quantify the cost to council (let alone all the other businesses who have been affected) by the power and telecommunication outages.

**Risk Assessment:**

There is a very real and serious risk that an injury or illness will occur during one of these outages and the person or people involved will not have the ability to contact the emergency services.

**Community & Strategic Objectives:**

*Outcome 1.1 Facilities/services that enhance the public safety in the district.*

1.1.1 Facilitate engagement between government agencies, service providers and the Community.

1.1.2 Support the provision and improvement of emergency services

1.1.4 Advocate for the provision and improvement of a district wide high-level communications network

**Comment:**

Understandably every section of the community is now extremely frustrated by the regular loss of power and telecommunications. Whilst the power loss last week was as a result of the severe storms, there are still frequent power outages across the Shire. This frequent loss of power, even if only for a short while, results in degradation of the backup batteries in the Telstra towers, meaning that those batteries last for a shorter time when they are required.

Whilst this Shire (and others locally) have provided Telstra with potential solutions to the issue, such as allowing the Shire to engage a generator at the towers when there is a power outage, all suggestions that have been made have been dismissed by Telstra.

There is one solution to some of the issues which has been provided by Crisp Wireless. If Council are prepared to pay for a backup power source at each of the Recreation Centres (for the 'pop towers' which are located there), then their service will continue to

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

work even if power and other telecommunications are out. It is acknowledged that will still require individuals to have a power source (such as a generator) and have subscribed to their system, but it is at least a part solution whilst further pressure is put on Telstra and Western Power to improve their services. If this is authorised it will allow the Shire administration functions to continue, the ATM to work, and Day care services to be maintained – as the Crisp internet system will also allow mobile calls to be made.

**2020/3-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council:***

- 1. Resolve that correspondence should be sent to Telstra head office expressing the displeasure of Council and the community at the telecommunication outages which continue to occur;***
- 2. Resolve that correspondence be sent to Western Power inviting them to meet with the Shire President and Chief Executive Officer to discuss any potential solutions, such as the one installed at Perenjori for the town of Beacon which suffers the worst and longest lasting power outages;***
- 3. Resolve that copies of the above correspondence be sent to appropriate State and Federal politicians with an invitation to them to assist with the issues;***
- 4. Subject to the Local Government Act 1995, Section 6.8(1)(b) authorise non budgeted expenditure of \$4,000 to install battery back-up systems for the Crisp Wireless service at Bencubbin Multipurpose Complex and Beacon Town Hall; and***
- 5. Subject to the Local Government Act 1995, Section 6.8(1)(b) reduce 1433001 Shed Gates Bencubbin Depot by \$4,000 to allow for the expenditure authorised in resolution 4 above.***

***Moved Cr TM Gibson***

***Seconded Cr LN Gobbart***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.1.5 Deed of Variation to Local Government House Trust**

<b>File No:</b>	4.0191
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	LG House Trust Board of Management
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.5a - Proposed Deed of Variation 12.1.5b - Excerpt of Trust Deed
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

Council's consent is sought, to a variation to the Trust Deed for the Local Government House Trust (The Trust) as the Shire of Mt Marshall is a unit holder and beneficiary to the Local Government House Trust, holding 4 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Mt Marshall is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent in writing, to consent for the Trustee to formally execute the Deed of Variation (Attachment 2).

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**Trust Deed Variation**

removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)

enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and

ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

**1. Variation 2.1 amends clause 22.1 to point to additional clause:**

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. **The Subject to clause 22.3, the** right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

**2. Variation 2.2 inserts two new clauses:**

**22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.**

**22.4 The Beneficiaries may at any time by Special Resolution:**

- (a) remove a Trustee from the office as Trustee of the Trust; and**
- (b) appoint such new or additional Trustee.**

**3. Variation 2.3 insert a new clause 13A**

**13A Delegation to the Board of Management**

**Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.**

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**Financial Implications:**

There are no relevant financial implications upon the Council's Budget or Long Term Financial Plan.

One Seventy (170) Railway Parade, (local government house), where WALGA is located, is owned by the Association. The Shire of Mt Marshall owns four (4) units in the Trust that owns the 'local government house', which were valued at \$17,517.11 each (as at 30/6/18 as advised by WALGA). The Shire's asset register reflects four (4) units held by the Shire of Mt Marshall.

**Risk Assessment:**

There seems, from the advice provided, to be little risk in supporting the proposed changes. The risk could well lie in not supporting the changes as per the information provided.

**Community & Strategic Objectives:**

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

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

**Comment:**

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**2020/3-010 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That, with respect to the Local Government House Trust – Deed of Variation, Council:***

- 1. Consent to a variation to the Trust Deed for the Local Government House Trust (The Trust) as detailed in attachment 12.1.5; and***
- 2. Communicate this consent in writing to the Local Government House Trust's Board of Management***

***Moved Cr SR Putt***

***Seconded Cr TM Gibson***

***Carried 4/0***



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.1.6 Licence of Waddouring Dam (Reserve 28120)**

<b>File No:</b>	4.0192
<b>Location/Address:</b>	Reserves 28120
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	Water Corporation
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.6 – Emails with Water Corporation re Waddouring Dam Licence
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Resolutions 1-2: Simple Majority Resolution 3: Absolute Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

Some years ago there were preliminary discussions between the Shire and Water Corporation regarding access to and use of Waddouring Dam and surrounds. It is not clear why those discussions stalled.

On the basis of those previous discussions the Chief Executive Officer made contact again and requested Water Corporation to consider transferring the dam and surrounds to the Shire. Whilst (as can be seen from the correspondence attached) Water Corporation are not prepared to transfer the reserve to the Shire as they wish to ensure ongoing maintenance and repair of the dam wall, they are prepared to consider a licence to the Shire to be able to use the reserve, including the dam.

This report requests Council to resolve to enter into a licence with the Water Corporation for use of the reserve.

**Consultation:**

There has been correspondence between the Chief Executive Officer and Water Corporation, and a copy of those emails is attached.

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

There will not be a major cost in the preparation and signing of the licence.

It is not fully clear at the present time what costs would be involved in making the area accessible and usable. It would be intended however that those costs could be spread out across budgets as and when there was sufficient capacity and in line with Council direction such as the need to increase economic development and tourism.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**Risk Assessment:**

Whilst there is always some risk associated with taking a licence over a piece of land, the potential benefits to the Shire and the area that could be achieved by having access to the area seem to outweigh any such risks.

**Community & Strategic Objectives:**

*Outcome 4.2 Strong representation on behalf of the Community*

4.2.1 Facilitate processes/networks for the engaging of government agencies and key stakeholders

4.2.3 Facilitate resource sharing and actively participate in partnerships on a regional basis

*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

**Comment:**

As will be apparent from the attached correspondence it seems that Water Corporation will potentially allow, within a licence, use of the reserve for the following:

- As a potential (non potable) water source – perhaps by way of standpipe or other such access
- As a leisure facility (such as nature walks, picnics etc)
- As a camping opportunity in the future (such as we already provide at some of the local 'rocks').
- If suitable and affordable, for use for water sports (eg kayaking)

Given that Council is actively looking to support economic development and tourism across the shire, this appears to be a good opportunity for the Shire.

**2020/3-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council:***

- 1. Resolve to enter into a license for the Shire to occupy the relevant land around Waddouring Dam – Reserve 28120;***
- 2. Direct the Chief Executive Officer to write to the Water Corporation confirming the above resolution; and***
- 3. Authorise the Chief Executive Officer to undertake the necessary arrangements to effect and complete the license, including the use of the Shire Common Seal if necessary***

***Moved Cr TM Gibson***  
***Absolute Majority***

***Seconded Cr LN Gobbart***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.2 Works Supervisor**

**12.2.2 Works Report March 2020**

<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

---

**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/Streets

Ingleton Road has now had the final seal put on to complete works out there. Being 14mm it will take time to settle down.

Mandiga-Marindo Road - waiting for the sealing contractor

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

Brown Street, Bencubbin - waiting for the sealing contractor.

Bencubbin-Gabbin Road - works here should be finalised by Friday the 13<sup>th</sup>. Rain has done some damage to the works already done and has increased some of the area that requires sealing especially those closer to Gabbin. At present we are removing the floodway west of Mandiga as water has gotten underneath the seal and peeled it off.

Bencubbin Complex - works on the carpark seal have now been finalised and we are waiting on a booking with our bitumen seal contractor to finish the works.

Storm Damage - a considerable amount of fallen trees and washouts along a large portion of the roads south of Bencubbin and north as far as Crabb Road. The works crew have opened all of those roads effected as quickly as they could. Trees and debris were mostly pushed to the side and will be picked up and carted away when time permits. The graders have been moving as quick as they possibly can to make the roads more user friendly.

Gardening

Gardeners have been busy watering and keeping the town sites clean and tidy.

Maintenance Works

Maintenance staff have been replacing signs and road patching where required.

Maintenance Grading

They are currently working in the following locations:

Stretch is back in the Bimbijy area as it was too wet a few weeks ago.

Anthony is currently working south of Bencubbin around Wren Rd and by the time of the meeting should be back up around the Welbungin-Wialki Rd area.

Bill was working along Grylls and Breakell Roads but because of the storm damage he has been required to hit and miss on other roads to get them up to scratch before he returns to his normal schedule.

**2020/3-012 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

***That the March 2020 report of the Works Supervisor be received.***

***Moved Cr TM Gibson***

***Seconded Cr SR Putt***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.3 Executive Assistant**

**12.3.3 Status Report – February 2020**

<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>	12.3.3 – Status Report February 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

---

**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 17 March 2020**

**2020/3-013 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

*The Status Report for February 2020 be received.*

*Moved Cr SR Putt*

*Seconded Cr TM Gibson*

*Carried 4/0*

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.4 Finance and Administration Manager**

**12.4.5 Accounts Paid to 31 January 2020**

**File No:** 4.0042  
**Location/Address:** N/A  
**Name of Applicant:** Nil  
**Name of Owner:** N/A  
**Author:** Sandy Wyatt – Finance 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 17 March 2020 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**

Chq/EFT	Date	Name	Description	Amount
44	31/01/2020	BANK FEES - BANK FEES	BANK FEES	577.46
44	16/01/2020	BANK FEES - BANK FEES	BANK FEES	0.45
169	21/01/2020	TELSTRA	UTILITY CHARGES-DECEMBER19	2270.52
170	21/01/2020	WATER CORPORATION	UTILITY CHARGES 6.11.19-15.1.20	39459.10
EFT15789	03/01/2020	SYNERGY	UTILITY CHARGES 13.11.19-10.12.19	1061.56
EFT15790	08/01/2020	SYNERGY	UTILITY CHARGES 15.10.19-11.12.19	4505.91
EFT15791	08/01/2020	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	1140.00
EFT15792	08/01/2020	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	280.00

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15793	15/01/2020	AVON WASTE	RUBBISH COLLECTION-DECEMBER19	5802.50
EFT15794	15/01/2020	BOC GASES	GAS CYLINDERS	42.08
EFT15795	15/01/2020	NINGHAN SPRAYING & AG SERVICES	DECEMBER SUPPLIES	4754.43
EFT15796	15/01/2020	KTY ELECTRICAL SERVICES	DECEMBER REPAIRS	253.00
EFT15797	15/01/2020	JASON SIGNMAKERS	SIGNS	59.40
EFT15798	15/01/2020	SHIRE OF TRAYNING	PURCHASE OF DOCTORS VEHICLE	6057.00
EFT15799	15/01/2020	BENCUBBIN NEWS & POST	POSTAGE 16.12.19-20.12.19	40.66
EFT15800	15/01/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	KEY CUT	6.50
EFT15801	15/01/2020	BENCUBBIN BULK HAULIERS	CARTAGE OF AGGREGATE	10451.28
EFT15802	15/01/2020	ICS CARPENTRY	DECEMBER REPAIRS	23252.90
EFT15803	15/01/2020	ALL-WAYS FOODS	DECEMBER SUPPLIES	271.39
EFT15804	15/01/2020	LGIS PROPERTY	ACTUAL WAGES ADJUSTMENT FOR PERIOD 30.6.18-30.6.19	6146.33
EFT15805	15/01/2020	CIVIC LEGAL	PROJECT AWARE GOVERNANCE PROGRAM	1650.00
EFT15806	15/01/2020	LANDGATE	RURAL UV'S CHARGEABLE	83.76
EFT15807	15/01/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TENDER MANAGEMENT SERVICES	6996.26
EFT15808	15/01/2020	BENCUBBIN AG SUPPLIES	DECEMBER SUPPLIES	1560.38
EFT15809	15/01/2020	REFUEL AUSTRALIA	FUEL-DECEMBER19	123.83
EFT15810	15/01/2020	BEACON GARAGE	DECEMBER REPAIRS	1008.37
EFT15811	15/01/2020	ECHELON AUSTRALIA PTY LTD	REGIONAL RISK CO-ORDINATOR PROGRAM 2019/20-1ST INSTALMENT	3052.50
EFT15812	15/01/2020	GREAT SOUTHERN FUELS	FUEL-DECEMBER19	4372.47
EFT15813	15/01/2020	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS-1043	748.67
EFT15814	15/01/2020	DYLAN COPELAND	PROVISION OF NATURAL RESOURCE MANAGEMENT-DECEMBER19	1320.00
EFT15815	15/01/2020	KC SALES	VOUCHERS	325.00
EFT15816	15/01/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 16.12.19	280.50
EFT15817	15/01/2020	MARKET CREATIONS	COMPUTER SERVICES	4568.23
EFT15818	15/01/2020	HANDS ON THERAPEUTIC MASSAGE	VOUCHER	50.00



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15819	15/01/2020	ENVIRONMENTAL HEALTH AUSTRALIA (NEW SOUTH WALES) INCORPORATED	I'M ALERT FOOD SAFETY SUBSCRIPTION 1.7.19-30.6.20	330.00
EFT15820	15/01/2020	D&D CABINETS	CABINET FOR CHAMBERS	2735.00
EFT15821	15/01/2020	AUSTRALIA POST	DECEMBER POSTAGE	39.65
EFT15822	15/01/2020	TOLL TRANSPORT PTY LTD	FREIGHT-DECEMBER19	35.75
EFT15823	15/01/2020	NOVUS AUTOGLASS	WINDSCREEN REPLACEMENT	1837.00
EFT15824	15/01/2020	THE BENCUBBIN SHOP	DECEMBER SUPPLIES	63.99
EFT15825	15/01/2020	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	2038.08
EFT15826	15/01/2020	ABACUS CASH SYSTEMS PTY LTD	NOVEMBER SUPPLIES	1160.50
EFT15827	15/01/2020	SPORTENG	BENCUBBIN BOWLING GREEN	4283.40
EFT15828	15/01/2020	F.M. SURVEYS PTY LTD	SITE SURVEY	1320.00
EFT15829	15/01/2020	SITE ARCHITECTURE	CONTRACT ADMINISTRATION	3406.70
EFT15830	15/01/2020	MEGA HOLDINGS PTY LTD	RATES REFUND FOR ASSESSMENT A6915 LOT MANDIGA-MARINDO RD WIALKI 6473	8001.92
EFT15831	15/01/2020	CONSTRUCTION HYDRAULIC DESIGN PTY LTD	TECHNICAL ADVICE-SUSPECTED LEAKING PIPEWORK	1760.00
EFT15832	13/01/2020	SYNERGY	UTILITY CHARGES 21.11.19-18.12.19	781.45
EFT15833	14/01/2020	BENDIGO BANK	DECEMBER SUPPLIES	1069.12
EFT15834	15/01/2020	SYNERGY	UTILITY CHARGES 17.10.19-20.12.19	172.38
EFT15835		TRUST PAYMENTS BELOW		
EFT15836		TRUST PAYMENTS BELOW		
EFT15837	21/01/2020	SHIRE OF WYALKATCHEM	WATER USAGE-EHO 10.4.19-11.6.19	19.00
EFT15838	21/01/2020	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 31.12.19	6412.13
EFT15839	21/01/2020	EASTERN HILLS SAWS & MOWERS PTY LTD	DECEMBER SUPPLIES	90.00
EFT15840	21/01/2020	COURIER AUSTRALIA	FREIGHT-DECEMBER19	76.89
EFT15841	21/01/2020	KTY ELECTRICAL SERVICES	JANUARY REPAIRS	946.74
EFT15842	21/01/2020	JASON SIGNMAKERS	SIGNS	81.57
EFT15843	21/01/2020	BENCUBBIN SPORTS CLUB INC.	REFRESHMENTS-CHRISTMAS	904.90
EFT15844	21/01/2020	BENCUBBIN NEWS & POST	NEWSPAPERS-DECEMBER19	147.40
EFT15845	21/01/2020	DIELECTRIC SECURITY SERVICES	MONITORING FEES 1.2.20-30.4.20	101.20
EFT15846	21/01/2020	WINC AUSTRALIA PTY LTD	JANUARY SUPPLIES	130.91

Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15847	21/01/2020	DAVES TREE SERVICE	REMOVAL OF TREES	2860.00
EFT15848	21/01/2020	BENCUBBIN TRUCK N AUTO'S	VOUCHERS	40.00
EFT15849	21/01/2020	D & D TRANSPORT	FREIGHT-NOVEMBER19	164.78
EFT15850	21/01/2020	HILLVALE BUS CONTRACTORS	DRIVERS & BOOSTER SEATS FOR TRANSPORT OF BEACON STUDENTS- SWIMMING LESSONS NOVEMBER19	1584.00
EFT15851	21/01/2020	LANDGATE	RURAL UV'S CHARGEABLE	83.76
EFT15852	21/01/2020	BENCUBBIN AG SUPPLIES	JANUARY SUPPLIES	1961.01
EFT15853	21/01/2020	DEPARTMENT OF PLANNING, LANDS & HERITAGE	LEASE FOR FUEL DEPOT 1.1.20-31.1.20	137.50
EFT15854	21/01/2020	GREAT SOUTHERN FUELS	FUEL CARDS	33.00
EFT15855	21/01/2020	FOLEY ADMIN SERVICES	CARAVAN PARK VOUCHERS	20.00
EFT15856	21/01/2020	KC SALES	JANUARY SUPPLIES	39.55
EFT15857	21/01/2020	PALM PLUMBING	JANUARY REPAIRS	1348.82
EFT15858	21/01/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.2.20- 10.3.20	686.19
EFT15859	21/01/2020	JOHN GOSPER DESIGN	NEW HEALTH-BUILDING SURVEYING SERVICE-OCTOBER TO DECEMBER19	4090.00
EFT15860	21/01/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE- DECEMBER19	766.90
EFT15861	21/01/2020	AVON VALLEY TOYOTA	2019 TOYOTA PRADO	10471.55
EFT15862	21/01/2020	HANNAH & JONATHAN AITKEN	AQUATIC CENTRE REIMBURSEMENT SCHEME 2019/20	136.00
EFT15863	21/01/2020	HOT SHOTS FERAL & PEST SOLUTIONS	FERAL PIGEON CULL 1-3.1.20	371.80
EFT15864	21/01/2020	PATH WEST	MEDICAL-M.GIBB	35.00
EFT15865	22/01/2020	AUSTRALIAN TAXATION OFFICE	BAS-DECEMBER19	19431.00
EFT15866	22/01/2020	BRADS ENTERTAINMENT	HIRE-BOUNCY CASTLE 26.1.20	840.00
EFT15867	31/01/2020	WA TREASURY CORPORATION	GOVERNMENT GUARANTEE FEE FOR PERIOD ENDING 31.12.19	3828.88

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15868 -15872		NONE OF THESE EFT'S WERE PRINTED-THEY WERE CREATED DUE TO AN ISSUE WITHIN THE SYNERGY SYSTEM. PROBLEM HAS BEEN RECTIFIED.		
EFT15873	23/01/2020	SYNERGY	STREETLIGHTS 25.11.19-24.12.19	1827.28
EFT15874	28/01/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT15875	28/01/2020	SYNERGY	UTILITY CHARGES 15.10.19-11.12.19	112.60
EFT15876	29/01/2020	SYNERGY	UTILITY CHARGES 11.12.19-7.1.20	1126.08
EFT15877	31/01/2020	SYNERGY	UTILITY CHARGES 9.11.19-9.1.20	226.07
EFT15878		TRUST PAYMENTS BELOW		
EFT15879	30/01/2020	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR THE ATM-DECEMBER19	78.40
DD9873.1	01/01/2020	WALGS PLAN	PAYROLL DEDUCTIONS	8185.86
DD9873.2	01/01/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	219.65
DD9873.3	01/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	721.37
DD9873.4	01/01/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	268.73
DD9873.5	01/01/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	50.04
DD9873.6	01/01/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	529.80
DD9873.7	01/01/2020	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	117.79
DD9873.8	01/01/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
DD9889.1	15/01/2020	WALGS PLAN	PAYROLL DEDUCTIONS	8433.53
DD9889.2	15/01/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	237.67
DD9889.3	15/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	796.18
DD9889.4	15/01/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	290.79
DD9889.5	15/01/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	51.25
DD9889.6	15/01/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	529.80
DD9889.7	15/01/2020	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	27.90
DD9889.8	15/01/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
DD9915.1	29/01/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7942.34
DD9915.2	29/01/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	227.38
DD9915.3	29/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	763.62

Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

Chq/EFT	Date	Name	Description	Amount
DD9915.4	29/01/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	282.08
DD9915.5	29/01/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	69.24
DD9915.6	29/01/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	529.80
DD9915.7	29/01/2020	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	102.29
DD9915.8	29/01/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
				<b>254,089.68</b>

**2. Trust**

Chq/EFT	Date	Name	Description	Amount
EFT15835	21/01/2020	BENCUBBIN SPORTS CLUB INC.	SOCIAL CLUB PURCHASES-INVIV00000000114	67.50
EFT15836	21/01/2020	T & J BUNCE	REFUND OF TERENCE'S KEY BOND - 28938	10.00
EFT15878	31/01/2020	DEPARTMENT OF TRANSPORT	MMSO20200115	10495.95
				<b>10,573.45</b>

**3. Mastercard**

Details	Amount
Highchair trays	40.00
Cleaning equipment	310.64
Drinks-Xmas party	35.00
Ice-Xmas party	16.00
Ice-Xmas party	4.00
Ice-Xmas party	8.00
Council snacks	24.68
Bank fees	4.00
Bank fees	4.00
Inspection-Tractor	130.90
Inspection-Tractor	130.90
Overcharge (Refunded)	9.00
Licence-Tractor	79.55
Licence-Tractor	79.55
Bank fees	4.00

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

Little hotelier fees	81.95
Little hotelier fees	81.95
Advertising	21.00
Bank fees	4.00
	<b>1069.12</b>

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 **17 March 2020**. 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).

---

John Nuttall  
Chief Executive Officer

**Consultation:**

Tanika McLennan – Finance and Administration Manager

**Statutory Environment:**

*Financial Management Regulations and the Local Government Act 1995*

---

Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**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

**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

**2020/3-014 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

***That the Accounts Listed***

<i>Municipal Fund</i>	<i>\$ 254,089.68</i>
<i>Trust Fund</i>	<i>\$ 10,573.45</i>
<i>Mastercard</i>	<i>\$ <u>1,069.12</u></i>
<i>Total</i>	<i>\$ 265,732.25</i>

***Be endorsed.***

***Moved Cr TM Gibson***

***Seconded Cr SR Putt***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.4.6 Accounts Paid to 29 February 2020**

**File No:** 4.0042  
**Location/Address:** N/A  
**Name of Applicant:** Nil  
**Name of Owner:** N/A  
**Author:** Sandy Wyatt – Finance 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 17 March 2020 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.

**2. Municipal Fund**

Chq/EFT	Date	Name	Description	Amount
45	29/02/2020	BANK FEES - BANK FEES	BANK FEES	289.14
171	07/02/2020	WATER CORPORATION	UTILITY CHARGES 5.11.19-21.1.20	838.04
172	19/02/2020	TELSTRA	UTILITY CHARGES-JANUARY20	2012.00
EFT15880	04/02/2020	EASISALARY	PAYROLL DEDUCTIONS	476.12
EFT15881	04/02/2020	SYNERGY	UTILITY CHARGES 9.11.19-7.1.20	108.94
EFT15882	03/02/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	58.57
EFT15883	07/02/2020	SHIRE OF WYALKATCHEM	RECORDS TRAINING	1880.70
EFT15884	07/02/2020	SHIRE OF MT MARSHALL	ACCOMMODATION-HOT SHOT FERAL & PEST SOLUTIONS	1089.00

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15885	07/02/2020	AVON WASTE	RUBBISH COLLECTION-JANUARY20	5073.80
EFT15886	07/02/2020	BOC GASES	GAS CYLINDERS	42.08
EFT15887	07/02/2020	NINGHAN SPRAYING & AG SERVICES	JANUARY SUPPLIES	234.30
EFT15888	07/02/2020	KTY ELECTRICAL SERVICES	JANUARY REPAIRS	7062.33
EFT15889	07/02/2020	BENCUBBIN NEWS & POST	POSTAGE 28.1.20-31.1.20	62.52
EFT15890	07/02/2020	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	320.00
EFT15891	07/02/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	JANUARY SUPPLIES	13.00
EFT15892	07/02/2020	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	250.00
EFT15893	07/02/2020	WINC AUSTRALIA PTY LTD	JANUARY SUPPLIES	292.76
EFT15894	07/02/2020	ALL-WAYS FOODS	JANUARY SUPPLIES	708.81
EFT15895	07/02/2020	TANIKA LOUISE MCLENNAN	REIMBURSEMENT FOR UNIFORM	89.99
EFT15896	07/02/2020	BENCUBBIN TRUCK N AUTO'S	DECEMBER REPAIRS	4269.60
EFT15897	07/02/2020	CIVIC LEGAL	PROJECT AWARE GOVERNANCE PROGRAM	1650.00
EFT15898	07/02/2020	D & D TRANSPORT	FREIGHT-DECEMBER19	226.36
EFT15899	07/02/2020	LANDGATE	RURAL UV'S CHARGEABLE	83.76
EFT15900	07/02/2020	BENCUBBIN AG SUPPLIES	JANUARY SUPPLIES	393.24
EFT15901	07/02/2020	ADVANCED AUTOLOGIC PTY LTD	JANUARY SUPPLIES	304.00
EFT15902	07/02/2020	REFUEL AUSTRALIA	FUEL-JANUARY20	219.45
EFT15903	07/02/2020	DEPARTMENT OF MINES,INDUSTRY REGULATION AND SAFETY (DMIRS)	BUILDING SERVICES LEVY	599.65
EFT15904	07/02/2020	LOVEGROVE TURF SERVICES	VERTICUT BENCUBBIN & BEACON OVALS	6490.00
EFT15905	07/02/2020	TUTT BRYANT EQUIPMENT	JANUARY SUPPLIES	157.89
EFT15906	07/02/2020	GREAT SOUTHERN FUELS	FUEL-JANUARY20	9836.66
EFT15907	07/02/2020	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS-1043	2910.60
EFT15908	07/02/2020	DYLAN COPELAND	PROVISION OF NATURAL RESOURCE MANAGEMENT-JANUARY20	924.00
EFT15909	07/02/2020	KC SALES	VOUCHERS	240.00
EFT15910	07/02/2020	NEWCOURT FARM	ENGAGING LANDHOLDERS TO COMBAT VEGETATION DECLINE	1980.00
EFT15911	07/02/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 13.1.20 & 29.1.20	561.00

Chairperson Initial



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15912	07/02/2020	MARKET CREATIONS	COMPUTER SERVICES	1349.18
EFT15913	07/02/2020	MERREDIN REFRIGERATION & AIR CONDITIONING	JANUARY REPAIRS	1252.90
EFT15914	07/02/2020	HANDS ON THERAPEUTIC MASSAGE	VOUCHERS	75.00
EFT15915	07/02/2020	ASPHALT IN A BAG	JANUARY SUPPLIES	1718.75
EFT15916	07/02/2020	TANIA FAULKNER	AQUATIC CENTRE REIMBURSEMENT SCHEME 2019/20	35.50
EFT15917	07/02/2020	JACLYN GERAGHTY	AQUATIC CENTRE REIMBURSEMENT SCHEME 2019/20	154.00
EFT15918	07/02/2020	MEG LEE WYATT	REIMBURSEMENT-TRAVEL TO BEACON & RETURN-MEETING	68.64
EFT15919	07/02/2020	SCUD AG SUPPLIES	JANUARY SUPPLIES	1896.76
EFT15920	07/02/2020	SPORTENG	BENCUBBIN BOWLING GREEN	1427.80
EFT15921	07/02/2020	SYNERGY	UTILITY CHARGES 19.12.19-15.1.20	630.28
EFT15922	14/02/2020	BENDIGO BANK	JANUARY SUPPLIES	1189.10
EFT15923		TRUST PAYMENT BELOW		
EFT15924		TRUST PAYMENT BELOW		
EFT15925	17/02/2020	EASISALARY	PAYROLL DEDUCTIONS	476.12
EFT15926	19/02/2020	GERAGHTYS ENG & AUTO ELECTRICS	JANUARY SUPPLIES	599.80
EFT15927	19/02/2020	SHIRE OF WYALKATCHEM	RENT-EHO 10.12.19-17.2.20	1800.00
EFT15928	19/02/2020	WESFARMERS KLEENHEAT GAS P/L	FACILITY FEE-GAS CYLINDERS	792.00
EFT15929	19/02/2020	KTY ELECTRICAL SERVICES	FEBRUARY REPAIRS	17672.76
EFT15930	19/02/2020	SHIRE OF TRAYNING	MEDICAL PRACTICE EXPENSES PLUS DOCTORS HOUSE RENT 1.12.19-28.12.19	7728.00
EFT15931	19/02/2020	BENCUBBIN NEWS & POST	POSTAGE 3.2.20-7.2.20	54.18
EFT15932	19/02/2020	MT MARSHALL & DISTRICTS AGRICULTURAL SOCIETY	SPONSORSHIP-HORSE EVENT AT 2020 SHOW	250.00
EFT15933	19/02/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	VOUCHERS	15.00
EFT15934	19/02/2020	WINC AUSTRALIA PTY LTD	FEBRUARY SUPPLIES	111.64
EFT15935	19/02/2020	ICS CARPENTRY	FEBRUARY REPAIRS	3751.00
EFT15936	19/02/2020	ALL-WAYS FOODS	FEBRUARY SUPPLIES	438.57

Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15937	19/02/2020	BENCUBBIN PRIMARY SCHOOL	BUS HIRE AND DRIVERS-SWIMMING LESSONS	3468.75
EFT15938	19/02/2020	D I TOMAS CONTRACTING	FOOTPATH	24090.00
EFT15939	19/02/2020	FAULKNER BROTHER HOLDINGS	ANNUAL LEASE OF BEACON RUBBISH TIP SITE 1.8.19-31.7.20	5500.00
EFT15940	19/02/2020	BORAL CONSTRUCTION MATERIALS	BITUMEN SEALING	154415.03
EFT15941	19/02/2020	BENCUBBIN TRUCK N AUTO'S	JANUARY REPAIRS	4087.08
EFT15942	19/02/2020	CIVIC LEGAL	PROFESSIONAL FEES	220.00
EFT15943	19/02/2020	D & D TRANSPORT	FREIGHT-JANUARY20	256.41
EFT15944	19/02/2020	BENCUBBIN AG SUPPLIES	FEBRUARY SUPPLIES	242.83
EFT15945	19/02/2020	DEPARTMENT OF PLANNING, LANDS & HERITAGE	PROPOSED LEASE OVER LOT 3000 ON DEPOSITED PLAN 64499	1967.20
EFT15946	19/02/2020	CR IC SANDERS	MEETING FEES & ALLOWANCES 18.12.19-11.2.20	493.18
EFT15947	19/02/2020	R MUNNS ENGINEERING CONSULTING SERVICES	CONSULTING WORK (FROM SEPTEMBER)	919.60
EFT15948	19/02/2020	KC SALES	UNIFORMS	605.49
EFT15949	19/02/2020	LO-GO APPOINTMENTS	CONTRACT SERVICES	2875.31
EFT15950	19/02/2020	ECOWATER SERVICES	REPAIRS TO WATER PUMP	2225.87
EFT15951	19/02/2020	PALM PLUMBING	FEBRUARY REPAIRS	255.32
EFT15952	19/02/2020	MARKET CREATIONS	COMPUTER SERVICES	2884.75
EFT15953	19/02/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 10.3.20-10.4.20	686.19
EFT15954	19/02/2020	CR ARC SACHSE	MEETING FEES & ALLOWANCES 18.12.19-11.2.20	1664.60
EFT15955	19/02/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	888.75
EFT15956	19/02/2020	CR STUART PUTT	MEETING FEES & ALLANCES 18.12.19-11.2.20	493.18
EFT15957	19/02/2020	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 18.12.19-11.2.20	584.90
EFT15958	19/02/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE- JANUARY20	1436.50

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15959	19/02/2020	AUSTRALIA POST	JANUARY POSTAGE	51.25
EFT15960	19/02/2020	HOT SHOTS FERAL & PEST SOLUTIONS	FERAL PIGEON CULL 16-19.1.20	342.10
EFT15961	19/02/2020	THE BENCUBBIN SHOP	AUSTRALIA DAY BREAKFAST	378.74
EFT15962	19/02/2020	CR TM GIBSON	MEETING FEES & ALLOWANCES 18.12.19-11.2.20	1212.58
EFT15963	19/02/2020	P & M AUTOMOTIVE EQUIPMENT	HOIST INSPECTION	283.97
EFT15964	19/02/2020	GDR CIVIL CONTRACTING PTY LTD	CONCRETING-DRAIN	2502.72
EFT15965	21/02/2020	AUSTRALIAN TAXATION OFFICE	BAS-JANUARY20	36567.00
EFT15966	21/02/2020	SYNERGY	UTILITY CHARGES 20.11.19-2.2.20	374.17
EFT15967	24/02/2020	SYNERGY	UTILITY CHARGES 9.11.19-10.1.20	165.92
EFT15968	24/02/2020	SYNERGY	STREETLIGHTS 25.12.19-24.1.20	1907.62
EFT15969		MARCH PAYMENT		
EFT15970	28/02/2020	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR THE ATM-JANUARY20	72.39
EFT15971		MARCH PAYMENT		
EFT15972		TRUST PAYMENT BELOW		
DD9927.1	12/02/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7965.98
DD9927.2	12/02/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD9927.3	12/02/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	796.18
DD9927.4	12/02/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD9927.5	12/02/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	43.62
DD9927.6	12/02/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	529.80
DD9927.7	12/02/2020	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	120.89
DD9927.8	12/02/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
DD9944.1	26/02/2020	WALGS PLAN	PAYROLL DEDUCTIONS	8128.43
DD9944.2	26/02/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD9944.3	26/02/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	779.99
DD9944.4	26/02/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD9944.5	26/02/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	43.62
DD9944.6	26/02/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD9944.7	26/02/2020	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	99.19
DD9944.8	26/02/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
				<b>369,754.91</b>

Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**2. Trust**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT15923	17/02/2020	SAMANTHA WALKER	REFUND-KEY DEPOSIT-S.WALKER-29213	10.00
EFT15924	17/02/2020	NATHAN HANN	REFUND-KEY DEPOSIT	10.00
EFT15972	29/02/2020	DEPARTMENT OF TRANSPORT	MMSO20200212	5630.05
				<b>5,650.05</b>

**4. Mastercard**

<b>Details</b>	<b>Amount</b>
Little hotelier fees	81.95
Little hotelier fees	81.95
Advertising	12.00
Tyre-J.Nuttall vehicle	320.00
Bank fees	4.00
Webinar-Intro.to eylf-C.Bland	38.00
Bank fees	4.00
Bank fees	4.00
Rego-5mths	182.25
Ups-R.Watson's computer	284.95
Sausages-Australia day breakfast	46.00
GSPO online subscription-RLSA	99.00
Venetian blind cleaners	27.00
Bank fees	4.00
	<b>1,189.10</b>

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

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 **17 March 2020**. 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).

---

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 17 March 2020**

**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

**2020/3-015 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That the Accounts Listed***

<b><i>Municipal Fund</i></b>	<b>\$ 369,754.91</b>
<b><i>Trust Fund</i></b>	<b>\$ 5,650.05</b>
<b><i>Mastercard</i></b>	<b>\$ <u>1,189.10</u></b>
<b><i>Total</i></b>	<b>\$ 376,594.06</b>

***Be endorsed.***

***Moved Cr LN Gobbart***

***Seconded Cr SR Putt***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.4.7 Statement of Financial Activity to 31 January 2020**

<b>File No:</b>	4.0042
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Tanika McLennan – Finance & Admin Manager
<b>Attachments:</b>	12.4.7 – Statement of Financial Activity to 31 January 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each month 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.

**Consultation:**

Nil

**Statutory Environment:**

*Local Government Act 1995 and Local Government (Financial Management) Regulations 1996*

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

The statement presented to Council is the most up to date information on its current financial position.

**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:**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**2020/3-016 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

***The Statement of Financial Activity for the month ending 31 January 2020 be endorsed.***

***Moved Cr SR Putt***

***Seconded Cr TM Gibson***

***Carried 4/0***



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.4.8 Statement of Financial Activity to 29 February 2020**

<b>File No:</b>	4.0042
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Tanika McLennan – Finance & Admin Manager
<b>Attachments:</b>	12.4.8 – Statement of Financial Activity to 29 February 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each month 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.

**Consultation:**

Nil

**Statutory Environment:**

*Local Government Act 1995 and Local Government (Financial Management) Regulations 1996*

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

The statement presented to Council is the most up to date information on its current financial position.

**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:**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**2020/3-017 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

***The Statement of Financial Activity for the month ending 29 February 2020 be endorsed.***

***Moved Cr TM Gibson***

***Seconded Cr LN Gobbart***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.5 Community Development Officer**

**12.5.1 Request to Tender for Contract Management of Mt Marshall Aquatic Facility**

<b>File No:</b>	Tender Register
<b>Location/Address:</b>	Murray St, Bencubbin
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	Shire of Mt Marshall
<b>Author:</b>	Rebecca Watson – Community Development Officer
<b>Attachments:</b>	Nil
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

The Mt Marshall Aquatic Facility has in the past been managed by Shire employees. The Shire has been responsible for recruitment and training of staff to manage the facility. When the Swimming Pool first opened in 1976, Mrs Marie Eaton was the employed manager and continued in the role for 27 consecutive seasons. For the next 3-4 seasons we were able to find staff for the position, however the position was a full-time position where the employee managed the pool for 5-6 months of the year and then worked in the office as a Recreation Development Officer for the remaining months.

In 2006, the Recreation Development Officer position was made redundant therefore leaving the position as a five to six-month position. Since this time, we have struggled to find staff and have come up with different staffing arrangements to keep the pool open.

In the 2006/2007 season staff resigned leaving the Community Development Officer located at up the pool for the remainder of the season. Since that year the staffing has been shared across 3-5 employees doing shift work to keep the facility open. This shared job arrangement continued until the end of the 2015/2016 season when the facility ceased operation.

Council has approved an upgrade to the Mt Marshall Aquatic Facility within the current financial year budget. This upgrade is to be funded utilising grant funds (via the State Government through the CSRFF) and Shire funds taken from the aquatic facility reserve.

At the special meeting of Council held on 31st January 2020, Council resolved to enter a contract with Dynamic Pools to undertake the upgrades to the Mt Marshall Aquatic Facility. It is predicted that the upgrades will be completed prior to the 20/21 pool season.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**Consultation:**

The Chief Executive Officer and Community Development Officer have had several discussions on the options at hand. The Shires of Koorda, Wyalkatchem and Trayning have also been contacted to find out more about the contract arrangements within their shires.

**Statutory Environment:**

Local Government Act 1995

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

**Relevant Plans and Policy:**

Purchasing Policy F&R 2.5

**Financial Implications:**

The tender can be delivered in-house meaning there will be minimal costs involved. The cost of the tender itself will not be known until responses are received.

**Risk Assessment:**

There is a risk that without undertaking this tender the Shire will struggle to obtain appropriately qualified staff to run the aquatic facility.

**Community & Strategic Objectives:**

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

4.3.3 Ensure compliance with all relevant legislation

4.3.4 Ensure that facilities are being maintained, developed/rationalised in line with the Asset Management Plan and Long Term Financial Plan

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

**Comment:**

To operate a Class 1 Aquatic Facility, pool managers are required to hold the following qualifications:

- Senior First Aid (every three years) & Resuscitation (annually)
- Lifeguard-to initially get Lifeguard you are required to do Bronze Medallion. Lifeguard is renewed annually
- Pool Operator Training – one off training
- LIWA Accreditation – must hold each of the above certificates, plus attend at least two conferences, State or regional, every three years.

Initial Lifeguard and Pool Operator training involves practical and theory assessments after the course has been completed. This is 30 hours and three assessments for the

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

Lifeguard training, and 100 hours and 14 assessments for the Pool Operator training. These are supervised hours meaning a qualified pool manager needs to be present to supervise the hours and conduct relevant pool procedures with the newly trained employee.

The cost involved in becoming qualified are estimated to be in the vicinity of \$11,000. This includes travel, accommodation, course fees, meals and wages. Training dates are set by the Royal Life Saving Society each year and there are only two pool operator training courses offered in Perth each year, one in March and one in October.

As finding staff has proved difficult in the past, it is recommended that Council consider going to tender to find a contractor to manage the facility for a period of three years, with an option to extend a further two years.

This means that a contractor will be engaged to manage the facility for the specified timeframe. This includes providing a qualified staff member to operate the facility for the agreed hours. The Shire will still pay for the materials and consumables such as all cleaning products, chemicals and PPE involved in running the facility. The contract amount will simply cover all staff and training costs.

The income generated from entry and seasonal passes will be receipted to the Shire. An agreement would need to be made regarding the kiosk.

Included below is a comparative summary of the two options of employing and training a staff member for the position or using the services of a contract tenderer.

**Employing a training a staff member:**

Salary           \$50,000  
(52 hours a week, 25 weeks @ \$38.46 Casual Rate)

Training        \$11,000       (Initial Training for one employee)  
(\$4,000 Requalification's & Accreditation per employee per year)

Total initial training cost for one employee would be \$11,000, this would double or triple if more than one person was needed to be trained. There would also be other associated costs such as housing and supervisor wages.

**Using the Services of a contract pool manager:**

Surrounding pools are paying an average of \$77,000 (inc gst) a year for a contractor to manage their facility for the average of 25 weeks of the year.

Finding staff in the past has proved difficult with the pool having up to 5 trained staff in one season. Based on the above figures from surrounding Shires, the Shire of Mt Marshall would be required to go to tender to award this contract. This item seeks Councils support to go to tender to outsource the contract to manage the Mt Marshall Aquatic Facility. The contractor will provide fully trained and accredited staff for the required period. Most of the contracts from surrounding Shires are for a minimum period

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

of three (3) years with an option to extend a further 2 years. All three Shires have expressed they are very happy with the contractor arrangements thus far.

**2020/3-018 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

***That Council:***

1. ***pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 endorse calling for Tenders (RFT MM05 19/20) for the Contract Management of the Mt Marshall Aquatic Facility for a period of three (3) years with an option to extend a further two (2) years.***
2. ***approve the following qualitative criteria and weighted cost criteria against which the tender will be assessed:***

<b><i>Qualitative Criteria</i></b>		<b><i>Weighting</i></b>
<b><i>1</i></b>	<b><i>Relevant Experience a)Provide details of similar work. b)Provide scope of the Tenderer's involvement including details of outcomes. c)Provide details of issues that arose during the project and how these were managed. d)Demonstrate competency and proven track record of achieving outcomes.</i></b>	<b><i>15%</i></b>
<b><i>2</i></b>	<b><i>Key Personnel Skills and Experience a)The Tenderer's role in the performance of the Contract. b)Curriculum vitae of key staff inclusive of membership to any professional or business association, qualifications etc. c)Qualifications with particular emphasis on experience of personnel in projects of a s similar requirement</i></b>	<b><i>15%</i></b>
<b><i>3</i></b>	<b><i>Tenderers Resources a)Plant, equipment and materials b)Any contingency measures or backup of resources including personnel (where applicable). c)Resources Schedule.</i></b>	<b><i>15%</i></b>
<b><i>4</i></b>	<b><i>Demonstrated Understanding a)The process for the delivery of the Service. b)Demonstrated understanding of the Scope of Work. c)Proposed Management Agreement or contract</i></b>	<b><i>30%</i></b>

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

<b><i>Weighted Cost Criteria</i></b>		
<b>5</b>	<b><i>Tendered Price</i></b> <b><i>The Tender price will receive a weighting, the prices will be assessed as part of the qualitative criteria</i></b>	<b>25%</b>

***3. pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to award the Contract Management of the Mt Marshall Aquatic Facility in accordance with the results of the tender evaluation process.***

***Moved Cr SR Putt***  
***Absolute Majority***

***Seconded Cr TM Gibson***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**12.5.2 Beacon Library Memorandum of Understanding 2020 - 2025**

<b>File No:</b>	Agreements
<b>Location/Address:</b>	Lot 27 Rowlands St, Beacon
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	Beacon Progress Association
<b>Author:</b>	Rebecca Watson – Community Development Officer 12.5.2 – Proposed Memorandum of Understanding between Shire of Mt Marshal, Beacon Central Community Resource Centre & Beacon Progress Association.
<b>Attachments:</b>	
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Previously Considered:</b>	Nil

---

**Background:**

The Beacon Library is currently located in the Beacon Central Community Resource Centre building which is owned by the Beacon Progress Association. The Library moved into the premises once the building was complete in 2002. A memorandum of understanding has been in place since the arrangement commenced, however with recent changes to charges for the building, the Memorandum of Understanding was in need of a review.

**Consultation:**

Mr John Nuttall (Chief Executive Officer), Mrs Megan Beagley (Secretary - Beacon Progress Association), Karley Dunne (President – Beacon Central Community Resource Centre) and staff at the Beacon Central Community Resource Centre.

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Agreement for Council to contribute a minimum of \$10,000 (ex GST) per financial year for rental of the Library room for the period of the agreement.

**Risk Assessment:**

There is the risk that there could be a misunderstanding of each party's roles and responsibilities without the MOU.

**Community & Strategic Objectives:**

*Outcome 1.3 Active and passive recreation facilities and services*



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

1.3.3 Provide support for community owned facilities

*Outcome 4.1 Collaborative and transparent leadership*

4.1.1 Enhance open and interactive communication between Council and the community.

**Comment:**

The Community Development Officer has completed a review of the Memorandum of Understanding of the room hired by the Shire of Mt Marshall to house the Beacon Library facility. It is recommended that Council endorse the attached Memorandum of Understanding.

**2020/3-019 OFFICER'S RECOMMENDATION/COUNCIL DECISION:**

***That the attached memorandum of understanding (12.5.2) between the Beacon Progress Association, Beacon Central Community Resource Centre and the Shire of Mt Marshall for the Beacon Library Facility be endorsed.***

***Moved Cr SR Putt  
Absolute Majority***

***Seconded Cr LN Gobbart***

***Carried 4/0***

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 17 March 2020**

**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 21 April 2020 commencing at 3:00pm at the Beacon Country Club, Shemeld St, Beacon.**

**16.0 Closure of Meeting**

The Presiding Member thanked everyone for attending and declared the meeting closed at 3.42pm.

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

\_\_\_\_\_  
Date

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