



# **SHIRE OF MT MARSHALL**

**These Minutes were confirmed by  
Council at the Ordinary Meeting  
of Council held on  
17 November 2010**





# **SHIRE OF MT MARSHALL**

**Minutes of Meeting held on  
Thursday 21 October 2010, in  
Council Chambers, Bencubbin  
commencing at 12:48pm.**

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# **DISCLAIMER**

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## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

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

The Presiding Member declared the meeting open at 12:48 pm and welcomed those present.

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

#### **In Attendance**

Cr PA Gillett	President / Presiding Member
Cr IN Miguel	Deputy President
Cr MP Hogan	Councillor
Cr DA Miguel	Councillor
Cr RN Breakell	Councillor
Cr CJ Kirby	Councillor
Cr MR Shemeld	Councillor
Mr Matthew Gilfellow	A/Chief Executive Officer
Mr Rod Munns	Shire Engineer
Mrs Lauren Grylls	Executive Assistant
Mr Jack Walker	Engineering Administration Officer 1:27pm – 1:32pm

#### **Apologies**

Nil

### **3.0 Standing Orders**

#### **2010/177 COUNCIL DECISION:**

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

**Moved Cr MP Hogan**

**Seconded Cr IN Miguel**

**Carried 7/0**

### **4.0 Public Questions**

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

Nil

#### **4.2 Public Question Time**

No public present

### **5.0 Applications for Leave Of Absence**

Nil

## **Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010**

### **6.0 Confirmation of Minutes of Previous Meetings**

#### **6.1 Minutes of the Ordinary Meeting held on Wednesday 15 September 2010**

#### **2010/178 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 15 September 2010 be confirmed as a true and correct record of proceedings.**

**Moved Cr CJ Kirby**

**Seconded Cr DA Miguel**

**Carried 7/0**

### **7.0 Announcements by Presiding Person Without Discussion**

The Presiding Member, on behalf of the Council, extended his condolences to the family and friends of Donald Spark and Maurice Bailey.

The Presiding Member presented a report on the Department of Local Government hosted Leaders Forum that he attended the previous day with the Acting Chief Executive Officer in Perth.

Much discussion surrounded the key points to come out of the day which were:

- support for redrawing of council boundaries;
- feeling from local governments that the Minister should be more active in the reform process;
- the Grants Commission has rules in place to limit any possible negative side-effects of amalgamating;
- there was a good understanding from city councils of the different situation in the Wheatbelt;
- the first tranche of legislation changes are ready to be presented to parliament.

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

Nil



## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

### **9.0 Reports of Committees**

The Presiding Member declared a change in the order of business to discuss item 9.6.1 later in the meeting.

### **10.0 Reports of Officers**

#### **10.1 Environmental Health Officer / Building Surveyor**

##### **10.1.5 Caretakers Residence – Lot 270 Welbungin Rd, Bencubbin**

<b>LOCATION/ADDRESS:</b>	Lot 270 Welbungin Road, Bencubbin WA 6477
<b>NAME OF APPLICANT:</b>	John Kevill
<b>FILE REFERENCE:</b>	B1/1
<b>AUTHOR:</b>	Julian Goldacre Environmental Health Officer/ Building Surveyor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 October 2010
<b>ATTACHMENT NUMBER:</b>	10.1.5 Application for Planning Approval & Building Plans
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Planning and Development Act 2005 Town Planning Regulations 1967 Shire of Mt Marshall Town Planning Scheme N <sup>o</sup> 2
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Planning and building licence fee will be charged to the proponent
<b>STRATEGIC IMPLICATIONS:</b>	Industrial Site Development
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### **2010/179 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the planning application to construct a ‘caretakers’ residence on lot 270 Welbungin Road, Bencubbin be approved with the following condition:**

- 1. The planning consent be subject to review every three (3) years to ensure ‘caretakers’ residence is appurtenant to an ongoing business located on lot 270 Welbungin Road Bencubbin WA 6477.**

**Moved Cr IN Miguel**

**Seconded Cr MR Shemeld**

**Carried 7/0**

#### **Background:**

A building licence application was received from Mr John Kevill on 17 August 2010. The application was returned to Mr Kevill requesting a planning application form to be filled in.

#### **Comment:**

The Shire of Mt Marshall Town Planning Scheme N<sup>o</sup> 2 zoning table permits a ‘caretaker’s dwelling’ within an industrial zoned subject to Council discretion.

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The proposed caretakers dwelling meets the description as listed in Schedule 1 – Interpretation of the Shires Town Planning Scheme. Furthermore the proposed dwelling is limited to one bedroom, a bathroom and a combined living/dining area limited in area to 47.5m<sup>2</sup>.

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**10.2 Community and Recreation Development Officer**

Nil

**10.3 Natural Resource Management Officer**

Nil

**10.4 Administration Officer**

**10.4.2 Abbreviated Statement of Financial Position as at 30 September 2010**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F1/4
<b>AUTHOR:</b>	Alisa Della Bosca – Administration Officer
<b>DISCLOSURE OF INTEREST:</b>	No Interest to Disclose
<b>DATE:</b>	14 October 2010
<b>ATTACHMENT NUMBER:</b>	10.4.2a Municipal Bank Statement 10.4.2b Trust Bank Statement 10.4.2c Municipal Term Deposits 10.4.2d Trust Term Deposits 10.4.2e Reserve Term Deposits
<b>CONSULTATION:</b>	Matthew Gilfellon – Acting Chief Executive Officer
<b>STATUTORY ENVIRONMENT:</b>	Financial Management Regulations 1996 and the Local Government Act 1995
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2010/180 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Abbreviated Statement of Financial Position as at 30 September 2010 be accepted.**

**Moved Cr CJ Kirby**

**Seconded Cr MP Hogan**

**Carried 7/0**

**BACKGROUND:**

Nil

## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

### COMMENT:

#### Abbreviated Statement of Financial Position as at 30 September 2010

	MUNICIPAL (\$)	TRUST (\$)	RESERVE (\$)
Synergy Balance as at 01/09/2010	923,593.37	292,698.16	2,007,474.66
Plus Receipts 01/09/2010 to 30/09/2010	131,238.52	17,746.10	-
Plus Adjustment	-	-	-
Plus Outstanding Journals	-	-	-
	1,054,831.89	310,444.26	2,007,474.66
Less Payments 01/09/2010 to 30/09/2010	- 386,469.74	- 33,699.83	-
Less Outstanding Journals	29,285.30	111,279.92	61,799.85
Synergy Balance as at 30/09/2010	697,647.45	388,024.35	2,069,274.51
This is represented by:			
Cash at Bank	451,433.38	275,856.46	-
Investments	225,386.65	109,839.36	2,069,274.51
Housing Bonds Held by Bankwest	-	1,700.00	-
Balance as per Bank Reconciliation	676,820.03	387,395.82	2,069,274.51

#### RECONCILIATION AS AT 30 SEPTEMBER 2010

Balance as per Bank Statement	451,433.38	275,856.46	-
Balance of Term Deposits	225,386.65	109,839.36	2,069,274.51
Balance of Housing Bonds (Bank)	-	1,700.00	-
	676,820.03	387,395.82	2,069,274.51
Plus Outstanding Deposits	27,510.06	628.53	-
	704,330.09	388,024.35	2,069,274.51
Less Outstanding Cheques	- 6,682.64	-	-
	697,647.45	388,024.35	2,069,274.51

#### Balance of Reserve Funds as at 30 September 2010

	\$
Plant Replacement	430,659.88
Aged Care Units	50,189.59
Doctor Recruitment	-
Community Housing	28,841.50
Council Staff Housing	298,349.80
Employee Entitlements	88,926.45
Landcare	-
Caravan Park Upgrades	18,863.26
Public Amenities and Buildings	194,309.09
Land & Road Development	-
Television & Radio Broadcasting	23,503.75
Bencubbin Aquatic Centre Development	113,982.98
Community Bus	35,071.61
Beacon Men's Shed	-
Refuse Site Development	-

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Bencubbin Recreation Complex	39,167.31
Office Equipment	11,749.44
Country Local Government Fund Reserve	673,860.00
	<u>2,007,474.66</u>

### **INVESTMENTS AS AT THE 30 SEPTEMBER 2010**

<b>FUND</b>	<b>INSTITUTION</b>	<b>TERM</b>	<b>RATE</b>	<b>AMOUNT</b>	<b>EXPIRY</b>
Reserve	Bankwest	6 Months 30 Days	6.00%	1,539,696.45	31/01/2011
Reserve	Bankwest	1 Month 24 Days	4.55%	123,621.74	11/10/2010
Reserve	Bankwest	3 Months	5.00%	405,956.32	19/11/2010
Municipal	Bankwest	1 Month	4.54%	226,257.63	11/10/2010
Trust	Bankwest	Full payment of \$110,262.89 at maturity 23/09/2010			

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**10.5 Shire Engineer**

Nil

**10.6 Senior Administration Officer**

Nil

**10.7 Acting Chief Executive Officer**

**10.7.25 Municipal Card Facility**

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** F1/3, F1/27  
**AUTHOR:** Matthew Gilfellon – A/Chief Executive Officer  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 12 October 2010  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** Deanne Shemeld – Customer Service Officer  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Additional Budget Expense of \$346.80.  
Increased Fees & Charges Income  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**2010/181 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That:**

- 1. Additional expenditure in account 0421131 (Bank Charges) of \$346.80 for the purpose of establishing and running a municipal card facility be authorised; and**
- 2. A Debit Card Fee of \$0.30 and Credit Card Fee of 2% be added to the fees and charges schedule.**

**Moved Cr MP Hogan**

**Seconded Cr RN Breakell**

**Carried 7/0  
Absolute Majority**

**BACKGROUND:**

Currently credit/debit cards can be used for trust transactions (police licensing) but not for municipal transactions (rates, caravan park fees, dog registrations etc.). There is currently an EFTPOS terminal in place. The cost of adding the municipal account to the terminal is \$28.90 per month made up of a terminal rental fee of \$24.50 per month and an admin fee of \$4.40 per month. There are additional fees for each transaction of 1.75% for a credit card and \$0.18 for a debit card. These transaction fees can be covered by council implementing a charge for EFTPOS transactions.

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**COMMENT:**

There are many occurrences of people being caught out by trying to pay by debit/credit card only to find out that there are no facilities at the shire and no facilities within Bencubbin to withdraw cash. This situation often reflects poorly on the shire. It also creates a time consuming process of having to send an invoice to the person and increases the risk of non-payment.

By having card facilities it would also create greater flexibility for people wanting to pay in person or over the phone. By implementing a credit card and debit card fee, the cost of the transactions can be covered by the fee, leaving only the monthly terminal hire and administration fee.

**10.7.26 Beacon Lifestyle Retirement Units Working Group**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	B4/2
<b>AUTHOR:</b>	Matthew Gilfellon – A/Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	No Interest to Disclose
<b>DATE:</b>	14 October 2010
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, section 5.8 to 5.18.
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2010/182 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That:**

- 1. A Beacon Lifestyle Retirement Units Working Group be formed comprising of the following members:**
  - 2 x Councillors
  - 1 x Shire Staff
  - 2 x Community Representatives
  - 1 x Beacon Progress Association Representative;
- 2. Meetings be held on an as needs basis;**
- 3. The quorum be four (4) persons;**
- 4. The function of the group be to make recommendations to Council on the selection of applicants for tenancy of vacant Beacon Lifestyle Retirement Units based on the following criteria:**
  - 65 Years of age or over
  - Disability
  - Duration of residence within the Shire of Mt Marshall
  - Pensioner

**Moved Cr IN Miguel**

**Seconded Cr RN Breakell**

**Carried 7/0  
Absolute Majority**

**BACKGROUND:**

The Shire is currently building two lifestyle retirement units in Beacon. Once the buildings are completed residents will need to be chosen from the list of persons that have expressed an interest.

The Beacon Progress Association was contacted in regards to making a list of criteria to qualify for the homes. A priority list was developed, so as not to exclude people unnecessarily and leave an empty unit. The list is as follows:

- 65 years old and over.
- Disability.
- Duration of residence within the Shire of Mt Marshall.
- Pensioner.



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As the list created was a priority list and not list of criteria, a decision on who will become a resident will need to be made when a unit is vacant.

### **COMMENT:**

At the meeting with the Beacon Progress Association it was suggested that setting up Council Working Group would be a good way in which to make the decision of which applicant would become a resident. A Council Working Group would allow the community, Beacon Progress Association and the shire to have input into the selection.

The rental amount for the Beacon Lifestyle Retirement Units will not be able to be chosen by the working group. This is because it will require an absolute majority decision of the council and so it is unable to be delegated.

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### 10.4.27 Statement of Financial Activity

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** F1/4  
**AUTHOR:** Matthew Gilfellon – A/Chief Executive Officer  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 15 October 2010  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Local Government (Financial Management) Regulations 1996  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

#### 2010/183 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the Statement of Financial Activity for the period ended 30 September 2010 be endorsed.

Moved Cr MP Hogan

Seconded Cr DA Miguel

Carried 7/0

#### BACKGROUND:

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

#### COMMENT:

**SHIRE OF MOUNT MARSHALL**  
**ABBREVIATED STATEMENT OF FINANCIAL ACTIVITY**  
 for the period 1 July 2010 to 30 September 2010

OPERATING ACTIVITIES	Note	Budget	YTD Budget	YTD Actual	Variances Greater Than 10% of YTD Budget
		\$	\$	\$	
Income					
General Purpose Funding	3i	1,920,018	1,393,238	1,045,255	24.98%
Governance	4i	4,860	1,212	977	19.39%
Law, Order and Public Safety		45,650	1,410	28,052	-1889.50%
Health	7i	35,000	8,748	-	100.00%
Education and Welfare	8i	23,216	5,802	3,950	31.92%
Housing	9i	67,891	16,968	12,269	27.69%
Community Amenities		80,400	20,091	64,293	-220.01%
Recreation and Culture	11i	17,128	4,275	3,237	24.28%
Transport	12i	623,764	424,104	188,182	55.63%
Economic Services		63,300	15,816	20,151	-27.41%
Other Property and Services	14i	54,900	13,719	12,145	11.47%
		<b>2,936,127</b>	<b>1,905,383</b>	<b>1,378,511</b>	

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### Expenditure

Governance		310,869	75,483	(2,134)	-102.83%
General Purpose Funding	3e	71,747	23,699	26,246	10.75%
Law, Order and Public Safety	5e	103,364	25,812	28,765	11.44%
Health		124,901	31,212	10,546	-66.21%
Education and Welfare	8e	141,527	35,358	45,715	29.29%
Housing		225,143	56,271	52,375	-6.92%
Community Amenities		316,836	79,170	72,565	-8.34%
Recreation and Culture		496,214	123,987	127,597	2.91%
Transport		2,741,563	685,362	265,885	-61.21%
Economic Services	13e	174,901	43,497	51,563	18.54%
Other Property and Services		56,534	14,100	(26,465)	-287.70%
		<b>4,763,599</b>	<b>1,193,951</b>	<b>652,658</b>	

Net Operating Profit/(Loss)	<b>(1,827,472)</b>	<b>711,432</b>	<b>725,853</b>
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### ADD NON CASH ITEMS

Depreciation	2,310,430	577,608	-
Loss/(Profit) on Sale of Assets	135,537	33,884	-
	<b>2,445,967</b>	<b>611,492</b>	<b>-</b>

Net Operating Surplus/(Deficit)	<b>618,495</b>	<b>1,322,924</b>	<b>725,853</b>
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### LESS CAPITAL EXPENDITURE

Land & Buildings	1,524,911	381,228	677,202
Plant & Machinery	454,500	113,625	30,944
Furniture, Fittings & Equipment	-	-	-
Infrastructure - Roads	1,813,105	453,276	207,540
Infrastructure - Other	134,600	33,650	1,848
	<b>(3,308,621)</b>	<b>341,145</b>	<b>(191,681)</b>

### LESS OTHER NON OPERATING

Loan Principal Repayments	125,905	31,476	27,626
Transfer to Reserves	634,184	158,546	-
Funding Required	<b>(4,068,710)</b>	<b>151,123</b>	<b>(219,307)</b>

### FUNDED FROM

Transfer from Reserves	1,102,278	275,570	-
Capital Contribution	1,596,875	399,219	-
Proceeds on Sale of Assets	136,500	34,125	-
Self-Supporting Loan Income	7,443	1,861	-
Opening Funds	1,225,614	306,404	1,152,608
Closing Funds	-	1,168,300	933,301

### NOTES

3i - This variance is due to the late receipt of the first quarter FAGS grant. Normally the first quarter grant is paid in August but due to Federal Government issues this has been delayed until October. There has been no changes to the amount to be received for the year.

4i - This variance is due to the ESL administration fee (total \$4000) not yet being received.

7i - Health income will come from the medical practice. There has not yet been any invoices from the medical practice so income is currently under budget. These invoices will be received in October.

8i - This variance is due to the family support grant not yet being reimbursed to the shire.

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9i - This variance is due to rent for community and other housing currently being under budget. Budgeted rental income may need to be adjusted in the budget review.

11i - This variance is due to fees and charges for community facilities currently being under budget. This is a timing issue and it is expected that fees and charges will meet the budgeted amounts.

12i - This variance is due to transport grants not yet being received. These grants are received quarterly or on progress of capital works. It is expected that these grants will meet the budgeted amounts.

14i - This variance is due to plant hire and private works income being under what has been budgeted to be received at this time of the year. As it is unknown how much private works and plant hire will take place during the year it can't be said if this will meet budget expectations.

3e - This variance is due to admin allocations being higher than what had been budgeted at this time of the year. Admin allocations are normally a bit higher at the start of the year.

5e - This variance is due to fire insurance coming in \$1,295 higher than what had been budgeted for the year.

8e - This variance is due to admin allocations being higher than budgeted at this time of the year.

13e - This variance is due to the admin allocations and the standpipe water supply expense being higher than what has been budgeted so far. Admin allocations are expected to come back to budget however standpipe water expenses are likely to be higher than what has been budgeted for the year.

### **Composition Of Net Current Asset Position**

#### **Current Assets**

Cash - Unrestricted	668,762
Cash - Restricted	2,007,475
Receivables	439,208
Inventories	47,431

#### **Less Current Liabilities**

Payables & Provisions	(222,100)
less: Cash Reserves - Restricted	(2,007,475)

**933,301**

**Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010**

Mr Jack Walker entered the meeting at 1:27pm.

**10.8 Finance Administration / Rates Officer**

**10.8.15 Donation to the Bencubbin & Districts Lions Club**

**LOCATION/ADDRESS:** Lions Depot – Monger St, Bencubbin  
**NAME OF APPLICANT:** Bencubbin & Districts Lions Club  
**FILE REFERENCE:** F2/1  
**AUTHOR:** Nancy Collins – Rates Officer  
**DISCLOSURE OF INTEREST:** Impartiality Interest  
**DATE:** 24 September 2010  
**ATTACHMENT NUMBER:** 10.8.15 Correspondence from Applicant  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Budget Provision for Donations  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**2010/184 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That a donation of \$313.62 being the equivalent of rates and Emergency Services Levy paid on assessment A6459, be paid to the Bencubbin & Districts Lions Club.**

**Moved Cr CJ Kirby**

**Seconded Cr IN Miguel**

**Carried 7/0  
Absolute Majority**

**BACKGROUND**

The Bencubbin & Districts Lions Club have requested that Council waive the 2010/2011 rates and ESL on the Lions Depot in Monger Street Bencubbin.

**COMMENT:**

Council has resolved, in previous years, to make a donation equivalent to the rates and Emergency Services Levy (ESL) paid on assessment A6459 in the name of the Bencubbin & Districts Lions Club. The rates and ESL, amounting to \$313.62 have been paid and in view of the group's commitment to the residents of the Mt Marshall district, the request is not unreasonable.

## **Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010**

The Presiding Member declared that item 9.6.1 deferred earlier in the meeting would be addressed as follows:

### **9.6.1 Confirmation of Bush Fire Advisory Committee Minutes: 16 October 2009 and 24 September 2010**

**LOCATION/ADDRESS:** Mt Marshall District  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** A6/6  
**AUTHOR:** Lauren Grylls – Executive Assistant  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 29 October 2010  
**ATTACHMENT NUMBER:** 9.6.1a Minutes of Meeting – 16 October 2009  
9.6.1b Minutes of Meeting – 24 September 2010  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

#### **OFFICER RECOMMENDATION:**

That the minutes of the Bush Fire Advisory Committee meetings held on 16 October 2009 and 24 September 2010 be received and all resolutions be adopted.

#### **2010/185 COUNCIL RESOLUTION:**

**That:**

- 1. The minutes of the Bush Fire Advisory Committee meetings held on 16 October 2009 and 24 September 2010 be received and all resolutions be adopted; and**
- 2. The requirements to have firebreaks on rural properties be investigated.**

**Moved Cr PA Gillett**

**Seconded Cr MR Shemeld**

**Carried 7/0**

Note: The officer recommendation was amended to include part 2 to allow investigation into the legal liability to council if firebreaks are:

- not constructed;
- not adequately constructed;
- not enforced by the council etc

#### **BACKGROUND:**

Nil

#### **COMMENT:**

The minutes of the Bush Fire Advisory Committee meetings held on 16 October 2009 and 24 September 2010 are submitted for council information.

**Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010**

Mr Jack Walker left the meeting at 1:32pm.

**10.8.16 Accounts Paid**

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** F1/4  
**AUTHOR:** Nancy Collins – Finance Administration Officer  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 12 October 2010  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Financial Management Regulations and the Local Government Act 1995  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**2010/186 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Accounts Listed**

<b>Municipal Fund</b>	<b>\$ 306973.66</b>
<b>Trust Fund</b>	<b>\$ 37299.60</b>

**Be endorsed.**

**Moved Cr MP Hogan**

**Seconded Cr CJ Kirby**

**Carried 7/0**

**BACKGROUND:**

Following is a List of Accounts submitted to Council on Thursday 21 October 2010 for the Municipal Fund and Trust Fund.

## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

### 1. Municipal Fund

Chq/EFT	Date	Name	Description	Amount
EFT4167	09/09/2010	MUKA TYRE MART	Fit Truck Tyre	15.00
EFT4168	09/09/2010	STEWART & HEATON CLOTHING CO PTY LTD	Bushfire Brigade Protective Clothing	461.65
EFT4169	09/09/2010	SHERIDAN'S	Councillor Badges	1041.40
EFT4170	09/09/2010	KTY ELECTRICAL SERVICES	Stage 1 Payment - Wiring New Houses	33341.00
EFT4171	09/09/2010	DE NEEFE SIGNS PTY LTD	Sign For Beacon Dray Shed	216.51
EFT4172	09/09/2010	BENCUBBIN NEWS & POST	Postage 23.8 - 27.8.10	46.70
EFT4173	09/09/2010	BEACON PROGRESS ASSOCIATION INC.	Hire Of CWA House - EEI Reference Group Meeting	38.50
EFT4174	09/09/2010	STAR TRACK EXPRESS	Freight	339.71
EFT4175	09/09/2010	ROCKINGHAM HOLDEN	MY10 Colorado 4x4 Pick-Up	11038.21
EFT4176	09/09/2010	HEMPFIELD SMALL MOTORS	Muffler, Guard And Gasket	234.55
EFT4177	09/09/2010	COUNTRY TARTS	Catering For Field Day 1.9.10	650.00
EFT4178	09/09/2010	BENCUBBIN TRUCK N AUTO'S	Battery, Grease, Various Small Parts	964.10
EFT4179	09/09/2010	D & D TRANSPORT	Freight	384.48
EFT4180	09/09/2010	CUTTING EDGES EQUIPMENT PARTS	Grader Blades	4125.00
EFT4181	09/09/2010	BENCUBBIN AG SUPPLIES	Energrease; Sundry Hardware Items	962.56
EFT4182	09/09/2010	NALINGA FARMS	Traffic Control	488.40
EFT4183	09/09/2010	5RIVERS PLUMBING AND GAS	Replace Pan And Cistern - Mens Toilets	713.71
EFT4184	09/09/2010	FLEETWOOD PTY LTD	Claim 7: Handover - Lot 38 Rowlands St Beacon	13099.96
EFT4185	09/09/2010	CPS WEAR PARTS	Grader Blades	1870.00
EFT4186	13/09/2010	AVON WASTE	Rubbish Collection - August 2010	4772.00
EFT4187	13/09/2010	RELIANCE PETROLEUM	Fuel Card Purchases - August 2010	3407.99
EFT4188	13/09/2010	D I TOMAS CONTRACTING	Interim Payment - Concreting Industrial Shed And Footpaths	65817.40
EFT4189	13/09/2010	INTELLIGENT IP COMMUNICATIONS PTY LTD	WDSL From 1.9.10 - 1.10.10	80.00
EFT4190	14/09/2010	BOC GASES	Cylinder Hire - August 2010	55.37
EFT4191	14/09/2010	CJD EQUIPMENT PTY LTD	First 1000Hr Service	5626.85
EFT4192	14/09/2010	COURIER AUSTRALIA	Freight	31.88
EFT4193	14/09/2010	NINGHAN SPRAYING SERVICE	Ultra Creme Cement	1813.17
EFT4194	14/09/2010	KTY ELECTRICAL SERVICES	Tubes And Globes	124.44
EFT4195	14/09/2010	BENCUBBIN NEWS & POST	Postage 30.8 - 3.9.10	31.35
EFT4196	14/09/2010	WA TREASURY CORPORATION	Loan No. 119 Fixed Component - Loan To Bennymart - Repaid In Lease Paym	979.96
EFT4197	14/09/2010	ALL-WAYS FOODS	Cleaning Products	412.20



## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

EFT4198	14/09/2010	HEMPFIELD SMALL MOTORS	Buffalo Classic Mower, Compressors	4802.00
EFT4199	14/09/2010	TWINKARRI	Tree Mulching And Pruning	32736.00
EFT4200	14/09/2010	TSI BEACON	Bobcat Work - Footpaths In Beacon	2310.00
EFT4201	14/09/2010	JR & A HERSEY	White Road Marking Spray Paint	162.36
EFT4202	14/09/2010	ADVANCED AUTOLOGIC PTY LTD	Solvent And Window Cleaner	177.00
EFT4203	22/09/2010	COVENTRYS	Socket Set	71.50
EFT4204	22/09/2010	TWO DOGS HOME HARDWARE	Toilet Seats For Cabins	23.31
EFT4205	22/09/2010	COURIER AUSTRALIA	Freight	20.00
EFT4206	22/09/2010	PURE AIR FILTERS	Clean Air Filters	379.50
EFT4207	22/09/2010	KTY ELECTRICAL SERVICES	Supply And Install TV Antennae - 2 Houses Lot 93 Monger St	312.07
EFT4208	22/09/2010	BENCUBBIN NEWS & POST	Postage 13.9 - 17.9.10	86.80
EFT4209	22/09/2010	WA HINO SALES & SERVICE	Oil Filters	216.11
EFT4210	22/09/2010	CORPORATE EXPRESS AUSTRALIA LTD	Stationery Items, Various	582.55
EFT4211	22/09/2010	FESA	2010/11 ESL Quarter 1	7275.00
EFT4212	22/09/2010	STAR TRACK EXPRESS	Freight	710.70
EFT4213	22/09/2010	CR PA GILLETT	Meeting Fees And Allowances	1079.65
EFT4214	22/09/2010	HEMPFIELD SMALL MOTORS	Buffalo Classic Mower And Brush Cutter	2125.00
EFT4215	22/09/2010	BENCUBBIN SMASH REPAIRS	Remove 2 Way, Hands Free Kit And Reinstall In New Vehicle	134.20
EFT4216	22/09/2010	ACCENT RUBBER STAMPS & TROPHIES	Self Inking Common Seal	50.80
EFT4217	22/09/2010	D & D TRANSPORT	Freight	622.59
EFT4218	22/09/2010	PERFECT COMPUTER SOLUTIONS PTY LTD	Computer, Laptop, Projector, Labour	6455.00
EFT4219	22/09/2010	BENDIGA	Drill Holes For Footings - Industrial Shed	3892.68
EFT4220	22/09/2010	Cr RN BREAKELL	Meeting Fees And Allowances	307.98
EFT4221	22/09/2010	R.D & J.J LANE	Annual Inspection - Backflow Device	394.90
EFT4222	22/09/2010	CR MP HOGAN	Meeting Fees And Allowances	307.47
EFT4223	22/09/2010	BENCUBBIN AG SUPPLIES	Fire Extinguisher, Ratchet Tie Down, Sundry Hardware Items	921.24
EFT4224	22/09/2010	ADVANCED AUTOLOGIC PTY LTD	Solvent	445.00
EFT4225	22/09/2010	GERALDTON FUEL	Diesel For Bencubbin Depot	19137.96
EFT4226	22/09/2010	JENNI BUNCE	Beacon Contract Cleaning 19.8 - 1.9.10	3127.50
EFT4227	22/09/2010	FLEETWOOD PTY LTD	Variation - Western Power Escort	3500.00
18165	07/09/2010	WATER CORPORATION	Water Consumption 9.3 - 14.7.10	29254.55
18166	09/09/2010	WA LOCAL GOVERNMENT ASSOCIATION	Local Government Convention	7064.20
18167	09/09/2010	FRAMESWEST	Repair Pin For Side Tipper	402.00

## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

18168	09/09/2010	SHIRE OF MT MARSHALL	Cash Payments 08.09.2010	2820.00
18169	13/09/2010	SYNERGY	Electricity 1.6 - 2.8.10	67.65
18170	14/09/2010	STATE LIBRARY OF WA	Lost And Damaged Books	456.50
18171	14/09/2010	BEACON THEATRE ARTS CLUB	Contribution Towards 2010 Theatre Arts Production	2000.00
18172	14/09/2010	SYNERGY	Streetlights 24.7 - 24.8.10	1313.65
18173	14/09/2010	DEPARTMENT OF PREMIER AND CABINET	Advertisement In Govt Gazette - Correction To Planning Scheme 3	76.20
18174	14/09/2010	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD	Licence To Play Copyright Music	60.40
18175	14/09/2010	WA LOCAL GOVERNMENT ASSOCIATION	Advertising - Local Planning Scheme	567.38
18176	14/09/2010	DEPARTMENT OF TRANSPORT	Pro-Rata Fee For Approved Inspection Station - 1.9.10 - 30.6.11	89.58
18177	14/09/2010	BENNY MART	Refreshments - Training Course	132.93
18178	14/09/2010	PHILIPPA GILLETT	Painting Mural On Centennial Wall	3400.00
18179	15/09/2010	SHIRE OF MT MARSHALL	Beverages For Eva Haydon's Farewell Function	500.00
18180	21/09/2010	SHIRE OF MT MARSHALL	Petty Cash Recoup September 2010	198.20
18181	22/09/2010	WESFARMERS KLEENHEAT GAS P/L	Cylinder Rental	56.00
18182	22/09/2010	SYNERGY	Electricity 2.7 - 25.8.10	26.40
18183	22/09/2010	BENCUBBIN SPORTS CLUB INC.	Beverages - Farewell For Eva Haydon	100.00
18184	22/09/2010	STIHL SHOP REDCLIFFE	Deflector Shield, Hinges, Springs Etc	129.40
18185	22/09/2010	MIDALIA STEEL	Flashing And Corner Moulding	173.51
18186	22/09/2010	BEACON CO-OPERATIVE LTD	PPMV - J Dierks	100.00
18187	22/09/2010	Cr IN MIGUEL	Meeting Fees And Allowances	413.42
18188	22/09/2010	Cr DA MIGUEL	Meeting Fees And Allowances	348.93
18189	22/09/2010	MIDLAND BRICK	Paving Bricks For Botanic Garden	3149.90
18190	22/09/2010	CR MR SHEMELD	Meeting Fees And Allowances	317.99
18191	22/09/2010	CR CJ KIRBY	Meeting Fees And Allowances	405.35
18192	22/09/2010	GJ HEPPLER	Crushed Fines For Paving	297.00
18193	22/09/2010	RK ADAMS	House Energy Rating - Lot 92 Monger St	350.00
18194	22/09/2010	DR KT ONG	Gravel Taken From Gravel Pit Off Welsh Road	4131.60
18195	23/09/2010	SHIRE OF MT MARSHALL	Cash Payments 23.09.2010	3020.00
		ADD: JOURNALS/TRANSFERS/DIRECT DEBITS		306973.66

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### 2. Trust

3361	03/09/2010	STAMFORD GRAND ADELAIDE	Dinner - Next Gen Study Tour	1605.00
3362	03/09/2010	KANGA COACHLINES	Charter Coach - Next Gen Study Tour	2420.00
3363	03/09/2010	CIBO ESPRESSO	Refreshments - Next Gen Study Tour	1490.00
3364	08/09/2010	STAMFORD GRAND ADELAIDE	Additional Person - Next Gen Study Tour	107.00
3365	08/09/2010	STUART HOPWOOD	Refund Of Housing Bond	340.00
3366	16/09/2010	PEOPLE RICH PTY LTD	Leader Within Programme - Next Gen Study Tour	3900.00
3367	16/09/2010	SAMMYS ON THE MARINA	Meal - Next Gen Study Tour	1783.00
EFT4164	02/09/2010	NEWROC	NEWROC Recoup	16353.60
EFT4165	02/09/2010	DEPARTMENT OF PLANNING & INFRASTRUCTURE	Licensing Recoup - August 2010	9301.00
				37299.60

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 **21 October 2010**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

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Matthew Gilfellon  
A/Chief Executive Officer

## Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010

### **11.0 Reports of Elected Members**

#### **Cr RN Breakell attended the following meetings / functions:**

11 October 2010	CBH Meeting	Bencubbin
20 October 2010	Sandalwood Tree Day	Bencubbin

#### **Cr MR Shemeld attended the following meetings / functions:**

13 October 2010	Beacon Co-op Meeting	Beacon
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#### **Cr MP Hogan attended the following meetings / functions:**

29 September 2010	Meeting with Tim Free, WA Country Health Service	Northam
20 October 2010	Sandalwood Tree Day	Bencubbin

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

24 September 2010	Bush Fire Advisory Group Meeting	Beacon
19 October 2010	CBH Meeting	Beacon

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

Nil

#### **Cr IN Miguel attended the following meetings / functions:**

5 October 2010	Regional Transition Group Meeting	Bencubbin
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#### **Cr PA Gillett attended the following meetings / functions:**

29 September 2010	Meeting with Tim Free, WA Country Health Service	Northam
5 October 2010	Regional Transition Group Meeting	Bencubbin
15 October 2010	Jessica Smith's Farewell Function	Bencubbin
20 October 2010	Local Government Leaders Forum	Perth

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

Nil

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

**2010/187 COUNCIL DECISION:**

**That the late item 13.10 be considered as presented.**

**Moved Cr IN Miguel**

**Seconded Cr CJ Kirby**

**Carried 7/0**

**13.10 Councils 2011/12 State Government to Local Roads Funding Program**

**LOCATION/ADDRESS:** Shire of Mt Marshall  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** A5/17a  
**AUTHOR:** Rod Munns – Engineer  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 19 October 2010  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** Cr Paul Gillett – President  
Matthew Gilfellon – A/Chief Executive Officer  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**2010/188 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the nominated State Government to Local Roads Funded Road Program for the 2011/12 financial year, as tabulated within, be endorsed.**

**Moved Cr IN Miguel**

**Seconded Cr DA Miguel**

**Carried 7/0**

**BACKGROUND:**

The last Wheatbelt North East SRRG (WNE SRRG) was held on 28 September 2010, mainly to endorse each of the eight Council's State Government to Local Roads funded programs for the 2011/12 financial year, that are located within our SRRG. Council's program was submitted and endorsed at this meeting along with the programs from the other seven (7) councils in our WNE SRRG. This will now be submitted to the Wheatbelt North RRG, for further endorsement at the coming February 2010 meeting. This program is normally endorsed by Council prior to being submitted to the WNE SRRG, but due to time constraints, this was not possible.

State Government to Local Roads funding is allocated via the Wheatbelt North RRG each year. This is to be spent on 2025 roads only in order to bring these roads up to a specified standard. The 2025 roads in our Shire, are:

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- Koorda / Bullfinch Rd
  - Kellerberrin / Bencubbin Rd
  - Bencubbin / Beacon Rd
  - Burakin / Wialki Rd
  - Wialki / Mukinbudin Rd
  - Bimbijy Rd
  - Ingleton Rd (from Beacon to Scotsman Rd only)
  - Mouroubra Rd
  - Mandiga Rd
  - Mandiga – Marindo Rd
- 

### COMMENT:

The table below, summarises Council's nominated 2011/12 Road Program for State Government to Local Roads Funding, that has been submitted and thus far endorsed by the WNE SRRG (it has been summarised in this format rather than attach the whole program documentation which is very bulky) :

Road Name	Section	Project Description	MCA Score	Total Project Cost
Kellerberrin - Bencubbin Rd	3.15 – 6.00	Widen shoulder & primerseal on one (1) side only to achieve 7.0m wide sealed surface	89	\$ 150,393
Burakin – Wialki Rd	4.60 – 6.09	Widen shoulder & primerseal on one (1) side only to achieve 7.0m wide sealed surface	90	\$ 79,500
Bencubbin – Beacon Rd	24.02 – 25.17, 26.11 – 27.30, 28.03 – 30.87.	Widen shoulder & primerseal on one (1) side only to achieve 7.0m wide sealed surface	72	\$ 256,800
Burakin – Wialki Rd	0.00 – 4.60	Seal / Reseal with 14mm cutback bitumen seal	99	\$ 140,070
Kirby St / Ingleton Rd	0.00 – 0.23, 0.00 – 0.17	Seal / Reseal with 10mm cutback bitumen seal	92	\$ 13,200
Total 2011/12 RRG Program Cost				<b>\$ 639,963</b>
Total of State Government to Local Roads Funding (RRG) – 2/3 component				\$ 426,642
Total of Municipal Monies – 1/3 component				\$ 213,321

- The section of the Kellerberrin / Bencubbin Rd to be widened is from the northern curve at Waddouring to approx 2km north of Grylls Rd where it was widened in 2009/10 – a total length of 2.85 km.
- The section of the Burakin / Wialki Rd to be widened is from the Cleary CBH entrance to the Cleary / Gabbin Rd intersection – a total length of 1.49 km.
- There are 3 sections of the Bencubbin / Beacon Rd to be widened totalling 5.18 km.
  - The first section is from the south side of Askews Lake and heads 1.15km south.
  - The second section is between the north side of Askews Lake and the south side of the localised low spot 1.19 km north.

## **Minutes of the Ordinary Meeting of Council held on Thursday 21 October 2010**

- The third section starts on the north side of the localised low spot and heads north to approx 1.6km south of Bruse Rd.
- The section of the Burakin / Wialki Rd to be sealed is from the Cleary CBH entrance to the Koorda shire boundary.
- All of Kirby St and the start of Ingleton Rd from the Burakin / Wialki Rd to the entrance to the Beacon CBH facility is to be sealed.

I have nominated the 2010/11 projects, based on:

- 1) Continuing existing projects
- 2) Those projects I believe will give us the highest MCA scores to be competitive against the other seven (7) Councils within our SRRG.
- 3) Those projects that need completing ASAP (i.e. urgent widening works for safety reasons or sealing works for pavement preservation reasons).
- 4) Consideration of the balance of Council's labour and plant resources to the total road funding available to Council.

The relatively new MCA Scoring system (that is used to prioritise road projects for funding) is weighted heavily on the road counts collected for road projects and work type warrants. I collected some excellent road counts during the record 2008/09 harvest on the majority of our 2025 roads we are currently working on, and am still using these counts to calculate the MCA scores for these projects.

The WN RRG is currently looking at endorsing two (2) changes to its MCA scoring system. These are:

- a) to allow the use of road counts for MCA scores that have been collected within the "last five (5) year period", in lieu of the present "last three (3) year period" in the MCA Scoring system guidelines (this has been requested to assist those Councils that have experienced consecutive poor harvests and concurrent lower than expected "high period" traffic counts).
- b) To allow the use of the "Required WN RRG Construct to Road Standard" (i.e Type 5 – to 7.0m seal width) to be used in the scoring system in lieu of the "Calculated Warrant" based on the traffic counts collected – on roads outside of townsites ONLY – since this will remove a current glitch in the scoring system. The glitch is that if you have experienced excessive heavy vehicle traffic (as we did on most of our roads during the 2008/9 harvest, and in particularly those roads closer to CBH facilities) and the calculated Equivalent Standard Axle (ESA) count is >60, the MCA scoring system warrant is for the road to be constructed to a type 6 road (i.e to an 8m wide seal width) which is very wide and seems excessive considering the lower traffic counts we receive for the remainder of the year outside of harvest. Consequently, those Councils that enter a "Type 5" (widen seal width to 7.0m only) road into the system instead of "Type 6" do not receive the extra 10 points for improving the road standard from "Type 4" (a road with seal width < 7.0m width). In other words, those Councils that enter "Type 5" in lieu of "Type 6" are being penalised 10 points, as we have for our three (3) widening projects above.

We have been advised that our indicative funding allocation for our SRRG will be \$2,353,939 for the 2011/12 year, which is an approximate \$165,000 increase from this current financial year's actual funding allocation. As a guide there were twenty one (21) projects submitted by the eight (8) Councils within our WNE SRRG, and the MCA scores ranged from 109 to 72. Presently our five (5) submitted projects are ranked 3,6,7,8 and 21. Our widening project on the three (3) sections of the Bencubbin /

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Beacon Rd with an MCA score of 72 is presently ranked last. Since our overall cumulative SRRG program total is in excess of the indicative funding figure, then it is likely that this project may lose some funding and the project scope will have to be reduced accordingly. This will also depend on our WN RRG's endorsement of changes to the MCA scoring system, as per b) above. If this requested change gets endorsed, then the MCA score for this Bencubbin / Beacon Rd widening project will increase to 82 and this may then be ranked high enough to lose funding.



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**14.0 Next Meeting – Wednesday 17 November 2010 commencing at 6:45pm  
in Council Chambers, Monger Street, Bencubbin**

The Ordinary Council Meeting will be preceded by a meeting with Western Australian Local Government Association President, Mayor Troy Pickard and Chief Executive Officer, Ricky Burges.

**15.0 Closure of Meeting**

The Presiding Member thanked all for their attendance and declared the meeting closed at 2:14pm.

These Minutes were confirmed by the Council at the Ordinary Meeting of Council held on 17 November 2010.

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
President