

WAGAIT SHIRE COUNCIL

AGENDA

ORDINARY COUNCIL MEETING

**COUNCIL CHAMBERS FROM 7PM
LOT 62, WAGAIT TOWER ROAD**

16 December 2014

Present:

1. MEETING OPENING & Welcome

1.1 APOLOGIES –

<p>Resolution No. 2014/ That the apology of Cr</p>	<p>be accepted and</p>
<p>approved.</p>	
<p>Moved: Cr</p>	
<p>Seconded: Cr</p>	
<p>Vote:</p>	

2. DECLARATION OF INTERESTS

3. CONFIRMATION OF MINUTES

<p>Resolution No. That the minutes of the Monthly Meeting of November 2014, as amended, be confirmed.</p>
<p>Moved: Cr</p>
<p>Seconded: Cr</p>
<p>Vote:</p>

3.1 Matters Arising from the Minutes:

4. INWARDS AND OUTWARDS CORRESPONDENCE

Incoming Mail for November 2014

Date	From	About	To	
4-Nov	MVR	Certificate of registration for Kubota Tractor	admin	mail
4/11/2014	NT Police	Expiring corporate licence - 1023568	admin	mail
4/11/2014	Dept of Transport	Registration renewal notice - Box trailer	admin	mail
4/11/2014	Comuni'co	Tax invoice - \$618 monthly fee for sat phones	admin	mail
6/11/2014	ATO	Letter explaining why we received a refund on BAS statement	admin	mail
6/11/2014	Westpac	Community Solutions Cheque Account	admin	mail
6/11/2014	NT Police	Renewal of Ochre Card for Pam Wanrooy	admin	mail
13/11/2014	CBA	Merchant Fees summary	admin	mail
13/11/2014	Combines Communication Solutions	Update of contact details	admin	mail
13/11/2014	Australian Bureau of Statistics	Wage Price Index	admin	mail
19/11/2014	Dept Local Govt & Regions	Copy of presentation due to be delivered at the Wagait Shire Council	admin	email
19/11/2014	Power Water	Water Invoice \$120.79	admin	mail
18/11/2014	Bunnings	tax invoice purchase of chicken wire - \$71.25	admin	mail
18/11/2014	Berry Springs Hardware	tax invoice Purchase of 3 x water pumps - \$1718.55	admin	mail
24/11/2014	Barry Demassen	tax invoice - final payment for installation of AFL and soccer goal posts \$6470.00	admin	mail
24/11/2014	Bowtown	Tax invoice - installation and connection of gen set in Council Office - \$1750.00	admin	mail
24/11/2014	The big Mower	Tax invoice - Harness advance universal for mower \$283.80	admin	mail
24/11/2014	Darwin Fibreglass	Tax invoice - Chlorine - \$140.00	admin	mail
18/11/2014	Totally Workwear	Tax invoice - uniform for admin staff - \$343.40	admin	mail
20/11/2014	Power Water	Tax invoice for water card reader for month of October \$120.79	admin	mail
20/11/2014	Wagait Beach Supermarket	Tax invoice - \$963.65	admin	mail
24/11/2014	Pauline Corpus	Annual Report & Audited Financial Statement - request for an update.	ceo	email

24/11/2014	Paul Boyle Building	Certificate of Occupancy for residents shed at sports ground	admin	email
24/11/2014	Mark Hagger	Rating Guidelines Manual for Northern Territory Local Governments Issued: March 2012 (feedback due in 4 weeks)	CEO	email
25/11/2014	Aust Day Council	Financial support for Aust Day - \$1,100.00	admin	email
26/11/2014				
26/11/2014	Awais Rehmen	Financial Audit report	admin	email
26/11/2014	LGANT	Tax invoice - LGANT General and AGM Meeting - \$55.00	admin	email
27/11/2014	Dept of Local Govt & Regions	Notice of Payment of Grant - Roads Funding - second qtr \$14,005.00	admin	email
27/11/2014	Dept of Local Govt & Regions	Notice of payment of Grant - General Purpose second qtr release	admin	email
28/11/2014	Chief Minister's office	letter to Lisa-Marie to acknowledge receipt of her letter dated 20 November - (Boundaries)	Lisa-Marie	
28/11/2014	Bary Hansen Chartered Accountant	General Purpose Financial Statements 30 June 2014	CEO	

Outgoing Mail for November 2014

Date	To:	About
1/11/2014	Hon Adam Graham Giles MLA, c/c Gary Higgins MLA, Lynne Walker, Shadow Min.	Request for extension to Wagait Shire Council boundaries.
19/11/2014	ATO	BAS for October
20/11/2014	Aust Bureau of Statistics	Wage Price Index Survey
22/11/2014	Hon Adam Giles	request to response to submission requesting extension to Wagait Shire Boundaries.
25/11/2015	Fred Gillis and Dave Elliot	A thank you letter for their questions raised at the Community meeting held Tuesday 18 November 2015.

Resolution No
That the Correspondence for the Month of November 2014 be confirmed.
Moved: Cr
Seconded: Cr
Vote:

5. CHIEF EXECUTIVE OFFICER'S REPORT (Incorporating Work Supervisors Report)

CEO REPORT

- 5.1 LOCAL GOVERNMENT ISSUES:** TOPROC meeting in Darwin on 16/12/14. Emergency Response meeting held on 19/12/14. CEO spoke with Peter McLinden regarding RTR funding. Application is to be made for release of all 3 year funds to allow for road/verge repairs.
- 5.2 ASSISTANCE TO COMMUNITY:** Poison spray kits have been made available to a small number of ratepayers. Assistance to elderly/infirm to be organise in the New Year. Shredder was on loan to one ratepayer.
- 5.3 GRANTS:** Funding for bat/ball wall is not available and will be include in next year's budget. Cricked pitch installment under way.
- 5.4 STAFFING/ OFFICE:** CEO to go on annual on 12/12/14. Office will shut down for Xmas from noon on 24/12 till 5/1/15. Gary Zikan will be on call. The office has now set up an answering service for calls received when office is unattended.
- 5.5 SPORTS AND RECREATION:** New grant for \$20,000 approved by Sport and Recreation for Robyn Presley's contract.
- 5.6 COMMUNITY MEETING:** Letter of thanks sent to Dave/Fred for written question supplied at community meeting and answers given.
- 5.7 RATES:** Outstanding rates have been paid as a result of letters sent. Full report will be supplied at the next Council meeting.
- 5.8 OTHER:** Darwin radio interviewed CEO on 201/14 regarding 4 hour parking limit at car park. Xmas morning tea arranged for seniors group on 9/12/14.

WORKS SUPERVISOR REPORT GARY ZIKAN

- 5.9** During this 2 week period our poisoning program has begun, with drains around the Estate being our initial targets. The Quad Bike has been serviced and utilised in this regard. Dead branches have been removed from drains to clear the way for stormwater.
- 5.10** A major chlorine problem arose on Friday Nov. 21st when a visiting contractor failed to turn back on a crucial pump, allowing chlorine to be pumped into the delivery line but not into the above ground holding tanks. Works team attended and it was found necessary to drain both tanks with approx 70 litres of chlorine added. The public was not permitted to gain access to this potentially lethal dose and we had to monitor the chlorine level for some 4 hours until an acceptable level of chlorine was obtained in the water for human consumption.
- 5.11** The Boat ramp algae has been removed and Barnacles on the Jetty Landings are being Blasted off.
- 5.12** Caltrop continues to be removed by hand in the RUA.

5.13 Other duties in regard to our Power water, Jetty, RUA and WW11 Sites contracts have been conducted.

5.14 We would like to wish everyone a safe and Happy Christmas.

**SPORTS & RECREATION REPORT
ROBYN PRESLEY**

5.15 It has been a bit quiet over the last few weeks with storms and children's commitments in Darwin.

5.16 We had our last 'Movie Night' on Saturday December 6th with a "Kris Kringle" Christmas party combined. At least 20 children participated; receiving a \$5 gift from a 'secret' person and party food prior to a movie.

5.17 We will have a 'Come and Try' day for basketball very soon with Level O coaching and refereeing courses available. This, hopefully, will lead to entering team's in the Darwin league.

5.18 The holiday program will be diverse with fishing, trips to town to the cinema, water park, Territory Wildlife park, 'Flight Path' golf range, ten-pin bowling and whatever else we can think of on a tight budget.

5.19 A safe and happy Christmas to you all and see you in the New Year,

Resolution No.

That the Officers' reports for the month of November 2014 be received and accepted.

Moved: Cr

Seconded: Cr

Vote:

6.0 FINANCIAL REPORT

WAGAIT SHIRE COUNCIL								
Income and Expenditure Report								
For Month Ending 30 November 2014								
	Month to Date			Year to Date			Full Year	
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$	
	INCOME							
1	Grants Roads to Recovery	\$ 14,005.00	\$ 2,500.00	\$ 11,505.00	\$ 28,010.00	\$ 12,500.00	\$ 15,510.00	\$ 30,000.00
2	Grants for Others	\$ 3,435.00	\$ 6,250.00	-\$ 2,815.00	\$ 21,770.00	\$ 31,250.00	-\$ 9,480.00	\$ 75,000.00
3	Grant/C'wealth/FAG		\$ 833.00	-\$ 833.00		\$ 4,165.00	-\$ 4,165.00	\$ 10,000.00
4	Grant NT Government		\$ 1,666.00	-\$ 1,666.00		\$ 8,330.00	-\$ 8,330.00	\$ 20,000.00
5	Grant/NT Operational		\$ 6,250.00	-\$ 6,250.00	\$ 71,775.00	\$ 31,250.00	\$ 40,525.00	\$ 75,000.00
8	Grant/Sports & Recreation		\$ 1,666.00	-\$ 1,666.00		\$ 8,330.00	-\$ 8,330.00	\$ 20,000.00
9	Interest Received		\$ 1,666.00	-\$ 1,666.00		\$ 8,330.00	-\$ 8,330.00	\$ 20,000.00
11	Penalties Received Rates		\$ 60.00	-\$ 60.00		\$ 300.00	-\$ 300.00	\$ 721.00
12	Pensioner Rebates		\$ 1,000.00	-\$ 1,000.00		\$ 5,000.00	-\$ 5,000.00	\$ 12,000.00
13	Other Income		\$ 166.00	-\$ 166.00		\$ 830.00	-\$ 830.00	\$ 2,000.00
14	General Rates Received	\$ 4,418.59	\$ 16,952.00	-\$ 12,533.41	\$ 204,963.43	\$ 84,760.00	\$120,203.43	\$ 203,425.00
15	Rental		\$ 792.00	-\$ 792.00	\$ 6,681.81	\$ 3,960.00	\$ 2,721.81	\$ 9,500.00
16	Rental - Caravan Park	\$ 800.00	\$ 238.00	\$ 562.00	\$ 1,240.00	\$ 1,190.00	\$ 50.00	\$ 2,860.00
17	Hire Plant & Equipment	\$ 250.00	\$ 84.00	\$ 166.00	\$ 640.91	\$ 420.00	\$ 220.91	\$ 1,000.00
18	Other Income		\$ 166.00	-\$ 166.00	\$ 716.41	\$ 830.00	-\$ 113.59	\$ 2,000.00
19	12/13 Surplus brought fwd		\$ 4,489.00	-\$ 4,489.00		\$ 22,445.00	-\$ 22,445.00	\$ 53,872.00
20	Heritage & Site maintenance		\$ 250.00	-\$ 250.00		\$ 1,250.00	-\$ 1,250.00	\$ 3,000.00
21	Jetty Income	\$ 4,011.82	\$ 5,365.00	-\$ 1,353.18	\$ 21,052.57	\$ 26,825.00	-\$ 5,772.43	\$ 64,379.00
22	Power & Water	\$ 500.00	\$ 4,417.00	-\$ 3,917.00	\$ 19,078.39	\$ 22,085.00	-\$ 3,006.61	\$ 53,000.00
23	Transfer from reserves	\$ 55,000.00	\$ 4,166.00	\$ 50,834.00		\$ 20,830.00	-\$ 20,830.00	\$ 50,000.00
	TOTAL INCOME	\$ 27,420.41	\$ 58,976.00	\$ 23,444.41	\$ 375,928.52	\$294,880.00	\$ 81,048.52	\$ 707,757.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
25 Accountancy		\$ 1,184.00	-\$ 1,184.00	\$ 12,360.00	\$ 4,736.00	\$ 1,184.00	\$ 14,200.00
26 Audit Fees		\$ 687.00	-\$ 687.00		\$ 2,748.00	-\$ 2,748.00	\$ 8,240.00
27 Administration		\$ 125.00	-\$ 125.00	\$ 30.51	\$ 500.00	-\$ 469.49	\$ 1,500.00
28 Advertising	\$ 410.00	\$ 84.00	\$ 326.00	\$ 1,273.64	\$ 336.00	\$ 937.64	\$ 1,000.00
29 Animal Control		\$ 21.00	-\$ 21.00		\$ 84.00	-\$ 84.00	\$ 250.00
30 Bank Charges	\$ 99.23	\$ 135.00	-\$ 35.77	\$ 605.86	\$ 540.00	\$ 65.86	\$ 1,600.00
31 Cleaning	\$ 8.15	\$ 30.00	-\$ 21.85	\$ 384.46	\$ 120.00	\$ 264.46	\$ 360.00
32 Community & Other Orgs Support	\$ 79.00	\$ 584.00	-\$ 505.00	\$ 115.36	\$ 2,336.00	-\$ 2,220.64	\$ 7,000.00
33 Entertainment		\$ 141.00	-\$ 141.00	\$ 10.00	\$ 564.00	-\$ 554.00	\$ 1,700.00
34 Senior Xmas Party Expendit.		\$ 42.00	-\$ 42.00		\$ 168.00	-\$ 168.00	\$ 500.00
35 Senior Week Function Exp		\$ 84.00	-\$ 84.00	\$ 1,388.30	\$ 336.00	\$ 1,052.30	\$ 1,000.00
36 Computer Maintenance		\$ 333.00	-\$ 333.00		\$ 1,332.00	-\$ 1,332.00	\$ 4,000.00
37 Consultant Fees	\$ 720.00	\$ 416.00	\$ 304.00	\$ 2,790.00	\$ 1,664.00	\$ 1,126.00	\$ 5,000.00
38 Capital/Office Equipment	\$ 150.00	\$ 167.00	-\$ 17.00	\$ 150.00	\$ 668.00	-\$ 518.00	\$ 2,000.00
39 Election Expenses	\$ 4,640.18	\$ 417.00	\$ 4,223.18	\$ 8,265.03	\$ 1,668.00	\$ 6,597.03	\$ 5,000.00
40 Environment		\$ 166.00	-\$ 166.00		\$ 664.00	-\$ 664.00	\$ 2,000.00
41 Community Recreation Activities		\$ 250.00	-\$ 250.00	\$ 214.91	\$ 1,000.00	-\$ 785.09	\$ 3,000.00
42 Electricity	\$ 532.05	\$ 1,250.00	-\$ 717.95	\$ 5,260.25	\$ 5,000.00	\$ 260.25	\$ 15,000.00
43 Gas supplies	\$ 443.45	\$ 8.00	\$ 435.45	\$ 532.55	\$ 32.00	\$ 500.55	\$ 100.00
44 Freight		\$ 67.00	-\$ 67.00		\$ 268.00	-\$ 268.00	\$ 800.00
45 Insurance		\$ 1,333.00	-\$ 1,333.00	\$ 18,993.31	\$ 5,332.00	\$ 13,661.31	\$ 16,000.00
46 Hire of Plant & Equipment		\$ 792.00	-\$ 792.00		\$ 3,168.00	-\$ 3,168.00	\$ 9,500.00
47 LGANT Membership		\$ 208.00	-\$ 208.00	\$ 1,537.28	\$ 832.00	\$ 705.28	\$ 2,500.00
48 Meeting Expenses	\$ 1,294.05	\$ 125.00	\$ 1,169.05	\$ 1,614.29	\$ 500.00	\$ 1,114.29	\$ 1,500.00
49 Members Payments				\$ 322.72	\$ -		
50 Printing & Stationery	\$ 89.26	\$ 250.00	-\$ 160.74	\$ 1,036.27	\$ 1,000.00	\$ 36.27	\$ 3,000.00
51 Postage	\$ 7.27	\$ 42.00	-\$ 34.73	\$ 393.82	\$ 168.00	\$ 225.82	\$ 500.00
52 Professional Development	\$ 312.18	\$ 84.00	\$ 228.18	\$ 868.18	\$ 336.00	\$ 532.18	\$ 1,000.00
53 Pest Control		\$ 125.00	-\$ 125.00	\$ 1,400.00	\$ 500.00	\$ 900.00	\$ 1,500.00
54 Garden and ground Maintenance	\$ 145.45	\$ 291.00	-\$ 145.55	\$ 1,315.86	\$ 1,164.00	\$ 151.86	\$ 3,500.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
55 Jetty/p&W Maint contract exp	\$ 283.68	\$ 866.00	-\$ 582.32	\$ 1,048.68	\$ 3,464.00	-\$ 2,415.32	\$ 10,400.00
56 Jetty /P&W Maintenance - materials		\$ 68.00	-\$ 68.00	\$ 253.32	\$ 272.00	-\$ 18.68	\$ 824.00
57 R&M Housing & Office	1161.82	835	326.82	2337.31	\$ 3,340.00	-1002.69	\$ 10,000.00
58 R&M Community Centre	1244.77	584	660.77	2130.7	\$ 2,336.00	-205.3	\$ 7,000.00
59 R&M Reserves		167	-167		\$ 668.00	-668	\$ 2,000.00
60 R&M Town site	312.55	942	-629.45	694.36	\$ 3,768.00	-3073.64	\$ 11,300.00
61 R&M Ablution Blocks		\$ 292.00	-\$ 292.00	\$ 209.09	\$ 1,168.00	-\$ 958.91	\$ 3,500.00
62 R&M Recreation		\$ 167.00	-\$ 167.00		\$ 668.00	-\$ 668.00	\$ 2,000.00
63 Sports & Rec wages & overheads	\$ 2,167.22	\$ 1,666.00	\$ 501.22	\$ 10,906.11	\$ 6,664.00	\$ 4,242.11	\$ 20,000.00
64 Sports Ground Grant 14/15	\$ 14,952.73			\$ 31,044.71	\$ -		
65 NTES Grant	\$ 2,317.40			\$ 30,619.50	\$ 31,044.71		
66 Rubbish Dump Mtce Wagait		\$ 833.00	-\$ 833.00	\$ 1,018.18	\$ 3,332.00	-\$ 2,313.82	\$ 10,000.00
67 Stores, Mtrls & Loose Tool		\$ 667.00	-\$ 667.00	\$ 3,096.98	\$ 2,668.00	\$ 428.98	\$ 8,000.00
68 Safety Supplies & Eqpt		\$ 250.00	-\$ 250.00	\$ 570.00	\$ 1,000.00	-\$ 430.00	\$ 3,000.00
69 Subscriptions & Publications	\$ 50.00	\$ 167.00	-\$ 117.00	\$ 103.00	\$ 668.00	-\$ 565.00	\$ 2,000.00
70 Superannuation	\$ 1,983.44	\$ 2,084.00	-\$ 100.56	\$ 11,239.88	\$ 8,336.00	\$ 2,903.88	\$ 25,000.00
71 Telephone & Facsimile	\$ 615.31	\$ 808.00	-\$ 192.69	\$ 3,189.84	\$ 3,232.00	-\$ 42.16	\$ 9,700.00
72 Training		\$ 250.00	-\$ 250.00		\$ 1,000.00	-\$ 1,000.00	\$ 3,000.00
73 Travel & Accommodation	\$ 44.84	\$ 500.00	-\$ 455.16	\$ 1,981.33	\$ 2,000.00	-\$ 18.67	\$ 6,000.00
74 Uniforms		\$ 167.00	-\$ 167.00		\$ 668.00	-\$ 668.00	\$ 2,000.00
75 Vehicle & Plant maintenance	\$ 258.00		\$ 258.00	\$ 2,237.91	\$ -	\$ 2,237.91	
76 Vehicle & Plant Fuel & Oil	\$ 1,099.39	\$ 834.00	\$ 265.39	\$ 5,007.15	\$ 3,336.00	\$ 1,671.15	\$ 10,000.00
77 Vehicle Rego	\$ 100.05	\$ 250.00	-\$ 149.95	\$ 1,432.55	\$ 1,000.00	\$ 432.55	\$ 3,000.00
78 Workshop Maintenance	\$ 596.78	\$ 667.00	-\$ 70.22	\$ 2,855.95	\$ 2,668.00	\$ 187.95	\$ 8,000.00
79 Water & Sewerage	\$ 333.03	\$ 250.00	\$ 83.03	\$ 5,055.06	\$ 1,000.00	\$ 4,055.06	\$ 3,000.00
80 Wages & Salaries	\$ 23,143.55	\$ 22,636.00	\$ 507.55	\$ 118,330.51	\$ 90,544.00	\$ 27,786.51	\$ 271,643.00
81 Workers Compensation		\$ 334.00	-\$ 334.00		\$ 1,336.00	-\$ 1,336.00	\$ 4,000.00
82 Road Works Upgrade		\$ 167.00	-\$ 167.00		\$ 668.00	-\$ 668.00	\$ 2,000.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
83 Signage		\$ 167.00	-\$ 167.00	\$ 380.16	\$ 668.00	-\$ 287.84	\$ 2,000.00
84 Capital Vehicles		\$ 5,000.00	-\$ 5,000.00	\$ 27,827.70	\$ 20,000.00	\$ 7,827.70	\$ 60,000.00
85 Library		\$ 6,250.00	-\$ 6,250.00		\$ 25,000.00	-\$ 25,000.00	\$ 75,000.00
86					\$ -		
87					\$ -		
88 Office Upgrade		\$ 553.00	-\$ 553.00	\$ 671.88	\$ 2,212.00	-\$ 1,540.12	\$ 6,640.00
91 Residence	\$ 166.65	\$ 834.00	-\$ 667.35	\$ 16,734.32	\$ 3,336.00	\$ 13,398.32	\$ 10,000.00
94 Memorial Garden		\$ 125.00	-\$ 125.00	\$ 303.82	\$ 500.00	-\$ 196.18	\$ 1,500.00
95 Other	\$ 909.55	\$ 166.00		\$ 3,476.93	\$ 664.00		\$ 2,000.00
Investment a/c	\$ 1,560.73			\$ 882,937.56			\$ 900,000.00
TOTAL CAPITAL EXPENDITURE	\$ 60,671.03	\$ 58,987.00	-\$ 16,329.65	\$ 345,619.53	\$266,992.71	\$ 38,431.67	\$ 707,757.00

Resolution No
That the financials for the month of November be received and accepted.
Moved: Cr
Seconded: Cr
Vote:

7. AGENDA ITEMS

- Areas of Responsibility
- Final Agenda – TOPROC – Peter Clee

OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

- Financial Report – as per meeting 16 September , item 7.2
- Policies 1 – 6
- Jetty Restricted Area
- Domestic Animal Management Plan
- Multiple Dwellings on Single Blocks

8. UPCOMING EVENTS

- Councillor’s X-mass party – 16 December
- Staff X-mass party – 19 December
- Australia Day – Monday 26 January

11. LATE ITEMS and GENERAL BUSINESS.

12. IN-CAMERA ITEMS

Nil

13. MEETING CLOSE AND DATE OF NEXT MEETING

..... closed the meeting at

The next monthly Council Meeting is to be held on Tuesday 20 January 2015