

**WAGAIT SHIRE COUNCIL**

**Draft Minutes**

**ORDINARY COUNCIL MEETING  
COUNCIL CHAMBERS  
LOT 64 WAGAIT TOWER ROAD**

**15 July 2014**

**PRESENT:** President Lisa-Marie Stones  
Vice-President Matt Prouse  
Cr Ian Crawshaw  
Cr Shenagh Gamble  
Cr Peter Clee  
Cr Ally Richmond  
Michael Campaign (CEO)

**1. MEETING OPENING & WELCOME.**

President Lisa-Marie Stones declared the meeting open at 7.01pm at the Council Conference Room and welcomed all Councillors and CEO to the meeting.

**APOLOGIES** – Cr Brad Irvine

**Resolution No. 2014/110**

**That the apology of Cr Brad Irvine be accepted and approved.**

Moved: Cr Ian Crawshaw

Seconded: Cr Peter Clee

Vote: AIF

**2.0 DECLARATION OF INTERESTS**

Nil

**3.0 CONFIRMATION OF MINUTES**

**Resolution No. 2014/111**

**That the minutes of the Monthly Meeting of 17 June 2014, as amended be confirmed.**

Moved: Cr Shenagh Gamble

Seconded: Cr Ian Crawshaw

Vote: AIF

President Lisa-Marie Stones welcomed Ally Richmond (newly elected Councillor) to the meeting.

### 3.1 Matters Arising from the Minutes

Nil

### 4.0 INWARDS AND OUTWARDS CORRESPONDENCE

Incoming Mail for June 2014

Date	From	About	To
7/06/2014	Westpac	Business Cash Reserve statement	admin
	MVR	Renewal notice for Mitsubishi triton	admin
	Westpac	Community Solutions Cheque a/c statement	admin
8/06/2014	Hon Warren Truss MP - Minister for Infrastructure & Regional Development	Informing of decisions in the 2014 Federal Budget and how it will affect Local Government.	admin
9/06/2014	Office of Valuer-General	Unimproved Capital Values - May Reconciliation	admin
9/06/2014	Westpac	Business Cash Reserve Statement	admin
23/06/2014	Senator Hawson-Young	World Refuge Day	President
23/06/2014	Walga	Updte on allowances	CEO
23/06/2014	Notice of Sale - Lot 180	Territory Conveyancing	admin
24/06/2014	Dept of Chief Minister	Seniors Grant	CEO

Outgoing Mail for June 2014

<b>Date</b>	<b>To:</b>	<b>About</b>
16/06/2014	ATO	BAS
16/06/2014	Ushi Kiendler	Use of Sports Ground
17/06/2014	ATO	Group certificates in USB format
17/06/2014	Pam Wanrooy	Group Certificate
17/06/2014	Gary Zikan	Group Certificate
	Rowan Roberts	Group Certificate
	Michael Campaign	Group Certificate
	Angela Adams	Group Certificate
	Robyn Presley	Group Certificate
	Michael Daly	Group Certificate
	Kanita Nurse	Group Certificate
18/06/2014	Fred Gillis	Response to his letter regarding a biannual meeting for community
18/06/2014	ATO	Jack Pilkington - ATO form

**Resolution No. 2014/112**

**That the correspondence for the Month of June 2014 be confirmed.**

**Moved: Cr Peter Cleo**

**Seconded: Vice-President Matt Prouse**

**Vote: AIF**

**5.0 CHIEF EXECUTIVE OFFICER'S REPORT (Incorporating Work Supervisors Report)**

- 5.1 Local Government Compliance Issues:** Visit from Local Government Compliance audit due 21/7/14. Delegation manual, Privacy and Accounting and Policy manual being prepared to meet audit requirements. A copy of this manual has been circulated to all councillors and this is to be carried over to the next Council meeting.
- 5.2 Sports Oval** – Goal posts and nets have been ordered for the Sports Ground. \$55,000.00 for Sports Grant has been received and banked.
- 5.3 Memorial Garden** – Continuing discussions with Jill Mumme re official opening on 26<sup>th</sup> July 2014. Working Bee has been organised for 19 July for 9am. Chaplain Ian Dawson (who attends our ANZAC Day Service) and Gary Higgins MLA will be invited to attend this opening.
- 5.4 Budget 2014/15** – Revised as requested at last meeting. No objections received. The budget to be incorporated into 2014/15 Shire Plan.

- 5.5 Official Functions** – Three functions attended by CEO and wife this period. Functions include the Australian Day Presentation and V8 Supercars.
- 5.6 Mandorah Ukulele and Folk Festival** – Assistance given to Cox Country Club during the Mandorah Ukulele and Folk Festival (MUFF) held Saturday 28 June.
- 5.7 Firies Ball** – Assistance given to local volunteer bushfire brigade in preparation for their Ball on Saturday 9 August.
- 5.8 Radio Talkback** – CEO called by radio Darwin FM to discuss what is happening in Wagait. Talked with radio host and MLA Gary Higgins regarding upcoming events in Wagait.
- 5.9 Darwin Harbour Clean Up Day** – Attended by Sports & Recreation officer and youth's on Wednesday 9 July. Went well with seven children and two parents in attendance.
- 5.10 Police** – CEO called Humpty Doo Police am on 1 July re an incident at beach with a female resident being accosted. Police attended.

*It has been noted that police have cut down on their patrols in the Shire. Enquiries are to be made to the Police Department to see why this has happened.*

- 5.11 Seniors Outing** – Notice posted and also given to Seniors Group for outing on Tuesday 5<sup>th</sup> August. Numbers to be confirmed.
- 5.12 Squatters** – Phone call received from resident regarding children squatting and having parties at house at Winal Court. Enquiries were made and owners contacted. House is vacant most of the time and no permission had been given for use. Three young males evicted and incident reported to Police. Enquiries reveal that parties have been held over the holidays until early hours of the morning, with only young male and female in attendance. Some names have been obtained.

### **5.13 Works Report**

- 5.13.1** Oval prepared for Territory Day fireworks on 1 July
- 5.13.2** Mounds at sports ground cleared of grass.
- 5.13.3** Firebreak arranged for sports ground.
- 5.13.4** Dump cleared of green waste.
- 5.13.5** Assistance given to Firies regarding removal of collected green waste under power lines.
- 5.13.6** Construction of barrier at jetty for preparations of Firies Ball.
- 5.13.7** Truck serviced.
- 5.13.8** Contractual obligations met.
- 5.13.9** Removal of dead wallaby from drain on Wagait Tower Road.
- 5.13.10** Assist with clean up – Darwin Harbour Day.
- 5.13.11** Cleaning of drains continuing.
- 5.13.12** Mowing of Milady site.
- 5.13.13** Set up two concrete mooring slabs for seats at Memorial Garden.
- 5.13.14** Due to late rain mowing of estate continues.
- 5.13.15** New works relief, Jack Pilkington working well.

**Resolution No. 2014/113**

**That the officers' reports for the month of June 2014 be received and accepted.**

**Moved: Cr Lisa-Marie Stones**

**Seconded: Cr Peter Clee**

**Vote: AIF**

6.0 FINANCIAL REPORTS

<b>WAGAIT SHIRE COUNCIL</b>							
<b>Income and Expenditure Report</b>							
<b>For Month Ending 30 June 2014</b>							
	<b>Month to Date</b>			<b>Year to Date</b>			<b>Full Year</b>
	<b>Actual \$</b>	<b>Budget \$</b>	<b>Variance \$</b>	<b>Actual \$</b>	<b>Budget \$</b>	<b>Variance \$</b>	<b>Budget \$</b>
<b>INCOME</b>							
Rates and charges	\$ 515.00	\$ 500.00	\$ 15.00	\$ 212,582.69	\$ 197,500.00	\$ 15,082.69	\$ 197,500.00
Grants	\$ 55,000.00	\$ 10,000.00	\$ 45,000.00	\$ 181,383.80	\$ 193,088.00	-\$ 11,704.20	\$ 193,088.00
Contract Income	\$ 6,978.55	\$ 7,678.00	-\$ 699.45	\$ 127,742.33	\$ 134,160.00	-\$ 6,417.67	\$ 134,160.00
Other Income	\$ 576.35	\$ 2,500.00	-\$ 1,923.65	\$ 18,451.28	\$ 78,873.00	-\$ 60,421.72	\$ 78,873.00
<b>TOTAL INCOME</b>	<b>\$ 63,069.90</b>	<b>\$ 20,678.00</b>	<b>\$ 42,391.90</b>	<b>\$ 540,160.10</b>	<b>\$ 603,621.00</b>	<b>-\$ 63,460.90</b>	<b>\$ 603,621.00</b>
<b>OPERATING EXPENDITURE</b>							
Employment Expenses	\$ 23,463.59	\$ 20,416.00	\$ 3,047.59	\$ 301,736.38	\$ 265,611.00	\$ 36,125.38	\$ 265,611.00
Administration	\$ 3,651.01	\$ 4,500.00	-\$ 848.99	\$ 52,483.88	\$ 94,695.00	-\$ 42,211.12	\$ 94,695.00
Gas, Electricity & Water	\$ 120.00	\$ 1,500.00	-\$ 1,380.00	\$ 15,009.36	\$ 12,000.00	\$ 3,009.36	\$ 12,000.00
Insurance			\$ -	\$ 18,499.61	\$ 15,000.00	\$ 3,499.61	\$ 15,000.00
Capital Expenditure					\$ 51,000.00		\$51,000
Maintenance	\$ 3,772.45	\$ 4,300.00	-\$ 527.55	\$ 46,478.39	\$ 52,000.00	-\$ 5,521.61	\$ 52,000.00
Other Expenses	\$ 7,043.42	\$ 9,442.00	-\$ 2,398.58	\$ 80,518.57	\$ 113,315.00	-\$ 32,796.43	\$ 113,315.00
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$ 38,050.47</b>	<b>\$ 40,158.00</b>	<b>-\$ 2,107.53</b>	<b>\$ 514,726.19</b>	<b>\$ 603,621.00</b>	<b>-\$ 88,894.81</b>	<b>\$ 603,621.00</b>
<b>OPERATING SURPLUS / (DEFICIT)</b>	<b>\$ 25,019.43</b>	<b>-\$ 19,480.00</b>	<b>\$ 44,499.43</b>	<b>\$ 25,433.91</b>	<b>\$ -</b>	<b>\$ 25,433.91</b>	<b>\$ -</b>
<b>CAPITAL EXPENDITURE</b>							
<b>Notice Board</b>	\$ 669.90						
Defibrillator	\$ 5,500.00						
<b>TOTAL CAPITAL EXPENDITURE</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET SURPLUS / (DEFICIT)</b>	<b>\$ 25,019.43</b>	<b>-\$ 19,480.00</b>	<b>\$ 44,499.43</b>	<b>\$ 25,433.91</b>	<b>\$ -</b>	<b>\$ 25,433.91</b>	<b>\$ -</b>

**WAGAIT SHIRE COUNCIL**  
**Financial Report for period ending 30 June**  
**2014**

<b>Cash at Bank &amp; on hand</b>					<b>Total</b>
Petty cash					\$ 289.30
Westpac Operational Account					\$ 103,350.33
Westpac Cash Management Account					\$ 807,361.32
<b>Total Cash at Bank &amp; on Hand</b>					<b>\$ 911,000.95</b>
<b>Debtors</b>	<b>Current</b>	<b>over 30 days</b>	<b>over 60 days</b>	<b>over 90 days</b>	
Trade	\$ 13,955.75				
Rates				\$ 14,051.76	
<b>Total Debtors</b>	<b>\$ 13,955.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,051.76</b>	<b>\$ 28,007.51</b>
<b>Creditors</b>	<b>Current</b>	<b>over 30 days</b>	<b>Over 60 days</b>	<b>Over 90 days</b>	
Trade	\$ 150.00				
<b>Total Creditors</b>	<b>\$ 150.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150.00</b>

- 6.1 Overdue Rates** – One rate payer listed in the “bad debt expense” in our accounts has been overdue in their rates for many years now. CEO to investigate and take action with process of selling of land to recover costs.

**Resolution No. 2014/114**

**That the financial reports for the month of June 2014 be received and accepted.**

**Moved: Cr Ian Crawshaw**

**Seconded: Cr Shenagh Gamble**

**Vote: AIF**

**7.0 AGENDA ITEMS**

- 7.1 Official confirmation of poll for Councillor Vacancy** – A total of 168 ballot papers were counted. 96 counts went to Ally Richmond, 60 counts for V.J. Thorpe and 12 informal. CEO to contact NT Electoral Commission and investigate process of having new member Ally Richmond officially sworn in as Councillor.

- 7.2 Community Meeting – Amalgamation – 8 July 2014** – This was held in the Community Centre with a good turnout from the community along with guest Hon Gary Higgins MLA; Bob Beadman, Chair, NT Grants Commission; Richard Munt, A/Director, Department of Local Government; and Tony Tapsell, CEO, LGANT. Members of the council will form a working group to discuss options relevant to expanding our land use boundaries. Cr Ally Richmond to start an email dialogue between council members stating options and ideas and will have this tabled at the next council meeting.

**7.3 Councillor Clee – nomination LGANT**

**Resolution No. 2014/115**

**That Cr Peter Clee be nominated as Shire Representative to the LGANT executive.**

**Moved: Vice President Matt Prouse**

**Seconded: President Lisa-Marie Stones**

**Vote: AIF**

- 7.4 Resolution re Budget 2014/15** – A copy of the draft budget has been circulated to all councillors for comments.

**Resolution No. 2014/116**

**That the budget for 2014/15 as amended be confirmed.**

**Moved: Cr Shenagh Gamble**

**Seconded: Cr Ian Crawshaw**

**Vote: AIF**



- 7.5 Disaster Management Grants** – The application for funding for a backup power generator and satellite phones have been approved. Good work by Jack Ellis and Chris Tyzack and all others involved.
- 7.6 Draft Shire Plan 2014/15** – Draft copies have been circulated to all councillors for their comments. It was felt that some details were outdated. Minor adjustments to be made and circulated to councillors for comments before next meeting. This is to be tabled at the next meeting. Delegation manuals, finance and HR also completed and distributed.
- 7.7 Access to Fire Trail from Erickson Crescent** – Cr Ian Crawshaw has been approached by a member of the community to see why the access to the fire trail has been blocked to the public. CEO explained that this is RUA land and is closed to the public to protect the native species from damage. Access given only to Council Workers, Firies and Emergency Services.
- 7.8 LGANT Governance Training for Councillors** – Cr Ally Richmond proposed that councillors undertake training together to demonstrate to the community that councillors have good governance in place. CEO to contact LGANT and arrange for this to take place in the morning of Saturday 16 August 2014.

## **7.9 UPCOMMING EVENTS**

- 7.9.1 Memorial Garden Opening** – The official opening will be on Saturday 26 July starting 10am.
- 7.9.2 Seniors Outing** – This will be held on Tuesday 5<sup>th</sup> August. A trip has been organised for seniors to visit the Art Exhibition and have lunch at the Trailer Boat Club. Notice has been at shop board for last three weeks.
- 7.9.3 Firies Ball** - Tickets are almost sold out, so should be a good turnout.
- 7.9.4 TOPROC** – the next meeting is scheduled for Wednesday 13 August.

## **8.0 LATE ITEMS AND GENERAL BUSINESS**

### **8.1 Disciplinary Committee Nomination**

**Resolution No. 2014/117**

**That Cr Peter Clee be nominated to the LGANT Disciplinary Committee.**

**Moved: Cr Lisa-Marie Stones**

**Seconded: Cr Peter Clee**

**Vote: AIF**

**8.2 Mandorah Car Park** – CEO to find out why there is a delay with the construction of the car park at the Mandorah Jetty. A section near the boat ramp has been blocked off for the safety of the public as work is being carried out improve the path leading to the Mandorah Pub in preparation for the Furies Ball.

## **9.0 IN-CAMERA ITEMS**

Two

## **10.0 MEETING CLOSE AND DATE OF NEXT MEETING**

**10.1** President Lisa-Marie Stones declared the meeting closed at 8.30pm

The next Council Meeting is to be held on Tuesday 19 August 2014 at 7.00pm in the Council chambers.