



MINUTES

Ordinary Council Meeting

16 May 2018

Held at the Coorow District Hall



DISCLAIMER

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Signed on behalf of Council

A handwritten signature in black ink, appearing to read 'Peter Crispin', with a long horizontal line extending to the right.

Peter Crispin
Chief Executive Officer

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1. **DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:**

The President Cr Moira J Girando, welcomed those present and opened the Meeting at 5.40 pm.

2. **RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Councillor M J Girando
Councillor B A Jack
Councillor M R Bothe
Councillor R J Clement
Councillor S D Peck
Councillor D A Rackemann
Councillor G C Sims

President
Deputy President

Mr P J Crispin
Mrs L J Parola
Mr K Bean

Chief Executive Officer
Deputy Chief Executive Officer
Manager of Works & Services

Leave of Absence
Cr V R Oakes

Apologies

3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:**

Nil

4. **PUBLIC QUESTION TIME:**

Nil

5. **APPLICATION FOR LEAVE OF ABSENCE:**

The following Councillor/s requested Leave of Absence from Council Meetings and Duties:

- Cr Girando – 21 May to 29 May 2018
- Cr Rackemann – 24 to 30 May, 7 to 13 June and 20 To 27 June 2018

8.2 ORDINARY MEETING HELD WEDNESDAY 18 APRIL 2018 HELD AT THE GREEN HEAD COMMUNITY CENTRE

AUTHOR Peter Crispin
DISCLOSURE OF INTEREST Nil
DATE OF REPORT 7 May 2018

OFFICER RECOMMENDATION/RESOLUTION: 2018/047

Moved: Cr Peck **Seconded: Cr Clement**

That the Minutes of the Ordinary Meeting held on Wednesday 18 April 2018 confirmed and a true and correct record with Resolution 2018/038- Condition 1 changed to remove the date "15 November 2017" and replace with "undated".

CARRIED 7/0
Simple Majority

9. **ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:**

Cr Girando asked Councillors to only speak one at the time, as determined by the Chair.

10. **MATTER FOR WHICH MEETING MAY BE CLOSED;**

Nil

11. REPORTS:

11.1 CHIEF EXECUTIVE OFFICER:

11.1.1 2018/19 COUNCIL MEETING DATES AND START TIME

AUTHOR	Peter Crispin
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 May 2018
ATTACHMENT	Nil
FILE	ADM0431

SUMMARY:

To set the date, time and location for the Council meetings to be held during the 2018/19 financial year.

BACKGROUND:

The Local Government (Administration) Regulations 1996 require each local government to advertise the date, time and location of the proposed Council meeting dates at least once per year. It would appear that this is normally done per financial year.

Workshops, community forums and other appointments are not covered by this requirement.

The recommended schedule has been based on the current arrangement of meeting on the third Wednesday of each month excluding December which will be the second Wednesday, and January where no meeting is held. The recommended time of the meeting remains at 5.00 pm.

COMMENT:

In accordance with the provisions of the Local Government Act 1995 and the Local Government (Administration) Regulations 1996 it is a requirement for the public to be advised in advance of all Council meetings including dates, places and starting times to facilitate attendance or participation by the general public.

Any change to the adopted schedule will be advertised locally so that the public will remain informed.

STATUTORY ENVIRONMENT:

Local Government Act 1995 s5.25(1)(g)
Local Government (Administration) Regulations 1996 s12

STRATEGIC IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Policy 1.1.18 – Members of Council - Council Meetings

FINANCIAL IMPLICATIONS:

Nil

PUBLIC CONSULTATION:

Nil

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION/RESOLUTION:

2018/048

Moved: Cr Peck

Seconded: Cr Jack

That the Ordinary Meeting starting dates, times and locations for the 2018/19 financial year be advertised as follows:

<i>Month</i>	<i>Venue</i>	<i>Time</i>	<i>Date</i>	<i>Type</i>
<i>July</i>	<i>Coorow</i>	<i>5.00 pm</i>	<i>Wednesday 18 July 2018</i>	<i>Ordinary</i>
<i>August</i>	<i>Leeman</i>	<i>5.00 pm</i>	<i>Wednesday 15 August 2018</i>	<i>Ordinary</i>
<i>September</i>	<i>Warradarge</i>	<i>5.00 pm</i>	<i>Wednesday 19 September 2018</i>	<i>Ordinary</i>
<i>October</i>	<i>Coorow</i>	<i>5.00 pm</i>	<i>Wednesday 17 October 2018</i>	<i>Ordinary</i>
<i>November</i>	<i>Leeman</i>	<i>5.00 pm</i>	<i>Wednesday 21 November 2018</i>	<i>Ordinary</i>
<i>December</i>	<i>Coorow</i>	<i>5.00 pm</i>	<i>Wednesday 12 December 2018</i>	<i>Ordinary</i>
<i>February</i>	<i>Leeman</i>	<i>5.00 pm</i>	<i>Wednesday 20 February 2019</i>	<i>Ordinary</i>
<i>March</i>	<i>Coorow</i>	<i>5.00 pm</i>	<i>Wednesday 20 March 2019</i>	<i>Ordinary</i>
<i>April</i>	<i>Green Head</i>	<i>5.00 pm</i>	<i>Wednesday 17 April 2019</i>	<i>Ordinary</i>
<i>May</i>	<i>Coorow</i>	<i>5.00 pm</i>	<i>Wednesday 15 May 2019</i>	<i>Ordinary</i>
<i>June</i>	<i>Leeman</i>	<i>5.00 pm</i>	<i>Wednesday 19 June 2019</i>	<i>Ordinary</i>

CARRIED 7/0
Simple Majority

11.1.2 GREEN HEAD SPORTING CLUB INC - REQUEST FOR ASSISTANCE

AUTHOR	Peter Crispin
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	8 May 2018
ATTACHMENT	Submission and request by Roy Hines
FILE	ADM0284

SUMMARY:

To consider the submission from the Green Head Sporting Club Inc regarding Policy 7.6.1 and a request for water cost assistance.

BACKGROUND:

In February 2018, Council considered a submission from the Green Head Sporting Club Incorporated seeking the Shire of Coorow's comments and support for the proposed upgrade of the Green Head Sporting Club.

The Green Head Sporting Club Inc also requested that the Shire consider taking on the electricity and water costs of the Club (approximately \$5,700 per annum).

Council considered these requests at the meeting held February 2018 and resolved:

OFFICER RECOMMENDATION/ RESOLUTION: **2018/018**

Moved: Cr Oakes

Seconded: Cr Rackemann

That:

- 1) Draft policy 7.6.1 be advertised for public comment.**
- 2) The Green Head Sports Club be advised that the Shire is willing to contribute one third of the capital costs of upgrades to the Green Head Sports Club buildings.**
- 3) The Green Head Sports Club be advised that the Shire is not able to assist with its operational costs.**

**CARRIED 6/0
Simple Majority**

Green Head Sporting Club Inc have now written two further letters, one regarding Policy 7.6.1 and a second requesting water cost assistance.

COMMENT:

Green Head Sports Club Inc in their submission on Policy 7.6.1 do not believe that the policy is fair to all users (specifically to them) as they believe that they have not started on an equal footing (see letter attached).

The second letter (also attached) from the Green Head Sporting Club Inc asks that the Council reconsider their decision to not provide any assistance for operational costs, and requests that the Shire pay for their annual water usage.

Green Head Sporting Club Inc is the only organisation that has responded regarding Policy 7.6.1.

STATUTORY ENVIRONMENT:

There are no direct statutory implications.

STRATEGIC IMPLICATIONS:

Our Future Coorow 2017-2027, the Community Strategic Plan includes the following strategies:

- *Ensure facilities and infrastructure are well maintained and safe for use*
- *Encourage increased town site interaction through sport and cultural events*
- *Encourage strong community participation and involvement*
- *Provide social facilities and services to serve the lifestyle needs of our communities*
- *Improve services and facilities that actively support youth, disability and seniors in the region*

POLICY IMPLICATIONS:

Policy 7.6.1 – Use of Shire Facilities by Sporting Clubs/Organisations.

FINANCIAL IMPLICATIONS:

There has been no provision for increased levels of expenditure to pay for water as requested by the Green Head Sporting Club Inc, which could be up to \$5,000 per year.

VOTING REQUIREMENT:

Simple Majority

OFFICERS RECOMMENDATION/RESOLUTION:

2018/049

Moved: Cr Peck

Seconded: Cr Bothe

That the Green Head Sporting Club Inc be informed that the Shire confirms that it is not in the position to contribute towards the operational water costs incurred by the Club.

***Carried 7/0
Simple Majority***

11.2 MANAGER OF WORKS AND SERVICES:

11.2.1 NIL

11.3 DEPUTY CHIEF EXECUTIVE OFFICER:

11.3.1 ACCOUNTS FOR PAYMENT

AUTHOR	Annie Rudd
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	4 th May 2018

SUMMARY:

Council approval is required for payment of accounts made within the month April 2018 to approve payments of accounts due in May 2018.

COMMENT:

Approval is sought for the following list of payments of accounts made since Council's last meeting on 18 April 2018 and of accounts that are now due.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996

13. *Lists of accounts*

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
- (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;
 - and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

[Regulation 13 inserted in Gazette 20 Jun 1997 p. 2838-9; amended in Gazette 31 Mar 2005 p. 1048.]

STRATEGIC, POLICY & FINANCIAL IMPLICATIONS:

There is no financial policy or strategic implications regarding this matter.

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION/RESOLUTION:

2018/050

Moved: Cr Peck

Seconded: Cr Rackemann

That payment listed in 11.4.1 Accounts Due and Submitted to Council up to 4th of May 2018 including:

MUNICIPAL FUND

Cheque	20174 - 20183	\$ 43,087.93
Collection	71100418 - 72160418	\$ 10,782.85
Summaries		
Payroll DD's	18/04/18 – 02/05/18	\$ 125,937.00
EFTS	12520 - 12611	\$ 248,980.79
Superannuation	18/04/18 – 02/05/18	\$ 33,062.57
Credit Card	13110418	\$ 4,001.21
Totalling		\$ 465,852.35

TRUST FUND

EFTS		\$ 0
Cheques		\$ 0
Totalling:		\$ 0

CARRIED 7/0
Simple Majority

List of Accounts Due & Submitted to Committee 04.05.18

Chq/EFT	Date	Name	Description	Type	Trust	Muni
EFT12520	13/04/2018	AUSTRALIA POST	POSTAGE - MARCH 2018	CSH		\$ 125.09
EFT12521	13/04/2018	AUSTRAL	LEGAL CHARGES FOR DEBT COLLECTION	CSH		\$ 2,085.56
EFT12522	13/04/2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	CSH		\$ 27.45
EFT12523	13/04/2018	BUNNINGS	POWERBOARD, MAGNETIC P/UP TOOL, HOOK & PICK SET, DOOR ROLLERS - 5 TUART ST, ANT SAND - COASTAL PARKS	CSH		\$ 287.37
EFT12524	13/04/2018	BOC GASES	GAS BOTTLE RENTAL MARCH 18	CSH		\$ 46.70
EFT12525	13/04/2018	BEAN KL	INTERNET - 16/02/18 - 15/03/18	CSH		\$ 69.95
EFT12526	13/04/2018	GREEN HEAD REFRIGERATION	SERVICE AIRCON - 5 TUART ST & 27 NAIRN ST	CSH		\$ 220.00
EFT12527	13/04/2018	TUTT BRYANT	DIPSTICK - CW0018	CSH		\$ 177.88
EFT12528	13/04/2018	COVS	BRAKE PADS/DISCS/SHOES - CW3494, MERIT PLUGS & SOCKETS - CW3315, CW0023, CW0017, CW003	CSH		\$ 448.76
EFT12529	13/04/2018	REDMACH	HYDRAULIC HOSES, CRIMP FITTINGS - CW005, BATTERY - CW0011, TWO WAY RADIO - CW007, CARBURETOR, GASKETS, WIPPER SNIPPER, AIR FILTERS, PRESSURE SWITCH	CSH		\$ 1,479.61
EFT12530	13/04/2018	CARNAMAH TYRE SALES	SUPPLY & FIT 2 NEW GRADER TYRES - CW007	CSH		\$ 3,089.77
EFT12531	13/04/2018	FAMILY SHOPPING CENTRE	REFRESHMENTS, BUG SPRAY, HOUSEHOLD GAS X 2, PHONE CHARGER, REFRESHMENTS - MARCH COUNCIL MEETING	CSH		\$ 494.81
EFT12532	13/04/2018	FUEL DISTRIBUTORS	DIESEL (3)	CSH		\$ 12,258.31
EFT12533	13/04/2018	FRONTLINE FIRE & RESCUE	2 X MONITORS - LE 4.4 & GH 3.4 FIRE APPLIANCES. 2 X LEATHERMAN FREESTYLES - GH VOLUNTEERS	CSH		\$ 4,977.34
EFT12534	13/04/2018	GH COUNTRY COURIERS	FREIGHT - BUNNINGS	CSH		\$ 24.64
EFT12535	13/04/2018	GERALDTON TYREPOWER	SUPPLY & FIT 2 TYRES - CW0013	CSH		\$ 1,690.00
EFT12536	13/04/2018	GREEN HEAD MEN'S SHED	ABLUTION BLOCK CLEANING APR/MAY/ JUN 2018	CSH		\$ 2,970.00
EFT12537	13/04/2018	MOORE STEPHENS	INTERIM AUDIT FEE - 17/18	CSH		\$ 11,434.37
EFT12538	13/04/2018	HERSEY JR & A PTY LTD	LED MICROBAR X 2 - CW0018 X 1 - CW0032, LEVER ACTION GREASE GUN, GREASE CONTROL VALVE	CSH		\$ 1,478.40
EFT12539	13/04/2018	JURIEN HARDWARE	FLY SCREEN REPAIRS - 5 TUART ST	CSH		\$ 186.70
EFT12540	13/04/2018	LG PROFESSIONALS	PD CONFERENCE MARGARET RIVER 03/05/18 - CDO	CSH		\$ 550.00
EFT12541	13/04/2018	LEEMAN & GREEN HEAD CRC	MEMORIAL GROUP DONATION - ANZAC DAY 2018	CSH		\$ 300.00
EFT12542	13/04/2018	LANDMARK	2 X BUNDLES OF PINE POLE- GH PARKS & RESERVES, GLYPHO, BOOTS, POOL CHEMICALS	CSH		\$ 3,998.86
EFT12543	13/04/2018	LANDGATE	GRV CHARGES 16/12/17 - 23/02/18 - SCHEDULE: G2018/1	CSH		\$ 172.03
EFT12544	13/04/2018	LEEMAN POST AND FUEL	REFRESHMENTS, ICE, STATIONERY, INKCARTRIDGES	CSH		\$ 277.44
EFT12545	13/04/2018	MAIN STREET HARDWARE	COBALT DRILL BITS SET, HYDRAULIC HOSES, RETIC PARTS, HANDLES, BUCKETS, BATTERY - CW002	CSH		\$ 1,700.41

EFT12546	13/04/2018	MARKETFORCE PTY LTD	ADVER -17/03/18 - FIXED WIRELESS BROADBAND	CSH	\$ 857.60
EFT12547	13/04/2018	SUSAN LORRAINE MILLS	REIMBURSEMENT - MEDICAL & POLICE CLEARANCE	CSH	\$ 199.50
EFT12548	13/04/2018	PAPER PLUS	ASSTD STATIONERY - LE OFFICE	CSH	\$ 169.94
EFT12549	13/04/2018	LEANNE PAROLA	WATER ACCOUNT TO 22/03/18	CSH	\$ 656.85
EFT12550	13/04/2018	RUMBOLD FORD	90,000KM SERVICE - CW003	CSH	\$ 595.20
EFT12551	13/04/2018	REDFISH TECHNOLOGIES	3 X UPS CCTV UNITS- LE CARAVAN PK & SEARCH & RESCUE	CSH	\$ 688.00
EFT12552	13/04/2018	SHIRE OF DANDARAGAN	REIMBURSE - WALGA TRAINING - JACK & GIRANDO - 15/03/18	CSH	\$ 100.00
EFT12553	13/04/2018	SEASIDE SUPPLIES	MILK & ICE	CSH	\$ 32.19
EFT12554	13/04/2018	SHIRE OF CHAPMAN VALLEY	PLANNING SERVICES JAN TO MAR 2018	CSH	\$ 1,451.95
EFT12555	13/04/2018	WCC ELECTRICAL	INSPECT RCD TRIP FAULT, REPLACE SUMP -16A BRAND ST	CSH	\$ 913.00
EFT12556	13/04/2018	WESTERN GREY	FABRICATE & INSTALL PROPS ONTO CW0034 & CW0059	CSH	\$ 1,980.00
EFT12557	13/04/2018	WESTRAC EQUIPMENT	300,000KM SERVICE, STEERING REPAIRS, CLEAR FAULT CODES & ADJUST TAPPOTS - CW0010, REPLACE EXHAUST MANIFOLD - CW3456	CSH	\$ 12,094.91
EFT12558	13/04/2018	WURTH AUSTRALIA PTY LTD	MISC CLEANING ASSTD NUTS & BOLTS, PUSH FITTINGS	CSH	\$ 386.13
EFT12559	13/04/2018	WATERMAN IRRIGATION	CLAIM 1 - INSTALL WATER SYSTEM - LE FORESHORE	CSH	\$ 40,460.98
EFT12560	13/04/2018	WANN ELECTRICAL	REPAIR DAMAGED CABLE FROM MAIN SWITCHBOARD - GH COMMUNITY CENTRE	CSH	\$ 360.00
EFT12561	13/04/2018	WALLIS COMPUTER SOLUTIONS	INTERNET 04/18 - GH LIBRARY	CSH	\$ 104.50
EFT12562	13/04/2018	WBHO	TRAFFIC MANAGEMENT & PRE-REQ TRAINING - CW	CSH	\$ 5,100.00
EFT12563	19/04/2018	COURIER AUSTRALIA	FREIGHT - WESTRAC, JASONS SIGNS, TUTT BRYANT, COVS, MARTINS TRAILERS	CSH	\$ 175.09
EFT12564	19/04/2018	FUEL DISTRIBUTORS	DIESEL (1)	CSH	\$ 25,922.00
EFT12565	19/04/2018	GIRANDO MJ	NESPRESSO COFFEE PODS	CSH	\$ 276.00
EFT12566	19/04/2018	CHRISTINE BROUN	MEALS - TRANSPORT TRAINING 09/04/18 - 13/04/18	CSH	\$ 256.99
EFT12567	19/04/2018	SHANNON HALL	MEALS - TRANSPORT TRAINING 09/04/18 - 13/04/18	CSH	\$ 66.95
EFT12568	19/04/2018	METAL ARTWORK	NAME BADGES, SUE, SHANNON, LEONIE	CSH	\$ 36.30
EFT12569	19/04/2018	SUSAN LORRAINE MILLS	TV ANTENNA CORD - UNIT 1 BRAND ST	CSH	\$ 24.00
EFT12570	19/04/2018	LEANNE PAROLA	INTERNET 15/04/18 - 14/05/18	CSH	\$ 59.95
EFT12571	19/04/2018	ANNIE LOUISE RUDD	MEALS - TRANSPORT TRAINING 04/12/17 - 08/12/17	CSH	\$ 202.33
EFT12572	19/04/2018	WA TREASURY CORPORATION	LOAN NO. 89 INTEREST - CONSTRUCTION OF STAFF HOUSING	CSH	\$ 15,491.61
EFT12573	27/04/2018	AUST COMMUNICATIONS	APPARATUS LICENCE RENEWAL 1607971/1 & 1608187/1	CSH	\$ 230.00
EFT12574	27/04/2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	CSH	\$ 27.45
EFT12575	27/04/2018	TUTT BRYANT EQUIPMENT	LOCKING PIN & LH WINDOW - CW0018	CSH	\$ 338.15
EFT12576	27/04/2018	COURIER AUSTRALIA	FREIGHT - LIBRARY & COVS	CSH	\$ 56.48
EFT12577	27/04/2018	COVS	HYDRAULIC BOTTLE JACK-CW0010,WHEEL BEARING -CW3494	CSH	\$ 325.86
EFT12578	27/04/2018	CROMMELINS MACHINERY	GROUNDHOG POST HOLE DIGGER	CSH	\$ 5,041.00

EFT12579	27/04/2018	CENTREBREAK BEACH STAY	DINNER - COUNCIL MEETING 18/04/18	CSH	\$ 187.00
EFT12580	27/04/2018	DALLCON	SEPTIC SYSTEM - GH DEPOT, SINGLE BARREL PIPE HEADWALL - CW-GH RD WEST	CSH	\$ 2,717.00
EFT12581	27/04/2018	ESSTRENT COMMUNICATION	REPAIR PHONES LINES, CABLES & DATA SOCKETS - LE OFFICE & LIBRARY	CSH	\$ 411.00
EFT12582	27/04/2018	FIVE STAR	PHOTOCOPIER METER PLAN CHARGES - LE	CSH	\$ 1,178.93
EFT12583	27/04/2018	GREEN HEAD PLUMBING & GAS	PLACE URINAL CISTERN - DYNAMITE BAY TOILET	CSH	\$ 560.44
EFT12584	27/04/2018	GREEN HEAD GENERAL STORE	PO BOX RENTAL APRIL 18 TO MARCH 19 - GH FIRE BRIGADE	CSH	\$ 93.00
EFT12585	27/04/2018	HERSEY JR & A PTY LTD	3 BAGS OF RAGS, 2 X 25L DEGREASER, WHITE LINE MARK X 24	CSH	\$ 618.75
EFT12586	27/04/2018	HITACHI CONST MACHINERY	AIR FILTER ELEMENTS, ASSTD FILTERS - CW009	CSH	\$ 1,143.95
EFT12587	27/04/2018	IT VISION	SINGLE TOUCH PAYROLL IMPLEMENTATION	CSH	\$ 1,100.00
EFT12588	27/04/2018	JASON SIGNMAKERS	GH DEPOT, MORCOMBE RD, SPEED & CREST SIGNS-LE TIP	CSH	\$ 352.94
EFT12589	27/04/2018	JURIEN SIGNS	2 X POLO SHIRT (SHANNON & ANNIE)	CSH	\$ 76.00
EFT12590	27/04/2018	LEWIS ELECTRICS	INSTALL SMOKE ALARMS, REPLACED SENSOR LIGHTS IN DRIVEWAY, REPLACE WATERPROOF POWERPOINTS, CLEANED A/C - 5 TUART ST	CSH	\$ 745.80
EFT12591	27/04/2018	THE LEEMAN BOWLING CLUB	ABLUTION CLEANING 30/03 - 3/04 - LE COMMUNITY CENTRE	CSH	\$ 800.00
EFT12592	27/04/2018	MOORA GLASS SERVICE	REPLACE 2 WINDOWS INCLUDING TRAVEL - MALEY PARK	CSH	\$ 409.20
EFT12593	27/04/2018	NORTH MIDLANDS MOTORS	CHECK & REGAS A/C-CW001 4& CW0040, CHECK & REGAS A/C & REPLACE CONDENSER FAN-CW0026, CHECK & REGAS A/C & HYDROGEN LEAK TEST-CW0085	CSH	\$ 2,532.38
EFT12594	27/04/2018	OFFICEWORKS	MOUSE/KEYBOARD, ASSTD STATIONERY, BROCHURE HOLDER - CW DEPOT	CSH	\$ 870.14
EFT12595	27/04/2018	LEANNE PAROLA	ELECTRICITY ACCOUNT 15/12/17 TO 20/04/18	CSH	\$ 351.40
EFT12596	27/04/2018	RUMBOLD FORD	PURCHASE NEW FORD RANGER TO REPLACE CW003	CSH	\$ 13,545.74
EFT12597	27/04/2018	SHIRE OF DANDARAGAN	BUILDING SERVICES - JAN TO APR 2018	CSH	\$ 3,546.40
EFT12598	27/04/2018	STAR TRACK EXPRESS	FREIGHT - JR & A HERSEY	CSH	\$ 46.56
EFT12599	27/04/2018	WURTH AUSTRALIA PTY LTD	ASSTD PUSH IN FITTINGS & ASSTD NUTS & BOLTS	CSH	\$ 290.51
EFT12600	27/04/2018	PACIFIC BRANDS - WORKWEAR	UNIFORM - CSO (RUDD)	CSH	\$ 168.30
EFT12601	27/04/2018	WALLIS COMPUTER SOLUTIONS	WIRELESS ROUTER	CSH	\$ 757.90
EFT12602	02/05/2018	MWG DOORS	FINAL - INSTALL ROLLER DOOR - LE AMBULANCE SHED	CSH	\$ 1,899.92
EFT12603	02/05/2018	AUSTRAL	LEGAL CHARGES	CSH	\$ 315.80
EFT12604	02/05/2018	BUNNINGS	INSECTICIDE - COASTAL PARKS, TOILET SEATS - UNIT 2 MORCOMBE ROAD, COASTAL PUBLIC TOILETS	CSH	\$ 170.11
EFT12605	02/05/2018	CLAYTON WEIR	PAYMENT 1 - ORGANISATIONAL REVIEW - INTERVIEWS	CSH	\$ 3,003.00
EFT12606	02/05/2018	JURIEN HARDWARE	DOOR ROLLERS - 27 NAIRN ST, LIGHTER PLUG - CW0032, CARBON BRUSHES, LATCHES - COASTAL PARKS	CSH	\$ 142.60

EFT12607	02/05/2018	LEWIS ELECTRICS	INSPECT & REPLACE RCD - 11 TAMARISK ST	CSH	\$ 226.60
EFT12608	02/05/2018	MAIN STREET HARDWARE	DWV VENT COWL INSECT PROOF, PIPE - ROTARY PARK	CSH	\$ 70.25
EFT12609	02/05/2018	THERON A STREPPPEL	REPLACE CEILING PANELS & RUSTED GUTTERING & SHEETING DUE TO LEAKING AIRCON - MALEY PARK	CSH	\$ 10,287.00
EFT12610	02/05/2018	WATERMAN IRRIGATION	PROGRESS CLAIM 2 - INSTALL WATER SYSTEM - LE FORESHORE	CSH	\$ 35,005.31
EFT12611	02/05/2018	WALLIS COMPUTERS	INTERNET 05/18 - GH LIBRARY	CSH	\$ 104.50
			<u>TOTAL EFT PAYMENTS</u>		\$248,980.79
20174	13/04/2018	SYNERGY	ELECTRICITY ACCOUNT TO 03/04/18	CSH	\$ 5,765.05
20175	13/04/2018	TELSTRA	PHONE ACCOUNTS TO 24/03/18	CSH	\$ 3,739.11
20177	18/04/2018	FAMILY SHOPPING CENTRE	PAYROLL DEDUCTIONS	CSH	\$ 130.00
20178	19/04/2018	TELSTRA	PHONE ACCOUNT TO 06/04/18	CSH	\$ 53.94
20179	27/04/2018	SYNERGY	ELECTRICITY ACCOUNT TO 18/04/18	CSH	\$ 10,558.40
20180	27/04/2018	WATER CORPORATION	WATER ACCOUNT TO 18/04/18	CSH	\$ 22,691.43
20182	02/05/2018	TELSTRA	BUSHFIRE SMS TO 22/04/18	CSH	\$ 20.00
20183	02/05/2018	FAMILY SHOPPING CENTRE	PAYROLL DEDUCTIONS	CSH	\$ 130.00
			<u>TOTAL CHEQUE PAYMENTS</u>		\$ 43,087.93
DD26703.1	18/04/2018	WA SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 14,179.44
DD26703.2	18/04/2018	ULTIMATE SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 1,259.86
DD26703.3	18/04/2018	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 180.24
DD26703.4	18/04/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 406.26
DD26703.5	18/04/2018	AMP LIFE LIMITED SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 189.86
DD26703.6	18/04/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 215.79
DD26721.1	02/05/2018	WA SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 13,792.33
DD26721.2	02/05/2018	ULTIMATE SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 1,259.86
DD26721.3	02/05/2018	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 600.78
DD26721.4	02/05/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 696.41
DD26721.5	02/05/2018	SHOALWATER SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 65.95
DD26721.6	02/05/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	CSH	\$ 215.79
			<u>TOTAL SUPERANNUATION PAYMENTS</u>		\$ 33,062.57
13110418	11/04/2018	BANKWEST	MASTERCARD - CEO		\$ 271.50
13110418	11/04/2018	BANKWEST	MASTERCARD - DCEO		\$ 3,559.77
13110418	11/04/2018	BANKWEST	MASTERCARD - MWS		\$ 169.94
			<u>TOTAL CREDIT CARD PAYMENTS</u>		\$ 4,001.21
71100418	10/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 1,621.70
71110418	11/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 2,893.35
71120418	12/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 766.50

71160418	16/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 954.35
72090418	09/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 433.40
72100418	10/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 133.50
72110418	11/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 994.35
72120418	12/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 1,875.75
72160418	16/04/2018	TRANSPORT DEPT OF	TRANS LICENSING	CSH	\$ 1,109.95
			<u>TOTAL LICENSING PAYMENTS</u>		\$ 10,782.85
DDEBIT	18/04/2018	PAYROLL	PAYROLL		\$ 64,704.00
DDEBIT	02/05/2018	PAYROLL	PAYROLL		\$ 61,233.00
			<u>TOTALPAYROLL PAYMENTS</u>		\$125,937.00
			<u>TOTAL PAYMENTS</u>		\$465,852.35

Credit Card Payment summary

Credit card payments made between	10.03.2018 to 11.04.2018	
CEO		
COOROW HOTEL	REFRESHMENTS - SFO FAREWELL DINNER	\$ 271.50
		\$ 271.50
DCEO		
SURVEY MONKEY	ANNUAL SUBSCRIPTION	\$ 264.00
BANKWEST	FOREIGN TRANSACTION FEES - SURVEY MONKEY	\$ 7.79
SHIRE OF COOROW	JETTY LICENCE - ILLYARRIE ST JETTY	\$ 40.10
SWAN TAXIS	FBT WORKSHOP - DCEO	\$ 35.91
WA SKATE RAMPS	CW SKATE RAMP - REPLACEMENT SKATE SURFACES	\$ 368.49
TELSTRA	RECHARGE - LEEMAN DEVICE	\$ 150.00
NATIONAL CRIME CHECK	POLICE CHECK - CSO (BROUN)	\$ 50.24
NATIONAL CRIME CHECK	POLICE CHECK - CSO (HALL)	\$ 50.24
STAY MARGARET RIVER	ACCOMMODATION - LG PROF CONFERENCE - CDO	\$ 410.00
PUMA GINGERS	DIESEL - CW000	\$ 167.00
QUEST INNALOO	ACCOMMODATION - TRANSPORT TRAINING - CSO (HALL)	\$ 1,116.00
QUEST INNALOO	ACCOMMODATION - TRANSPORT TRAINING - CSO (BROUN)	\$ 900.00
		\$ 3,559.77
MWS		
TELSTRA	INTERNET - GH LIBRARY	\$ 20.00
IINET	INTERNET - CW OFFICE	\$ 54.99
WESTNET	INTERNET & EMAIL - GH LIBRARY	\$ 94.95
		\$ 169.94
Total Credit Card Payment		\$ 4,001.21

11.3.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – APRIL 2018

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	9 May 2018
ATTACHMENT	11.3.2 - Statement of Financial Activity for April 2018
FILE	ADM 0426 – Finance – 2017/18

SUMMARY:

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month.

BACKGROUND:

The form of the Monthly Financial Statements usually presented to Council is a Statement of Financial Activity, which also includes supplementary information including an Operating Statement Function and Activity, Balance Sheet and Cash Flow Graph.

COMMENT:

Council is required to prepare the Statement of Financial Activity as per Local Government (Financial Management) Regulation 36, but can resolve to have supplementary information included as required.

The Shire converted its chart of accounts to a new model in January and staff are still preparing the new monthly financial statement format. The majority of the new format has been completed, with only a summary of budget amendments to date not included. All mandatory information is provided and the closing surplus balances to the net current assets at 30 April 2018.

A copy of the Statement of Financial Activity for the month ended 30 April 2018 is included at Attachment 11.3.2 for Councillors' information.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996,
34. Financial reports to be prepared s. 6.4

STRATEGIC IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/RESOLUTION:

2018/051

Moved: Cr Sims

Seconded: Cr Bothe

That Council accepts the Monthly Statement of Financial Activity as included at Attachment 11.3.2 for the period ended 30 April 2018.

***CARRIED 7/0
Simple Majority***

11.3.3 SCHEDULE OF FEES AND CHARGES – 2018/2019 DRAFT BUDGET

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	24 April 2018
ATTACHMENT	2018/2019 Schedule of Fees & Charges
FILE	TBC – Budget 2018/2019

SUMMARY:

As part of the 2018/2019 Budget preparation process, Council is requested to adopt its Schedule of Fees and Charges for 2018/2019.

BACKGROUND:

Each year, Council is required to adopt its Schedule of Fees and Charges. Council is only able to charge those items that appear in the Schedule. It is, therefore, crucial that increases to discretionary items determined by Council are considered as part of the Budget process. Likewise, items that are charged by Council under other relevant legislation need to be checked to ensure that the legislated figures have not changed.

COMMENT:

Councillors are requested to adopt the proposed Fees and Charges for 2018/2019.

A summary of the changes proposed is provided below:

- Minor increases to sale of publications, printing, photocopying etc
- Minor increase to cost of property enquires/orders/requisitions
- Minor increase to cost of microchipping dogs and cats, daily sustenance and other non-statutory related Ranger Services fees
- Removal of concession for pensioners to microchip dogs and cats
- Minor increases to hire of premises and housing rent (where allowed)
- Minor increases to discretionary Food Act Registration Fees and other permits/applications
- Minor increases to rubbish and tipping fees and charges
- Minor increases to hire of community & recreation facilities, season tickets and sporting club fees
- Minor increases to commercial leases (where allowed)
- Minor increase to weekly stay at Caravan Park
- Minor increase in standpipe charges
- Removal of Manager Regulatory Services hourly rate
- Minor increase in Ranger Services hourly rate and private works charges

The minor increases proposed are based on 2.5% (rounded) as per the Long Term Financial Plan.

STATUTORY ENVIRONMENT:

Local Government Act 1995

6.2. *Local government to prepare annual budget*

6.19 *Local government to give notice of fees and charges*

STRATEGIC IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

PUBLIC CONSULTATION:

Nil

FINANCIAL IMPLICATIONS:

For inclusion in Council's 2018/2019 Budget

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION/RESOLUTION:

2018/052

Moved: Cr Jack

Seconded: Cr Sims

That:

- 1. The Fees and Charges as set out in the attached Schedule of Fees and Charges for 2018/2019 be adopted, subject to removing the fee for "Where Occupier Does Not Maintain Garden" and amending the fee for Green Head/Leeman Seniors lolly day to \$16.00 per session**
- 2. The Chief Executive Officer give local public notice of the intention to impose fees and charges from 1 July 2018 as required by section 6.19 of the Local Government Act 1995.**

**CARRIED 7/0
Absolute Majority**

11.3.4 BUDGET VARIATION – FOOTPATH PROJECTS

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	8 May 2018
FILE	ADM0619 – 2017/2018 Budget
ATTACHMENT	Nil

SUMMARY:

To consider a variation to the 2017/2018 budget to swap footpath projects.

BACKGROUND:

At the community forum held in Green Head on 18 April 2018, the Green Head Community Association presented a prioritised list of requests for future budgets.

The second priority on their list of ten was to extend the footpath along Greenhead Road to the northern most house which has been constructed as they consider it a safety issue.

COMMENT:

The current budget includes the construction of the following footpaths in Green Head:

Street	Budget	Length	Properties
Morcombe Street	\$19,600	135 m	2
Grigson Street	\$33,600	258 m	8

Both of these streets run between Greenhead Road and the northern portion of Ocean View Drive.

Greenhead Road is one of the major arteries of the town, and has 9 houses fronting the road. The northern most home which has been constructed along the road is Lot 6, 50 Greenhead Road which is currently owned and occupied by a family with triplets.

The length of footpath that would be required to extend the current footpath from Hunter Crescent to Lot 6 is approximately 262 m.

Quotes have yet to be sought for the construction of the footpaths and it has been suggested that instead of constructing the Grigson Street footpath, one be constructed along Greenhead Road instead.

STATUTORY ENVIRONMENT:

Local Government Act 1995

STRATEGIC IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

The proposed change will have no impact on the estimated end of year position

VOTING REQUIREMENT:

Absolute Majority

OFFICER RECOMMENDATION/RESOLUTION:

2018/053

Moved: Cr Peck

Seconded: Cr Sims

That the 2017/2018 budget be varied to remove Job FC106 (Grigson Street Footpath) and replace it with FC104 (Greenhead Road Footpath) at a cost of \$33,600.

***CARRIED 7/0
Absolute Majority***

11.3.5 SALE OF LOT 103 (45) BRISTOL STREET, COOROW

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	8 May 2018
ATTACHMENT	Nil
FILE	ADM0104 – Council Residences - Coorow

SUMMARY:

To consider an offer to purchase Lot 103 (45) Bristol Street, Coorow.

BACKGROUND:

At the Ordinary Meeting of Council held 17 June 2015, Council resolved as follows:

RESOLUTION: **2015/048**

Moved: Cr Jack

Seconded: Cr Rob Clement

That Council sell off the two older houses being Lots 6 (20) and 103 (45) Bristol Street, Coorow and proceeds being placed in reserve for future use.

***CARRIED 7/0
Simple Majority***

COMMENT:

Lots 6 (20) and 103 (45) Bristol Street were listed for sale with Ray White Real Estate. The current listings expire on 31 December 2018.

The market valuation determined by Griffin Valuation Advisory for the revaluation of land and buildings on 6 July 2017 for Lot 103 (45) Bristol Street was \$85,000.

Lot 103 (45) was originally listed at \$90,000 on 19 October 2016, reduced to \$70,000, then finally to \$50,000 on 16 February 2018 after very little interest had been shown in the property.

There are currently a number of other properties for sale within the Coorow townsite under \$150,000 on the Real Estate Institute WA website as follows, the first property being the one under offer.

45 Bristol Street, Coorow



\$50,000



3 1 HOUSE

3 bedroom, 1 bathroom fibro home on 1002m2 block. Great...

Colleen Bennier

[View Listing](#)

RayWhite

[Email Agent](#)

9 North St, Coorow



Price Upon Application



3 1 HOUSE

This property is being offered for auction, creating a wonderful...



Terry McDonald

[View Listing](#)

Elders
Real Estate

[Email Agent](#)

32 Commercial Street, Coorow



\$130,000



2 1 2 HOUSE

2 bedroom, 1 bathroom fibro home with new colour bond roof

Colleen Bennier

[View Listing](#)

RayWhite

[Email Agent](#)

20 Bristol Street, Coorow



\$115,000



3 1 2 HOUSE

Timber framed, fibro and tile home. Large rooms, high ceilings...

Colleen Bennier

[View Listing](#)

RayWhite

[Email Agent](#)

An offer to purchase Lot 103 (45) Bristol Street for \$50,000 has been received from Mr Christopher Grant Lawrence.

STATUTORY ENVIRONMENT:

Council may dispose of property in accordance with Section 3.58 “Disposing of Property” *Local Government Act 1995*.

Before an offer for the property is accepted, the Shire must give local public notice, inviting public submissions, for a period of not less than two weeks.

A notice was advised in the Magpie Squawk on 26 April 2018, inviting submissions before 11 May 2018. No submissions had been received at the time of writing this report.

STRATEGIC IMPLICATIONS:

The Community Facilities Asset Management Plan includes the disposal of Lot 103 Bristol Street, Coorow.

The Strategic Community Plan includes the following strategy:

“Advocate for improvements in housing affordability and access to appropriate housing “

The sale of the Shire’s older housing stock after it has been refurbished creates an opportunity for someone to purchase affordable housing and has the potential to attract someone to move to the Shire.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Any funds received from the sale of Shire houses will be transferred into the Building Reserve to enable it to be invested in renewing other housing stock, or build new houses as needs dictate.

VOTING REQUIREMENT:

Simple Majority

OFFICERS RECOMMENDATION:

That:

- 1) The offer to purchase Lot 103 (45) Bristol Street for \$50,000 from Mr Christopher Grant Lawrence be accepted.***
- 2) The proceeds from the sale of Lot 103 (45) Bristol Street be transferred to the Building Reserve.***

RESOLUTION: 2018/054

Moved: Cr Bothe

Seconded: Cr Clement

That:

- 1) *The offer to purchase Lot 103 (45) Bristol Street for \$50,000 from Mr Christopher Grant Lawrence be accepted.*
- 2) *The proceeds from the sale of Lot 103 (45) Bristol Street be transferred to the Building Reserve.*
- 3) *That Lot 103 (45) Bristol Street be rented to Mr Christopher Grant Lawrence for \$150 per week until property settlement or 30 September 2018, whichever comes first.*

CARRIED 6/1
Simple Majority
Councillor Peck voted against the motion

12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:

Nil

14. MATTERS BEHIND CLOSED DOORS:

Nil

15. DATE OF NEXT MEETING:

15.1 ORDINARY MEETING OF COUNCIL

Ordinary Meeting

Next meeting of Council will be held on Wednesday 20 June 2018 at the Leeman Recreation Centre from 5.00 pm.

16. CLOSURE:

There being no further business the President, Cr Moira Girando JP closed the meeting at 6.00 pm