



MINUTES

Annual Electors Meeting
Held at
Coorow District Hall, Coorow
7.30 pm Wednesday 4 February 2015



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Signed on behalf of Council

Darren Friend
Chief Executive Officer

SHIRE OF COOROW QUESTIONS FROM THE PUBLIC

The Shire of Coorow welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.



AGENDA

1. OPENING AND WELCOME

The President, Cr Rackemann welcomed those present and opened the meeting at 7.30 pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

Cr D A Rackemann
Cr B R Bothe
Cr B A Jack
Cr G C Sims

President
Deputy President

Mr D A Friend
Mr V T Fordham Lamont
Mr K L Bean
Mr T B Brandy

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

Apologies

Cr L R Clement
Cr R J Clement
Cr E M Cullen
Cr D B McTaggart

Leave of Absence

Nil

3. CONFIRMATION OF MINUTES

Moved: Cr Sims

Seconded: Cr Jack

That the minutes of the Annual Electors Meeting held Wednesday 11 December 2013 at the Coorow District Hall, Coorow, be confirmed as a true and correct record.

CARRIED

4. ADOPTION OF ANNUAL REPORT

4.1 AUDITOR'S REPORT

The auditor's report as listed in the Annual Report is presented for adoption.

Moved Cr Sims

Seconded Cr Bothe

That the auditor's report as listed in the Shire of Coorow 2013/2014 Annual Report be received.

CARRIED

4.2 ADOPTION OF 2013/2014 ANNUAL REPORT

The Shire of Coorow 2013/2014 Annual Report is presented for adoption.

Moved Cr Sims

Seconded Cr Bothe

That the Shire of Coorow 2013/2014 Annual Report be accepted.

CARRIED

5. QUESTIONS ON NOTICE

Nil

6. GENERAL BUSINESS

Cr Jack commented that the public notices advising of this meeting should have been displayed over a longer period.

The CEO responded that the public notices were supposed to have been displayed from before Christmas when the notice appeared in the Midwest Times, Magpie Squawk and the Snag Island News.

7. CLOSURE

The President thanked all those present and there being no further business, declared the meeting closed at 7.37pm.