



# **MINUTES**

**ANNUAL GENERAL MEETING OF ELECTORS  
8 DECEMBER 2015  
7.00PM**

**COUNCIL CHAMBERS  
THE TOWN OF NARROGIN  
89 EARL STREET  
NARROGIN WA 6312**

These minutes were confirmed at the Annual General Meeting of Electors held on 20 December 2016

Signed: ..... Date .....

(Presiding Member at the meeting at which minutes were confirmed)

Minutes are 'Unconfirmed' until they have been adopted at the following Annual General Meeting of Electors.

**MINUTES**  
**ANNUAL GENERAL MEETING OF ELECTORS**  
**8 DECEMBER 2015**

**1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

The Mayor welcomed all visitors and noted the attendance and welcomed Mr Rob Maxwell Ex-Mayor of the Town of Narrogin.

**2. RECORD OF ATTENDANCE/APOLOGIES**

**Elected Members**

Mayor L Ballard  
Deputy Mayor Cr A Paternoster  
Cr C Bartron – arrived at 7.10pm  
Cr C Ward  
Cr J McKenzie  
Cr D Russell  
Cr P Schutz  
Cr M Fisher

**Absent**

Cr M Kain

**Staff**

Mr A Cook – Chief Executive Officer  
Mr B Robinson – Director Technical and Environmental Services  
Mr C Bastow – Director Corporate and Community Services  
Ms C Thompson – Executive Assistant  
Ms R Hawkins – Manager Finance

**Visitors**

Mr A Jones  
Mr R Maxwell  
Mr R Little  
Mr A Nardini  
Ms D Hughes-Owen  
Mr R White  
Mr P White  
Ms T Beaton

### **3. GENERAL BUSINESS**

*Please note that questions and answers noted in these minutes are not transcripts but rather summaries of the points raised and answers provided.*

#### **3.1 ACCEPTING THE MINUTES OF THE ANNUAL ELECTORS MEETING HELD ON 2 DECEMBER 2014**

**Moved: Cr Paternoster**

**Seconded: Cr Ward**

That the minutes of the Annual General Meeting of Electors held on 2 December 2014, be confirmed as a true and accurate record of proceedings as amended.

**CARRIED 16/0**

#### **3.2 RECEIVING OF THE ANNUAL REPORT FOR 2014/15**

##### **3.2.1 Annual Financial Report 2014/2015**

###### **Questions Received:**

Ms T Beaton – Representative Narrogin Ratepayers Association

1. On Page 3 – please explain the increase in operating grants, subsidies and contributions?

Mayor Ballard explained that this included unbudgeted income from two sources - monies received for: the Merger of the Town and the Shire; and the CLGF (Country Local Government Fund). Next year an even larger increase will be seen as The Town will be holding approximately \$5 million as banker for the Karinya development.

2. On Page 3 – please explain the decrease in materials and contracts?

The Director Corporate and Community Services explained that this is because not all the projects that were included in the budget were completed.

Mr R White – Narrogin

1. Please explain why the \$200,000 that was spent on the upgrade of the Narrogin Caravan Park as recently reported in the Narrogin Observer does not seem to be in this report?

Mayor Ballard explained that this report deals with the 2014/15 financial year and the expenditure reported in the article related to expenditure over a number of financial years.

**Moved: Cr Ward**

**Seconded: Cr Fisher**

That the Annual Financial Statements for the financial period of 2014/15 be accepted as presented.

**CARRIED 16/0**

### **3.2.2 Audit Report**

#### **Questions Received:**

Mr R White – Narrogin

1. Why is the Auditor's report on page 56 referring to us as the Shire?

Mayor Ballard responded that it appears to be an error in the Auditors Report.

Ms T Beaton – Representative Narrogin Ratepayers Association

1. Did the Town use the same auditor as last financial year?

Mayor Ballard confirmed that Anderson Munro & Wyllie was the Town's auditor in the 2013/14 financial year.

**Moved: Cr McKenzie**

**Seconded: Cr Paternoster**

That the Auditor's Report for the financial period of 2014/15 be accepted as presented.

**CARRIED 16/0**

### **3.2.3 Mayor's Report**

**Moved: Cr Paternoster**

**Seconded: Cr Schutz**

That the Mayor's report for the financial period of 2014/15 be accepted as presented.

**CARRIED 16/0**

### **3.2.4 Chief Executive Officer's Report**

**Moved: Cr Fisher**

**Seconded: Cr Russell**

That the Chief Executive's Report for the financial period of 2014/15 be accepted as presented.

**CARRIED 16/0**

### 3.2.5 Other Items contained in the Annual Report

#### Questions Received:

Mr P White – Narrogin

1. The Total Rates Levied and Total Revenue on page 2 is not consistent with the Financial Report. What are the correct figures?

The Chief Executive Officer responded the correct figures are in the Financial Report.

2. What is Council considering doing with the Lions Lookout?

Mayor Ballard replied that we have been meeting with Narrogin Lions and are discussing the possibility of installing an elevated viewing platform.

3. Could I please have clarification are there eight or nine elected members? Page 7 says nine elected members and the Freedom of Information Section says eight with one vacant seat?

Mayor Ballard responded that it is correct that last financial year there were nine seats of which only eight were filled as the WA Electoral Commission allowed a seat to remain vacant until the 2015 ordinary election.

4. Page 9 – Section 1.5 – the wording is exactly the same as the report from last year – is the statement correct?

The Chief Executive Officer replied that the comments have been retained as the comments are still relevant for 2014/15. This report is not in full detail because if comments were to be provided on each project completed the document would be too detailed for the requirement of annual report, however, Mr White's comments are appreciated and will be taken onboard.

5. With reference 1.8 - Crematorium Development. The wording is ambivalent, can you please explain?

Mayor Ballard replied that the development is cost prohibitive and that is why there is no further action at this point in time.

6. With reference 2.4 on page 12 – the grade has dropped from 3 to 2 this year – what has happened with this initiative?

Mayor Ballard replied that not a lot has occurred, but the Town has now engaged the Manager Leisure and Culture to start discussions with RAP Committee, but that action will be reported in the current financial year.

7. With reference 3.1 on page 15 – has there been any activity on this strategy in the last 12 months?

The Chief Executive Officer responded that we have had students in doing a hydrological study, and the Town has repaired pipes and the

overall system in small section. The Town has spent quite a bit on this. Mayor Ballard also added that The Town is trying to have discussions with the Minister to discuss accessing waste water.

8. With reference 3.2 on page 15 – the score has increased from 2 to 3 can you please advise what happened there?

The Chief Executive Officer responded that it is relevant to the Migrant Camp development in that area and at the time of writing the report I did not consider it was at a point of being noteworthy.

9. With reference 3.3 on page 15 – what is the response of the State to transfer to council freehold land in the amalgamation process?

Mayor Ballard responded that at this point in time there are 3 parcels of land approved to be transferred freehold and there are another 3 in progress – but the response was received in the current financial year.

10. With reference 4.1 on page 16 – the wording is the same as last year – does this still need to be completed?

Mayor Ballard responded that the Local Laws have to be repealed and that other local laws need to be reviewed during the merger process. The Town has a Merger Coordinator working on that project presently.

11. With reference 4.3 on page 17 – what will happen to the finalisation of the Town Planning Scheme 3?

Mayor Ballard responded that this is currently being worked on and an agenda item goes forward this December.

12. With reference 5.2 on page 18 – how is the success of the recycling program judged and reported?

The Chief Executive Officer responded, the strategy was to implement a program which is now underway and recyclables are being transported to Perth.

13. With reference 6.5 on page 20 – were the works on Fortune Street omitted from the report?

Mayor Ballard responded that these works were completed in July and fall under the current financial year.

14. With reference 6.7 on page 21 – can you please advise how well the asbestos plan progressing?

The Chief Executive Officer responded that all Town properties have been assessed and removal will continue to occur once it gets appropriate funding.

15. With reference 7.1 on page 22 – has there been any progress on lobbying for a University Campus.

Mayor Ballard responded that we have had many conversations with CY O'Connor TAFE, with University of Queensland, Charles Sturt University for example and it is progressing.

16. With reference to paragraph 4, Competitive Neutrality on page 24 – is the date correct?

The Chief Executive Officer responded that is an error and will be reviewed.

17. It appears that one staff member has dropped salary brackets?

The Chief Executive Officer responded that he chose to salary sacrifice some of his salary last financial year.

Ms T Beaton – Narrogin

1. Page 12 Strategy 2.3 – Further Development of Aged Care Industry. This report is not clear on how the Regional report developed by the steering committee contributes to the aged care industry. What is the report saying?

Mayor Ballard replied that through the Wheatbelt Development Commission, there is a whole of Wheatbelt and whole of State strategy. Narrogin's focus is on dementia and Kardinya's further development and more details are available in Verso's report.

The Chief Executive Officer added that the Town Planning Scheme takes into account the growth of aged care in Narrogin.

**Moved: Cr Schutz**

**Seconded: Mr P White**

That the Annual Financial Statements for the financial period of 2014/15 be accepted as presented.

**CARRIED 16/0**

### **3.3 DEALING WITH OTHER SUCH BUSINESS AS THE MAYOR OR A MAJORITY OF ELECTORS PRESENT MAY DECIDE**

#### **Questions Received:**

Mr P White – Narrogin

1. Can you please advise when the Safe Town Committee will meet?

The Safe Town Committee will meet after the Terms of Reference for this Committee is being drafted by the Manager for Leisure and Culture.

Mr R Little – Narrogin

1. Is there any plan to have the acoustics fixed in the Town Hall?

The Chief Executive Officer responded, we have applied for grant money of approximately \$30,000 to rectify the problem. The Town is awaiting the final outcome of its grant application.

#### **4. CLOSURE OF MEETING**

7.36pm - Mayor Ballard declared the meeting closed.