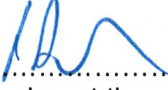


**Town of Narrogin
AGM Electors Meeting
14 March 2013
Minutes**

These minutes were confirmed at the Ordinary Council meeting held on April 22nd 2014.

Signed  Date 22/4/14
(Presiding Member at the meeting at which minutes were confirmed)

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 7:05pm, welcomed visitors and members of the public and read aloud the acknowledgment of the traditional custodians of the land.

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

Present:

Mayor Don Ennis
Deputy Mayor, Cr Rob Madson
Cr Muller
Cr Ballard
Mr Cook Chief Executive Office
Mr Bastow Director of Corporate and Community Services
Mr Robinson Director of Technical and Environmental Services

Members of the Public

Ms Susan Guy
Mr White
Mrs Beaton
Mr Peden
Mr Whyte
Mr Sawkins

Apologies:

Cr David Russell
Cr McKenzie

3. GENERAL BUSINESS

3.1 Receiving the Minutes of the Annual Electors Meeting held on the 6th September 2012.

Moved: Mr White

Seconded: Mrs Beaton

That the minutes of the Annual General Meeting of Electors held on the 6th September, 2012 be confirmed as a true accurate record of proceedings

CARRIED 7/0

3.2 Receiving of the Annual Financial Statement for 2011/12.

Moved: Mrs Beaton

Seconded: Mr Whyte

That the Annual Financial Statements for the financial period of 2011/12 be accepted as presented.

CARRIED 7/0

3.3 Receiving of the Auditor's Report.

Moved: Cr Madson

Seconded: Cr Ballard

That the Auditors Report for the financial period of 2011/12 be accepted as presented.

CARRIED 7/0

3.4 Reading of the Mayor's Report.

Moved: Mr Whyte

Seconded: Cr Muller

That the Mayors report for the financial period of 2011/12 be accepted as presented.

CARRIED 7/0

3.5 Reading of the Chief Executive Officer's Report.

Moved: Mr White

Seconded: Cr Madson

That the Chief Executive Officers report for the financial period of 2011/12 be accepted as presented

CARRIED 7/0

3.6 Dealing with other such business as the Mayor or a majority of electors present may decide.

Questions and statements presented at the Meeting:

Mrs Beaton: That the Narrogin Regional Library and Home Care offer excellent services to the Narrogin and greater Communities and that I enjoyed reading through this year's Financial Statements as they were much easier to read and accurate.

Mrs Beaton: Within the restricted cash there is a figure of \$13,000, can you please advise what this consists of?

Mr Bastow: This is from cash provided in lieu of Public Open Space and is noted in the Balance Sheet.

Mrs Beaton: What are the Ratios, p40, normal benchmarked to?

Mayor Ennis: Normally one.

Mr Bastow: A response will be provided regarding this request as the Local Government benchmarks can vary.

Mayor Ennis: Expressed his and Councils thanks and congratulations to the finance team for all of their hard work and efforts in preparing these financial statements in time and professionally.

Mr Peden: When is the Town Hall expected to be finalised.

Mayor Ennis: It is hoped by the 30th June 2013.

Mr Cook: the Stage 2 will be completed by the 30th June 2013; however, the other works may take longer than this and could be latter this year depending on contractors and the funding available.

Mr Peden: Why is the Town Hall so dirty with dust and leaves when it is the major historical building in Narrogin?

Mr Cook: This point will be taken on board and a action will be put in place to correct the issue.

Mr White: At what stage are the RSL Guns currently at?

Mayor Ennis: The guns are currently being finalised and will be returned for Anzac Day; however, there is a larger project being undertaken with a horseshoe to be created recognizing the Local Soldiers and this is also hoped to be installed as soon as possible but not prior to Anzac Day.

Mr White: What is the progress with Super Towns?

Mayor Ennis: Council has been pushing to progress this matter and seek clarification and the program may be cancelled.

Cr Ballard: From the Wheatbelt Development Commissions advice is that this program will not be advanced with further rounds and no further actions will be undertaken.

Mr White: The number of Dwellings within the Annual report has not changed on page 3 and ratable properties on page 44.

Mr Cook: This was an oversight in the preparation of the document.

Mr White: How many Councillors attend Committee Meetings and are the public allowed to view the minutes?

Mayor Ennis: Council does not keep a register of Committee Meeting attendance and minutes of any open Committee meeting are available on request.

Mr White: When will the prospectus be ready?

Mayor Ennis: This document is nearly ready as a large amount of work has been placed in the document; however, although it has been used previously it will not be sent out until the document is finalized.

Mr Robinson: Commented that plans for the new industrial are and the like are required to be prepared to be inserted.

Mr White: There has been no comment on progression of the Community University.

Mayor Ennis: This is a Community Committee and is not directly driven by Council; however, actions have been progressed to try to continue to politically progress the matter.

Mr White: There is an in principle agreement for the site and what's the development of this?

Mr Cook: It is difficult to progress matters with the site as it not really Councils project; however, funding has been allocated by the Wheatbelt Development Commission and this is being facilitated.

Mayor Ennis: It should be noted that three sites have been considered as part of this process.

Mr White: Will the Water Reuse scheme be expended?

Mr Cook: The system is working to its capacity and no additional expansion is planned. Council are currently working through repairing the system and this is the bigger concern at the present time.

Mr White: Complaint forms and general feedback to Council seem to be ineffective.

Mr Cook: a system is being established to ensure that persons presenting a complaint form are issued with a receipt number and provided feedback once the issue has been attended to.

Mr Robinson: Officers do pay attention to all complaints received; however, action can be delayed due to the issue or matter at hand.

Mr White: Page 15 Competitive Neutrality comments have not changed

Mr Cook: Commented that these are normal statements and were not reviewed; however, will be noted for the following preparation of the annual report.

Mr White: Page 16 outcome 6, this comment was not updated for this document.

Mr Cook: yes this is correct and this error will be corrected in the next annual report.

Mr White: Page 3 Financial Report, what is the reason for the significant changes to the figures from 2011

Mr Bastow: This is due to the review of the Chart of Accounts and the way that the accounting is worked through the accounts and the auditors have reviewed the documents and approved the figures.

Mr White: Why is there such a large change in the Non-Operating Grants?

Mr Bastow: This is due to the Royalties to Regions Funding having not have been received within the period.

Mr White: Page 4 and Page 5 regarding figures not matching.

Mr Basotw: this is as per the previous answers.

Mr White: Page 8 General Purpose Funding difference.

Mr Cook: As Mr Bastow has commented this is due to the change in the accounting structure and the budgeting of monies that were not committed by the previous officer.

Mr White: Page 16 Joint Venture note please explain this?

Mr Bastow: Council did not have any joint ventures during this period that would need to be noted as set out in note 16 on page 39.

Mr White: Page 41 Trust Funds, what are the amounts for public open space?

Mr Bastow: These are from previous developments to be utilized for Council reserves and the like.

Mr White: Page 50 Equity and Statement of Change, why is there a large difference?

Mr Bastow: Difference in accounting methods and account structure.

Mr White: Page 51 the percentage rate increase from 2011 to 2012?

Mr Bastow: This is due again to the change in methods and the amount outstanding being calculated.

Mr White: It is noted and pleasing to see that the Audit Report is much better with far less items than previous recent years.

Cr Madson: Thank you the Audit Committee will take this on board.

Mr White: Management Letter items.

Mr Bastow: The Management Letter is for internal purposes and recommends general potential improvements.

Mr White: The Auditors remuneration point shows a large increase.

Mr Bastow: This is due in part to the increased requirements of other smaller audits and the processing of the auditors account.

Mr Whyte: Page 4 Transport was greatly reduced in the Non-Operating area.

Mr Bastow: Yes this is due to the reduction of Grant funding for the Transport area for that year mostly being the Roads to Recovery that was pre claimed the year before.

Mr Whyte: Please comment on the CATS Car Changeover.

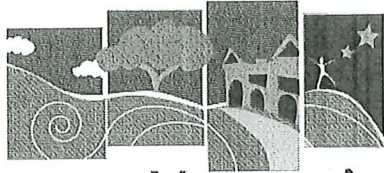
Mr Bastow: The vehicles changeover is funded through the revenue collected from the use of the vehicles and this is utilized for their replacement.

Mr Saukins: Can you please advise as to the Foxes Lair Management Plan?

Mr Robinson: Due to budget constraints and the lack of time this has been delayed.

13. CLOSURE OF MEETING

The Presiding Member closed the meeting at 8:13pm



Town of Narrogin

Memorandum

To: Carolyn Thompson
From: Aaron Cook Chief Executive Officer
Date: 4 July 2015
File ref: Councilor - Personal
Subject: Signing of Minutes

There are multiple sets of Minutes that are required to be signed by the previous Mayor Mr Don Ennis. Due to the time taken to process these minutes to enable the signature I contacted Mr Ennis on several occasions to attend the office and perform the signatures.

Mr Ennis has refused to accommodate this request sighting that he is no longer in a position to verify the records. He also stated that he would prepare a letter to this effect for Council's records as he had spoken to the Department and this would meet the requirement. Since that time no letter has been provided and, as such, please place this memo on Mr Ennis's Councilor file and with the unsigned minutes as a record that the request for him to sign was made.

Thank you

Aaron Cook
Chief Executive Officer