



MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON
WEDNESDAY
18TH JULY 2012



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SHIRE OF MINGENEW
MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS,
MINGENEW, ON WEDNESDAY 18TH JULY 2012

1.0 DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr Michelle Bagley, declared the meeting open at 4:02pm.

2.0 ATTENDANCE

2.1 PRESENT

MA Bagley	President	Rural Ward
PJ Ward	Councillor	Rural Ward
PJ Gledhill	Councillor	Town Ward
MP Pearce	Councillor	Town Ward
HM Newton	Councillor	Town Ward

STAFF

MC Sully	Chief Executive Officer
CL Watson	Manager of Finance & Administration

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

GJ Cosgrove	Councillor	Rural Ward
AT Sobey	Councillor	Town Ward

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.0 PUBLIC QUESTION TIME / PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.0 DECLARATIONS OF INTEREST

Nil

7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

120701

MOVED : CR PJ Ward

SECONDED : CR PJ Gledhill

That the Minutes of the Ordinary Meeting of Council held on Wednesday, 20th June 2012, be confirmed as a true and accurate record of proceedings.

CARRIED

Voting 5/0

120702

MOVED : CR PJ Ward

SECONDED : CR MP Pearce

That the Minutes of the Special Meeting of Council held on Friday, 6th July 2012, be confirmed as a true and accurate record of proceedings.

CARRIED

Voting 5/0

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

9.0 OFFICERS REPORTS

9.4 CHIEF EXECUTIVE OFFICER

9.4.1 PROPOSED ORGANISATIONAL STRUCTURE

Agenda Reference: CEO 07/12-01
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 9th July 2012
Author: Mike Sully

SUMMARY

A proposed organisation structure has been prepared for Council's consideration.

ATTACHMENT

Nil.

BACKGROUND

Erin Greaves, the Community Development Officer, (CDO) has resigned from the CDO position to take up a position at the Shire of Irwin. It is proposed that the CDO position not be advertised as vacant immediately and that existing staff members be given opportunities to carry out some of the duties of the CDO position to gain additional work experience. It is proposed to trial the arrangements between August 2012 and December 2012 and a review to be carried out in January 2013.

COMMENT

Megan Criddle, Customer Services Officer, has indicated that she would enjoy the challenge of undertaking some of the duties included in the Community Development Officer's position. It is also proposed that the current casual status Customer Services Officer, currently Joyce Sully, be employed for one day per week to allow Megan to undertake the CDO duties and to ensure that customers continue to receive a high quality service.

A draft Organisation Structure that takes advantage of the skills, abilities and knowledge of existing staff members has been prepared as indicated below.

CONSULTATION

Council

Administration staff

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Allowances will be made in the forthcoming budget for the savings to staffing costs resulting from the proposed Organisational Structure.

STRATEGIC IMPLICATIONS

The new staffing, as proposed, will help ensure Council continues to provide a high level of customer service.

VOTING REQUIREMENTS

Simple Majority

120703

MOVED : CR PJ Gledhill

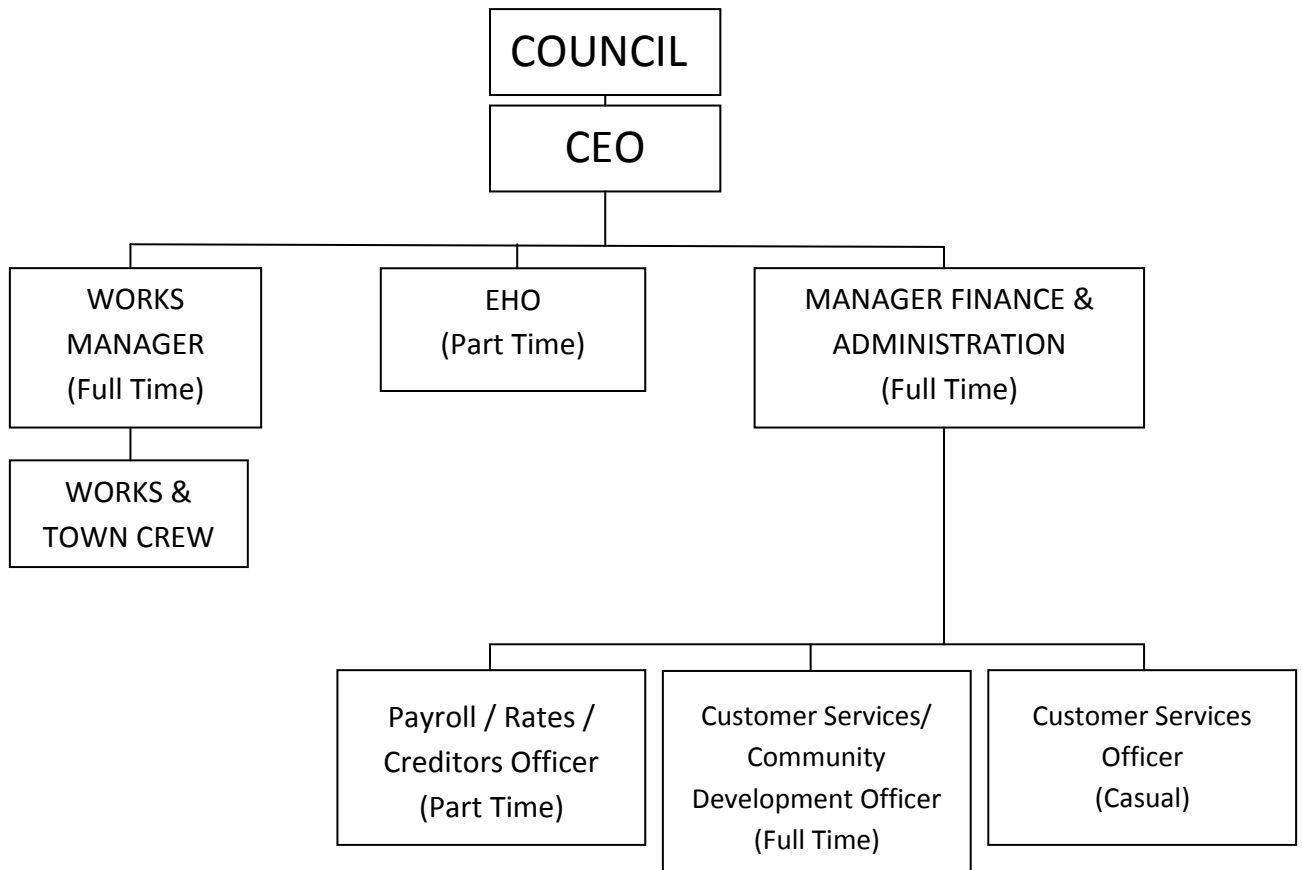
SECONDED : CR MP Pearce

That Council adopt the Organisational Structure as presented.

CARRIED

Voting 5/0

SHIRE OF MINGENEW
PROPOSED STAFF STRUCTURE
FROM AUGUST 2012



9.5 FINANCE

9.5.1 ACCOUNTS FOR PAYMENT – JULY, 2012

Agenda Reference:	AO 07/12 - 01
Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	N/A
Disclosure of Interest:	Nil
Date:	18 July 2012
Author:	Julie Borrett

SUMMARY

Council to confirm the payment of creditors for the month of May in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

ATTACHMENT

Copy of list of accounts due (EFT & cheque payments), which will enable Council to confirm the payment of its creditors in accordance with Local Government (Financial Management) Regulations 1996, Section 13 (1).

BACKGROUND

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

COMMENT

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing, and that the amounts shown were due for payment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 14

POLICY IMPLICATIONS

Payments have been made under delegation

FINANCIAL IMPLICATIONS

Funds available to meet expenditure

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

120704

MOVED : CR PJ Ward

SECONDED : CR HM Newton

That Council confirm the accounts as presented for June 2012 from the Municipal Fund totalling \$465,498.78 represented by Electronic Funds Transfers of EFT6153 to EFT 6242, Cheque Nos 7549 – 7559

**CARRIED
Voting 5/0**

Date: 12/07/2012
Time: 12:40:19PM

Shire of MINGENEW

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Statement of Payments for the month of JUNE 2012

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		Shire of Mingenew - Payroll		
EFT6153	06/06/2012	PAYROLL		27,513.48
		Australian Services Union		
EFT6154	06/06/2012	Payroll deductions		21.60
		CHILD SUPPORT AGENCY		
EFT6155	06/06/2012	Payroll deductions		186.02
		HBF		
EFT6156	06/06/2012	Payroll deductions		70.90
		LGRCEU		
EFT6157	06/06/2012	Payroll deductions		16.40
		WA LOCAL GOVERNMENT SUPERANNUATION PLAN P/L		
EFT6158	06/06/2012	Superannuation contributions		4,575.27
		PRIME SUPER		
EFT6159	06/06/2012	Superannuation contributions		326.32
		FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS		
EFT6160	11/06/2012	CHARGES		1,384.00
		AUSTRALIA POST		
EFT6161	11/06/2012	POSTAGE		49.50
		ARROWSMITH COMPUTER COMPANY		
EFT6162	11/06/2012	CHARGES		606.00
		AGRIZZI FARM MACHINERY		
EFT6163	11/06/2012	PARTS		185.00
		BOC GASES		
EFT6164	11/06/2012	CHARGES		170.15
		BOYLANDS BAKERY		
EFT6165	11/06/2012	CATERING		287.00
		Courier Australia		
EFT6166	11/06/2012	FREIGHT		45.45
		COATES HIRE OPERATIONS PTY LTD		
EFT6167	11/06/2012	CHARGES		220.00
		CORPORATE EXPRESS		
EFT6168	11/06/2012	STATIONERY		45.95
		LANDGATE		
EFT6169	11/06/2012	CHARGES		116.00
		GH COUNTRY COURIER		
EFT6170	11/06/2012	FREIGHT		22.17
		VEOLIA ENVIRONMENTAL SERVICES AUSTRALIA PTY LTD		
EFT6171	11/06/2012	CHARGES		3,962.93
		Great Northern Rural Services		
EFT6172	11/06/2012	GOODS		124.80
		JOHN HUGHES		
EFT6173	11/06/2012	PLANT		27,279.45
		CANINE CONTROL		
EFT6174	11/06/2012	FEES		660.00
		MINGENEW COMMUNITY RESOURCE CENTRE		
EFT6175	11/06/2012	CHARGES		20.00
		MIDWEST AERO MEDICAL AIR AMBULANCE P/L		
EFT6176	11/06/2012	FEES		500.00
		Midwest Regional Council (MUNI)		

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MINGENEW SHIRE COUNCIL MINUTES OF ORDINARY MEETING - 18th JULY 2012
Statement of Payments for the month of JUNE 2012

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
EFT6177	11/06/2012	Midwest Regional Council (MUNI) CHARGES		11,816.64
EFT6178	11/06/2012	POOL & SPA MART GOODS		134.80
EFT6179	11/06/2012	PEMCO DIESEL PTY LTD REPAIRS		1,054.19
EFT6180	11/06/2012	PIRTEK (GERALDTON) PTY LTD REPAIRS		860.65
EFT6181	11/06/2012	LANDMARK GOODS		198.00
EFT6182	11/06/2012	STATEWIDE BEARINGS GOODS		112.37
EFT6183	11/06/2012	TRUCKLINE PARTS		238.04
EFT6184	11/06/2012	TELSTRA CORPORATION LTD REPAIRS		2,011.40
EFT6185	11/06/2012	THURKLE'S DOZING CHARGES		12,034.00
EFT6186	11/06/2012	WA LOCAL GOVERNMENT ASSOCIATION TRAINING		495.00
EFT6187	11/06/2012	WESTRAC PTY LTD SERVICE		920.00
EFT6188	11/06/2012	WILSON MACHINERY PARTS		689.74
EFT6189	11/06/2012	Cameron Watson PHONE		100.00
EFT6190	11/06/2012	YAKKA PTY LTD UNIFORM		329.92
EFT6191	18/06/2012	NAB BUSINESS VISA CREDIT CARD		1,333.58
EFT6192	18/06/2012	UHY HAINES NORTON (WA) PTY LTD CHARGES		13,970.00
EFT6193	18/06/2012	Courier Australia FREIGHT		40.79
EFT6194	18/06/2012	DUN & BRADSTREET (AUSTRALIA) PTY LTD CHARGES		3.08
EFT6195	18/06/2012	FREDS MOWER REPAIRS PARTS		294.55
EFT6196	18/06/2012	GREENFIELD TECHNICAL SERVICES CHARGES		3,981.67
EFT6197	18/06/2012	IRWIN PLUMBING SERVICES REPAIRS		649.00
EFT6198	18/06/2012	STATE LIBRARY OF WA CHARGES		245.29
EFT6199	18/06/2012	RELIANCE PETROLEUM FUEL		4,234.52
EFT6200	18/06/2012	MINGENEW IGA PLUS LIQUOR GROCERIES		506.34
EFT6201	18/06/2012	STARICK TYRES TYRES		400.13
EFT6202	18/06/2012	Midwest Regional Council (MUNI) FEES		13,200.00

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MINGENEW SHIRE COUNCIL MINUTES OF ORDINARY MEETING - 18th JULY 2012
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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		PURCHER INTERNATIONAL		
EFT6203	18/06/2012	PARTS		76.87
		WESTRAC PTY LTD		
EFT6204	18/06/2012	PARTS		3,085.41
		Shire of Mingenew - Payroll		
EFT6205	20/06/2012	PAYROLL		27,654.71
		Australian Services Union		
EFT6206	20/06/2012	Payroll deductions		21.60
		CHILD SUPPORT AGENCY		
EFT6207	20/06/2012	Payroll deductions		186.02
		HBF		
EFT6208	20/06/2012	Payroll deductions		70.90
		LGRCEU		
EFT6209	20/06/2012	Payroll deductions		16.40
		WA LOCAL GOVERNMENT SUPERANNUATION PLAN P/L		
EFT6210	20/06/2012	Superannuation contributions		4,631.37
		PRIME SUPER		
EFT6211	20/06/2012	Superannuation contributions		330.28
		FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS		
EFT6212	25/06/2012	GOODS		775.08
		ARROWSMITH COMPUTER COMPANY		
EFT6213	25/06/2012	GOODS		199.00
		Courier Australia		
EFT6214	25/06/2012	FREIGHT		74.98
		Megan Criddle		
EFT6215	25/06/2012	REIMBURSEMENT		86.85
		LANDGATE		
EFT6216	25/06/2012	CHARGES		9,400.00
		DONGARA DRILLING & ELECTRICAL		
EFT6217	25/06/2012	CHARGES		8,820.90
		GERALDTON AG SERVICES		
EFT6218	25/06/2012	PARTS		6.45
		JOHN HUGHES		
EFT6219	25/06/2012	PLANT		12,801.60
		CANINE CONTROL		
EFT6220	25/06/2012	FEES		660.00
		STATE LIBRARY OF WA		
EFT6221	25/06/2012	CHARGES		16.50
		RELIANCE PETROLEUM		
EFT6222	25/06/2012	FUEL		13,964.28
		MORAWA SHIRE		
EFT6223	25/06/2012	CHARGES		225.00
		PIRTEK (GERALDTON) PTY LTD		
EFT6224	25/06/2012	PARTS		131.67
		Shire Of Three Springs		
EFT6225	25/06/2012	CHARGES		4,950.00
		TURF TEC AUSTRALIA		
EFT6226	25/06/2012	CHARGES		477.36
		TIMBERTECH FLOORING		
EFT6227	25/06/2012	CHARGES		649.00

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MINGENEW SHIRE COUNCIL MINUTES OF ORDINARY MEETING - 18th JULY 2012
Statement of Payments for the month of JUNE 2012

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		WESTERN AUSTRALIAN TREASURY CORPORATION		
EFT6228	25/06/2012	LOAN		7,261.76
		WA LOCAL GOVERNMENT ASSOCIATION		
EFT6229	25/06/2012	CHARGES		312.32
		MINGENEW FABRICATORS		
EFT6230	25/06/2012	REPAIRS		330.66
		ARROWSMITH COMPUTER COMPANY		
EFT6231	29/06/2012	GOODS		593.95
		DONGARA DRILLING & ELECTRICAL		
EFT6232	29/06/2012	CHARGES		3,598.18
		Great Northern Rural Services		
EFT6233	29/06/2012	GOODS		546.88
		IT VISION AUSTRALIA PTY LTD		
EFT6234	29/06/2012	CHARGES		1,012.00
		CANINE CONTROL		
EFT6235	29/06/2012	FEEES		660.00
		MICHAEL CAUNCE CARPENTRY		
EFT6236	29/06/2012	CHARGES		7,700.00
		PURCHER INTERNATIONAL		
EFT6237	29/06/2012	BUS		144,229.80
		PEMCO DIESEL PTY LTD		
EFT6238	29/06/2012	CHARGES		6,490.12
		PORT DENISON BUILDERS		
EFT6239	29/06/2012	CHARGES		54,723.90
		MICHAEL CHARLES SULLY		
EFT6240	29/06/2012	REIMBURSEMENT		59.95
		WESTRAC PTY LTD		
EFT6241	29/06/2012	PARTS		48.51
		YAKKA PTY LTD		
EFT6242	29/06/2012	UNIFORM		55.32
		BIGPOND		
7549	11/06/2012	CHARGES		39.95
		MINGENEW SHIRE COUNCIL		
7550	11/06/2012	Payroll deductions		137.00
		Plum Personal Plan		
7551	11/06/2012	Superannuation contributions		159.91
		SYNERGY		
7552	11/06/2012	POWER		1,933.80
		TELSTRA		
7553	11/06/2012	TELSTRA		1,555.30
		SYNERGY		
7554	18/06/2012	POWER		2,039.95
		Australasian Performing Rights Association		
7555	25/06/2012	FEEES		64.24
		MINGENEW SHIRE COUNCIL		
7556	25/06/2012	Payroll deductions		137.00
		Plum Personal Plan		
7557	25/06/2012	Superannuation contributions		163.87
		SYNERGY		
7558	25/06/2012	POWER		4,021.10
		TELSTRA		
7559	25/06/2012	CHARGES		68.99

Date: 12/07/2012
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MINGENEY SHIRE COUNCIL MINUTES OF ORDINARY MEETING - 18th JULY 2012
Statement of Payments for the month of JUNE 2012

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Cheque /EFT	Name	INV	
No	Date	Invoice Description	Amount

REPORT TOTALS

Bank Code	Bank Name	TOTAL
M	MUNI - NATIONAL AUST BANK	465,498.78
TOTAL		465,498.78

9.5.2 ADOPTION OF 2012/13 ANNUAL BUDGET

Agenda Reference: MFA 07/12-01
Location/Address: Shire of Mingenew
Name of Applicant: Nil
File Reference: N/A
Disclosure of Interest: Nil
Date: 13 July, 2012
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

This report puts forward the 2012/2013 Statutory Budget for Councils endorsement and acceptance.

ATTACHMENT

2012/13 Statutory Budget & Schedule of Fees & Charges.

BACKGROUND

At a Special Council meeting held on 6th July 2012, Council reviewed the 2012/13 Draft Management Budget. Since this occurred some amendments have been made to the original document, these will be discussed at the meeting.

At the April ordinary Council meeting, it was decided to implement Differential Rating on all UV rated assessments. The outcome of this process has been included in the 2012/13 budget calculations

COMMENT

The process to gain approval to differentially rate those assessments included in the UV category has been carried out and Ministerial approval has been granted.

It is a requirement of the process that an "Object and Reason" for the proposed differential rate be advertised and that any submissions received be presented to Council for consideration. This has been carried out with no submissions being received. Following this, a request to the Minister for Local Government was forwarded asking for approval to differentially rate mining tenements at a rate of 30 cents in the dollar. The Minister had some reservations concerning the size of the initial jump in rates for some of the affected tenements and as such, has only approved an initial rate in the dollar of 15 cents with an increase to 30 cents over the following two rate years.

CONSULTATION

Councillors
Mike Sully – Chief Executive Officer
Warren Borrett – Works Manager
Internal & External Staff

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995
Part 3 of the Local Government (Financial Management) Regs 1996

POLICY IMPLICATIONS

The Annual Budget has an effect on the majority of Councils current policies.

FINANCIAL IMPLICATIONS

The 2012/13 Budget is the main document relating to Councils Income and Expenditure for the coming Financial Year.

STRATEGIC IMPLICATIONS

Councils Forward Capital Works Plan, Asset Management Plan, Plant Replacement Program and Strategic Community Plan have been utilised in setting this budget.

VOTING REQUIREMENTS

Absolute Majority

120705

MOVED : CR PJ Gledhill

SECONDED : CR PJ Ward

That Council adopts the Annual Budget for the financial year ending 30th June 2013 as presented, which includes:

1. The differential rates in the dollar and minimum rate, being;

GRV – Mingenew Town Site	10.7236 cents in the dollar
GRV – Yandanooka Town Site	10.7236 cents in the dollar
GRV – Ex Gratia	10.7236 cents in the dollar
UV – Rural	1.1697 cents in the dollar
UV – Mining	15.0000 cents in the dollar
2. The following Minimum Rate will be applied;

GRV – Mingenew Town Site	\$330.00
GRV – Yandanooka Town Site	\$330.00
GRV – Ex Gratia	\$330.00
UV – Rural	\$450.00
UV – Mining	\$750.00
3. The following due dates for payment of rates by installment;

i) Issue Date	27 th August 2012
ii) Due date/first installment	2 nd October 2012
iii) Second installment	3 rd December 2012
iv) Third installment	3 rd February 2013
v) Fourth installment	3 rd April 2013
4. A charge of \$15.00 per installment, for payment of rates by installment to apply to the second, third and fourth installments;
5. An interest rate of 5.5% to be imposed on installments to apply to the second, third and fourth installments;
6. An interest rate of 11% to be imposed on all outstanding rates after the 2nd October 2012, or in the case of installment options, on all out outstanding rate amounts after the due date for payment of the installment;
7. The Reserve fund budget as shown;
8. Refuse collection charges as shown; and
9. The Schedule of Fees and Charges.

CARRIED BY ABSOLUTE MAJORITY

Voting 5/0

9.6 COMMUNITY DEVELOPMENT

9.6.1 CSRFF – Mingenew Tennis Club

Agenda Reference:	CDO 07/12 - 01
Location/Address:	Bride Street, Mingenew Recreation Centre
Name of Applicant:	Mingenew Tennis Club/ Shire of Mingenew
File Reference:	n/a
Disclosure of Interest:	Nil
Date:	29 th June 2012
Author:	Erin Greaves

SUMMARY

The Mingenew Tennis Club is seeking support in 2012/13 for their application for funding under the CSRFF Small Grants Scheme for their Court Resurfacing Project. As part of the assessment process the Department of Sport and Recreation require the relevant Local Government to complete a Project Assessment Sheet and provide a ranking for all applications received.

ATTACHMENT

Nil

BACKGROUND

The Department of Sport and Recreation have available two grant rounds per year for their CSRFF Small Grants Scheme, awarding up to \$50,000 for projects involving the development of infrastructure for sports and recreation in WA. The program aims to increase participation in sport and recreation with the emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

The maximum grant offered for standard grant applications is one third of the total estimated project cost (ex GST). The general rule is that the local government will fund a third and the sporting group pays the remaining third.

The Mingenew Netball Club was successful in gaining funds under the CSRFF Annual Grants scheme for their resurfacing project in 2010 and was successfully acquitted.

COMMENT

The Tennis Club propose to remove the existing turf from courts 5 & 6 and replace them with a new acrylic surface (with asphalt base). Included will also be the removal and replacement of the existing fencing. Both the fence and court surface is currently in poor condition – the court being unplayable. The total project cost is approximately \$126,000 inc GST.

The Tennis Club has raised their proposal with the Sports Advisory Committee and was identified in the 10 Year Sport and Recreation Strategic Plan collated with the assistance from this group. The Tennis Club has been gathering information in preparation for this application for more than 12 months and brought their proposal to the SAC meeting in April 2012 and a formal recommendation to Council was moved;

That the Tennis Club proposal be endorsed to proceed to Council as presented.

MOVED: Rob McTaggart

SECONED: Hans Samuel

Council considered the funding request at their Draft Budget meeting on the 6th July however the project has not been included at this point. However, should Council reconsider at any stage this financial year or the Tennis Club comes by some other funding, this approval can be used for either Small Grants round (September or February) in the 2012/13 financial year.

There is also a requirement for the Local Government to rank and comment on each grant application received before submitting to the Department of Sport and Recreation (Chief Executive Officer to complete). As there is only one applicant, Council should rank the application as a number 1 priority.

CONSULTATION

Murray Thomas - Mingenew Tennis Club

Mike Sully, CEO & Warren Borrett, Works Manager

Richard Malacari – Department of Sport and Recreation

Mingenew Sports Advisory Committee

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Council has previously assisted sporting clubs with projects under the CSRFF scheme.

FINANCIAL IMPLICATIONS

Council has not allocated funds for the Tennis Club's project in the 2012/13 Budget however should circumstances change the Club is requesting a \$45,000 contribution from Council which includes in-kind work.

STRATEGIC IMPLICATIONS

The resurfacing of courts 5 and 6 were identified as a need in the Shire of Mingenew's 10 Year Sport and Recreation Strategic Plan and will thereby meet the goal of having this upgrade completed before 2015.

VOTING REQUIREMENTS

Simple Majority

120706

MOVED : CR MP Pearce

SECONDED : CR HM Newton

That Council endorse the Tennis Club in their application to the Department of Sport and Recreation to gain funding for their Court Resurfacing Project and provide a ranking of 1 for the project as part of the assessment process.

CARRIED

Voting 5/0

12.0 **CONFIDENTIAL ITEMS**

Nil

13.0 **COUNCILLOR REPORTS**

Nil

14.0 **TIME AND DATE OF NEXT MEETING**

That the next Ordinary Council Meeting be held on Wednesday, the 15th August 2012 at 4:00pm.

15.0 **CLOSURE**

The Shire President thanked all for attending and declared the meeting closed at 4.35pm

These minutes were confirmed at a meeting on 15th August 2012.

Signed: _____

Presiding Officer

Date: 15th August 2012