



**AGENDA FOR THE  
ANNUAL GENERAL MEETING  
OF ELECTORS TO BE  
HELD ON  
19 December 2018**

**DISCLAIMER**

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Mingenew expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

**ANNUAL GENERAL MEETING OF ELECTORS NOTICE PAPER**

**19 December 2018**

Madam President and Councillors,

An Annual General Meeting of Electors is called for Wednesday, 19 December 2018, in the Council Chambers, Victoria Street, Mingenew, commencing at 6.00 pm.

**Nils Hay**  
**Chief Executive Officer**

12 December 2018

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## SHIRE OF MINGENEW

### AGENDA FOR THE ANNUAL ELECTORS MEETING TO BE HELD IN COUNCIL CHAMBERS ON 19 DECEMBER 2018 COMMENCING AT 6.00pm

- 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS
- 2.0 RECORD OF ATTENDANCE/APOLOGIES
- 3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE  
Nil
- 4.0 DECLARATIONS OF INTEREST
- 5.0 CONFIRMATION OF PREVIOUS MEETING MINUTES
  - 5.1 ANNUAL MEETING OF ELECTORS HELD 20 DECEMBER 2017

#### OFFICER RECOMMENDATION – ITEM 5.1

That the minutes of the Annual Meeting of Electors of the Shire of Mingenew, held in the Council Chambers on 20 December 2017, be confirmed as a true and accurate record of proceedings.

#### VOTING DETAILS:

#### 6.0 RECEIVAL OF THE 2017/18 ANNUAL REPORT

The Annual Report summarises the achievements of the Shire during the 2017-18 financial year and includes a report from the President and the Chief Executive Officer, the financial report and the Auditor's report for the period, and all matters prescribed by the Local Government Act 1995 (the Act). Copies of the Annual Report are available from the Shire's website [www.mingenew.wa.gov.au](http://www.mingenew.wa.gov.au) and will be available in hard copy form at the meeting.

The Act requires Local Government Authorities to hold an Annual Electors Meeting once a year, no later than 56 days after the Council adopts the Annual Report. As required under section 5.29 of the Act, local public notice was given via advertisement in the Geraldton Guardian- 04 December 2018 edition, Mingenew Matters 5 December 2018 edition, displayed on the Shire's website from the 03 December 2018 and on library notice boards.

- Questions submitted on the Annual Report by Electors prior to the Meeting
- Other Questions on the Annual Report

**OFFICER RECOMMENDATION- ITEM 6.0**

That the Electors of the Shire of Mingenew receive the Annual Report, as adopted by Council at the Ordinary Meeting held 19 December 2018, incorporating the Shire Presidents Report, the CEO report, the Annual Financial Report and the Auditor's Report.

**VOTING DETAILS:**

**7.0 GENERAL BUSINESS**

**7.1 QUESTIONS RECEIVED IN WRITING PRIOR TO THE MEETING**

**7.2 QUESTIONS AT THE MEETING**

Consistent with s5.27(3) of the Local Government Act 1995 and r15 of the Local Government (Administration) Regulations 1996, electors in attendance of the Annual General Meeting of Electors are invited to raise any matters concerning any other general business.

**7.3 MOTIONS TO BE CONSIDERED**

**8.0 CLOSURE**

These minutes were confirmed at the Annual General Meeting of Electors on:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Presiding Officer



**MINUTES FOR THE  
ANNUAL GENERAL MEETING  
OF ELECTORS  
HELD ON  
20 December 2017**

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**SHIRE OF MINGENEW**

**MINUTES FOR THE ANNUAL ELECTORS MEETING HELD IN COUNCIL CHAMBERS ON 20  
December 2017 COMMENCING AT 6.00pm**

**1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The President HM Newton declared the meeting open at 6.00pm and welcomed all in attendance.

**2.0 RECORD OF ATTENDANCE/APOLOGIES**

HM Newton	President	Town Ward
CR Lucken	Councillor	Town Ward
KJ McGlenn	Councillor	Town Ward
LM Eardley	Councillor	Town Ward
GJ Cosgrove	Councillor	Rural Ward
RW Newton	Councillor	Rural Ward
JD Bagley	Councillor	Rural Ward

**STAFF**

MG Whitely	Chief Executive Officer
D Ojha	Finance Manager
B Bow	Governance Officer

**ELECTORS**

J Holmes  
J Thomas  
J Thomas

**APOLOGIES**

J Holmes  
Ian Thomas

**3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4.0 DECLARATIONS OF INTEREST**

Nil

**5.0 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**ELECTORS DECISION- ITEM 5.0**

Moved Cr CR Lucken

Seconded Cr LM Eardley

That the Minutes of the Annual General Meeting of Electors held 15 February 2017 be confirmed as a true and accurate record of proceedings.

**VOTING DETAILS:**

**CARRIED**



## 6.0 REPORTS

### 6.1 PRESIDENT'S REPORT

President Newton would like to acknowledge the service given by former Shire President Michelle Bagley to both council and community during her 15 year tenure and thanks her for her contribution to the Shire.

**Motion to be moved en bloc**

### 6.2 CHIEF EXECUTIVE OFFICER'S REPORT

CEO Martin Whitely provided a brief overview of the annual report highlighting the main events that occurred within the 2016-17 financial period for the Shire. Staff restructure, reasons for the improved financial position and the WANDARRA flood damage event were discussed in some detail prior to the adoption of the Chief Officers Report.

#### ELECTORS DECISION- ITEM 6.1 AND 6.2

Moved Cr CR Lucken

Seconded Cr RW Newton

That:

- 1) The Presidents report be received as presented; and
- 2) The Chief Executive Officers report be received as presented.

VOTING DETAILS:

**CARRIED**

### 6.3 ANNUAL FINANCIAL REPORT

CEO Martin Whitely and Finance Manager Durga Ojha highlighted the significant achievements of the Shire in terms of financial position and performance in compliance auditing. The growth of Shire cash and reserves and improved debt serviceability due to the consolidation of loans were discussed prior to adoption of the Annual Financial Report in addition to an overview of the annual financial report.

**Motion to be moved en bloc**

### 6.4 AUDITORS REPORT

**Motion to be moved en bloc**

### 6.5 STATUTORY REPORTS

**Motion to be moved en bloc**

**ELECTORS DECISION- ITEM 6.3, 6.4 AND 6.5**

Moved Cr JD Bagley

Seconded Cr LM Eardley

That:

- 1) The Annual Financial Reports ending 30 June 2017 be received as presented;
- 2) The Auditors Report be received as presented; and
- 3) The Statutory Reports included in the Annual Report of the Shire of Mingenew for year ended 30 June 2017 be received as presented.

VOTING DETAILS:

CARRIED

## 7.0 GENERAL BUSINESS

President Newton stated that Council had received a submission of questions from Ms J Thomas after the due date, so the questions detailed within her submission will be taken on notice and tabled at the next February meeting for discussion.

Ms Thomas thanked the President.

Mrs J Thomas addressed Council to extend her congratulations to the new Councillors. She also stated she was pleased to see more Shire notices in the community newsletter.

### 7.1 Road Signage

Mr J Holmes asked who is responsible for the replacement of the Chevron Sign/Barrier at the T-Junction of Depot Road and Mingenew-Mullewa Rd. The sign was damaged and removed during a road accident and has yet to be replaced.

The CEO stated that the replacement of the barrier at the Depot Road T-Junction is the responsibility of the Shire and agreed that it does need addressing and will be in the near future.

### 7.2 Roads

Mr J Holmes stated that the rumble strips on Depot Hill Rd have flattened/eroded and are no longer visible due to faded paint. Mr Holmes asked if it was possible for the Shire to re-raise and paint.

The President thanked Mr Holmes for his question and stated that herself and the CEO have had discussions on the state of the rumble strips and that the Shire will be looking to address this as soon as possible.

### 7.3 Road Signage

Mrs J Thomas asked the Council if a stop sign could be installed at the T-Junction of Mingenew-Mullewa Rd and Depot Hill Rd as she has concerns regarding its safety as is. Mrs Thomas stated she has had a few near misses with vehicles pulling out in front of her and feels a stop sign might assist in reducing risk. Currently there is a give way sign in place. She adds that perhaps the re-raising of the rumble strips will remind people to slow down.

**Councillor Cosgrove addressed Mrs Thomas and stated that a stop-sign had been looked at before but it was felt that it was unnecessary.**

#### 7.4 Roads

Mr Holmes queried as to why the large pot-hole on Eleanor St / Boolinda Rd which has been there for several years has not yet been fixed.

**Councillor G Cosgrove addressed Mr Holmes and stated that the CBH entrance where the pot hole is situated needs to be realigned in consultation with CBH. This is why Council did not approve of Shire spending significant funds to fix the pot hole.**

#### 7.5 Town Hall

Mrs Thomas enquired as to the status of the Town Hall Refurbishment and asked if there was a timeframe for the project to be completed.

**The CEO stated that he is awaiting a response from Lottery West in regards to funding approval. The refurbishment can only proceed if grant funding is secured so the timeframe for the project at this stage is unknown. The CEO went on to state that the budget does contain provisions for certain aspects of repair to the building such as the roof and these will proceed in 2018.**

#### 7.6 Strategic Planning

Mrs J Thomas asked the Council why there was no follow up to the strategic planning workshop that was undertaken back in 2016 at the Rec Centre.

**The CEO stated that the initial workshop in February was to create interest within the community and hopefully lead to more participation in the planning workshops that will be commencing February 2018.**

#### 7.7 Strategic Planning

Ms J Thomas asked the Council if there will be a working committee put together that would consist of key stakeholders such as Councillors, business representatives and community group representatives whom vary in age range, to engage with the facilitator so as to harness the community's energy and produce a dynamic and representative strategy.

The CEO stated that the strategic planning workshops will hopefully commence February 2018 and that will be looked at once a facilitator has been engaged.

#### 7.8 Mingenew Hill Mountain Bike Trail

Mr J Holmes wanted to make Council aware that the Holmes family have a freehold license agreement to the top eastern end of Mingenew Hill. In relation to plans outlined within the Draft Mingenew Town Centre Revitalisation Plan, he asks that Council consult the family on all stages of the project and that he expects extra public liability insurance to be taken out on behalf of the family.

President H Newton thanked John for his statement and agrees that the Holmes family will be consulted if the project furthers.

Mr J Holmes addressed Council to thank them for their efforts in controlling the Caltrop around Enanty Barn and for the hot-mix application to the Mingenew-Mullewa Rd.

#### 8.0 CLOSURE

There being no further business, the Shire President thanked the CEO, Finance Manager and Shire team for their work over the last 12 months and wished all Councillors, Staff and members of the public a safe and happy holidays. President Newton thanked all for their attendance and declared the meeting closed at 6.45 pm.

These minutes were confirmed at the Annual General Electors Meeting on

Signed \_\_\_\_\_  
Presiding Officer

Date: \_\_\_\_\_