



Minutes of the Shire of Tammin Ordinary Council Meeting held at Council chambers,
1 Donnan Street Tammin, on Thursday 17 September 2015.

MISSION STATEMENT

***"Together with the people of Tammin we will provide leadership, vision and progress to
achieve sustainability and growth"***

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AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr Uppill declared the meeting open at 4.05pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Cr S. Uppill	President
Cr C. Crane	Deputy President
Cr M. Greenwood	Member
Cr P. Bell	Member
Jenny Gemund	Acting Chief Executive Officer

APOLOGIES

Cr D. Thomson	Member
Cr D. McCreery	Member

LEAVE OF ABSENCE

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 ORDINARY COUNCIL MEETING MINUTES - (20 August 2015)

Recommendation:

That the Minutes of the Ordinary Council meeting held on 20 August 2015 be confirmed as a true record of proceedings.

MIN 50/15 MOTION – MOVED Cr Bell seconded Cr Greenwood

That the Minutes of the Ordinary Council meeting held on 20 August 2015 be confirmed as a true record of proceedings.

CARRIED 4/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. PETITIONS/DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10. REPORTS OF COMMITTEES / COUNCILLOR

Councillors provided updates on the following:

Cr Uppill	GECZ in Kellerberrin - 31 August 2015 Meeting with Jim Chown, Brad Jones and delegations from Shire of Wyalkatchem and Kellerberrin, re Tier 3 issues – 1 September 2015
Cr Greenwood & Cr Crane	Cunderdin Primary Health Care Demonstration Site Project User Group update
Cr Bell	TEAVC postponed

11. AGENDA ITEMS

11.1 List of Payments – August 2015 (FIN-05)

Author – Sarah Symons, FO, 7 September 2015, Interest – Nil

BACKGROUND

Accounts paid for August 2015 is listed totaling:

Cheque numbers	6593 - 6595	\$5,342.15
Direct debit payments	1.08. - 31.08.2015	\$21.85
Licensing transfers	1.08. - 31.08.2015	\$4,931.50
Bank fees	1.08. - 31.08.2015	\$227.39
VISA payments	1.08. - 31.08.2015	\$490.95
EFT payments	EFT59 - 118	\$337,602.67
Salaries and Wages	1.08. - 31.08.2015	\$37,834.38
Total payments	1.08. - 31.08.2015	\$386,450.89

COMMENT

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

See attached reference point 15.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the list of payments made for August 2015 be endorsed as follows:

Cheque numbers	6593 - 6595	\$5,342.15
Direct debit payments	1.08. - 31.08.2015	\$21.85
Licensing transfers	1.08. - 31.08.2015	\$4,931.50
Bank fees	1.08. - 31.08.2015	\$227.39
VISA payments	1.08. - 31.08.2015	\$490.95
EFT payments	EFT59 - 118	\$337,602.67
Salaries and Wages	1.08. - 31.08.2015	\$37,834.38
Total payments	1.08. - 31.08.2015	\$386,450.89

Simple Majority Required

MIN 51/15 MOTION – MOVED Cr Crane seconded Cr Greenwood

That the list of payments made for August 2015 be endorsed as follows:

Cheque numbers	6593 - 6595	\$5,342.15
Direct debit payments	1.08. - 31.08.2015	\$21.85
Licensing transfers	1.08. - 31.08.2015	\$4,931.50
Bank fees	1.08. - 31.08.2015	\$227.39
VISA payments	1.08. - 31.08.2015	\$490.95
EFT payments	EFT59 - 118	\$337,602.67
Salaries and Wages	1.08. - 31.08.2015	\$37,834.38
Total payments	1.08. - 31.08.2015	\$386,450.89

CARRIED 4/0

11.2 Financial Report for August 2015 (FIN-05)

Author – Nathan Gilfellon, SFO, 11 September 2015, Interest – Nil

BACKGROUND

The Monthly Financial Report for August 2015 is attached.

COMMENT

The Financial Report has been prepared in the format requested by Council.

The effect of the Council's Policy decision on reporting variances is shown in the far right column – being the calculated variance between the Actual Column and the YTD Budget column figures where the variance is greater than 10% and \$5,000.

FINANCIAL IMPLICATIONS

No significant implications.

POLICY IMPLICATIONS

Council resolved (Item 5 – 15 August 2013) that in accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 a variance percentage of 10% and \$5,000 be adopted for reporting material variances.

STATUTORY ENVIRONMENT

See attached reference point 15.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Financial Report for August 2015 be received.

Simple Majority Required

MIN 52/15 MOTION – MOVED Cr Uppill seconded Cr Bell

That the Financial Report for August 2015 be received.

CARRIED 4/0

11.3 Administration vehicle

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

Council has agreed to resource share a CEO with the Shire of Cunderdin from 1 October 2015. Because of this, the CEO will no longer require use of the current administration vehicle, a Holden Caprice Sedan. The vehicle will solely be needed for administrative use such as mail run, banking in Kellerberrin, staff and councillor attendances at training courses or meetings.

Previously the CEO had private use and accordingly the car was securely parked overnight.

COMMENT

The Shire has previously required an executive vehicle, which was provided as part of the CEO's remuneration.

With the Cunderdin CEO using the car provided by the Shire of Cunderdin, there is now no need for an executive vehicle. As the current, Holden Caprice has done approximately 37,000km it is recommended that it be changed over for a medium car more suited to our needs.

It is also recommended that the Community Development Officer be granted commuter use of the vehicle until the new CEO has an opportunity to further review the situation.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

That Council agrees to changeover the current Holden Caprice sedan for a medium size vehicle and that the Community Development Officer be granted commuter use of the administration vehicle for October 2015.

Simple Majority Required

MIN 53/15 MOTION – MOVED Cr Bell seconded Cr Greenwood

That Council agrees to changeover the current Holden Caprice sedan for a medium size vehicle and that the Community Development Officer be granted commuter use of the administration vehicle for October 2015.

CARRIED 4/0

11.4 Kellerberrin – Tammin Football Club

Author – Jenny Gemund,

DECLARATION OF INTEREST

Nil

BACKGROUND

Correspondence has been received from the Kellerberrin – Tammin Football Club advising that their annual wind up and awards night will be held at the Tammin Town Hall and have requested that Council provide a cash donation equal to the cost of Hall hire (\$220).

COMMENT

The fees and charges adopted by Council provide a 50% discount to local people and organisations, which is automatically applied to the Kellerberrin – Tammin Football Club. Normal cost of Hall hire is \$440; the discounted rate is \$220.

The Kellerberrin – Tammin Football Club have not provided any reasons as to why Council should agree to this request.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

For Council consideration

Simple Majority Required

MIN 54/15 MOTION – MOVED Cr Bell seconded Cr Uppill

That the hall hire fee for the Kellerberrin-Tammin Football team for the hire of the town hall for their annual wind up remains at \$220, as it is already a discounted rate.

CARRIED 4/0

11.5 Sale of Lot 88 Redmond Street

Author – Jenny Gemund

DECLARATION OF INTEREST

Nil

BACKGROUND

Item 11.7 – October 2014

The Shire received an unsolicited offer of \$12,000 to purchase lot 88 Redmond Street on Friday 4 September 2015.

Lot 88 Redmond Street is zoned residential, has an area of approx 1170m² with a 20m street frontage and is owned freehold by the Shire of Tammin.

The Shire received an unsolicited offer to purchase the lot in 2014, which did not lead to a sale. The CEO advertised for expressions of interest for sale of the land by public tender in the Kellerberrin and Cunderdin Newspapers and in the Tammin Tabloid to see if there was any interest from other parties in purchasing the lot. No interest has been received.

COMMENT

With the completion of the new Shire depot and two new staff houses in Nottage Way Council no longer has any use for this land and may wish to consider selling the lot.

The upcoming auction in November 2015 is an excellent opportunity to sell the land without having to obtain another costly valuation of the land.

FINANCIAL IMPLICATIONS

The person interested has advised a purchase price of approximately \$12,000. The land has a fair value valuation of \$14,000 in accordance with the valuations undertaken for the Shire in 2014 by APV.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
(a) it gives local public notice of the proposed disposition —
(i) describing the property concerned; and
(ii) giving details of the proposed disposition; and
(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

That Council authorise the CEO to arrange the sale of Lot 88, 8 Redmond Street at the upcoming auction in November 2015, with a reserve price of \$10,000.

Simple Majority Required

MIN 55/15 MOTION – MOVED Cr Greenwood seconded Cr Bell

That Council authorise the CEO to arrange the sale of Lot 88, 8 Redmond Street at the upcoming auction in November 2015, with a reserve price of \$10,000.

CARRIED 4/0

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

14 CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 4.55 pm.

Tabled before the Ordinary Council Meeting on 22 October 2015.

Cr S Uppill, President

15 REFERENCES

6 DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

The Local Government Act (Section 5.60 – 5.62) provides that it is the Councillor's obligation to declare an interest if they believe that they have a financial interest, proximity interest, closely associated persons interest or an interest affecting impartiality in a matter being discussed by Council.

The Act provides that the interest may be declared in writing to the CEO prior to the meeting or declared prior to discussion of the agenda item at the meeting. Forms for this purpose are available to Councillors.

The Act further provides that the extent of the interest needs to be declared if the Councillor seeks to remain in the Chamber during the discussion, debate or voting on the item.

A Councillor declaring a financial or proximity interest must leave the meeting prior to the matter being discussed or voted on (including the question as to whether they are permitted to remain in the Chamber). Councillors remaining in the Chamber may resolve to allow the member to return to the meeting to participate in the proceedings.

7.1 STATUTORY ENVIRONMENT

Section 5.22(2) of the Local Government Act provides that minutes of all meetings to be kept and submitted to the next full Council meeting for confirmation.

11.1 List of Financial Payments Reference -STATUTORY ENVIRONMENT

Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that:

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
 - (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name;*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction;**and*
 - (b) *the date of the meeting of the Council to which the list is to be presented.*
 - (3) *A list prepared under sub regulation (1) or (2) is to be —*
 - (a) *presented to the Council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

11.2 Financial Report Reference - STATUTORY ENVIRONMENT

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a Statement of Financial Activity to be prepared each month, which is to contain the following details:

- (a) *annual budget estimates;*
- (b) *budget estimates to the end of the month;*
- (c) *actual amount of expenditure and revenue;*
- (d) *material variances between comparable amounts in (b) and (c) above; and*
- (e) *the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).*

The Statement is to be accompanied by:

- (a) *explanation of the composition of net current assets, less committed assets and restricted assets;*
- (b) *explanation of the material variances; and*
- (c) *such other information considered relevant by the local government.*

Attachment item 11.1 Payments List AUGUST 2015

PAYMENTS LIST AUGUST 2015

Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
13/08/2015	6593	Gavin Charlton	Community Bus Bond Reimbursement	200.00
13/08/2015	6594	Shire of Chittering	LSL reimbursement - Tom Findlay	1283.26
20/08/2015	6595	Water Corporation	Water consumption 6/06 - 5/08/15	3858.89
			Sub-total	5,342.15
Direct Debit payments				
3/08/2015	Debit	Commonwealth Bank of Australia	EFTPOS Fee - July 2015	21.85
			Sub-total	21.85
Licensing Transfer				
04/08/2015	Debit	Department of Transport	LICENSING 31/07/15	384.95
04/08/2015	Debit	Department of Transport	LICENSING 03/08/15	153.55
05/08/2015	Debit	Department of Transport	LICENSING 04/08/15	25.80
06/08/2015	Debit	Department of Transport	LICENSING 05/08/15	382.80
07/08/2015	Debit	Department of Transport	LICENSING 06/08/15	1615.20
10/08/2015	Debit	Department of Transport	LICENSING 07/08/15	206.80
11/08/2015	Debit	Department of Transport	LICENSING 10/08/15	110.75
12/08/2015	Debit	Department of Transport	LICENSING 11/08/15	235.60
13/08/2015	Debit	Department of Transport	LICENSING 12/08/15	60.75
14/08/2015	Debit	Department of Transport	LICENSING 13/08/15	242.30
17/08/2015	Debit	Department of Transport	LICENSING 14/08/15	557.95
19/08/2015	Debit	Department of Transport	LICENSING 18/08/15	166.75
20/08/2015	Debit	Department of Transport	LICENSING 19/08/15	209.20
21/08/2015	Debit	Department of Transport	LICENSING 20/08/15	60.75
24/08/2015	Debit	Department of Transport	LICENSING 21/08/15	13.20
25/08/2015	Debit	Department of Transport	LICENSING 25/08/15	53.00
25/08/2015	Debit	Department of Transport	LICENSING 24/08/15	93.80
28/08/2015	Debit	Department of Transport	LICENSING 27/08/15	358.35
			Sub-total	4,931.50
Bank Fees				
3/08/2015	Debit	Commonwealth Bank of Australia	Merchant Fee - July 2015	84.45
21/08/2015	Debit	National Australia Bank	Fee for deposit book	5.00
28/08/2015	Debit	National Australia Bank	Connect Fee - Access & Usage Aug 15	39.24
31/08/2015	Debit	National Australia Bank	Account Fees Aug 15 Muni Account	58.70
31/08/2015	Debit	National Australia Bank	Account Fees Aug 15 Trust Account	20.00
31/08/2015	Debit	National Australia Bank	Account Fees Aug 15 DPI Account	20.00
			Sub-total	227.39
VISA Payments				
03/08/2015	1	Bunnings Group Ltd	Staff farewell gift card	100.00
03/08/2015	2	NAB	Monthly Visa fee	9.00
03/08/2015	3	Godfreys Online Store	Vacuum cleaner	106.00
03/08/2015	4	Ink Station	Toner cartridge	147.00
03/08/2015	5	The Cunderdin Mob	Refreshments & entertainment	39.00
03/08/2015	6	Westnet Pty Ltd	Westnet for July	89.95
			Sub-total	490.95
EFT Payments				
05/08/2015	EFT59	Carolyn Crane	Sitting fee & travel July Council meeting	105.00
05/08/2015	EFT60	Copier Support	Toners for Tabloid printer	260.00
05/08/2015	EFT61	Donald Thomson	Sitting fee & travel July Council meeting	140.20
05/08/2015	EFT62	Dustin McCreery	Sitting fee & travel July Council meeting	120.10
05/08/2015	EFT63	Michael Greenwood	Sitting fee & travel July Council meeting	159.50
05/08/2015	EFT64	Regional Concrete & Plumbing	Supply concrete for light towers	5280.00
05/08/2015	EFT65	Scott Uppill	Sitting fee & travel July Council meeting	224.70
05/08/2015	EFT66	Talis Consultants Pty Ltd	Tammin Infrastructure Valuation	4867.50
05/08/2015	EFT67	Tammin Post Office.	Stationery	91.22
05/08/2015	EFT68	Telstra	July 2015 - telephone & internet	472.44
05/08/2015	EFT69	Wheatbelt Office and Business Machines	Meter reading for Fuji Xerox Apeos port	183.31
13/08/2015	EFT70	CWA Tammin Branch	Catering July Council Meeting	40.00
13/08/2015	EFT71	Courier Australia	Freight charges	25.83
13/08/2015	EFT72	Crowe Certification	Building Surveying & EH Services	2750.00
13/08/2015	EFT73	DATAMARS Australia Pty Ltd TA Zee Tags	Cat & dog tags	69.21
13/08/2015	EFT74	Dennis Heppell	Limestone blocks for Bowling Club	4052.93
13/08/2015	EFT75	F-111 Engineering Pty Ltd	Maintenance work to Standpipes	24117.72
13/08/2015	EFT76	Regional Concrete & Plumbing	Leach drain repair	3079.36
13/08/2015	EFT77	WALGA	Association Membership subscription 2015-16	19937.04

20/08/2015	EFT78	Battery World Midland	Century truck batteries	458.00
20/08/2015	EFT79	Chafield's	Service on bus TNO	1665.57
20/08/2015	EFT80	CircusWA	2 x 1 hour workshop at Tammin Primary School	2048.20
20/08/2015	EFT81	Coodermuppin Hire & Haulage	Cartage spill/rubble to tip 22/08/15	286.00
20/08/2015	EFT82	Courier Australia	Freight charges - Library exchange	19.39
20/08/2015	EFT83	DKT Rural Agencies	Light globes; CRC; tape measure	145.40
20/08/2015	EFT84	Department of Fire and Emergency Services	DFES ESL Liability	4069.55
20/08/2015	EFT85	Gull Tammin Roadhouse	July 2015 - catering, drinks, papers	194.71
20/08/2015	EFT86	Hutton & Northey Sales	Parts for TN848 Case Loader	2.94
20/08/2015	EFT87	JR & A Hersey Pty Ltd	Spray mark; paint arm; gloves etc	862.59
20/08/2015	EFT88	Komatsu Australia Pty Ltd	Fuel filter and cartridges	718.08
20/08/2015	EFT89	LGRCEU	Union fees	300.90
20/08/2015	EFT90	McGrath Homes	Completion of Nottage Way houses	74691.00
20/08/2015	EFT91	Pan Pacific Perth	Accommodation - Local Government week	2570.00
20/08/2015	EFT92	Synergy	Electricity 05/06 - 03/08/15	5230.15
20/08/2015	EFT93	Telstra	Telephone 23/07 - 22/08/15	1717.09
20/08/2015	EFT94	WA Contract Ranger Services Pty Ltd	Ranger services July & August	911.62
20/08/2015	EFT95	Woodstock Electrical	Excavation of leach drain behind public toilets	412.50
27/08/2015	EFT96	Australia Post	Postage July 2015	65.60
27/08/2015	EFT97	Australian Taxation Office	July 2015 BAS	11257.35
27/08/2015	EFT98	Australian Taxation Office	July 2015 Fringe Benefit Tax	6449.07
27/08/2015	EFT99	Avon Waste	Domestic & street bin refuse collection	2107.76
27/08/2015	EFT100	Cunderdin Contract Grading	Maintenance grading of unsealed roads	15345.00
27/08/2015	EFT101	Donald Thomson	Sitting fee & travel August Council meeting	140.12
27/08/2015	EFT102	Dustin McCreery	Sitting fee & travel August Council meeting	120.83
27/08/2015	EFT103	Griffin Valuation Advisory	Infrastructure Assets	5720.00
27/08/2015	EFT104	Hills Concrete Products	Leach drain ends & leach d section	906.00
27/08/2015	EFT105	IT Vision	Monthly SynergySoft Fee	1925.00
27/08/2015	EFT106	Kellerberrin Tyre Service	Puncture repair and balancing - TN3	26.00
27/08/2015	EFT107	Michael Greenwood	Sitting fee & travel August Council meeting	137.96
27/08/2015	EFT108	Patricia Bell	Sitting fee & travel August Council meeting	105.00
27/08/2015	EFT109	Peerless Jal Pty Ltd	Toilet roll; paper towel; bin bags	490.51
27/08/2015	EFT110	Prestige Alarms	24 hour monitoring of security alarm system	143.00
27/08/2015	EFT111	Scott Uppill	Sitting fee & travel August Council meeting	224.70
27/08/2015	EFT112	Sports Base Construction Pty Ltd	Installation of True Draw Bowls surface	90860.00
27/08/2015	EFT113	WALGA	Procurement Consultancy Service Subscription	4015.00
27/08/2015	EFT114	Woodstock Electrical	Installation of lighting project at Bowling Club	23518.06
27/08/2015	EFT115	Wright Express Australia Pty Ltd (Puma)	Fuel - July 2015	3561.63
31/08/2015	EFT116	Prime Superannuation	Superannuation	77.98
31/08/2015	EFT117	REST Superannuation	Superannuation	942.42
31/08/2015	EFT118	WALG Superannuation	Superannuation	7183.93
			Sub-total	337,602.67
Salaries & wages				
12/08/2015		Shire of Tammin	Salaries & wages	19,368.82
26/08/2015		Shire of Tammin	Salaries & wages	18,465.56
			Sub-total	37,834.38
			Total	386,450.89

Attachment item 11.2 Financial Report August 2015.