



Minutes of the Shire of Tammin Ordinary Council Meeting held at Council chambers,
1 Donnan Street Tammin, on Thursday 25th February 2016.

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 Deputy Shire President Cr Crane declared the meeting open at 5.00pm

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Attendance

Cr C. Crane	Deputy President
Cr G. Batchelor	Member
Cr D. Thomson	Member
Peter Naylor	Chief Executive Officer
Nathan Gilfellow	A/Deputy Chief Executive Officer

Apologies

Nil

Leave of Absence

Cr S. Uppill	Granted OCM 15 December 2015
Cr M. Greenwood	Granted OCM 15 December 2015
Cr P. Bell	Granted OCM 25 February 2016

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Councillor Bell applied for leave of absence for the ordinary council meeting on 25 February 2016.

MIN 03/16 MOTION – MOVED Cr Crane seconded Cr Thomson

That Councillor Bell be granted leave of absence for the ordinary council meeting on 25 February 2016.

CARRIED 3/0

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 ORDINARY COUNCIL MEETING MINUTES - (15 December 2015)

Recommendation:

That the Minutes of the Ordinary Council meeting held on 15 December 2015 be confirmed as a true record of proceedings.

Simple Majority Required

MIN 04/16 MOTION – MOVED Cr Thomson seconded Cr Batchelor

That the Minutes of the Ordinary Council meeting held on 15 December 2015 be confirmed as a true record of proceedings.

CARRIED 3/0

7.2 SPECIAL COUNCIL MEETING MINUTES - (21 January 2016)

Recommendation:

That the Minutes of the Special Council meeting held on 21 January 2016 be confirmed as a true record of proceedings.

Simple Majority Required

MIN 05/16 MOTION – MOVED Cr Crane seconded Cr Thomson

That the Minutes of the Special Council meeting held on 21 January 2016 be confirmed as a true record of proceedings.

CARRIED 3/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Council congratulated Nathan Giffellon on his recent appointment to the position of Acting Deputy Chief Executive Officer with the Shire of Tammin.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. AGENDA ITEMS

10.1 List of Payments – December 2015

Location:	Shire of Tammin
Applicant:	Finance Officer
Date:	18 th February 2016
Author:	Sarah Symons
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	2 Pages

Background

Accounts paid for December 2015 is listed totaling:

Cheque numbers	6611 - 6614	\$8,051.48
Direct debit payments	1.12. - 31.12.2015	\$20,735.75
Licensing transfers	1.12. - 31.12.2015	\$8,757.95
Bank fees	1.12. - 31.12.2015	\$217.17
VISA payments	1.12. - 31.12.2015	\$300.28
EFT payments	EFT337 - 398	\$80,459.86
Salaries and Wages	1.12. - 31.12.2015	\$45,926.91
Total payments	1.12. - 31.12.2015	\$164,036.24

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 December 2015 be endorsed as follows:

Cheque numbers	6611 - 6614	\$8,051.48
Direct debit payments	1.12. - 31.12.2015	\$20,735.75
Licensing transfers	1.12. - 31.12.2015	\$8,757.95
Bank fees	1.12. - 31.12.2015	\$217.17
VISA payments	1.12. - 31.12.2015	\$300.28
EFT payments	EFT337 - 398	\$80,459.86
Salaries and Wages	1.12. - 31.12.2015	\$45,926.91
Total payments	1.12. - 31.12.2015	\$164,036.24

Simple Majority Required

MIN 06/16 MOTION – MOVED Cr Batchelor seconded Cr Thomson

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

Cheque numbers	6611 - 6614	\$8,051.48
Direct debit payments	1.12. - 31.12.2015	\$20,735.75
Licensing transfers	1.12. - 31.12.2015	\$8,757.95
Bank fees	1.12. - 31.12.2015	\$217.17
VISA payments	1.12. - 31.12.2015	\$300.28
EFT payments	EFT337 - 398	\$80,459.86
Salaries and Wages	1.12. - 31.12.2015	\$45,926.91
Total payments	1.12. - 31.12.2015	\$164,036.24

CARRIED 3/0

10.2 List of Payments – January 2016

Location:	Shire of Tammin
Applicant:	Finance Officer
Date:	18 th February 2016
Author:	Sarah Symons
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	2 Pages

Background

Accounts paid for January 2016 is listed totaling:

Cheque numbers	6615 – 6619	\$1,909.31
Direct debit payments	1.1. - 31.1.2016	\$6,347.17
Licensing transfers	1.1. - 31.1.2016	\$15,690.05
Bank fees	1.1. - 31.1.2016	\$235.90
VISA payments	1.1. - 31.1.2016	\$385.59
EFT payments	EFT399-446	\$70,132.72
Salaries and Wages	1.1. - 31.1.2016	\$31,392.64
Total payments	1.1. - 31.1.2016	\$126,093.37

Comment

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Environment

See attached reference point 15

Strategic Implications

Nil

Future Plan Implications

Nil

Community Consultation

Nil

Staff Recommendation

That the list of payments made for January 2016 be endorsed as follows:

Cheque numbers	6615 – 6619	\$1,909.31
Direct debit payments	1.1. - 31.1.2016	\$6,347.17
Licensing transfers	1.1. - 31.1.2016	\$15,690.05
Bank fees	1.1. - 31.1.2016	\$235.90
VISA payments	1.1. - 31.1.2016	\$385.59
EFT payments	EFT399-446	\$70,132.72
Salaries and Wages	1.1. - 31.1.2016	\$31,392.64
Total payments	1.1. - 31.1.2016	\$126,093.37

Simple Majority Required

MIN 07/16 MOTION – MOVED Cr Thomson seconded Cr Batchelor

That the list of payments made for January 2016 be endorsed as follows:

Cheque numbers	6615 – 6619	\$1,909.31
Direct debit payments	1.1. - 31.1.2016	\$6,347.17
Licensing transfers	1.1. - 31.1.2016	\$15,690.05
Bank fees	1.1. - 31.1.2016	\$235.90
VISA payments	1.1. - 31.1.2016	\$385.59
EFT payments	EFT399-446	\$70,132.72
Salaries and Wages	1.1. - 31.1.2016	\$31,392.64
Total payments	1.1. - 31.1.2016	\$126,093.37

CARRIED 3/0

10.3 Financial Report to 31/12/2015 and 31/01/2016

Location:	Shire of Tammin
Applicant:	A/Deputy Chief Executive Officer
Date:	18 th February 2016
Author:	Nathan Gilfellow
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	44 Pages (2 Documents)

Background

The Monthly Financial Report to 31 December 2015 and 31 January 2016 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.

Council has requested that additional notes be included in future financial reports to provide greater clarity on the variations between budget and actual income/expenditure.

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 31 December 2015 and 31 January 2016 be received.

Simple Majority Required

MIN 08/16 MOTION – MOVED Cr Thomson seconded Cr Batchelor

That the Financial Report for 31 December 2015 and 31 January 2016 be received.

CARRIED 3/0

10.4 Annual General Meeting of Electors

Location:	Shire of Tammin
Applicant:	Chief Executive Officer
Date:	11 th February 2016
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	8 Pages

Background

The Shire of Tammin General Meeting of Electors was held on Thursday 4th February 2016, followed by a Community Forum.

Minutes of the meeting have been circulated to Councillors.

Legislation requires Council to consider all decisions made at the Electors meeting at the next practicable Ordinary Council Meeting.

Comment

No issues were raised at the Electors Meeting in relation to the Shire of Tammin Annual Report and / or Shire of Tammin Audit Report for the 2014/15 Financial Year.

During the General Business period and the following Community Forum, the following matters were raised for Council consideration:

Future use of the surplus bowling green area

The future use of the bowling green area is open for community ideas and will certainly be raised during the community forum.

Ideas have already been presented that include development of tennis courts, additional car parking area with native garden presentation on the highway (southern) side, natural "green belt" area (as an attractive entrance to the Townsite from the west).

Funding opportunities will need to be sourced depending on final decision for the area.

Council will endeavour to maintain the area and keep neat and tidy until a decision is made.

Tammin Sports Ground

Several comments were raised in relation to the Sports Ground (Donnan Park) and many minor maintenance items that are in need of attention, also the best use for the change room areas.

The White Correllas are also causing damage to the oval (and other areas within the Townsite).

The CEO advised that Council is in the process of obtaining a Damage Licence from the Department of Parks and Wildlife which will approve a culling program to help control the birds.

The CEO to meet on-site with Nick Caffell to inspect the sports grounds to assess a works program.

Facilities need to be updated and modernised.

Uni-sex ablutions and change rooms be considered.

Improved signage.

Better use of umpires rooms.

Intersection of McLaren and Walston Streets

The intersection is very dangerous during harvest time when trucks are turning due to the tight corner and haphazard vehicle parking.

The Shire President advised that this has been raised previously and Council has included funds to upgrade the intersection on the 2015/16 budget. Works will be completed prior to 30th June 2016.

Shire of Tammin Roads Inspection

Comment was made in relation to wash outs on Shire roads following recent rainfall events.

The Shire President advised that these should be reported directly to the Shire office so damage can be inspected and attended to.

The Shire President also advised that annual road inspection will be carried out by Councillors and staff prior to the 2016/17 Budget process.

Tamma Village Fence

Funding has been included on the 2015/16 Budget to install a new fence at the back (western side) of Tamma Village. The CEO will be following up on this shortly.

Tammin Tennis Court Site

Whilst Mr Ron York tendered an apology for the meeting, he requested via email that the following be brought to attention for Council consideration:

"I am asking the Council to erect a plaque or some type of notice on the Tennis Club site to commemorate the grass courts and cement brick club house which were established in 1950 (approx.) and existed there for over 50 years.

The courts and club house were built by members of the community. They were an icon of the Tammin district and should be remembered for the future generations.

Could you discuss this at tonight's community forum?

I have many photos of the area and tennis club activities."

Parking area at the rear of the town hall

The parking area requires some maintenance to make it more user friendly.

It needs to be levelled and have better water run off.

Lighting would also be welcomed and make a lot safer.

Caravan Park / Chalet Accommodation / Road House

An enquiry was made in relation to the previously proposed caravan park idea.

The Shire President advised that this concept has been deferred due to the discontinuation of the Royalties for Regions Country Local Government Fund grant funding.

Comment was made that perhaps it is something that the Road House could consider as part of a development plan.

Installation of Cricket Net near new proposed Tennis Court/s

Proposal that if a new tennis court is to be developed on the surplus bowling green area a new cricket training wicket could be established in the same vicinity. This would help consolidate the summer sports into a single area.

Statutory Environment

Section 5.33 of the Local Government Act provides that:

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose,

whichever happens first.

- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

Policy Implications

Nil

Financial Implications

Nil at present, however budget allocations will be required to address many of the matters raised.

Strategic Implications

Nil

Community Consultation

Community Forum 4th February 2016.

Staff Recommendation

That:

1. The minutes of the Shire of Tammin Annual General Meeting of Electors held on Thursday 4th February 2016, be received.
2. Council considers the various matters raised at the Electors Meeting and following Community Forum for attention as required on a urgent and / or priority basis.

Simple Majority Required

MIN 09/16 MOTION – MOVED Cr Batchelor seconded Cr Thomson

That:

1. The minutes of the Shire of Tammin Annual General Meeting of Electors held on Thursday 4th February 2016, be received.
2. Council considers the various matters raised at the Electors Meeting and following Community Forum for attention as required on a urgent and / or priority basis.

CARRIED 3/0

10.5 Shared Chief Executive Officer Position Description

Location:	Shires of Tammin & Cunderdin
Applicant:	Resource Sharing Committee
Date:	11 th February 2016
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Yes
File Reference:	
Attachment/s:	4 Pages

The Chief Executive Officer, Peter Naylor, declares a Financial Interest.

Proposal/Summary

For Council to consider the recommendation from the CEO Resource Sharing Committee for adoption of the Draft Chief Executive Officer Position Description, Key Result Areas and Key Performance Indicators.

Background

The Resource Sharing Committee, at meeting held in Tammin on Tuesday 9th February 2016, resolved:

Moved Cr Gibsone, seconded Cr Crane

That the Resource Sharing Committee:

- 1. Endorses the draft Chief Executive Officers Position Description, Key Result Areas and Key Performance Indicators as presented.*
- 2. Recommends to the Shire of Cunderdin and the Shire of Tammin that the document be adopted.*
- 3. Recommends to the Shire of Cunderdin and the Shire of Tammin that the Key Result Areas and the Key Performance Indicators be reviewed at 30th September 2016, following the adoption of the 2016/17 Budget processes, and prior to the CEO annual performance appraisal.*

The draft document prepared and presented for consideration has been developed using the Shire of Tammin and Shire of Cunderdin current CEO position descriptions as a guide. The Key Result Areas and Key Performance Indicators were established by researching current CEO positions being advertised and utilising the most common generic requirements from each of those positions.

Comment

A copy of the draft Position Description has been circulated to Councillors along with a copy of the Resource Sharing Committee Minutes.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Community Consultation

Nil

Staff Recommendation

For Council consideration please.

Simple Majority Required

MIN 10/16 MOTION – MOVED Cr Crane seconded Cr Thomson

That Council:

1. Endorses and adopts the Shared Chief Executive Officer Position Description, including Key Result Area's and Key Performance Indicator's, as presented.
2. Acknowledges that the Key Result Areas and the Key Performance Indicators can be reviewed at 30th September 2016, following the adoption of the 2016/17 Budget processes, and prior to the CEO annual performance appraisal.

CARRIED 3/0

10.6 Biosecurity Management – Local Government Discussion Paper

Location:	Shire of Tammin
Applicant:	Cr Batchelor
Date:	11 th February 2016
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	32 Pages

Proposal/Summary

Council consideration to preparing a submission to the WA Local Government Association (WALGA) to assist the Association develop a policy position for local government on biosecurity management within Western Australia.

Background

WALGA prepared a discussion paper to help the Association to:

- Inform its biosecurity policy position;
- Identify gaps in information/tools/support for local government that need addressing;
- Identify opportunities to collaborate with other stakeholders; and
- Determine WALGA's future actions.

The discussion paper:

- Summarises post border biosecurity management in Western Australia, from a local government perspective;
- Proposes post border biosecurity management options for local government to consider; and
- Seeks local government feedback to ensure WALGA is working effectively and strategically, on behalf of the sector.

The document discusses biosecurity management and explores possible new policy options. WALGA proposes to use any feedback to inform proactive and productive future work.

Comment

Cr Batchelor attended a workshop, facilitated by WALGA, on the biosecurity management discussion paper in Merredin on Tuesday 2nd February 2016, and would like to the opportunity to discuss with Council with possible view of preparing a submission to WALGA.

A copy of the biosecurity management discussion paper is circulated with the Council Meeting agenda.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Community Consultation

Nil

Staff Recommendation

For Council consideration please.

Simple Majority Required

MIN 11/16 MOTION – MOVED Cr Crane seconded Cr Thomson

That:

1. The Shire of Tammin prepares a submission to the WA Local Government Association addressing the Biosecurity Management Discussion Paper.
2. Cr Batchelor and the Chief Executive Officer prepare the submission and circulate for Council approval prior to submitting to the WA Local Government Association.

CARRIED 3/0

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

12.1 March 2016 Ordinary Council Meeting – Change of Meeting Date

Council noted that the scheduled day for the March 2016 OCM is on Thursday 24 March 2016, which the day prior to the Easter Period.

MIN 12/16 MOTION – MOVED Cr Batchelor seconded Cr Thomson

That the Shire of Tammin March 2016 Ordinary Council Meeting be rescheduled to Wednesday 23 March 2016, commencing at 5:00pm.

CARRIED 3/0

13 CLOSURE OF MEETING

There being no further business the Deputy Shire President declared the meeting closed at 6:00pm.

14 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.*

PAYMENTS LIST DECEMBER 2015

Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
03/12/2015	6611	John Treloar	Reimbursement of camping bond	100.00
11/12/2015	6612	Glenice Batchelor	Refund of nomination deposit	80.00
21/12/2015	6613	Water Corporation	Water consumption 8/10 - 11/12/15	4,855.82
21/12/2015	6614	Shire of Chittering	Reimbursement for pro-rata LSL for Tom Findlay	3,015.66
			Sub-total	8,051.48
Direct Debit payments				
03/12/2015	Debit	Commonw ealth Bank of Australia	Eftpos Fee - November 15	29.48
09/12/2015	Debit	ClickSuper	Superannuation contributions	5,112.31
31/12/2015	Debit	Western Australian Treasury Corporation	WATC Loan 78/79/80 repayments	15,593.96
			Sub-total	20,735.75
Licensing Transfer				
01/12/2015	Debit	Department of Transport	LICENSING 27/11/15	335.55
02/12/2015	Debit	Department of Transport	LICENSING 30/11/15	104.80
03/12/2015	Debit	Department of Transport	LICENSING 01/12/15	227.30
07/12/2015	Debit	Department of Transport	LICENSING 03/12/15	305.30
08/12/2015	Debit	Department of Transport	LICENSING 04/12/15	393.45
09/12/2015	Debit	Department of Transport	LICENSING 07/12/15	23.00
10/12/2015	Debit	Department of Transport	LICENSING 08/12/15	343.85
11/12/2015	Debit	Department of Transport	LICENSING 09/12/15	1,055.85
15/12/2015	Debit	Department of Transport	LICENSING 11/12/15	505.45
16/12/2015	Debit	Department of Transport	LICENSING 14/12/15	277.80
17/12/2015	Debit	Department of Transport	LICENSING 15/12/15	355.25
18/12/2015	Debit	Department of Transport	LICENSING 16/12/15	652.75
21/12/2015	Debit	Department of Transport	LICENSING 17/12/15	132.00
22/12/2015	Debit	Department of Transport	LICENSING 18/12/15	530.60
23/12/2015	Debit	Department of Transport	LICENSING 21/12/15	47.70
24/12/2015	Debit	Department of Transport	LICENSING 22/12/15	2,313.40
29/12/2015	Debit	Department of Transport	LICENSING 23/12/15	467.30
30/12/2015	Debit	Department of Transport	LICENSING 24/12/15	686.60
			Sub-total	8,757.95
Bank Fees				
01/12/2015	Debit	Commonw ealth Bank of Australia	CBA Merchant Fee - Nov 15	62.13
01/12/2015	Debit	National Australia Bank	NAB Merchant Fee - Nov 15	22.00
04/12/2015	Debit	National Australia Bank	Deposit Book	5.00
22/12/2015	Debit	National Australia Bank	NAB Connect Fee - Access and Usage for Dec 15	37.24
31/12/2015	Debit	National Australia Bank	NAB Merchant Fee - Dec 15	22.00
31/12/2015	Debit	National Australia Bank	Account Fees Dec 15 for Muni Account	48.80
31/12/2015	Debit	National Australia Bank	Account Fees Dec 15 for Trust Account	20.00
			Sub-total	217.17
VISA Payments				
03/12/2015	VISA	Department of Environment Regulation	Clearing Permit App # DER2011/6895A1009228	200.00
03/12/2015	VISA	Caltex Mundaring	Fuel - 1TN	51.50
03/12/2015	VISA	SMS Bullet	SMS credits	39.78
03/12/2015	VISA	National Australia Bank	Monthly Visa fee for November 2015	9.00
			Sub-total	300.28
EFT Payments				
03/12/2015	EFT337	Carolyn Crane	November Council meeting	105.00
03/12/2015	EFT338	Covs Parts Pty Ltd	Depot stock/supplies	1,663.25
03/12/2015	EFT339	Donald Thomson	November Council meeting	140.20
03/12/2015	EFT340	Earthstyle Contracting Pty Ltd	Landscaping - 5 & 7 Nottage Way	665.50
03/12/2015	EFT341	F-111 Engineering Pty Ltd	New frame for cricket pitch marker	1,094.50
03/12/2015	EFT342	Gravel Road Pudding Co	Reimbursement of hall hire bond	300.00
03/12/2015	EFT343	IT Vision	Payroll Essentials workshop	770.00
03/12/2015	EFT344	LGRCEU	Union fees	123.00
03/12/2015	EFT345	Lord Mayors Distress Relief Fund	Donation to Esperance Fires Appeal	1,000.00
03/12/2015	EFT346	Michael Greenw ood	November Council meeting	133.95
03/12/2015	EFT347	Nick Caffell	Reimbursement of community bus bond	200.00
03/12/2015	EFT348	Patricia Bell	November Council meeting	105.00

03/12/2015	EFT349	Perfect Computer Solutions	Install AutoCAD LT 2K16 on Works PC	170.00
03/12/2015	EFT350	Scott Uppill	November Council meeting	224.70
03/12/2015	EFT351	Synergy	Electricity consumption 23/09 - 25/11/15	440.65
03/12/2015	EFT352	Telstra	Mobile plans - November 2015	687.58
03/12/2015	EFT353	The Murray Hotel	Staff accommodation - N Gilfellow	199.00
03/12/2015	EFT354	Wheatbelt Office and Business Machines	Meter reading for photocopier	92.41
11/12/2015	EFT355	Cancelled	Funds returned - incorrect bank details	
11/12/2015	EFT356	Betta Canvas	2 x shade mesh for Bow ling Club	4,000.00
11/12/2015	EFT357	BonserCo Pty Ltd	Repair of aircon in Chambers	675.40
11/12/2015	EFT358	Carolyn Crane	Refund of nomination deposit	80.00
11/12/2015	EFT359	Cunderdin Farmers Cooperative Company Ltd	Office and cleaning supplies	58.17
11/12/2015	EFT360	Data #3	Microsoft Office Professional Plus	1,123.28
11/12/2015	EFT361	Donald Thomson	Refund of nomination deposit	80.00
11/12/2015	EFT362	F-111 Engineering Pty Ltd	New line marker for Cricket Club	3,029.40
11/12/2015	EFT363	IT Vision	Monthly SynergySoft fee for November 2015	1,925.00
11/12/2015	EFT364	Nathan Gilfellow	Reimbursement of meal and parking charges	59.00
11/12/2015	EFT365	Shire of Merredin	Annual contributions - Wheatbelt Central Map & Guide mailouts and distribution	64.90
11/12/2015	EFT366	Tammin Post Office	Stationery & batteries	76.14
11/12/2015	EFT367	Telstra	Telephone and broadband - December 2015	1,050.71
11/12/2015	EFT368	WA Hino Sales & Service	Repairs to TN302	882.30
11/12/2015	EFT369	Wheatbelt Renovations	Show er fitting & mounting - Unit 1, Tamma Village	258.50
18/12/2015	EFT370	Alltools WA Pty Ltd	Wacker compactor	990.00
18/12/2015	EFT371	Carolyn Crane	December Council meeting	105.00
18/12/2015	EFT372	Courier Australia	Freight charges	11.21
18/12/2015	EFT373	Department of Fire and Emergency Services	2015/16 Quarter 2 Emergency Services Levy	6,804.33
18/12/2015	EFT374	Donald Thomson	December Council meeting	140.20
18/12/2015	EFT375	Greg Stephens	Reimbursements	31.80
18/12/2015	EFT376	Gull Tammin Roadhouse	November 2015 account	111.51
18/12/2015	EFT377	JR & A Hersey Pty Ltd	Stores/w orks supplies	776.13
18/12/2015	EFT378	Kellerberrin Tyre Service	Repair electrical issues - TN15	30.00
18/12/2015	EFT379	Michael Greenwood	December Council meeting	154.31
18/12/2015	EFT380	Patricia Bell	December Council meeting	105.00
18/12/2015	EFT381	Scott Uppill	December Council meeting	224.70
18/12/2015	EFT382	Synergy	Electricity consumption 03/10 - 01/12/15	4,518.85
22/12/2015	EFT383	Australia Post	Postage November 2015	84.09
22/12/2015	EFT384	Australian Taxation Office - BAS	November 2015 BAS	8,978.00
22/12/2015	EFT385	Avon Waste	Domestic refuse collection	1,769.76
22/12/2015	EFT386	Chatfield's	Seating and shade structure at Bow ling Club	19,467.97
22/12/2015	EFT387	DKT Rural Agencies	Gas bottle refill	143.00
22/12/2015	EFT388	Glenice Batchelor	December Council meeting	100.00
22/12/2015	EFT389	Jule Jugen	Reimbursement of Hall Hire Bond	100.00
22/12/2015	EFT390	Landgate	UV Interim Valuation	64.00
22/12/2015	EFT391	M2 Technology Group	Day/night service changes during Christmas period	79.75
22/12/2015	EFT392	Moylan Grain Silos	Hire of fencing	418.00
22/12/2015	EFT393	Radio West Network	Event promotion - FUSE Festival 2015	227.15
22/12/2015	EFT394	Shire of Quairading	NRM Contributions 01/07 - 31/10/15	5,234.46
22/12/2015	EFT395	T-Quip	Service and repairs to Toro mower	3,096.80
22/12/2015	EFT396	WA Contract Ranger Services Pty Ltd	Ranger services performed 23/11/15 and 10/12/15	397.37
22/12/2015	EFT397	Western Australian Local Government	Local Government Act short course	827.20
22/12/2015	EFT398	Wright Express Australia Pty Ltd (Puma)	Fuels & Oils - November 2015	3,991.73
			Sub-total	80,459.86
Salaries & wages				
02/12/2015		Shire of Tammin	Salaries & wages	15,442.37
16/12/2015		Shire of Tammin	Salaries & wages	15,144.47
23/12/2015		Shire of Tammin	Salaries & wages	14,926.91
			Sub-total	45,513.75
Total				164,036.24

Attachment item 11.1 Payments List January 2016

PAYMENTS LIST JANUARY 2016

Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
05/01/2016	6615	Water Corporation	Water consumption 17/10 - 15/12/15	289.42
06/01/2016	6616	Dawn Henry	Refund of Donnan Park Pavilion Bond	300.00
07/01/2016	6617	ACMA	Apparatus licence renewal fees	106.00
07/01/2016	6618	Tammin Senior Citizens Committee	Contribution towards Australia Day expenses	1,100.00
13/01/2016	6619	Water Corporation	Water consumption 1/11/15 - 6/1/16	113.89
			Sub-total	1,909.31
Direct Debit payments				
11/01/2016	Debit	ClickSuper	Superannuation Contributions - December 2015	5300.77
15/01/2016	Debit	Western Australian Treasury Corporation	Government Guarantee Fee	1,046.40
			Sub-total	6,347.17
Licensing Transfer				
06/01/2016	Debit	Department of Transport	LICENSING 04/01/16	394.95
07/01/2016	Debit	Department of Transport	LICENSING 05/01/16	167.50
08/01/2016	Debit	Department of Transport	LICENSING 06/01/16	1,794.75
11/01/2016	Debit	Department of Transport	LICENSING 07/01/16	47.70
13/01/2016	Debit	Department of Transport	LICENSING 11/01/16	559.40
14/01/2016	Debit	Department of Transport	LICENSING 12/01/16	1,002.05
15/01/2016	Debit	Department of Transport	LICENSING 13/01/16	53.20
18/01/2016	Debit	Department of Transport	LICENSING 14/01/16	1,460.35
19/01/2016	Debit	Department of Transport	LICENSING 15/01/16	724.40
20/01/2016	Debit	Department of Transport	LICENSING 18/01/16	286.55
21/01/2016	Debit	Department of Transport	LICENSING 19/01/16	213.70
22/01/2016	Debit	Department of Transport	LICENSING 20/01/16	371.80
25/01/2016	Debit	Department of Transport	LICENSING 21/01/16	535.00
27/01/2016	Debit	Department of Transport	LICENSING 22/01/16	325.55
28/01/2016	Debit	Department of Transport	LICENSING 25/01/16	7,213.45
29/01/2016	Debit	Department of Transport	LICENSING 27/01/16	539.70
			Sub-total	15,690.05
Bank Fees				
04/01/2016	Debit	Commonwealth Bank of Australia	CBA Merchant Fee - Dec 15	36.98
04/01/2016	Debit	National Australia Bank	NAB Merchant Fee - Dec 15	61.23
07/01/2016	Debit	National Australia Bank	NAB Transact Fee - Access and Usage for Dec 15	5.25
27/01/2016	Debit	National Australia Bank	NAB Connect Fee - Access and Usage for Dec 15	39.24
29/01/2016	Debit	National Australia Bank	Account Fees for Jan 16 for Muni Account	51.20
29/01/2016	Debit	National Australia Bank	Account Fees for Jan 16 for Trust Account	20.00
29/01/2016	Debit	National Australia Bank	NAB Merchant Fee - Jan 16	22.00
			Sub-total	235.90
VISA Payments				
04/01/2016	VISA	Post Office Kellerberrin	Land Title ID checks	156.00
04/01/2016	VISA	SMS Bullet	SMS credits	40.68
04/01/2016	VISA	Westnet Pty Ltd	Westnet for November 2015	179.90
04/01/2016	VISA	National Australia Bank	Monthly Visa fee for December 15	9.00
			Sub-total	385.58
EFT Payments				
07/01/2016	EFT399	Auspicious Arts Projects Inc	Royalties for The Lost WW1 Diary	29.90
07/01/2016	EFT400	Bunnings Group Ltd	Christmas lights	766.00
07/01/2016	EFT401	CY O'Connor Institute	Course fees - Certificate III in Local Government	249.61
07/01/2016	EFT402	Carolyn Crane	2016 Deputy Presidents Allowance	300.00
07/01/2016	EFT403	Courier Australia	Freight Charges	84.14
07/01/2016	EFT404	Farmways Kellerberrin	Show assembly	116.75
07/01/2016	EFT405	Gull Tammin Roadhouse	December 2015 Account	1,522.07
07/01/2016	EFT406	LGRCEU	Union fees	123.00
07/01/2016	EFT407	Officeworks	Stationery	68.88
07/01/2016	EFT408	Scott Uppill	2016 Presidential Allowance	1,200.00
07/01/2016	EFT409	Telstra	Mobile and broadband services - Jan 16	486.92
07/01/2016	EFT410	Woodstock Electrical	Electrical works @ Bowling Club	931.70
07/01/2016	EFT411	Wyalkatchem Weekly	Full page ads - Fuse Festival/Seniors lunch	50.00

13/01/2016	EFT412	APRA Ltd	Public performance licence fee 2015-16	241.78
13/01/2016	EFT413	BonserCo Pty Ltd	Replacement aircon at Cooinda	2,218.70
13/01/2016	EFT414	Crow e Certification	Building Surveying Services/Environmental Health Services	2,750.00
13/01/2016	EFT415	DKT Rural Agencies	Steel posts / tie wire	920.95
13/01/2016	EFT416	Dennis Heppell	Sand cartage & removal of clay - Nottage Way	605.00
13/01/2016	EFT417	GTS Gauge Transmitters Sw itches Pty Ltd	GPS Trip meter	1,208.79
13/01/2016	EFT418	Glenw arra Development Services	4th Quarter - Tow n Planning Service	1,375.00
13/01/2016	EFT419	Greg Stephens	Reimb. - removalist, pre-employment medical	2,940.00
13/01/2016	EFT420	Landgate	UV Interim Valuation	64.00
13/01/2016	EFT421	McLeods	CEO employment contract	7,876.01
13/01/2016	EFT422	OCLC (UK) Ltd	Amliib Annual Maintenance	1,467.28
13/01/2016	EFT423	Perfect Computer Solutions	Set up and test WebDav for tablets	255.00
13/01/2016	EFT424	Pommy Agricultural Labour	Supply of 3850 m3 of Gravel	4,235.00
13/01/2016	EFT425	Synergy	Street lighting 25/11 - 24/12/15	1,680.25
13/01/2016	EFT426	Telstra	Telephone and Broadband January 2016	967.46
13/01/2016	EFT427	WA Contract Ranger Services Pty Ltd	Ranger Service 21/12/15, 02/01/16 & 04/01/16	748.00
13/01/2016	EFT428	Wright Express Australia Pty Ltd (Puma)	Fuel December 2015	2,421.75
28/01/2016	EFT429	Australia Post	Postage December 2015	81.87
28/01/2016	EFT430	Australian Taxation Office - BAS	December 2015 BAS	9,517.00
28/01/2016	EFT431	Avon Waste	Domestic refuse collection	1,769.76
28/01/2016	EFT432	Carolyn Crane	Special Council Meeting - January 16	105.00
28/01/2016	EFT433	Chatfield's	Supply labour for grave digging 20/10/15	330.00
28/01/2016	EFT434	F-111 Engineering Pty Ltd	Modify spray unit on back of ute TN2232	1,974.50
28/01/2016	EFT435	Farmw ays Kellerberrin	Sundries for Bow ling Club Project	140.00
28/01/2016	EFT436	Felton Industries Pty Ltd	Bow ling Club Bench seats	3,652.00
28/01/2016	EFT437	Glenice Batchelor	Special Council Meeting - January 16	105.00
28/01/2016	EFT438	Hutton & Northey Sales	Parts for TN848 Case Loader	113.80
28/01/2016	EFT439	IT Vision	Monthly SynergySoft fee for December 2015	1,925.00
28/01/2016	EFT440	KW & AJ Sw ann	Grader w ork Yorkrakine area	6,448.75
28/01/2016	EFT441	LGRCEU	Union fees	123.00
28/01/2016	EFT442	Michael Greenw ood	Special Council Meeting - January 16	149.70
28/01/2016	EFT443	Northam Carpet Court	Supply and install carpet at Pavillion	5,236.00
28/01/2016	EFT444	Patricia Bell	Special Council Meeting - January 16	105.00
28/01/2016	EFT445	Radio West Netw ork	Christmas Greetings 2015	227.70
28/01/2016	EFT446	Scott Uppill	Special Council Meeting - January 16	224.70
			Sub-total	70,132.72
Salaries & wages				
13/01/2016		Shire of Tammin	Salaries & w ages	15,969.28
27/01/2016		Shire of Tammin	Salaries & w ages	15,423.36
			Sub-total	31,392.64
			Total	126,093.37

Attachment item 11.3 Financial Report December 2015 and January 2016.