



Minutes of the Shire of Tammin Ordinary Council Meeting held at Council chambers,
1 Donnan Street Tammin, on Thursday 19 March 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 4.00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Cr S. Uppill	President
Cr M. Greenwood	Member (4.04pm)
Cr D. McCreery	Member
Cr P. Bell	Member
Cr. D. Thomson	Member
Brian Jones	Chief Executive Officer

APOLOGIES

Cr C. Crane

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

<u>Councillor</u>	<u>Item Number</u>	<u>Nature of Interest</u>
Cr Greenwood	11.4, 11.5	Impartially Interest

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 ORDINARY COUNCIL MEETING MINUTES - (19 February 2015)

Recommendation:

That the Minutes of the Ordinary Council meeting held on 19 February 2015 be confirmed as a true record of proceedings.

MIN 13/15 MOTION – MOVED Cr Bell seconded Cr McCreery

That the Minutes of the Ordinary Council meeting held on 19 February 2015 be confirmed as a true record of proceedings.

CARRIED 4/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

The Shire President expressed condolences in regards to the passing of the Shire's Works Supervisor Mr. Scott Goodin who was tragically killed in a car accident on 3 March 2015. Scott was employed by the Shire since May 2011 and was well respected and a valuable member of our staff.

9. PETITIONS/DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10. REPORTS OF COMMITTEES / COUNCILLOR

Councillors provided updates on the following:

Cr S Uppill	WBN RRG at Koorda on 23 February 2015 EAVROC meeting held in Tammin on 24 February (minutes provided) Kellerberrin Sub Group RRG teleconference on 9 March 2015
Cr P Bell	TEVC meeting held on 18 March 2015

11. AGENDA ITEMS

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

Author- Jenny Gemund, CDO, 12 March 2015, Interest – Nil

BACKGROUND

Accounts paid for February 2015 is listed totaling:

Cheque numbers	6564 – 6571	\$4,355.08
Direct debit payments	01.02. – 28.02.2015	\$240.77
Licensing transfers	01.02. – 28.02.2015	\$12,320.95
Bank fees	01.02. – 28.02.2015	\$125.34
VISA payments	01.02. – 28.02.2015	\$360.35
EFT payments	EFT 1232 - 1295	\$76,457.85
Salaries and Wages	01.02. – 28.02.2015	\$42,952.45
Total payments	01.02. – 28.02.2015	\$136,812.79

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 February 2015 be endorsed as follows:

Cheque numbers	6564 – 6571	\$4,355.08
Direct debit payments	01.02. – 28.02.2015	\$240.77
Licensing transfers	01.02. – 28.02.2015	\$12,320.95
Bank fees	01.02. – 28.02.2015	\$125.34
VISA payments	01.02. – 28.02.2015	\$360.35
EFT payments	EFT 1232 - 1295	\$76,457.85
Salaries and Wages	01.02. – 28.02.2015	\$42,952.45
Total payments	01.02. – 28.02.2015	\$136,812.79

Simple Majority Required

MIN 14/15 MOTION – MOVED Cr Thomson seconded Cr McCreery

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

Cheque numbers	6564 – 6571	\$4,355.08
Direct debit payments	01.02. – 28.02.2015	\$240.77
Licensing transfers	01.02. – 28.02.2015	\$12,320.95
Bank fees	01.02. – 28.02.2015	\$125.34
VISA payments	01.02. – 28.02.2015	\$360.35
EFT payments	EFT 1232 - 1295	\$76,457.85
Salaries and Wages	01.02. – 28.02.2015	\$42,952.45
Total payments	01.02. – 28.02.2015	\$136,812.79

CARRIED 5/0

11.2 Financial Report to 28/02/2015 (FIN-05)

Author – Nathan Gilfellon, SFO, 13 March 2015, Interest – Nil

BACKGROUND

The Monthly Financial Report to 28 February 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 February 2015 be received.

Simple Majority Required

MIN 15/15 MOTION – MOVED Cr Bell seconded Cr Thomson

That the Financial Report for February 2015 be received.

CARRIED 5/0

11.3 Community Crop

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

Expressions of Interest were sought from all Tammin Sporting & Community groups as follows:

Arts Prize Committee; Bowling Club; Catholic Church; Christmas Tree; Combined Fellowship Committee; Cooina Economy Shop; Cricket Club; CWA; Golf Club; Junior Cricket Team; Junior Hockey Team; KATS Football Club; Ladies Hockey Club; P & C; Playgroup; Primary School; RSL; Senior Citizens Committee; South Tammin Catchment Group; St Marks Anglican Guild; Tammin Football Club; Tammin Volunteer Fire Service; Uniting Church; Yorkrakine Hall Committee.

COMMENT

At the close of submissions, the following expressions of interest were received:

Tammin P & C
Kats Football Club
Tammin Cricket Club
Tammin Golf Club
Tammin Women's Hockey Club
Tammin Bowling Club

STATUTORY ENVIRONMENT

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.

30. *Dispositions of property to which section 3.58 of Act does not apply*

(2) *A disposition of land is an exempt disposition if —*

(b) *the land is disposed of to a body, whether incorporated or not —*

(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

For Council consideration

Simple Majority Required

MIN 16/15 MOTION – MOVED Cr Greenwood seconded Cr McCreery

That Council agree to allow the Tammin P & C, Kats Football Club, Tammin Cricket Club, Tammin Golf Club, Tammin Women's Hockey Club and Tammin Bowling Club use of lot 52 Tammin Wyalkatchem Road during 2015, for the purpose of fundraising through a community crop.

The Shire to convene a meeting of representatives from each Club and they will then be responsible for coordinating the program and the Shire accepts no liability whatsoever.

CARRIED 5/0

Cr Greenwood left the meeting.

11.4 Notice of Motion - Electrical Service

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

Shire President, Cr Scott Uppill, has provided Notice that he intends to move the following motion at the March 2015 ordinary Council meeting:

That Council discontinues the Shire of Tammin Electrical Service and removes the position of Electrician and Apprentice Electrician from the Shire's staff structure, effective from no later than Friday 26 June 2015.

COMMENT

The Shire of Tammin Electrical Service has been the subject of review by the Council appointed Electrical Service Working Group and has been discussed on a number of occasions at Council.

STATUTORY ENVIRONMENT

5.36. Local government employees

(1) A local government is to employ —

(a) a person to be the CEO of the local government; and

(b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

MEMBER'S RECOMMENDATION

Moved Cr Uppill / Cr

That Council discontinues the Shire of Tammin Electrical Service and removes the position of Electrician and Apprentice Electrician from the Shire's staff structure, effective from no later than Friday 26 June 2015.

Simple Majority Required

MIN 17/15 MOTION – MOVED Cr Uppill seconded Cr Bell

That Council discontinues the Shire of Tammin Electrical Service and removes the position of Electrician and Apprentice Electrician from the Shire's staff structure, effective from no later than Friday 26 June 2015.

CARRIED 3/2

Cr Greenwood returned to the meeting.

11.5 Staff Structure - Works

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

Council's Works Supervisor Mr. Scott Goodin was tragically killed in a car accident on Tuesday 3 March 2015.

The CEO will soon be advertising to fulfill the position.

Council may wish to review the staff structure of the works crew before the recruitment process begins.

Council's current works crew structure is:

Works Supervisor	1
General Hands	4

COMMENT

Nil

STATUTORY ENVIRONMENT

5.36. Local government employees

(1) A local government is to employ —

(a) a person to be the CEO of the local government; and

(b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

For Council consideration

It was agreed not to change the staff structure of the works crew at this time

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 4.40 pm.

Tabled before the Ordinary Council Meeting on 16 April 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 February 2015

PAYMENTS LIST FEBRUARY 2015				
Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
02/02/2015	6564	Department of Transport	Special number plate series	200.00
05/02/2015	6565	Department of Transport	Special number plate series	200.00
19/02/2015	6566	Water Corporation	Water consumption 06/12/14 - 05/02/15	2,885.38
19/02/2015	6567	Lord Mayors Distress Relief Fund	Donations 14/15 as per budget	500.00
19/02/2015	6568	Royal Flying Doctor Service	Donations 14/15 as per budget	200.00
19/02/2015	6569		Cheque cancelled - printing issue	0.00
19/02/2015	6570	Department of Transport	Special number plate series	200.00
25/02/2015	6571	Shire of Tammin	Petty cash recoup - Feb 2015	169.70
			Sub-total	4,355.08
Direct Debit payments				
03/02/2015	Debit	Commonwealth Bank of Australia	Merchant & EFTPOS Fee - January 2015	51.77
04/02/2015	Debit	Westnet	Secondary DNS Mail Relay/ Email Virus Scanning	189.00
			Sub-total	240.77
Licensing Transfer				
02/02/2015	J2272	Department of Transport	Licensing 02/02/2015	40.40
04/02/2015	J2300	Department of Transport	Licensing 04/02/2015	128.70
05/02/2015	J2312	Department of Transport	Licensing 05/02/2015	4,504.25
06/02/2015	J2314	Department of Transport	Licensing 06/02/2015	696.30
09/02/2015	J2324	Department of Transport	Licensing 09/02/2015	2,362.85
10/02/2015	J2335	Department of Transport	Licensing 10/02/2015	1,633.15
12/02/2015	J2336	Department of Transport	Licensing 12/02/2015	248.10
17/02/2015	J2339	Department of Transport	Licensing 17/02/2015	373.95
18/02/2015	J2340	Department of Transport	Licensing 18/02/2015	222.15
19/02/2015	J2343	Department of Transport	Licensing 19/02/2015	639.80
20/02/2015	J2344	Department of Transport	Licensing 20/02/2015	52.00
23/02/2015	J2345	Department of Transport	Licensing 23/02/2015	466.25
25/02/2015	J2346	Department of Transport	Licensing 25/02/2015	396.90
27/02/2015	J2349	Department of Transport	Licensing 26/02/2015	556.15
			Sub-total	12,320.95
Bank Fees				
13/02/2015	Debit	National Australia Bank	NAB transact Fee - Access & Usage for Feb 2015	5.60
23/02/2015	Debit	National Australia Bank	NAB Connect Fee - Access & Usage for Feb 2015	31.24
27/02/2015	J2366	National Australia Bank	Account Fees for February 15 for DPI Account	20.00
27/02/2015	J2367	National Australia Bank	Account Fees for February 15 for Trust Account	20.00
27/02/2015	J2368	National Australia Bank	Account Fees for February 15 for Muni Account	48.50
			Sub-total	125.34
VISA Payments				
03/02/2015	VISA	Westnet	Internet	89.95
03/02/2015	VISA	Autosolve	Service 1 TN	258.00
03/02/2015	VISA	NAB	Credit card fees	9.00
03/02/2015	VISA	City of Melville	Parking CEO	3.40
			Sub-total	360.35

EFT Payments				
04/02/2015	EFT1232	Prime Super	Superannuation	68.59
04/02/2015	EFT1233	REST Superannuation	Superannuation	874.88
04/02/2015	EFT1234	WALG Superannuation	Superannuation	8,167.33
04/02/2015	EFT1235	LGRCEU	Union fee	38.80
04/02/2015	EFT1236	LGRCEU	Union fee	38.80
06/02/2015	EFT1237	BH Thomson & Sons	Refund of duplicate payment	1,868.70
06/02/2015	EFT1238	Courier Australia	Freight charges - UTS Soillec	14.30
06/02/2015	EFT1239	Eastern Hills Saw s & Mow ers Pty Ltd	Repairs TN SS , chains for saw	199.00
06/02/2015	EFT1240	F-111 Engineering Pty Ltd	Steel sheets for Unit 3 Tamma Village	145.84
06/02/2015	EFT1241	Gamato Manufacturing	Electrician - material	1,303.50
06/02/2015	EFT1242	D. Heppell	Gravel Cartage - Underw ood Rd	1,993.75
06/02/2015	EFT1243	Star Track Express Pty Limited	Parts & repairs Whipper Snipper	45.20
06/02/2015	EFT1244	Synergy	Electricity consumption 13/11/14 - 19/01/15	415.90
06/02/2015	EFT1245	Telstra	Broadband services - Library/Wireless; CEO, WS & E mobile, Ipad 18/01 - 17/02/15	773.38
06/02/2015	EFT1246	WA Contract Ranger Services	Ranger Services betw een 09/01 - 19/01/15	490.87
06/02/2015	EFT1247	Wheatbelt Office and Business Machines	Photocopies	613.75
19/02/2015	EFT1248	Australia Post	Postage & freight	52.00
19/02/2015	EFT1249	Bunnings	Electrician - material	547.50
19/02/2015	EFT1250	Copier Support	Tabloid Toner	182.50
19/02/2015	EFT1251	Courier Australia	Freight	96.41
19/02/2015	EFT1252	Cunderdin CRC	Advertising - Motow n concert	60.00
19/02/2015	EFT1253	Cunderdin Farmers Co-operative Co Ltd	Kettle - office	74.95
19/02/2015	EFT1254	Fulton Hogan	Ezstreet 22kg bag	2,006.40
19/02/2015	EFT1255	Gamato Manufacturing	Electrician - material	255.20
19/02/2015	EFT1256	Gull Tammin Roadhouse	January Account- new spapers,	552.36
19/02/2015	EFT1257	Hanson Construction Materials Pty Ltd	Blue metal	3,414.49
19/02/2015	EFT1258	D. Heppell	Gravel Cartage - Underw ood Rd	1,237.50
19/02/2015	EFT1259	Indian Ocean Hotel	Accommodation for S Symons - Trellis training	600.00
19/02/2015	EFT1260	Kellerberrin Tyre Service	New tyre and fitting - TN2	310.00
19/02/2015	EFT1261	MM Electrical Merchandising	Electrician - material	518.63
19/02/2015	EFT1262	Prestige Alarms	24 hr monitoring of security system	143.00
19/02/2015	EFT1263	Rural Press Regional Media (WA) Pty Ltd	Ad council meeting dates	155.25
19/02/2015	EFT1264	Shire of York	Tbs account maintenance	548.24
19/02/2015	EFT1265	Synergy	Pow er usage for Sept 2014	3,189.90
19/02/2015	EFT1266	Telstra	Telephone & internet	3,065.27
19/02/2015	EFT1267	Thompson Signs	Supply of 2 x signs and frames 'McLaren Street'	2,442.00
19/02/2015	EFT1268	Valley Ford	15k service	325.00
19/02/2015	EFT1269	Wright Express Australia (Puma)	Fuel - January 2015	2,844.11
26/02/2015	EFT1270	Actrol	Electrician - material	166.44
26/02/2015	EFT1271	Ambience Air	Supply split air conditioner - Unit 1: Tamma Village	1,280.00
26/02/2015	EFT1272	Australian Taxation Office	January BAS 2015	20,197.83
26/02/2015	EFT1273	P. Bell	Sitting fee & travel reimbursement	105.00
26/02/2015	EFT1274	C.Y.O'Connor	Course Fee for C742 Certificate III in Local Governm	547.40
26/02/2015	EFT1275	Cannon Hygiene	Prorata sanitary unit monthly service	845.51
26/02/2015	EFT1276	Cunderdin Contract Grading	Construction of 250 meter section of Underw ood Rd	4,158.00
26/02/2015	EFT1277	R. Daniels	Supply of gravel - second payment	30.50
26/02/2015	EFT1278	G. Dixon	Reimbursement of Community Bus Bond	200.00
26/02/2015	EFT1279	DKT Rural Agencies	20 Ridley - entrance door set, depot consumables,	180.50
26/02/2015	EFT1280	F-111 Engineering Pty Ltd	Inspection and testing of backflow prevention devices at oval, tyres TN 302	523.60
26/02/2015	EFT1281	Landgate	Rural UV interim valuation, title search	101.00
26/02/2015	EFT1282	D. McCreery	Sitting fee & travel reimbursement	114.36
26/02/2015	EFT1283	Not Too Dusty Plant Hire	Wet hire of w ater truck	4,488.00
26/02/2015	EFT1284	Pacific Brands Workwear	Uniform	276.10
26/02/2015	EFT1285	Perfect Computer Solutions Pty Ltd	Recover file/ repair Outlook on Admin computer	170.00
26/02/2015	EFT1286	Regional Concrete & Plumbing	Repairs U 10 & U1 Tamma Village	390.50
26/02/2015	EFT1287	Shire of York	Reimbursements - TBS Equip Mtce (phone system)	156.64
26/02/2015	EFT1288	S. Symons	Meal reimbursements - Trellis Training	113.57
26/02/2015	EFT1289	Tammin Hotel	Refreshments	234.00
26/02/2015	EFT1290	Thomson Donald.	Sitting fee & travel reimbursement	140.19
26/02/2015	EFT1291	UHY Haines Norton	Budgeting Workshop, 20 February - N Giffellon	880.00
26/02/2015	EFT1292	Uppill, Scott	Sitting fee & travel reimbursement	224.69
26/02/2015	EFT1293	WA Contract Ranger Services	Ranger Services betw een 04/02 - 16/02/15	490.87
26/02/2015	EFT1294	WH Smith & Co	Electrician - material	729.85
26/02/2015	EFT1295	Wyalkatchem Weekly	2 x Advert for Motow n Extravaganza	40.00
			Sub-total	76,457.85

Salaries & wages				
11/02/2015		Shire of Tammin	Salaries & wages	21,484.73
25/02/2015		Shire of Tammin	Salaries & wages	21,467.72
			Sub-total	42,952.45
			Total	136,812.79

Attachment item 11.2 Financial Report February 2015.