



MINUTES of

ORDINARY COUNCIL MEETING

Held on 27 June 2023 at 4 pm

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)
Deputy Mayor R Crouch
Cr T Bower
Cr S Burrows
Cr L Doran
Cr McMullen
Cr T O'Connor
Cr L Petrov
Cr T Toomey

Apologies: Mrs K Jessep, General Manager
Ms T Averay, Executive Director Infrastructure & Development

Mrs C Valencius, Acting General Manager
Mr S Williams Acting Executive Director Corporate & Community
Staff: Mr Clint Fitzsummons – Acting Executive Director, Infrastructure and Development
Mr M Raby, Public Legacy Space Program Project Manager
Mr M Ahammed, Manager Finance & IT
Ms L Chalmers, Executive Support Officer (Minute Clerk)

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1 OPENING & WELCOME

The Chair declared the meeting opened at 4:00pm.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded the attendees from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

The Mayor noted that Cr Doran had advised she would be late to the meeting and the minutes would reflect the time of her arrival.

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

Nil.

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES 23 MAY 2023 ORDINARY MEETING

RESOLUTION 11.06/23

Moved: Cr Tara Toomey

Seconded: Cr Tom O'Connor

That Council adopt the minutes of the Ordinary Meeting 23 May 2023 as a true and correct record.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran

CARRIED 8/0

7.2 CONFIRMATION OF MINUTES HELD 30 MAY 2023 EXTRAORDINARY MEETING**RESOLUTION 12.06/23****Moved:** Cr Tim Bower**Seconded:** Cr Bruce McMullen**That the Minutes of 30 May 2023 Extraordinary Meeting be adopted as a true and correct record.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Leanne Doran**CARRIED 8/0****8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)**

The Chair advised there were no late, urgent and supplementary items or reports of business.

9 WRITTEN REPORTS FROM DELEGATES**9.1 WRITTEN DELGATE ACTIVITY REPORT FROM THE MAYOR FOR MAY 2023****RESOLUTION 13.06/23****Moved:** Mayor Robert Bell**Seconded:** Cr Tom O'Connor**That Council receive the Mayor's Delegate Activity Report for May 2023.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Leanne Doran**CARRIED 8/0**

9.2 DELEGATE'S REPORT - NEW ENGLAND WEEDS AUTHORITY UPDATE**RESOLUTION 14.06/23****Moved:** Cr Tim Bower**Seconded:** Cr Lone Petrov

That Council receive the verbal Delegate's Report from Cr Tim Bower 27 June 2023 – New England Weeds Authority update (written report tabled).

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran

CARRIED 8/0**10 PUBLIC FORUM**

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES**13.1 MINUTES OF URALLA TOWNSHIP AND ENVIRONS COMMITTEE - RECOMMENDATIONS TO COUNCIL - JUNE 2023****RESOLUTION 15.06/23****Moved:** Cr Tara Toomey**Seconded:** Cr Sarah Burrows

That Council receive and note the Minutes of the UTEC meeting held on 6th June 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran

CARRIED 8/0

14 REPORTS TO COUNCIL

14.1 MEMBERSHIP - S355 URALLA AND ENVIRONS COMMITTEE - UTEC

RESOLUTION 16.06/23

Moved: Cr Tara Toomey

Seconded: Cr Sarah Burrows

That Council:

- i. accept the membership application received from Ms Beth Platford to the S355 Uralla Township and Environs Committee; and
- ii. note the withdrawal of the application for membership to the Committee of Mr Mark McDiarmid.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran

CARRIED 8/0

14.2 PIONEER PARK PROJECT UPDATE REPORT

RESOLUTION 17.06/23

Moved: Cr Tara Toomey

Seconded: Cr Sarah Burrows

That Council:

1. Endorses Stage 1 of the Pioneer Park Project comprising Project Deliverables: D1. Survey and Design for the project area; D2. Contractor Preliminaries; D3. Contractor Demolition; D4. Contractor Levels and Grading D5. Contractor Materials and Finishes – including 5.1 Concrete Paving; 5.2 Soil; 5.3 Turf; 5.4 Concrete Wall; 5.5 Concrete Seating; D6. Concrete Entry Statement; D7.1 Community Designed Artwork for Pathway; D8.1 Install Artwork to Pathway; D9 Planting including 9.1 Native Massed Plantings; 9.2 Trees; D10. Procurement and installation of Furniture; D11. Signage; and D12. A Project Plan for Stage 2;
2. Endorses Stage 2 of the Pioneer Park Project comprising Project Future Deliverables:
 - D7. Artwork including - 7.2 Community Designed Artwork for Walls; 7.3 Community Designed Artwork for Seating; 7.4 Community Designed Artwork for Entry Statement;
 - D8. Install Artwork - 8.2 to Walls; 8.3 to Seating; 8.4 to Entry Statement

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran

CARRIED 8/0

14.3 WORKS PROGRESS REPORT - JUNE 2023**RESOLUTION 18.06/23****Moved:** Cr Sarah Burrows**Seconded:** Deputy Mayor Robert Crouch**That Council note the Works Progress Report as at 13 June 2023.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Leanne Doran

CARRIED 8/0

SUSPENSION OF STANDING ORDERS**RESOLUTION 19.06/23****Moved:** Deputy Mayor Robert Crouch**Seconded:** Cr Sarah Burrows**A motion was moved that Council suspend standing orders.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Leanne Doran

CARRIED 8/0

Cr Doran arrived at 4:26pm

RESUMPTION OF STANDING ORDERS**RESOLUTION 20.06/23****Moved:** Deputy Mayor Robert Crouch**Seconded:** Cr Tom O'Connor**A motion was moved that Council resume standing orders.**

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.4 QUARTERLY BUDGET REVIEW STATEMENT - THIRD (3) QUARTER 2022-2023

RESOLUTION 21.06/23

Moved: Cr Tom O'Connor

Seconded: Deputy Mayor Robert Crouch

That Council:

1. note the Third Quarter Review Statement – Third Quarter 2022-2023 for the financial year 2022-2023;
2. adopt the adjustments to the budget allocations for Revenue (page 56 of the Business Paper), Expenses (page 57 of the Business Paper) and CAPEX (Page 58 of the Business Paper); and
3. advise the General Manager that the statement *COUNCIL IMPLICATIONS – Legal and Risk Management “Corporate Governance – the first, second and third quarter budgets comply with legislative requirements. This risk is assessed as low.”* is incorrect as Clause 203 (1) requires the budget review statement to be prepared and submitted to the council not later than 2 months after the end of each quarter. This requirement of the Regulations was not complied with for either the first (submitted 13 December 2022) or the third quarter (submitted to this meeting 27 June 2023).

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.5 MONTHLY FINANCE REPORT FOR MAY 2023

RESOLUTION 22.06/23

Moved: Cr Tom O'Connor

Seconded: Cr Tara Toomey

That Council receive the Monthly Finance Report for May 2023 noting that pages 63 and 64 are replaced with the handout given at meeting.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.6 INVESTMENTS AT 31 MAY 2023**RESOLUTION 23.06/23****Moved: Cr Tom O'Connor****Seconded: Cr Lone Petrov****That Council note:**

1. The cash position as at 31 May 2023 consisting of cash and overnight funds of \$2,152,559 and term deposits of \$20,750,000 totalling \$22,902,559 of readily convertible funds; and
2. The majority of Council's cash is externally restricted and not available for day to day operational expenditure. Unrestricted cash as at 31 May, 2023 estimated to be \$2million with the final value to be confirmed upon audit of financial statements for the year.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against: Nil****CARRIED 9/0****14.7 LOANS AS AT 31 MAY 2023****RESOLUTION 24.06/23****Moved: Cr Tom O'Connor****Seconded: Deputy Mayor Robert Crouch****That Council note the loan position as at 31 May, 2023 totalling \$1,519,072.22****For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey****Against: Nil****CARRIED 9/0****14.8 STATEMENT OF BUSINESS ETHICS****RESOLUTION 25.06/23****Moved: Deputy Mayor Robert Crouch****Seconded: Cr Leanne Doran****That Council adopt the Statement of Business Ethics 2023**

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.9 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 20 JUNE 2023

RESOLUTION 26.06/23

Moved: Cr Tom O'Connor

Seconded: Cr Sarah Burrows

That Council note the Resolution Action Status Report as at 20 June 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

At 5:22 pm, Cr Tom O'Connor left the meeting.

At 5:23 pm, Cr Tom O'Connor returned to the meeting.

15 CONFIDENTIAL MATTERS

RESOLUTION 27.06/23

Moved: Cr Bruce McMullen

Seconded: Cr Sarah Burrows

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 Investigation of option to acquire properties for executive staff

This matter is considered to be confidential under Section 10A(2) - c of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

RESOLUTION 29.06/23**Moved:** Cr Leanne Doran**Seconded:** Cr Tom O'Connor**That Council return to Open Session of Council.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**CARRIED 9/0****16 COMMUNICATIONS OF COUNCIL DECISIONS**

The Chair communicated the Council decisions from the closed session.

RESOLUTION 30.06/23**Moved:** Cr Leanne Doran**Seconded:** Cr Tom O'Connor**That resolutions of Closed Session of Council become the resolutions of Open session of Council.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**CARRIED 9/0****15.1 INVESTIGATION OF OPTION TO ACQUIRE PROPERTIES FOR EXECUTIVE STAFF****RESOLUTION 28.06/23****Moved:** Mayor Robert Bell**Seconded:** Cr Tom O'Connor

Council note the report on the investigation of the option for Council to purchase residential property for executive staff to rent so that they can live and interact in the local community and give further consideration to this in twelve months' time following the scheduled consideration of Council's revenue needs during the next six to nine months.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil

17 CONCLUSION OF MEETING

The meeting was closed at 5:27pm.

Council Minutes confirmed by **Mayor Robert Bell** 25 July 2023. **Resolution #02.07/23**

CONFIRMED