



ORDINARY MEETING OF COUNCIL

**Held at 1:00pm
On 22 November 2016**

ROLL CALL

Councillors:

Cr M Pearce (Mayor)
Cr R Bell (Deputy Mayor)
Cr B Crouch
Cr M Dusting
Cr N Ledger
Cr L Sampson
Cr I Strutt
Cr T Toomey
Cr K Ward

Staff:

Mr A Hopkins, General Manager
Mr T Seymour, Director-Infrastructure & Regulation
Mrs R Leahy, Acting Executive Manager Governance and Information/Community & Culture
Mr S Paul, Chief Financial Officer
Mrs D Williams, Minute Clerk

MINUTES

Minutes of the Uralla Shire Council at an Ordinary Meeting
held at 1:00pm on 22 November 2016

Resolution
Number

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The Meeting Commenced at: 1:00pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), and Councillors, R Bell, B Crouch, M Dusting, N Ledger, L Sampson, I Strutt, T Toomey, K Ward, General Manager (Mr A Hopkins), Director-Infrastructure & Regulation (Mr T Seymour), Chief Financial Officer (Mr S Paul), Acting Executive Manager Governance & Information/Community & Culture (Mrs R Leahy), Minute Clerk (Mrs D Williams).

1. OPENING & WELCOME

PRAYER

ACKNOWLEDGEMENT TO COUNTRY

APOLOGIES/REQUESTS FOR LEAVE OF ABSENCE

There were no Apologies declared.

Requests for Leave of Absence were submitted by, Mayor Michael Pearce and Deputy Mayor Robert Bell.

MOTION

Leave of Absence

01.11/16 MOVED (Crs B Crouch /I Strutt) CARRIED

That the requests for Leave of Absences from the Mayor Michael Pearce and Deputy Mayor Robert Bell, be approved.

DISCLOSURES & DECLARATION OF INTERESTS

At request of the Chair, the Minute Clerk tabled details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 22 November 2016 meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
Cr B Crouch	Item 4	Non-pecuniary	Current Chair of Bundarra Committee

PROCEDURAL MOTION

02.11/16 MOVED (Crs M Dusting/L Sampson) CARRIED

Motion to move from standing orders and proceed Urgent Supplementary & Late Items of Business to hear the Late Reports Item A, Audited Annual Financial Statements 2015/16, and Late Report Item B, 2016/17 – 1st Quarter Budget Review Statements immediately following the presentation from the auditor.

PRESENTATION FROM AUDITOR

Council auditor Mr Paul Cornell delivered a half hour presentation to Council regarding Council's Audited Annual Financial Statements.

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6. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

ITEM A Audited Annual Financial Statements 2015/16

ITEM B 2016/17 – 1st Quarter Budget Review Statements

Department: Finance

Submitted by: Chief Financial Officer

Reference: Late Report: Item A

Subject: Audited Annual Financial Statements 2015/16

03.11/16 MOVED (Crs K Ward/R Bell) CARRIED

COUNCIL RESOLUTION:

That the Auditor's Report and Annual Financial Statements for the year ended 30 June 2016 be adopted.

OFFICER'S RECOMMENDATION:

That the Auditor's Report and Annual Financial Statements for the year ended 30 June 2016 be adopted.

Department: Finance

Submitted by: Chief Financial Officer

Reference: ITEM B

Subject: 2016/17 – 1st Quarter Budget Review Statements

04.11/16 MOVED (Crs M Dusting/ I Strutt) CARRIED

COUNCIL RESOLUTION:

1. That the first quarter budget review summary for the 2016/17 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;
3. That expenditure to be revoted from 2015/16 be adopted.

OFFICER'S RECOMMENDATION:

1. That the first quarter budget review summary for the 2016/17 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;
3. That expenditure to be revoted from 2015/16 be adopted;

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes to be confirmed include:

- Ordinary Meeting of 25 October 2016
- Closed Session of Ordinary Meeting of 25 October 2016

05.11/16 MOVED (Crs I Strutt/ B Crouch) CARRIED

That the Minutes of the Ordinary Meeting held on 25 October 2016, including the Closed Session of Ordinary Meeting of 25 October 2016 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

MATTERS ARISING FROM THE MINUTES

There were no Matters arising.

3. ANNOUNCEMENTS

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The Mayor congratulated staff member Rechelle Leahy (Executive Manager Governance & Information/Community & Culture) on her prestigious appointment to the National Rural Women's Coalition.

The Mayor also congratulated and thanked staff on Councils' recent achievements at the Regional Development Australia Northern Inland NSW Innovation Awards.

4. TABLING OF REPORTS & PETITIONS

There were no reports or petitions tabled.

5. PRESENTATIONS & DEPUTATIONS

PRESENTATIONS

Speakers in Order of Presentation:

The Chair introduced the Speakers in order of Presentation as follows:-

1. Name: Ms Daphne Field

Subject: DA 54-2016

Ms Field gave a presentation on her views regarding DA 54-2016 and how she believes it may affect the surrounding neighbourhood.

Cr T Toomey thanked Ms Field for her Presentation to Council.

2. Name: Mr Allan Rummery

Subject: 21 Rowan Avenue, Stormwater Issue

Mr Rummery gave a presentation outlining the difficulty he experiences with stormwater on his property and his views about the 'upstream' causes, including piping, of the problems he experiences.

Cr N Ledger thanked Mr Rummery for his Presentation to Council.

DEPUTATIONS

There were no deputations to council.

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7. COUNCILLOR REPORTS & WRITTEN REPORTS FROM DELEGATES

Councillors in turn provided a brief verbal summary of their Council related activities during the reporting period and submitted written Delegate Reports comprising details as follows:-

Cr Michael Pearce

DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/10	New England Local Area Command – Police Awards	Armidale.
27/10	Hit the Ground Running – Councillor training/workshop	Tamworth
31/10	Councillor Training/Workshop	Uralla
1/11	Mayors Office - admin	Uralla
2/11	2AD radio interview Community Safety Precinct Committee meeting - CSPC	Armidale
2/11	Solar Energy workshop	Uralla
3/11	Sod turning ceremony, Armidale hospital.	Armidale
4/11	Country Mayors Association meeting.	Sydney
7/11	Mayors Office – Admin Uralla Bowling Club. Wall art and handprints with St Joseph school children.	Uralla
8/11 – 11/11.	Travel to Toowoomba regarding National Local Roads and Transport Congress, 8/11 till 11/11.	Toowoomba
13/11	Bundarra Anglican Church – 150 years Anniversary activities,	Bundarra,
14/11	Mayors Office - Admin	Uralla
15/11	Mayors Office - Admin	
16/11	2AD Radio interview NAMOI Council meeting via SKYPE. Mayors Office - Admin	Uralla
17/11	Mayors Office - Admin	Uralla
18/11	Northern Inland Innovations Awards night. Regional Development Australia.	Inverell
21/11	Mayors Office - Admin	Uralla
22/11	Mayors Office – Admin November Council Meeting.	

Cr Bob Crouch

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/16	OLG workshop	Tamworth
02/11/16	VIC subcommittee	Uralla
10/11/16	Planning workshop/ finance workshop	Uralla
07/11/16	Bundarra s355	Bundarra
15/11/16	Meeting with GM re Bundarra Anglican Church land	Uralla
22/11/16	Ordinary Council Meeting	Uralla

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Cr Mark Dusting

DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/10/16	Ordinary Council Meeting	USC
	New England Weeds Association	Armidale
26/10/16	Jobs Australia	Armidale
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
31/10/16	Councillor Workshop – Blackadder	USC
02/11/16	Central Northern Regional Library	Tamworth
08/11/16	Council Strategic Planning Workshop	USC
11/11/16	Remembrance Day Service	Armidale
13/11/16	Anglican Church 150 years Celebrations	Bundarra
14/11/16	New England Weeds Association	Armidale
16/11/16	Australia Day Committee	Uralla

Cr Levi Sampson

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
31/10/16	Councillor Workshop – Blackadder	USC
16/11/16	Australia Day Committee	Uralla

Cr Isabel Strutt

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
29/10/16	Thunderbolt Festival	Uralla
08/11/16	Council Strategic Planning Workshop	USC
11/11/16	Remembrance Day Service	Uralla
13/11/16	Anglican Church 150 years Celebrations	Bundarra
21/11/16	Solar Citizens Meeting	Armidale
22/11/16	Council Meeting	

Cr Robert Bell

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
31/10/16	Councillor Workshop – Blackadder	USC
08/11/16	Council Strategic Planning Workshop	USC
10/11/16	Uralla Central School Presentation Night	Uralla
11/11/16	Remembrance Day Service	Uralla

Cr Tara Toomey

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
31/10/16	Councillor Workshop – Blackadder	USC
2/11/16	Visitor Information Centre/Library meeting	USC
08/11/16	Council Strategic Planning Workshop	USC

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Cr Kevin Ward

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
29/10/16	Thunderbolt Festival	Uralla
31/10/16	Councillor Workshop – Blackadder	USC
08/11/16	Council Strategic Planning Workshop	USC

Cr Natasha Ledger

DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/10/16	Jobs Australia Committee	Armidale
27/10/16	'Hit the Ground Running' Councillor Workshop	Tamworth
29/10/16	Thunderbolt Festival	Uralla
16/11/16	Australia Day Committee	Uralla
31/10/16	Councillor Workshop – Blackadder	USC
08/11/16	Council Strategic Planning Workshop	USC

8. MAYORAL MINUTE

Department: Mayor

Submitted by: Mayor, Michael Pearce

Reference: MM 22/11

Subject: LGNSW Annual Conference, Sydney – 16th to 18th October, Wollongong

06.11/16 MOVED (Crs I Strutt/ B Crouch) CARRIED

COUNCIL RESOLUTION:

That the report be received and noted.

COUNCILLOR'S RECOMMENDATION:

That the report be received and noted.

RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

There were no recommendations for items to be considered in the confidential section.

9. REPORTS FROM THE GENERAL MANAGER

Department: General Manager's Office

Submitted by: General Manager

Reference: Item 1

Subject: 2015-16 Annual Report

07.11/16 MOVED (Crs B Crouch /I Strutt) CARRIED

COUNCIL RESOLUTION:

That:

1. Council express their appreciation to and thank staff for maintaining effective delivery to our community during a very trying year.
2. Council's Annual Report 2015-16, as attached, be received and adopted, subject to

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amendments, if any, as determined by council in Item 7 of this meeting and,

3. The Annual Report be provided to the Office of Local Government and uploaded onto Council's website.

OFFICER'S RECOMMENDATION:

That:

1. Council's Annual Report 2015-16, as attached, be received and adopted; and
2. The Annual Report be provided to the Office of Local Government and uploaded onto Council's website.

Department: General Manager

Submitted by: General Manager

Reference: Item 2

Subject: New England Weeds Authority – Annual Report

08.11/16 MOVED (Crs M Dusting/N Ledger) CARRIED

COUNCIL RESOLUTION:

1. That the New England Weeds Authority Annual Report be received and noted.
2. That the NEWA staff be commended on their work over the last twelve months.

OFFICER'S RECOMMENDATION:

That the New England Weeds Authority Annual Report be received and noted.

Department: General Manager's Office

Submitted by: General Manager

Reference: Item 3

Subject: 2016/17 Operational Plan Performance Report – First Quarter Progress Report

09.11/16 MOVED (Crs I Strutt/B Crouch) CARRIED

COUNCIL RESOLUTION:

That Council receive and note the 2016/17 Operational Plan First Quarter Progress Report.

OFFICER'S RECOMMENDATION:

That Council receive and note the 2016/17 Operational Plan First Quarter Progress Report.

Department: General Manager

Submitted by: Andrew Hopkins

Reference: Item 4

Subject: Bundarra s355 Committee

10.11/16 MOVED (Crs M Dusting/N Ledger) CARRIED

COUNCIL RESOLUTION:

That:

- a) Council endorse the establishment of a committee consistent with s355 of the Local Government Act 1993 for the purposes of managing the Bundarra School of Arts Hall and for providing advice to and working with Council for the benefit of Bundarra and its surrounding community.

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- b) Council name the committee the Bundarra School of Arts Hall Committee.
- c) Council adopt the "Uralla Shire Council Bundarra 355 Committee Constitution" as endorsed by the Bundarra community at the meeting of 7th November 2016, noting the name change in accordance with b.
- d) Council call for membership to the committee in accordance with the relevant provisions of the constitution in c.
- e) Council delegate an annual budget of \$250 for incidental hall management expenses and note the constitution at c) be amended to reflect such.

Cr B Crouch was absent for vote.

Cr B Crouch returned to the room at 2:50pm

OFFICER'S RECOMMENDATION:

That:

- a) Council endorse the establishment of a committee consistent with s355 of the Local Government Act 1993 for the purposes of managing the Bundarra School of Arts Hall and for providing advice to and working with Council for the benefit of Bundarra and its surrounding community.
- b) Council name the committee the Bundarra School of Arts Hall Committee.
- c) Council adopt the "Uralla Shire Council Bundarra 355 Committee Constitution" as endorsed by the Bundarra community at the meeting of 7th November 2016, noting the name change in accordance with b.
- d) Council call for membership to the committee in accordance with the relevant provisions of the constitution in c.
- e) Council delegate an annual budget of \$250 for incidental hall management expenses and note the constitution at c) be amended to reflect such.

10. CORPORATE & COMMUNITY REPORTS

Department: Organisational Services - Finance

Submitted by: Simon Paul – Chief Financial Officer

Reference: Item 5

Subject: Cash at Bank and Investments

11.11/16 MOVED (Crs K Ward/N Ledger) CARRIED

COUNCIL RESOLUTION:

That:

Council note the cash position as at 31 October, 2016 consisting of cash and overnight funds of \$3,233,750, term deposits of \$8,500,000 totalling \$11,733,750 of readily convertible funds.

OFFICER'S RECOMMENDATION:

That:

Council note the cash position as at 31 October, 2016 consisting of cash and overnight funds of \$3,233,750, term deposits of \$8,500,000 totalling \$11,733,750 of readily convertible funds.

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Department: Governance & Information and Community & Culture
Submitted by: Executive Manager Governance and Information
Reference: Item 6
Subject: Thunderbolts Festival – Sponsorship Agreement Report

12.11/16 MOVED (Crs R Bell/N Ledger) CARRIED

That:

1. Council note the attached documentation provided by Thunderbolts Festival Co-ordinators Bevely Stubberfield and Leanne Cooper on 11 November 2016, including:
 - Thunderbolts Festival Risk Assessment;
 - Rotary Duty of Discharge Report;
 - Rotary Insurance Certificate of Currency;
 - Thunderbolts Festival Report to Uralla Shire Council;
 - Thunderbolts Management Plan;
2. Council agree to request the written annual report and financials be provided to Council at least one week prior to the February 2017 Council meeting. This report is to include a summary of the economic benefits to the Uralla Shire from the event and is to cover matters such as participant numbers and demographic information of visitors
3. Council note that Uralla Shire Council was showcased as the major sponsor on all event and promotional material;
4. That the collection and return of 100 chairs from the Memorial Hall be included in Council's provision of non-cash sponsorship;
5. That the Thunderbolt's Festival Co-ordinators be congratulated on presenting an excellent festival.

OFFICER'S RECOMMENDATION:

That:

1. Council note the attached documentation provided by Thunderbolts Festival Co-ordinators Bevely Stubberfield and Leanne Cooper on 11 November 2016, including:
 - Thunderbolts Festival Risk Assessment;
 - Rotary Duty of Discharge Report;
 - Rotary Insurance Certificate of Currency;
 - Thunderbolts Festival Report to Uralla Shire Council;
 - Thunderbolts Management Plan;
2. Council agree to request the written annual report and financials be provided to Council before the next Council Meeting of 20 December 2016, including a summary of the economic benefits to the Uralla Shire from the event covering matters such as participant numbers and demographic information of visitors as requested in the resolution by Council of 27 June 2016;
3. That Council note a Traffic Management Plan was not received regarding the event by the end of September and that the Risk Management Plan and Event Management Plan attached were received in November and not September as requested in the Council resolution;
4. That Council note in the Council resolution of 27 June 2016 a requirement was that Uralla Shire Council be showcased as the major sponsor on all event and promotional material, attached is a copy of the brochure provided for the event with the reference to Uralla Shire Council;

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5. That Council consider the below request made in the Thunderbolts Festival Report to Council:

‘the Committee would like to please request Council’s consideration be given for an item to be included, being, the collection and return of 100 chairs from the Memorial Hall, in the Council provision of non-cash sponsorship up to a maximum of \$5,000 as stated in correspondence dated 19 July, 2016 from Acting General Manager Mr. George Cowan. This item would become item (k) the collection and return of 100 chairs from the Memorial Hall;

ADJOURNMENT

13.11/16 MOVED (Crs R Bell/M Pearce) CARRIED

Motion to have a fifteen minute adjournment commencing at 3:00pm.
The meeting resumed at 3:17pm

Department: Governance and Information | Community and Culture

Submitted by: Rechelle Leahy

Reference: Item 7

Subject: Code of Conduct – Complaint Statistics Report

PROCEDURAL MOTION

14.11/16 MOVED (Cr K Ward/M Dusting) CARRIED

Motion to Move to Whole of Committee

Councillors held a detailed discussion on the above item.

PROCEDURAL MOTION

15.11/16 MOVED (Cr B Crouch/I Strutt) CARRIED

Motion to Resume Standing Orders

16.11/16 MOVED (Crs B Crouch/M Dusting) CARRIED

COUNCIL RESOLUTION:

That:

- (1) Council formally seek advice from the Office of Local Government about the number of Code of Conduct complaints which should be reported for the 2015-16 reporting year.
- (2) Council seek extension for submission of formal report to Office of Local Government if necessary.
- (3) Staff prepare and submit a report based on advice received from the Office of Local Government.

OFFICER’S RECOMMENDATION:

That:

- (1) Council note this report to be submitted within the statutory time frame as required to the Office of Local Government before 30 November 2016;

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11. ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE REPORTS

Department: Infrastructure & Regulation

Submitted by: Director of Infrastructure & Regulation

Reference: Item 8

Subject: Development Approvals and Refusals for October 2016

17.11/16 **MOVED (Crs R Bell/T Toomey) CARRIED**

COUNCIL RESOLUTION:

That Council receive and note the development approvals and refusals for October 2016.

OFFICER'S RECOMMENDATION:

That Council receive and note the development approvals and refusals for October 2016.

Department: Infrastructure & Regulation

Submitted by: Interim Director Infrastructure & Regulation

Reference: Item 9

Subject: Works Progress & Planning Report as at 31 October 2016

18.11/16 **MOVED (Crs K Ward/I Strutt) CARRIED**

COUNCIL RESOLUTION:

That the report be received and noted for the works completed or progressed during October 2016, and works programmed for November 2016.

OFFICER'S RECOMMENDATION:

That the report be received and noted for the works completed or progressed during October 2016, and works programmed for November 2016.

Department: Infrastructure & Regulation

Submitted by: Acting Director Infrastructure & Regulation

Reference: Item 10

Subject: Green Waste Processing

19.11/16 **MOVED (Crs B Crouch/R Bell) CARRIED**

COUNCIL RESOLUTION:

That Council:

1. Accept the offer from Davis Earthmoving and Contracting for the RFT for Green Waste Processing as contained in the report from NIRW;
2. The General Manager be authorised to proceed and sign the necessary documentation.

COUNCIL RESOLUTION:

That Council:

1. Accept the offer from Davis Earthmoving and Contracting for the RFT for Green Waste Processing as contained in the report from NIRW;
2. The General Manager be authorised to proceed and sign the necessary documentation.

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Department: Infrastructure & Regulation
Submitted by: Acting Director Infrastructure & Regulation
Reference: Item 11
Subject: Heritage Advisory Services Summary – November 2016

20.11/16 **MOVED (Crs T Toomey /I Strutt) CARRIED**

COUNCIL RESOLUTION:

That the Heritage Advisory Services Summary dated 8 November 2016 be received and noted by Council.

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Services Summary dated 8 November 2016 be received and noted by Council.

Department: Infrastructure & Regulation
Submitted by: Acting Director Infrastructure & Regulation
Reference: Item 12
Subject: Heritage Advisory Services Summary – Overview

21.11/16 **MOVED (Crs T Toomey/M Dusting) CARRIED**

COUNCIL RESOLUTION:

That the report providing an overview of the heritage services provided by Uralla Shire Council be noted and that the Mayor, Cr T Toomey, Heritage Advisor and Manager Town Planning and Regulation be authorised to assess and determine grant applications from the Local Heritage Fund.

OFFICER'S RECOMMENDATION:

That the report providing an overview of the heritage services provided by Uralla Shire Council be noted and that the Mayor, Heritage Advisor and Manager Town Planning and Regulation be authorised to assess and determine grant applications from the Local Heritage Fund.

12. MOTIONS ON NOTICE

There were no motions on notice.

13. SCHEDULE OF ACTIONS

As at 16 November 2016.

14. CONFIDENTIAL BUSINESS

There was no confidential business to be heard.

15. AUTHORITY TO AFFIX THE COMMON SEAL

There were no authority to affix the common seal.

16. CLOSURE OF MEETING

There being no further business, the Chair declared the meeting closed at: 4:11pm

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COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
MAYOR:	