



# MINUTES

## Ordinary Council Meeting

Thursday 24<sup>th</sup> October 2024

Commencing at 10:00 AM

Held in the Council Chambers, 23 Hack St Sandstone

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**ORDINARY COUNCIL MEETING HELD ON  
THURSDAY 24<sup>th</sup> OCTOBER 2024  
MINUTES SUMMARY and TABLE OF CONTENTS**

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## MINUTES and STAFF REPORTS

### ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 24<sup>th</sup> OCTOBER 2024

#### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 10:00 am.

#### 2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS

Without discussion unless otherwise determined.

#### 3 ATTENDANCES

##### 3.1 Present

###### Elected Members

Cr B (Bethel) Walton	Shire President (and Presiding member of this Meeting)
Cr V (Vicki) McQuie	Deputy Shire President
Cr C (Carol) Hodshon	
Cr D (David) Lefroy	

###### Staff Members

Mr Peter Money	Chief Executive Officer
Mr Patrick O'Brien	Works Manager

###### Visitors

Nil

##### 3.2 Apologies

Cr J (James) Allison	
Cr M (Mark) Kevill	
Ms Tracey Weiss	Deputy Chief Executive Officer

##### 3.3 Approved Leave of Absence

Nil

**4 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6 DECLARATIONS OF INTEREST****6.1 Declarations of Financial Interest**

Nil

**6.2 Declarations of Proximity Interest**

Nil

**6.3 Declarations of Indirect Financial Interest**

Nil

**6.4 Declarations of Impartiality Interest**

Nil

**7 PUBLIC QUESTION TIME**

Nil

**8 CONFIRMATIONS OF MINUTES FROM PREVIOUS MEETINGS****8.1 Ordinary Meeting of Council held on the 26<sup>th</sup> September 2024****95/24****Officer Recommendation**

That the Minutes of the Ordinary Meeting of Council held on 26<sup>th</sup> September 2024 be confirmed as a true and accurate record of proceedings.

**Resolution No. 95/24**

That the Minutes of the Ordinary Meeting of Council held on 26<sup>th</sup> September 2024 be confirmed as a true and accurate record of proceedings.

**MOVED: Cr V McQuie****SECONDED: Cr D Lefroy****CARRIED (4/0)****FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy****AGAINST:**

## 9 PRESENTATIONS

### 9.1 Petitions

Nil

### 9.2 Presentations

Mr Jamie Turner and Ms Karan Heath made a presentation to the Council outlining the outcome of a public meeting proposing a community park on Oroya Street Sandstone. Draft plans for the proposal were presented to the Council.

The President thanked the proponents for their presentation and advised the proponents to make a formal submission to the Council for their consideration.

### 9.3 Deputations

Nil

### 9.4 Delegates/Councillor's Reports

Cr Lefroy presented the outcomes of the MRVC in Mt Magnet

President Cr Walton reported on the significant outcome of the WALGA AGM.

President Cr Walton reported on the outcomes and matters highlighted in from her attendance at a Roundtable discussion held in Perth consisting of Level 4 local governments.

## 10 OFFICERS REPORTS

### 10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

#### 10.1.1 Status Report Update – September 2024

96/24

<b>Agenda Reference:</b>	CEO 10/24 - 01
<b>Name of Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	18 <sup>th</sup> October 2024
<b>Previous References:</b>	Various
<b>Author:</b>	Peter Money, Chief Executive Officer

#### Summary

The purpose of this report is to advise Council on the status of its decisions from previous Council meetings.

#### Attachments

Nil

## Background

It is important that Council receives an update on the outcome of its resolutions on a regular basis.

## Comment

Document has been updated to include Progress made on Council decisions.

Status Update
---------------

**Resolution No** 31/17

**Item No** 10.1.7

**Action** That the plaque recognizing George Dent at Hacks Mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new heritage park.

### Responses/ Updates

03/05/2017 Letter sent to the family of George Dent advising Council decision.

19/03/2018 Ceramic photo of George Dent received from family for inclusion on plaque at Heritage Park.

07/10/2020 Article in Midwest Times re lack of recognition of George Dent  
Busy Bee to be arranged.

Wall in Memorial Park Constructed. Information to be displayed on Wall to be determined.

*Need to Determine the Setout of Plaques to be attached to the Wall in Memorial Park. Policy to be created so all plaques are the same.*

*Currently looking at what other Councils may have.*

10/01/2024 The family has been contacted and been asked to forward a proposed script for the plaques to be placed at Memorial Park and outside of Hacks Mine. The family has also been advised that the Council does not support the change in the name of Hack Street in Sandstone townsite and no further comment will be made on that matter.

31/01/2024 No further correspondence since this date.

17/04/2024 This is an item for discussion in the Briefing Session of 24/04/2024.

10/05/2024 The applicants have been advised of the Council decision. Shire staff are pursuing suppliers who will make these plaques.

15/07/2024 Plaques have been designed and the size of the plaques and the locations need to be confirmed.

25/09/2024 Purchase order issued for manufacture and delivery of the signs.

\*\*\*\*\*

**Resolution No** 91/21

**Item No** 10.1.5

**Action** Reserves Change of Purpose



That Council

1. advise the Department of Planning, Lands and Heritage, that they have no objection to the proposed change of purpose.
2. request that all “Commons” within the Shire, except for the Sandstone Town Common, be relinquished and amalgamated into the adjoining pastoral stations.

<b>Reserve Number</b>	<b>Original Gaz</b>	<b>Original 1</b>	<b>Reserve Class</b>	<b>Reserve Area</b>
9959	3448	24/11/1905	C	15535.8820000000
10022	133	26/01/1906	C	6581.5152000000
14645	4504	4/12/1914	C	1926.3037000000
17984	662	13/04/1922	C	1957.6643000000
17011	1174	16/08/1918	C	5034.3713000000

### Responses/ Updates

- 29/11/2021** Letter to Department of Planning, Lands and Heritage advising Council resolution as above.
- 31/03/2023** Sought comments again regarding item two.
- 15/07/2023** Followed up this email.
- 15/07/2023** Made enquiries regarding excising part of Reserve 11714 for Industrial/commercial purposes, or having the reserve amended to include PTL.
- 26/07/2023** Discussion with Contract Town Planner regarding Reserve 11714.
- 02/02/2024** There is no further update on this matter.
- 27/02/2024** I contacted Planning Consultant Marc Halsall to ask if he knew at what stage this matter was at. He doesn't know about this matter; it must have been sent direct to the DLPH. However, he advised the Council should reconsider the proposed disposal of this land as he said it is the only land the Council owns around these former townsites. If development should ever happen in the future the Council has no land with which to negotiate with any mining or other developments that might arise. He advised against disposing of these parcels.
- 21/03/2024** Resolution No. 20/24 subsequent to Resolution No. 91/21  
Council resolved to advise the DPLH that all Commons within the Shire are to be retained and not relinquished and amalgamated into adjoining pastoral stations.
- 02/04/2024** Request sent advising of the reversal of the Council decision and asking to cancel any proposed actions. No response received yet.

.....

**Resolution No** 53/24  
**Item No** 13.1  
**Action** Land Acquisition/Allocation Application

That Council approves an application to the Department of Lands, Planning and Heritage to seek acquisition / allocation of the following properties as identified in the mapping at attachment 1 :

- Portions of Reserve for Town Common (Lot 302) including:
- the old Main Roads site (3km east of town),
- other land to the west of town (reserve 11714 – includes old borrow pit area),
- Portion of the Town Common on the western side of the entry to the Tip Site,
- Portion of Town Common zoned for Rural Townsite SCA2 east of town.
- Portion reserve 12100 (lot 300), Portion reserve 13902, and Portion of Vacant Crown Land zoned industrial west of town
- Reserve for Explosives Magazine (Reserve 11441) currently vested Dept Mines Industry Regulation and Safety
- Lot 405 Mt Magnet-Leinster Road (UCL) (south of caravan park
- Old Hospital Site (Reserve 10897) – currently vested with Dept of Health
- Portion Lot 402 UCL southeast of the Mt Magnet Leinster Road and telephone tower

### Responses/ Updates

- 01/06/2024** Contacted Town Planner Marc Halsall to advise Council’s decision and asked for him to arrange a meeting with DPLH
- 17/06/2024** Marc Halsall advised he is arranging a meeting with DPLH for October 2024 to coincide with the WALGA AGM.
- 28.08.2024** Correspondence has been sent to Department of Health asking for relinquishing of Lot 10897, the Hospital Reserve.

.....

**Resolution No** 94/24

**Item No** 13.1

**Action** Offer to Purchase Residential Land 6 Griffith Street

That Council authorises unbudgeted expenditure of \$20,000 to make an offer to purchase vacant land at 6 Griffith Street Sandstone.

That Council makes an offer to purchase 6 Griffith Street Sandstone for the sum of \$20,000 and transfer fees to be paid by the Shire.

- 26.08.2024** The seller was advised of Council decision and send an acceptance of Council’s offer.
- 27.08.2028** Settlement agent contacted and asked to process the sale.
- 15.10.2024** Settlement is underway and expected resolved by mid November 2024.

### Consultation

Various

### Statutory Environment

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

That Council accepts the Status Update for the month of September 2024.

**Resolution No. 96/24**

That Council accepts the Status Update for the month of September 2024.

**MOVED: Cr C Hodshon**

**SECONDED: Cr V McQuie**

**CARRIED (4/0)**

**FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy**

**AGAINST:**

<b>Agenda Reference:</b>	CEO 10/24 – 02
<b>Location/Address:</b>	None
<b>Name of Applicant:</b>	None
<b>Disclosure of Interest:</b>	None
<b>Date of Report:</b>	22 <sup>nd</sup> October 2024
<b>Author:</b>	Peter Money, Chief Executive Officer

### Summary

To report on actions performed under delegated authority for the month of September 2024.

### Attachments

Nil

### Background

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority.

### Comment

The following table outlining the actions performed within the organisation, relative to delegated authority for the month of September 2024, is submitted to Council for information.

<b>Date</b>	<b>Delegation Ref</b>	<b>Person / Classes Affected</b>
9/09/2024	F1 - D11 Payment Procedure Municipal Fund	CREDITORS 09.09.24
9/09/2024	F1 - D11 Payment Procedure Municipal Fund	CREDITORS 09.09.24
11/09/2024	F1 - D11 Payment Procedure Municipal Fund	PAY 11.09.24 CREDITORS
17/09/2024	F1 - D11 Payment Procedure Municipal Fund	17.09.24 CREDITORS
20/09/2024	F1 - D11 Payment Procedure Municipal Fund	20.09.24 CREDITORS
20/09/2024	F1 - D11 Payment Procedure Municipal Fund	20.09.24 CREDITORS
25/09/2024	F1 - D11 Payment Procedure Municipal Fund	PAY 25.09.24

### Consultation

Nil

### Statutory Environment

*Local Government Act 1995 Section 9.49A*

**Policy Implications**

Nil

**Financial Implications**

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

That Council, in accordance with section 5.46 of the *Local Government Act 1995*, accept the report outlining the actions performed under delegated authority for the month of September 2024.

**Resolution No. 97/24**

That Council, in accordance with section 5.46 of the *Local Government Act 1995*, accept the report outlining the actions performed under delegated authority for the month of September 2024.

**MOVED: Cr D Lefroy**

**SECONDED: Cr V McQuie**

**CARRIED (4/0)**

**FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy**

**AGAINST:**

**Agenda Reference:** CEO 10/24 - 03  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 4 October 2024  
**Author:** Peter Money, Chief Executive Officer

### Summary

This item recommends Council adopts the dates for Ordinary Meetings of the Council for 2025 and advertises in accordance with Regulations.

### Attachments

Nil

### Background

A local government is required to approve meeting dates for the following year and advertise those dates on its website.

### Comment

The following schedule of Ordinary Meetings of the Sandstone Shire Council for the year 2025 is recommended for the following dates:

January	No Meeting
February	27 <sup>th</sup>
March	27 <sup>th</sup>
April	24 <sup>th</sup>
May	22 <sup>nd</sup>
June	26 <sup>th</sup>
July	24 <sup>th</sup>
August	28 <sup>th</sup>
September	25 <sup>th</sup>
October	23 <sup>rd</sup>
November	27 <sup>th</sup>
December	18 <sup>th</sup>

Meeting dates for the Annual Electors Meeting and Audit Committee will be advertised in due course.

### Consultation

Nil

### Statutory Environment

Local Government (Administration) Regulations 12.2

### Policy Implications

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Strategic Community Plan

### **Voting Requirements**

Simple Majority

### **Staff Recommendation**

That Council approves the following dates for its Ordinary Meetings for 2025 and approves the dates to be advertised on the Council's website:

January	No Meeting
February	27 <sup>th</sup>
March	27 <sup>th</sup>
April	24 <sup>th</sup>
May	22 <sup>nd</sup>
June	26 <sup>th</sup>
July	24 <sup>th</sup>
August	28 <sup>th</sup>
September	25 <sup>th</sup>
October	23 <sup>rd</sup>
November	27 <sup>th</sup>
December	18 <sup>th</sup>

### **Resolution No. 98/24**

That Council approves the following dates for its Ordinary Meetings for 2025 and approves the dates to be advertised on the Council's website:

January	No Meeting
February	27 <sup>th</sup>
March	27 <sup>th</sup>
April	24 <sup>th</sup>
May	22 <sup>nd</sup>
June	26 <sup>th</sup>
July	24 <sup>th</sup>
August	28 <sup>th</sup>
September	25 <sup>th</sup>
October	23 <sup>rd</sup>
November	27 <sup>th</sup>
December	18 <sup>th</sup>

**MOVED: Cr D Lefroy**

**SECONDED: Cr C Hodshon**

**CARRIED (4/0)**

**FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy**

**AGAINST:**

**Agenda Reference:** CEO 10/24 - 04  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Justin Baker  
**Disclosure of Interest:** Nil  
**Date of Report:** 15 October 2024  
**Author:** Peter Money, Chief Executive Officer

**Summary**

That Council considers the offer to purchase land at 12 and 14 Green Street.

**Attachments**

Nil

**Background**

Council has expressed interest in purchasing suitable blocks of vacant land for either future resale of for use for Council purposes. Letters have been sent to the owners of selected blocks of land asking if they are interested in selling their land.

**Comment**

The owner of numbers 12 and 14 Green Street has advised that he is no longer interested in building on these blocks and is offering the land for sale to Council.

It is not necessary to define the specific purpose of acquiring the land but it can be resolved at a later time that land will be for either Council purposes or for conditional resale.

**Consultation**

Nil

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

This will be unbudgeted expenditure

**Voting Requirements**

Absolute majority



**Officer Recommendation**

That Council accepts the offer to purchase 12 and 14 Green Street and authorises the Chief Executive Officer to negotiate with the seller to arrange the purchase. This is unbudgeted expenditure and will be allocated to account 13604 Purchase of Land.

**Resolution No. 99/24**

**MOVED: Cr C Hodshon**

**SECONDED: Cr V McQuie**

That Council accepts the offer to purchase 12 and 14 Green Street and authorises the Chief Executive Officer to negotiate with the seller to arrange the purchase. This is unbudgeted expenditure and will be allocated to account 13604 Purchase of Land.

**CARRIED (4/0)**

**By Absolute Majority**

**FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy**

**AGAINST:**

## 10.2 FINANCIAL REPORTS

### 10.2.1 Financial Statement for the month of September 2024

100/24

<b>Agenda Reference:</b>	F 10/24 – 01
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 <sup>th</sup> October 2024
<b>Author:</b>	Debby Barndon, Accountant

#### Summary

The Statement of Financial Activity report for the month ending 30th September 2024 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

#### Attachments

10.2.1 (1) Financial Statements - September

#### Comments

Total Income reports a 9.38% variance on anticipated budget expectations.  
Total Expenditure shows a variance of 8.53 %.

Further explanations of variances at sub program level can be seen within the financial statements.

#### Capital Expenditure

A detailed look at capital expenditure can be found in note 8.

#### Summary of Cash on Hand – Shire of Sandstone at 30<sup>th</sup> September 2024

Municipal Cheque Account - On-line (BWA)	\$1,301,708.89
Municipal Cheque Account - On-line (ComBiz)	\$1,325,355.47
Municipal Investment Account - On-line (ComBiz)	\$493.00
Trust Bank Term Deposit	\$250,000.00
Cash on Hand	\$1,450 .00
Reserve Term Deposits (ComBiz)	\$5,478,869.00

## **Consultation**

Chief Executive Officer

## **Statutory Environment**

*Local Government (Financial Management) Regulations 1996 - Regulations 34 (1A) and 17.*

The Regulations require a Local Government to prepare each month a statement of financial activity, accompanied by relevant documents and that this information must be presented to Council at an Ordinary Meeting within 2 months after the end of the month.

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

## **Risk Implications**

The Financial Activity report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

To mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies, and procedures, which fall under the responsibility of the Chief Executive Officer as laid out in the ***Local Government (Financial Management Regulations) 1996*** regulation 5, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly, and monthly checks to ensure that the integrity of the data provided is reasonably assured.

## **Voting Requirements**

Simple Majority

## **Officer Recommendation**

That in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity and the Investment Report for the period ending 30<sup>th</sup> September 2024 be received, and all other statements noted.

**Resolution No. 100/24**

That in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity and the Investment Report for the period ending 30<sup>th</sup> September 2024 be received, and all other statements noted.

**MOVED:** Cr D Lefroy

**SECONDED:** Cr V McQuie

**CARRIED (4/0)**

**FOR:** Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy

**AGAINST:**

<b>Agenda Reference:</b>	F 10/24 – 02
<b>Location:</b>	Shire of Sandstone
<b>Applicant:</b>	Shire of Sandstone
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	15 <sup>th</sup> October 2024
<b>Author:</b>	Debby Barndon, Accountant
<b>Senior Officer:</b>	Peter Money, Chief Executive Officer

### **Summary**

Presented for Council’s information is the list of accounts paid in September 2024 from the Municipal Fund and Trust Fund in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*. Payments made through the corporate credit cards as well as income from the Caravan Park and Fuel Sales are included as attachments.

### **Attachments**

- 10.2.2 (A) List of Accounts paid via EFT September
- 10.2.2 (B) List of Accounts paid via Direct Debit September
- 10.2.2 (C) List of Accounts paid via Cheque September
- 10.2.2 (D) Corporate Credit Card Payments September
- 10.2.2 (E) Caravan Park Takings September
- 10.2.2 (F) Town Fuel Sales September
- 10.2.2 (G) Rates Reconciliation September

### **Background**

Council has delegated to the CEO the exercise of its power under Financial Management Regulation 12 to make payments from Municipal Fund and Trust Fund.

The *Financial Management Regulations (Regulation 13 (3))* requires a schedule of payments made through the Shire’s bank accounts to be presented to Council.

The lists include details for each payment made incorporating the payee’s name, amount of payment, date of payment and a brief transaction description.

### **Comment**

Invoices supporting all payments are available for inspection. Queries regarding any payment should be made through the Chief Executive Officer to the staff member who handles the financial transactions prior to this meeting.

All invoices and vouchers presented to Council have been certified as to receipt of the goods or services and that the amounts shown were due for payment.

## Monthly Table of Payments

Month	Cheque	EFT's	Direct Debits	Credit Card	Payroll	Total Payments
July	\$ -	\$ 222,009.02	\$ 61,547.84	\$ 3,287.28	\$ 205,649.08	\$ 492,493.22
August	\$ -	\$ 808,648.91	\$ 49,377.42	\$ 2,787.73	\$ 174,365.89	\$ 1,035,179.95
September	\$ 321.70	\$ 407,070.88	\$ 44,988.98	\$ 3,484.59	\$ 161,337.99	\$ 617,204.14
October						\$ -
November						\$ -
December						\$ -
January						\$ -
February						\$ -
March						\$ -
April						\$ -
May						\$ -
June						\$ -
<b>Totals</b>	<b>\$ 321.70</b>	<b>\$ 1,437,728.81</b>	<b>\$ 155,914.24</b>	<b>\$ 9,559.60</b>	<b>\$ 541,352.96</b>	<b>\$ 2,144,877.31</b>

### Consultation

Nil

### Statutory Environment

*Local Government Act 1995*

*Financial Management (Local Government) Regulations 1996 – Regulation 12*

### Policy Implications

Payments have been made under Council delegation.

### Financial Implications

None, funds were available to meet the expenditure.

### Strategic Implications

Nil

**Voting Requirements**

Simple majority

**Officer Recommendation**

That the schedule of accounts paid during September 2024 as listed, covering Cheques, EFTs, Bank Charges, directly debited payments and wages as numbered from Councils Municipal Fund Bank and Council's Trust Fund Bank be endorsed by Council.

**Resolution No. 101/24**

That the schedule of accounts paid during September 2024 as listed, covering Cheques, EFTs, Bank Charges, directly debited payments and wages as numbered from Councils Municipal Fund Bank and Council's Trust Fund Bank be endorsed by Council.

**MOVED: Cr D Lefroy**

**SECONDED: Cr V McQuie**

**CARRIED (4/0)**

**FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy**

**AGAINST:**

## 10.3 WORKS AND SERVICES

### 10.3.1 Works Manager's Report September 2024

102/24

<b>Agenda Reference:</b>	WM 10/24 - 01
<b>Location/Address:</b>	Various - Shire of Sandstone
<b>Name of Applicant:</b>	Shire of Sandstone
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	17 <sup>th</sup> October 2024
<b>Previous References:</b>	Nil
<b>Author:</b>	Patrick O'Brien, Works Manager

#### Summary

To provide Council with an Activity Report on the operations of Council's Infrastructure Division since the last meeting.

#### Attachments

None

#### Background

Below comprises a summarised activity progress report relating to outside staff and road works construction and Maintenance crew, within council's operation since last meeting.

#### Comment

##### *Construction*

Road crew have finished works on the Sandstone /Yeelirrie Road -RN 7010010. They have progressed to Sandstone Menzies Road, work area will commence at SLK 65.35 (northern end of the Causeway over lakes), working back towards the north. The work will be minor re-form & re-sheet to correct centre of road wear & restore the crown to formation. Two water points will be utilised to effectively have enough water to achieve a consistent result, as the existing gravel isn't the best material and not much better quality / volume is available.

Clean sand again will be sourced from nearby and trucked into Town Stockpile laydown area for backfill of trenching / septic etc.

##### *Maintenance Grading*

The contract maintenance grader has completed minor pulling in works, drainage cleaning, maintenance grading on Cashmere Access Road. It is now progressing to northern end of Yeelirrie Road. Council's Maintenance Grader is on the Menzies Road, then progressing to the Paynes Find Rd.



### *Town works/Gardens / Council projects*

Pioneer Park - lower pool style fencing retro-fit for around the display's, pulling down of the higher panels has begun & the new pool panels have been received – ongoing works.

Caravan Park new units – verandas and the carport have been completed in-house. The concrete floors for the verandas should be completed by the end of October. The digging of holes for the septic and leach drains is progressing slowly as the contractor spends only a day a week on the digging.

Further concrete pads in the Caravan Park are underway and will be completed at the time of the veranda units and the Hack Street footpath.

The concrete footpath in Hack Street has been extended into Irwin Street to finish in front of the Caravan Park entrance. This project with the extra work will be completed within the budget.

Investigation into servicing of all council's reticulation system's is – ongoing.

Annual pest control on Council's buildings is scheduled for November. Clean up of rubbish and mowing of grass in Truck Bay at rear of Caravan Park – ongoing.

Youanmi Road condition sign for the intersection have been received & will be assembled & scheduled for install.

### *Plant Maintenance/ workshop*

Hilux dual Cab – still awaiting delivery & swap over of trade-in, expected in the next week or two.

Existing Bore boss has been sent to Geraldton for some repairs & a replacement control panel.

Council's air conditioning units in all house's & buildings – servicing works have basically been completed, couple of faults to be rectified & also a couple of new installations identified.

A new Bore Boss has been ordered & delivery is expected – mid to late December.

Water Park servicing – replacement of sand medium in filter, pumping out of balance tank & cleaning red dust film in bottom of the tank, replacement of all internal control valves, minor surface repairs have been carried out, minor electrical issues addressed, water samples have been sent away for testing. There is a gremlin in the Aquarius dosing unit & replacement probes have been ordered & to be installed.

### **Consultation**

Not applicable

### **Statutory Environment**

Not applicable

**Policy Implications**

Not applicable

**Financial Implications**

No financial impost is associated with the activity report as it is retrospective

**Strategic Implications**

Long-term objectives may be developed from time to time

**Voting Requirements**

Not required

**Officer Recommendation**

That the contents of the Works Manager's Report be accepted by Council.

**Resolution No. 102/24**

That the contents of the Works Manager's Report be accepted by Council.

**MOVED: Cr D Lefroy**

**SECONDED: Cr C Hodshon**

**CARRIED (4/0)**

**FOR: Cr Walton, Cr McQuie, Cr Hodshon, Cr Lefroy**

**AGAINST:**

**11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

Nil

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

Nil

**14 MEETING ITEMS CLOSED TO THE PUBLIC**

Nil

**15 CONFIDENTIAL ITEMS**

Nil

**16 TIME and DATE of NEXT MEETING**

The next scheduled Ordinary Council Meeting will be held on Thursday 28<sup>th</sup> November 2024 at 1:00 pm.

**17 CLOSURE OF MEETING**

There being no further business, the Shire President closed the meeting at 12:00 pm.

**18 CERTIFICATIONS**

I, \_\_\_\_\_, certify that the Minutes of the Ordinary Council Meeting held on 26<sup>th</sup> September 2024 as shown, were confirmed as a true and accurate record at the Meeting held on 24<sup>th</sup> October 2024.

\_\_\_\_\_  
(Presiding Member)