



MINUTES

Ordinary Council Meeting

Thursday 14 December 2023

Commenced at 1.00PM

Held in the Council Chambers, Hack St Sandstone

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**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 14 DECEMBER 2023
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MINUTES and STAFF REPORTS

ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 14 DECEMBER 2023

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the Meeting open at 1.07pm.

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS

Without discussion unless otherwise determined.

The Shire President welcomed Acting Chief Executive Officer Peter Money.

3 ATTENDANCES

3.1 Present

Elected Members

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

Staff Members

Mr Peter Money	Acting Chief Executive Officer
Ms Selina Sergeant	Deputy Chief Executive Officer

Visitors

Nil

3.2 Apologies

Nil

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^h October 2023

91/23

Officer Recommendation

Resolution No. 91/23

MOVED: Cr. Hodshon

SECONDED: Cr. Allison

That the Minutes of the Ordinary Meeting of Council held on 26th October 2023 be confirmed as a true and accurate records of proceedings.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

9 PRESENTATIONS

9.1 Petitions

Nil

9.2 Presentations

Nil

9.3 Deputations

Nil

9.4 Delegates/Councillor's Reports

Cr. Lefroy gave a presentation on the Murchison Regional Vermin Council meeting held on 13th December.

The Shire President gave a presentation on the Geo Trail zoom meeting held on the 14th December.

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – October and November 2023

92/23

Agenda Reference:	CEO 12/23 - 01
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	13 th November 2023
Previous References:	Various
Author:	Peter Money, Chief Executive Officer (Acting)

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.

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.

Reserve Number	Original Gaz	Original 1	Reserve Class	Reserve Area
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.

Resolution No 55/22
Item No 10.1.5
Action Excision of Part of reserve no 11714

Resolve to support in principle the excision of a portion of reserve 11714 referenced as site 2 on the relevant plans submitted to Council subject to the proponents being advised that:

- A. Formal support for excision of the reserve will not be provided by Council until such time as a planning application has been considered as appropriate having regard for relevant issues associated with a formal proposal with detailed plans having regard for the comments of the community and relevant government agencies.**
- B. The proponent is advised to undertake further investigations with respect to issues such as Main Roads comments, Department of Mines and Petroleum, Mining Tenement Holder, the fact that the site contains some disused mine shafts (geotechnical matters) and consultation with other agencies prior to preparation and lodgement of an application for development approval.**
- C. In applying for development approval, the proponent will need to seek the authority from the appropriate government agency charged with the management of the Crown land in question to sign the application form.**

And;

- A. Instruct the CEO to write to the proponent advising of the above and also the relevant government agency responsible for the Crown land.**



The applicant has advised that they have receive an objection to the proposed site 2 and have gone back to site 1.

MRD recently advised that they have resubmitted funding proposal for the truck stop but have no objections to site 1 providing there is a 100-meter setback from the road.

Horizon Power advised that council support application for portion of Airport reserve, under the same terms and conditions as previous application.

29/05/2023 Advised of Council's OCM Resolution May 2023

Ongoing.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Resolution No. 92/23

MOVED: Cr. Lefroy

SECONDED: Cr. Hodson

That Council accepts the Status Update for the month of October and November 2023.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	CEO 12/23 – 02
Location/Address:	None
Name of Applicant:	None
Disclosure of Interest:	None
Date of Report:	05 th December 2023
Author:	Charlie Brown, Chief Executive Officer

Summary

To report on actions performed under delegated authority for the month of October and November 2023.

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 2023, is submitted to Council for information.

Date	Delegation Ref	Person or Classes affected
09/10/2023	FI - D11 Payment Procedure Municipal Fund	CREDITORS 09/10/23
10/10/2023	FI - D11 Payment Procedure Municipal Fund	PAYROLL 10/10/23
20/10/2023	FI - D11 Payment Procedure Municipal Fund	CREDITORS 20/10/23
25/10/2023	FI - D11 Payment Procedure Municipal Fund	PAYROLL 25/10/23
03/11/2023	FI - D11 Payment Procedure Municipal Fund	CREDITORS 03/11/23
08/11/2023	FI - D11 Payment Procedure Municipal Fund	PAYROLL 08/11/23
08/11/2023	FI - D11 Payment Procedure Municipal Fund	CREDITORS 08/11/23

FI - D11 Payment
09/11/2023 Procedure Municipal Fund CREDITORS 06/11/23

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 9.49A

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Resolution No. 93/23

MOVED: Cr. Allison

SECONDED: Cr. Hodshon

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 October and November 2023.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	CEO 12/23 – 03
Location/Address:	None
Name of Applicant:	None
Disclosure of Interest:	None
Date of Report:	5 th December 2023
Author:	Peter Money, Chief Executive Officer (Acting)

Summary

This recommendation is to confirm the approval of Council for the WA Electoral Commission to conduct an Extraordinary Postal Election for one vacant seat; the election to be held on 15th March 2024.

Attachments

10.1.3 – WAEC – Written Agreement Sandstone LGX2024

Background

As a result of the 2023 Ordinary Council Elections one seat remains vacant. There is a requirement for an election to be held for that seat.

Comment

The Shire of Sandstone has agreed to accept the cost estimate of approximately \$11,000.00 and Subsequently the following two motions are presented for Council Decision.

1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commission to be responsible for the conduct of the extraordinary election;
2. Decide, in accordance with section 4.61 (2) of the Local Government Act 1995 that the method of conducting the extraordinary election will be as a postal election.

Consultation

WA Electoral Commission

Policy Implications

Nil

Financial Implications

An expenditure of an estimated \$11,000

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commission to be responsible for the conduct of the extraordinary election;
2. Decide, in accordance with section 4.61 (2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a postal election.

Resolution No. 94/23

MOVED: Cr. McQuie

SECONDED: Cr. Lefroy

(NOT) CARRIED ABSOLUTE MAJORITY (0/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	CEO 12/23 – 04
Location/Address:	None
Name of Applicant:	None
Disclosure of Interest:	None
Date of Report:	5 th December 2023
Author:	Peter Money, Chief Executive Officer (Acting)

Summary

Below are the recommended dates for the 2024 dates for Ordinary Council Meetings

Attachments

Nil

Background

Nil

Comment

Council traditionally meets on the 4th Thursday of each month, excluding January.

It is recommended the March Meeting be held on the third Thursday of March as the fourth Thursday is Maundy Thursday and though not a public holiday, is the day before Good Friday. It is also recommended that the December Meeting be held on the third Thursday of the month as the fourth Thursday is Boxing Day.

Below are the recommended dates for the 2024 Ordinary Council Meetings;

February	22 nd
March	21 st
April	25 th
May	23 rd
June	27 th
July	25 th
August	22 nd
September	26 th
October	24 th
November	28 th

December 19th

Consultation

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation

That Council adopts the following dates for the Ordinary Meetings of the Council for 2024 and the dates be advertised accordingly:

February	Thursday 22 nd
March	Thursday 21 st
April	Wednesday 24 th
May	Thursday 23 rd
June	Thursday 27 th
July	Thursday 25 th
August	Thursday 22 nd
September	Thursday 26 th
October	Thursday 24 th
November	Thursday 28 th
December	Wednesday 18 th

Resolution No. 95/23

MOVED: Cr. McQuie

SECONDED: Cr. Allison

CARRIED BY SIMPLE MAJORITY (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	CEO 12/23 – 05
Location/Address:	None
Name of Applicant:	None
Disclosure of Interest:	None
Date of Report:	6 th December 2023
Author:	Peter Money, Chief Executive Officer (Acting)

Summary

Council direction is sought for the preferred site preparation work required for the installation of one Shire Staff house and two on-site accommodations units for the Caravan Park.

Attachments

Nil

Background

Council has approved the construction of

1 - 3x 1 bedroom house on 10 Griffith Street Sandstone

1 - 2 x 1 Unit On-site accommodation for the Caravan Park on 17 Green Street Sandstone

1 – 2 x 1 Unit On-site Accommodation for the Caravan Park on 19 Green Street Sandstone

The calling of tenders for these buildings was instigated through the WALGA portal.

Comment

WALGA has sought clarification on some requirements for these buildings, the most contentious being who will carry out the site works – the Shire or the building contractors.

The cost of carrying out of site works will be significant if the successful tenderer is required to bring machinery and operators to Sandstone to prepare the three sites for the buildings.

Alternatively, the Shire would need to provide its own machinery and some expertise to carry out the site works which would result in taking the necessary machines off road works projects.

Consultation

Shire President, WALGA

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Unknown at this time but could be significant.

Voting Requirements

Simple Majority

Officer Recommendation**That Council:**

advises WALGA that in the tender process, the tenderers submit a separate price indicating the cost of the tenderer carrying out the necessary site works.

Resolution No. 96/12

MOVED: Cr. McQuie

SECONDED: Cr. Allison

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

10.2 FINANCIAL REPORTS

10.2.1 Financial Statement for the month of October 2023

97/23

Agenda Reference:	F 12/23 – 01
Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	15 th November 2023
Author:	Selina Sergeant, Deputy Chief Executive Officer

Summary

The Statement of Financial Activity report for the month ending 31st October 2023 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

- 10.2.1 (1) Financial Statements October
- 10.2.1 (2) Detailed Statements October
- 10.2.1 (3) Variance at Sub Program Level October
- 10.2.1 (4) Capital Expenditure Summary October
- 10.2.1 (5) Investment Register October

Comments

Total Income reports a 14.48% variance on anticipated budget expectations.

Total Expenditure shows a 16.01% variance.

Further explanations of variances at sub program level can be seen in attachment 10.2.1 (3) and a detailed look at individual COA or Job Numbers can be found on attachment 10.2.1 (2)

Capital Expenditure

A detailed look at capital expenditure can be found in note 8, as well as attachment 10.2.1 (4) showing levels of expenditure.

Summary of Cash on Hand – Shire of Sandstone as at 31st October 2023

Municipal Cheque Account - On-line (BWA)	\$386,696.86
Municipal Investment Account - On-line (BWA)	\$356.64
Trust Fund (Bankwest)	\$10,449.79
Trust Bank Term Deposit	\$291,967.28
Reserve Term Deposits (Bankwest)	\$5,305,899.93
Muni Term Deposit	\$2,704,187.86

Consultation

Chief Executive Officer (Acting)

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

Resolution No. 97/23

MOVED: Cr. Allison

SECONDED: Cr. Lefroy

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 31st October 2023 be received, and all other statements noted.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	F 12/23 – 02
Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	5 th December 2023
Author:	Selina Sergeant, Deputy Chief Executive Officer

Summary

The Statement of Financial Activity report for the month ending 30th November 2023 is presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

- 10.2.1 (1) Financial Statements November
- 10.2.1 (2) Detailed Statements November
- 10.2.1 (3) Variance at Sub Program Level November
- 10.2.1 (4) Capital Expenditure Summary November
- 10.2.1 (5) Investment Register November

Comments

Total Income reports a 16.20% variance on anticipated budget expectations.
Total Expenditure shows a 11.49% variance.

Further explanations of variances at sub program level can be seen in attachment 10.2.1 (3) and a detailed look at individual COA or Job Numbers can be found on attachment 10.2.1 (2)

Capital Expenditure

A detailed look at capital expenditure can be found in note 8, as well as attachment 10.2.1 (4) showing levels of expenditure.

Summary of Cash on Hand – Shire of Sandstone as at 30th November 2023

Municipal Cheque Account - On-line (BWA)	\$989,136.14
Municipal Investment Account - On-line (BWA)	\$357.44
Trust Fund (Bankwest)	\$10,249.79
Trust Bank Term Deposit	\$292,951.17
Reserve Term Deposits (Bankwest)	\$5,323,780.09
Muni Term Deposit	\$1,711,615.67

Consultation

Chief Executive Officer (Acting)

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

Resolution No. 98/23

MOVED: Cr. McQuie

SECONDED: Cr. Lefroy

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 30th November 2023 be received, and all other statements noted.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	F 12/23 – 03
Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	15 th November 2023
Author:	Selina Sergeant, Deputy Chief Executive Officer
Senior Officer:	Charlie Brown, Chief Executive Officer

Summary

Presented for Council's information is the list of accounts paid in October 2023 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 October
- 10.2.2 (B) List of Accounts paid via Direct Debit October
- 10.2.2 (C) List of Accounts paid via Cheque October
- 10.2.2 (D) Corporate Credit Card Payments October
- 10.2.2 (E) Caravan Park Takings October
- 10.2.2 (F) Town Fuel Sales October
- 10.2.2 (G) Rates Reconciliation October

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.

Month	Cheque	EFT's	Direct Debits	Credit Card	Payroll	Total Payments
July	650.31	449,799.87	36,086.06	4,509.55	99,743.00	590,788.79
August	1,692.20	629,504.03	50,596.88	2,671.95	146,711.00	831,176.06
September	1,296.60	472,636.15	44,495.93	3,163.58	105,442.00	627,034.26
October	289.80	486,716.58	38,475.21	4,575.45	119,209.00	649,266.04
November						0.00
December						0.00
January						0.00
February						0.00
March						0.00
April						0.00
May						0.00
June						0.00
Totals	3,928.91	2,038,656.63	169,654.08	14,920.53	471,105.00	2,698,265.15

Municipal Fund October 2023

- EFT payment numbers EFT9769 – EFT9835
- Muni DD6179, DD6185 and DD6187
- Superannuation DD6177 and DD6185
- Cheque payments 105588
- Corporate Credit Card Payment DD6187
- Payroll

Trust Fund October 2023

- Nil

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

Resolution No. 99/23

MOVED: Cr. Allison

SECONDED: Cr. Lefroy

That the schedule of accounts paid during October 2023 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.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	F 12/23 – 04
Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	4 th December 2023
Author:	Selina Sergeant, Deputy Chief Executive Officer
Senior Officer:	Peter Money, Chief Executive Officer (Acting)

Summary

Presented for Council's information is the list of accounts paid in November 2023 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 November
- 10.2.2 (B) List of Accounts paid via Direct Debit November
- 10.2.2 (C) List of Accounts paid via Cheque November
- 10.2.2 (D) Corporate Credit Card Payments November
- 10.2.2 (E) Caravan Park Takings November
- 10.2.2 (F) Town Fuel Sales November
- 10.2.2 (G) Rates Reconciliation November

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.

Month	Cheque	EFT's	Direct Debits	Credit Card	Payroll	Total Payments
July	650.31	449,799.87	36,086.06	4,509.55	99,743.00	590,788.79
August	1,692.20	629,504.03	50,596.88	2,671.95	146,711.00	831,176.06
September	1,296.60	472,636.15	44,495.93	3,163.58	105,442.00	627,034.26
October	289.80	486,716.58	38,475.21	4,575.45	119,209.00	649,266.04
November	0.00	509,248.91	44,995.82	1,443.00	204,601.37	760,289.10
December						0.00
January						0.00
February						0.00
March						0.00
April						0.00
May						0.00
June						0.00
Totals	3,928.91	2,547,905.54	214,649.90	16,363.53	675,706.37	3,458,554.25

Municipal Fund November 2023

- EFT payment numbers 9836 – 9893
- Muni DD6196 and DD6204
- Superannuation DD6194 and DD6200
- Cheque payments Nil
- Corporate Credit Card Payment DD6204
- Payroll

Trust Fund November 2023

- Nil

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

Resolution No. 100/23

MOVED: Cr. McQuie

SECONDED: Cr. Allison

That the schedule of accounts paid during November 2023 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.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

Agenda Reference:	WS 12/23 - 01
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	13 October 2023
Previous References:	Nil
Author:	Charlie Brown, Acting Works Supervisor

Summary

Maintenance Grader

The maintenance Grader is currently on the Meekatharra Road grading the Cogla East Road whilst in the vicinity.

Contract Grader

The Contract grader has continued on the Sandstone Paynes Find Road.

Plant Workshop.

- The Steel Wheeled vibrating roller is currently having its vibratory drum bearings replaced.
- Toyota Landcruiser S1 has had warranty works carried out at Geraldton Toyota and will require further warranty work which will be carried out in late December including an overdue 40,000 service.
- Bore Boss has developed issues that are currently being investigated.

Roads

Works are continuing on the Sandstone - Paynes Find Road.

The crew will be camping at Paynes Find commencing on the 15th November.

Cleanout and erection of grid signs on most roads

General

New Contract Town Person commenced and currently working on Black Range Church and other minor maintenance works.

A replacement air compressor has arrived and is to be installed in December, requiring an electrical connection.

Consultation

All Staff

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

Resolution No. 101/23

MOVED: Cr. Allison

SECONDED: Cr. Lefroy

That Council receive the Works Supervisor's Report for October - November 2023.

CARRIED (5/0)

FOR: Cr. Walton, Cr. Allison, Cr. Hodshon, Cr. McQuie, Cr. Lefroy

AGAINST: Nil

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

14.1 Meeting Closed to the Public

15 CONFIDENTIAL ITEMS

15.2 Public Reading of Resolution

16 TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 22nd February 2024.

17 CLOSURE OF MEETING

The Shire President thanked the Deputy Chief Executive Officer for her employ with the Shire of Sandstone.

There being no further business, the Shire President closed the meeting at 2:24pm.

18 CERTIFICATIONS

I, _____, certify that the Minutes of the Ordinary Council Meeting held on 26th October 2023, as shown, were confirmed as a true and accurate record at the Meeting held on 14th December 2023.

(Presiding Member)