



**MINUTES**

**ORDINARY MEETING OF COUNCIL**

**9 DECEMBER 2015**



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Murchison Regional Vermin Council  
Minutes for the Ordinary Meeting of Council - Wednesday, 9 December 2015  
in the Council Chambers, 90 Hepburn Street, Mount Magnet

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

*The Chief Executive Officer, Mr Warren Olsen, opened the meeting at 10:54am.*

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

Attendance

President	Cr Neil Grinham
Deputy President	Cr Jason Homewood
Member	Cr Carol Hodshon
Member	Cr Kerry Key
Member	Cr Les Price
Member	Cr Ross Pigdon

Apologies

Member	Cr Joe O'Brien
Member	Cr Robert Grinham
Member	Cr Harvey Nichols
Member	Cr David Hodder

Leave of Absence

Nil.

Officers

Chief Executive Officer	Mr Warren Olsen
Administration Supervisor	Ms Ronella Kelly
Field Coordinator	Mr Ashley Dowden

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**4. PUBLIC QUESTION TIME**

Nil.

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

**6. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil.

## 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 7.1 Minutes of the Special Meeting held on 23 November 2015

#### COUNCIL RESOLUTION

**Moved: Cr Les Price**

**Seconded: Cr Carol Hodshon**

*That the minutes of the Special Meeting held on 23 November 2015 be amended by inserting on page 38: "Cr Neil Grinham*

- Suggested assistance be sought for the CEO due to the extra work load undertaken with the Vermin Cell fence project.*
- Sought clarification on the wing fence against the grid being installed on the Great Northern Highway."*

**CARRIED 6/0**

#### COUNCIL RESOLUTION

**Moved: Chair**

**Seconded: Cr Les Price**

*That, subject to the above amendment, the minutes of the Special Meeting held on 23 November 2015 be confirmed as a true and correct record of the proceedings of that meeting.*

**CARRIED 6/0**

## 8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

#### COUNCIL RESOLUTION

**Moved: Cr Carol Hodshon**

**Seconded: Cr Ross Pigdon**

*That pursuant to subsection 5.23 (2) (c) of the Local Government Act 1995, the meeting now be closed to the press and public to discuss contracts entered into, or which may be entered into, by the local government.*

**CARRIED 6/0**

*The meeting closed to the press and public at 11.21am.*

#### COUNCIL RESOLUTION

**Moved: Cr Carol Hodshon**

**Seconded: Cr Kerry Key**

*That:*

- 1. Funding to install a grid be included in the business plan and business case.*
- 2. If funding is obtained for the grid, Main Roads be responsible for installation (to MRWA specification) and ownership of the grid.*
- 3. Discreet cameras be installed on the grid to monitor movement of wild dogs.*

**CARRIED 5/0**

**COUNCIL RESOLUTION**

**Moved: Cr Les Price**

**Seconded: Cr Ross Pigdon**

*That the meeting be re-opened to the press and public.*

**CARRIED 6/0**

*The meeting re-opened to the press and public at 11.41am*

**9. PETITIONS**

Nil.

**10. DECLARATIONS OF INTEREST**

Nil.

**11. BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil.

**12. REPORTS**

**12.1 Cash Position Statement - As at 30 November 2015**

**Officer:** Finance Manager, Ms Maureen Murat  
**Amended By:** Nil  
**Disclosure of Interest:** Nil  
**Meeting Date:** 9 December 2015

**Comment**

The Cash Position Statement is as stated below:

<b>STATEMENT OF CASH POSITION AS AT 30 NOVEMBER 2015</b>		<b>\$</b>
<b>BALANCE OF CASH POSITION AS AT 1 JULY 2015</b>		<b>16,215.61</b>
<b>Add - Operating - Revenue</b>		
Credit Interest		1.28
Waratah Cash Back		1,720.00
Precepts		72,347.00
Annual Subsidy		30,800.00
Fence Rental		6,193.75
<b>TOTAL – OPERATING - REVENUE</b>		<b>111,062.03</b>
<b>LESS – OPERATING - EXPENDITURE</b>		
Fence Maintenance		-16,373.50
Financial/Audit Services		-10,345.62
Secretarial Services		-6,600.00
Meeting Expenses		-250.00
Communication Expenses		-700.91
Insurance		-825.00
Bank Fees		-32.90
<b>TOTAL – OPERATING – EXPENDITURE</b>		<b>-35,127.93</b>
<b>ADD - ATO – BAS - April 2015 to June 2015</b>		<b>1,911.00</b>
<b>ADD - ATO – BAS – Amended – June 2015</b>		<b>20,122.00</b>
<b>ADD - ATO – BAS - July 2015 to September 2015</b>		<b>12,974.00</b>
<b>LESS - CAPITAL - EXPENDITURE</b>		
Fencing Materials		-104,487.45
Fencing Contractor		-173,580.00
Field Coordinator		-2,145.00
<b>TOTAL – CAPITAL – EXPENDITURE</b>		<b>-280,212.45</b>

<b>CASH DEPOSIT</b>	
Drawdown – Cash Deposit	170,000.00

<b>CASH BALANCE AS AT 30 NOVEMBER 2015</b>	<b>16,944.26</b>
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**Statutory Environment**

Nil.

**Policy Implications**

Nil.

**Financial Implications**

Nil.

**Strategic Implications**

Nil.

**Voting Requirements**

Simple Majority.

**COUNCIL RESOLUTION**

**Moved: Cr Jason Homewood**

**Seconded: Cr Les Price**

*That the Cash Position Statement as at 30 November 2015 be received.*

**CARRIED 6/0**

**12.2 Accounts for Payment - 1 November 2015 to 30 November 2015**

**Officer:** Finance Manager, Ms Maureen Murat  
**Amended By:** Nil  
**Disclosure of Interest:** Nil  
**Meeting Date:** 9 December 2015

**Comment**

Accounts for payment list 1 November 2015 to 30 November 2015 are attached for notation:

ACCOUNTS AUTHORISED FOR PAYMENT				
DATE PAID	INVOICE NO	NAME	PARTICULARS	AMOUNT \$
01/11/2015	Direct	CBA	Account Service Fee	5.00
01/11/2015	Direct	CBA	Account Service Fee	4.20
06/11/2015	50	FITZPATRICK CONTRACTING SERVICES	Fence Maintenance	3,960.00
24/11/2015	0069	YOWERAGABBIE CONTRACTING	Final Claim – Tender MRVC/12 – Construction 77.8km No2 Vermin Fence	54,780.00
24/11/2015	5455	SHIRE OF MOUNT MAGNET	Reimbursement – Satellite Phone Account	100.00
<b>TOTAL</b>				<b>\$58,849.20</b>

**Statutory Environment**

Nil.

**Policy Implications**

Nil.

**Financial Implications**

Nil.

## Strategic Implications

Nil.

## Voting Requirements

Simple Majority.

### COUNCIL RESOLUTION

**Moved: Cr Les Price**

**Seconded: Cr Jason Homewood**

*That payments of accounts for payment list for 1 November 2015 to 30 November 2015 are noted.*

**CARRIED 6/0**

### 12.3 Debtors - As at 30 November 2015

**Officer:** Finance Manager, Ms Maureen Murat  
**Amended By:** Nil  
**Disclosure of Interest:** Nil  
**Meeting Date:** 9 December 2015

#### Comment

Details of outstanding debtors are available to Councillors as a separate document.

OUTSTANDING DEBTORS - AS AT 30 NOVEMBER 2015		
Outstanding Current	Fence Rental	\$ 81.25
Outstanding Previous Years	Fence Rental	\$ 8,524.08
	Recovery Expenses	\$ 249.29
<b>TOTAL AMOUNT OUTSTANDING</b>		<b>\$ 8,854.62</b>

#### Statutory Environment

Nil.

#### Policy Implications

Nil.

#### Financial Implications

Nil.

#### Strategic Implications

Nil.

#### Voting Requirements

Simple Majority.

*Cr Ross Pigdon sought advice on if there were processes in place to recover these debts. The CEO advised that the bulk of the debt would have to be written off as it was a sundry debt rather than a charge on the land, and that the debtor (who no longer owns the land is insolvent). The Chief Executive Officer said he would report to the next ordinary meeting with recommendations as to writing off the debt, as well as whether the fence rentals could be structured as a service charge that would be a charge on the land.*

*The Chief Executive Officer also commented that the debt had obviously been allowed to accumulate for far too long without any recovery action; he intended to put in place better debt recovery procedures and may well recommend a policy in respect of overdue debts.*

**COUNCIL RESOLUTION**

**Moved: Cr Ross Pigdon**

**Seconded: Cr Jason Homewood**

*That the outstanding Debtors Report be received.*

**CARRIED 6/0**

**12.4 Investment Register - As at 30 November 2015**

**Officer:** Finance Manager, Ms Maureen Murat  
**Amended By:** Nil  
**Disclosure of Interest:** Nil  
**Meeting Date:** 9 December 2015

**Comment**

The Investment Register as at 30 November 2015 is attached for notation.

Commonwealth Bank of Australia - Cash Deposit Account Number 36558508						
Maturity Date	Interest Rate	Opening Balance	Interest Earned to 30.11.2015	Transfers to Investments	Transfers from Investments	Closing Balance 30.11.2015
<b>OPERATING</b>						
At Call	1.950%	54,883.98	546.47		34,420.38	89,850.83
<b>CAPITAL</b>						
At Call	1.950%	392,129.81	2,891.35		(204,420.38)	190,600.78
<b>TOTAL</b>		<b>\$447,013.79</b>	<b>\$3,437.82</b>	-	<b>-\$170,000.00</b>	<b>\$280,451.61</b>

**Statutory Environment**

Nil.

**Policy Implications**

Nil.

**Financial Implications**

Nil.

**Strategic Implications**

Nil.

**Voting Requirements**

Simple Majority.

**COUNCIL RESOLUTION**

**Moved: Cr Les Price**

**Seconded: Cr Jason Homewood**

*That the Investment Register as at 30 November 2015 is noted.*

**CARRIED 6/0**



## 12.5 Statement of Financial Activity to 30 November 2015

<b>Officer:</b>	Finance Manager, Ms Maureen Murat
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	9 December 2015

### **Application**

To review the Statement of Financial Activity to 30 November 2015.

### **Background**

The attached Statement of Financial Activity to 30 November 2015 has been prepared by RSM Bird Cameron.

### **Consultation**

Mr Travis Bate – RSM Bird Cameron.

### **Statutory Environment**

Nil.

### **Policy Implications**

Nil.

### **Financial Implications**

Nil.

### **Strategic Implications**

Nil.

### **Voting Requirements**

Simple Majority.

## COUNCIL RESOLUTION

**Moved: Cr Carol Hodshon**

**Seconded: Cr Kerry Key**

*That the Statement of Financial Activity to 30 November be adopted.*

**CARRIED 6/0**

## 12.6 Acceptance of the 2014-2015 Annual Report

<b>Officer:</b>	Chief Executive Officer, Mr Warren Olsen
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	9 December 2015

### **Matter for Consideration**

To accept the annual report for the financial year ended 30 June 2015.

### **Background**

The Murchison Regional Vermin Council Annual Report for the Year Ended 30 June 2015 has been separately circulated with the agenda for this meeting.

The Annual Report includes the Annual Financial Statements prepared by RSM Bird Cameron, Chartered Accountants, and audited by Anderson, Munro and Wyllie who have attached their Independent Audit Report.

#### **Comment**

The annual report includes all the components specified in section 5.53 of the Local Government Act 1995 and in regulations 19B and 19CA of the Local Government (Administration) Regulations 1996.

Subsection 5.54(1) of the Act requires the annual report for a financial year to be accepted by the local government no later than 31 December after that financial year.

Following acceptance of the Annual Report, the availability of the report will be advertised in accordance with the requirements of section 5.55 of the Act.

#### **Statutory Environment**

Part 5 Division 5, Local Government Act 1995.

#### **Policy Implications**

Nil.

#### **Financial Implications**

Nil.

#### **Strategic Implications**

Nil.

#### **Voting Requirements**

Absolute Majority

*Field Officer Ashley Dowden noted that an additional 13kms of new fence had been completed in as well as the 77.8kms noted in the President's Report.*

### **COUNCIL RESOLUTION**

**Moved: Cr Les Price**

**Seconded: Cr Carol Hodshon**

*That the Murchison Regional Vermin Council Annual Report for the Year Ended 30 June 2015 be accepted.*

**CARRIED 6/0**

#### **12.7 Council Meeting Dates for the 2015-2017 Term**

**Officer:** Chief Executive Officer, Mr Warren Olsen  
**Amended By:** Nil  
**Disclosure of Interest:** Nil  
**Meeting Date:** 9 December 2015

#### **Matter for Consideration**

To set MRVC ordinary meeting dates through to October 2017.

#### **Background**

At its October 2014 meeting, the Council set meeting dates through to December 2015.

It is now appropriate for the new Council to set meeting dates for its term. If it sets the meeting dates for whole term, that is a task that won't have to be revisited again throughout this term of Council. We will have more time and effort for addressing other issues.

It also helps Councillors, staff and others to better plan their lives if Council meeting dates are set well into the future. It means people can book airline tickets for example knowing that their travel isn't going to conflict with a Council meeting day.

It also facilitates the scheduling of regional meetings if local governments' meeting days are known well in advance.

Of course, meeting dates will have to change from time to time, such as the date of this meeting which was originally scheduled for 8 December. Or the Council may decide to change its whole schedule. Neither of those events will be a big deal – we merely update the schedule and publish the new meeting dates for the next 12 months, and we reduce costs by complying with two sub-regulations of our legislation at the same time.

So I commend to you the concept of setting meeting dates today right through to the first meeting of the next Council.

### **Statutory Environment**

Subregulation 12 (1) of the Local Government (Administration) Regulations 1996 requires that, at least once each year, Local Government is to give local public notice of the dates on which and the time and place at which it will hold its' Council Meetings.

Subregulation 12 (2) of the Local Government (Administration) Regulations 1996 requires that local public notice be given of any change to the date, time or place of a meeting referred to in subregulation 12 (1).

### **Comment**

Councillors will note that the regulations don't say you have to set Council meeting dates once a year, they just require that a notice be published at least once a year. The Shire staff can arrange that administratively – we will publish the meetings out 12 months in advance every time we publish a meeting notice. But by giving us a schedule for the whole term, we can go ahead and publish the required notices without unnecessarily coming back to the Council.

Looking back on the dates set in October 2014, they were all on the second Tuesday of the month. So I have recommended dates that are also the second Tuesday of the month. Except for one further meeting this month – for the Steering Committee to report to. That meeting needs to be set for a time that suits the Steering Committee's schedule. That could be styled as a "special" meeting, but calling it an ordinary meeting will allow it to deal with any other business that arises.

I have checked that none of the recommended dates conflict with Easter Tuesday, which is typically observed as a holiday by local governments.

### **Policy Implications**

Nil.

### **Financial Implications**

Nil – unless there is an increase in the number of meetings (which would cause an increase in meeting attendance fees)

## Strategic Implications

Nil.

## Voting Requirements

Simple Majority.

*In discussion, it was generally agreed that the meeting of 22 December should be a special meeting, and should be conducted by telephone.*

### COUNCIL RESOLUTION

**Moved: Cr Ross Pigdon**

**Seconded: Cr Jason Homewood**

*That:*

- 1. The Council ordinary meeting times and dates for the term of the current Council be set as follows:*

<i>Meeting Date</i>	<i>Time</i>
<i>Tuesday, 8 March 2016</i>	<i>10.00am</i>
<i>Tuesday, 14 June 2016</i>	<i>10.00am</i>
<i>Tuesday, 13 September 2016</i>	<i>10.00am</i>
<i>Tuesday, 13 December 2016</i>	<i>10.00am</i>
<i>Tuesday, 14 March 2017</i>	<i>10.00am</i>
<i>Tuesday, 13 June 2017</i>	<i>10.00am</i>
<i>Tuesday, 12 September 2017</i>	<i>10.00am</i>
<i>Tuesday, 12 December 2017</i>	<i>10.00am</i>

- 2. A special meeting be held on Tuesday 22 December 2015 to consider the Field Officer's report /plot of the final route of the fence required to enclose the cell, and a review of the Field Officer's remuneration.*
- 3. Pursuant to Regulation 14A of the Local Government (Administration) Regulations 1996, all members be permitted to attend the special meeting to be held on 22 December 2015 by telephone.*

**CARRIED BY ABSOLUTE MAJORITY 6/0**

## 12.8 Members Fees and Allowances

<b>Officer:</b>	Chief Executive Officer, Mr Warren Olsen
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	9 December 2015

### Matter for Consideration

To set Members Fees and Allowances in accordance with the determination of the Salaries and Allowances Tribunal.

### Background

The Salaries and Allowances Tribunal issued its current determination in respect of local government Elected Members and CEOs on 17 June 2015. A copy of the determination can be obtained from the Salaries and Allowances Tribunal's website:

<http://www.sat.wa.gov.au/LocalGovernmentCEOsandElectedMembers/Documents/Local-Government-Combined-Remuneration-Determination-Final.pdf>

### Comment

The determination by the Salaries and Allowances Tribunal sets the range of payments within which regional local governments are required to set the actual amount. For the Murchison Regional Vermin Council the following fees and allowances are applicable:

Item	2014-2015 Amount	SAT Determination Range
Council Meeting - Councillor	\$150.00	\$88.00 to \$232.00
Council Meeting - Chairman	\$300.00	\$88.00 to \$477.00
Committee & Prescribed Meetings – All Members	Not set	\$44 to \$116
Chairman’s Allowance	\$500.00	A minimum of \$500.00 to a maximum of \$19,570.00 (or a maximum of 0.2 % of the 2014-2015 operating revenue whichever is the lesser)
D/Chairman’s - Allowance	\$125.00	A minimum of \$125.00 to a maximum \$4,892.50 (or a maximum of 25% of 0.2% of the 2013/2014 operating revenue whichever is the lesser)

With respect to the Chairman’s allowance in the above table, the 2013/2014 operating revenue was \$122,171 of which 0.2% is \$244.34; hence it is considered that the minimum of \$500 applies. Similarly with the Deputy Chairman’s allowance a minimum of \$125.00 is considered to apply.

Travel expenses to meetings and information/communication and technology expenses are paid by individual Councils.

### Statutory Environment

Local Government Act 1995 - Sections 5.98 to 5.100

### Policy Implications

The adoption of elected member remuneration becomes a matter of policy. The Council may wish to make some policy (especially if it sets attendance fees for committee and prescribed meetings) establishing the conditions under which attendance fees will be paid.

### Financial Implications

To be determined; will depend on the level of remuneration set.

### Strategic Implications

Nil.

### Voting Requirements

Absolute Majority.

## COUNCIL RESOLUTION

**Moved: Cr Jason Homewood**

**Seconded: Cr Kerry Key**

*That the following Elected Member fees and charges be approved:*

- Council Meeting – Councillor \$ 150
- Council Meeting – Chairman \$ 300
- Committee/prescribed Meeting – All \$ 100
- Chairman’s Allowance \$ 500
- D/Chairman’s Allowance \$ 125

**CARRIED BY ABSOLUTE MAJORITY 6/0**

## 12.9 Determination of the Route of the fence required to complete Vermin Cell

<b>Officer:</b>	Chief Executive Officer, Mr Warren Olsen
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	9 December 2015

### **Matter for Consideration**

To determine the route for the fence required to complete the proposed Murchison Regional Vermin Cell.

### **Background**

A determination needs to be made of the route of the Vermin Fence required to complete the Murchison Region Vermin Cell. It is essential that the final route is fixed before Christmas, as the business plan cannot be finalised until this is done.

Until the business plan (including the robust funding model) is finalised only limited progress can be made on the business case that we need to present by March 2016.

I reported to the special meeting held on 23 November pointing out that we have no power to raise revenue outside of our MRVC territory – the implication being that the pastoral stations in the south-east corner of the Shire of Murchison would have to be excluded from the cell unless:

- The Shire of Murchison became a member of the MRVC; or
- There was a boundary adjustment to bring the subject pastoral stations into the Shire of Yalgoo.

I consider either of those options to be extremely unlikely.

However, at that meeting it was generally agreed that I should write to the Shire of Murchison and to the owners of the four affected stations advising them of the situation and giving them until 9<sup>th</sup> December to respond. Those letters were all sent on 23<sup>rd</sup> November.

### **Comment**

As at the date of writing this report:

- I have received no contact from either Twin Peaks Station or Mt Wittenoorn Station.
- I have had a very understanding email from Yuin Station, wishing us well with the project and confirming that they wouldn't be pursuing either of the options above.
- I have exchanged a couple of emails with Murgoo Station, the owner of which intended to make a submission to the Shire of Murchison.
- I've had a phone call from the Chief Executive Officer of the Shire of Murchison, exploring other avenues . . . .

If I receive any other responses by 9 December, I shall report on them to the meeting.

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil.

### **Financial Implications**

It is important to get this decision right, or we are unlikely to get the funding required to complete this project.

### **Strategic Implications**

It is important to get this decision right, or we are unlikely to get the funding required to complete this project.

### **Voting Requirements**

Simple Majority

## COUNCIL RESOLUTION

**Moved: Cr Carol Hodshon**

**Seconded: Cr Jason Homewood**

*That (subject to adjustments to minimise the risk of future maintenance cost burdens) the final route for the fence required to complete the Murchison Region Vermin Cell be as follows: Across the northern end of Madonga Station, across Meka Station, around the western boundary of Jingemarra Station to the State Barrier Fence.*

**CARRIED 6/0**

*At 12:38pm, the President adjourned the meeting for lunch.*

*The meeting resumed at 1:31pm. All councillors who were present at the adjournment were present at the resumption of the meeting.*

### **13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

### **14. NOTICE OF MOTIONS FOR THE NEXT MEETING**

Nil.

### **15. CONFIDENTIAL BUSINESS**

Nil.

### **16. LATE AGENDA ITEMS**

Nil.

### **17. ELECTED MEMBER MATTERS**

#### Cr Jason Homewood

- Requested that letters be sent to Pastoralists be sent to pastoralists at the northern end of the number one fence concerning the resolution of the September 2015 meeting regarding fixing up that section of fence to cattle standards, then abandoning responsibility for it.

#### Cr Carol Hodshon

- Informed Council that at Peg 243 built up sand and broken wood fence posts were present, an area which the fence maintenance contractor visited in his last report.

*It was generally agreed that the Chief Executive Officer should authorise a maintenance run from the 80 Mile Peg to Gum Creek, prior to Christmas.*

### **18. NEXT MEETING**

Special meeting on Tuesday 22 December 2015 (by telephone conference).

### **19. CLOSURE OF MEETING**

*There being no further business, the President closed the meeting at 1:50pm.*