



**MINUTES  
FOR  
ORDINARY MEETING OF COUNCIL  
Wednesday 19 August 2020**

**Council Chambers  
Lot 66 Railway Street  
Trayning WA 6488**

**Commencement: 4:00pm**

Unconfermed





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Signed

Brian Jones  
Chief Executive Officer



## MINUTES

Ordinary Meeting of the Trayning Shire Council,  
Held in the Council Chambers, Lot 66 Railway Street, Trayning,  
on Wednesday 19 August 2020, commencing at 4:00pm.

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## PREFACE

When the Chief Executive Officer approves these Minutes for distribution they are in essence “Unconfirmed” until the following Council Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee

The “Confirmed” Minutes are then signed off by the Presiding Person.

## UNCONFIRMED MINUTES

These minutes were approved for distribution on 20 August 2020.

Brian Jones  
**CHIEF EXECUTIVE OFFICER**

## CONFIRMED MINUTES

These minutes were confirmed at a meeting held on .....

.

Signed:.....

*Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.*



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

The Shire President Cr MA Brown welcomed the Councillors and Staff before declaring the meeting open at 4:00pm.

## **2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

### MEMBERS:

Cr Melanie Brown (Shire President)  
Cr Freda Tarr  
Cr Michelle McHugh  
Cr Marlon Hudson  
Cr Jim Wilkins  
Cr Clayton Marchant

### STAFF:

Mr Brian Jones (Chief Executive Officer)  
Miss Belinda Taylor (Manager of Corporate Services)

### APOLOGIES:

Mr Parthiv Parekh (Manager of Finance)

### ON APPROVED LEAVE(S) OF ABSENCE:

Cr Geoff Waters (Deputy Shire President)

### ABSENT:

Nil

### VISITORS:

Nil

## **3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

## **4 PUBLIC QUESTION TIME**

Nil



## **5 APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST**

### **5.1 Applications Previously Approved**

Nil

### **5.2 Leave of Absence**

Nil

### **5.3 Disclosure of Interest**

Nil

## **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

### **6.1 Petitions**

Nil

### **6.2 Deputations**

Nil

### **6.3 Presentations**

Nil

## **7 CONFIRMATION OF MINUTES**

### **7.1 Ordinary Meeting of Council**

#### **Officer Recommendation/Council Decision**

**Moved Cr MS Hudson**

**Seconded Cr ML McHugh**

That the minutes of the Ordinary Meeting of Council held on 29 July 2020 be confirmed as a true and correct record of the proceedings with the following amendments.

“Cr FA Tarr voted against the motion” be removed.

and

The meeting be reconvened at 4:13pm.

and

Mr B Jones, Cr CL Marchant and Cr JJ Wilkins left the meeting at 4:18pm and returned the meeting at 4:19pm.

**Resolution 08-2020.88**

**Carried 6/0**



## **8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS**

Shire President Cr Melanie Brown

As this is the last meeting for our CEO, I would like to take the opportunity to sincerely thank Brian for all that he has achieved during his tenure at our Shire.

Brian has been instrumental in ensuring that we are on track with our Integrated Planning and guiding Council as to how these documents enable us to make good decisions for our community now and into the future. Good planning helps good governance and Brian has helped us all to upskill in this area.

Many worthy projects have been completed in the last financial year, all on budget and on time. A testament to Brian's keen financial and management skills. The staff have the utmost respect for Brian and all have enjoyed working with him and learning from his vast skill set.

It has been a pleasure to work with you and we wish the very best for the future.

## **9 REPORTS OF OFFICERS**

### **9.1 REGULATORY SERVICES**



## 10.1 MANAGER OF FINANCE

### 10.1.1 Monthly Payment List July 2020

Date of Report:	12 August 2020
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Parthiv Parekh – Manager of Financial Services
Senior Officer:	Brian Jones –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.1 Attachment Monthly Payments and Sundry Debtor List
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To meet legislative requirements under the Local Government (Financial Management) Regulations.

#### **Background**

The Local Government (Financial Management) Regulations 1996 requires that Council is to be presented with a Statement of Payments each month.

#### **Statutory Environment**

Local Government (Financial Management) Regulations 1996.

#### **Officer's Comment**

The list of payments has been compiled for the month of July 2020 and is attached. These payments have already occurred and Council are not making a decision as to whether payments are to be made.

#### **Officer Recommendation/Council Decision**

**Moved Cr FA Tarr**

**Seconded Cr JJ Wilkins**

That Council receives the list of payments, as presented, for the month of July 2020, totalling \$383,653.75.

**Resolution 08-2020.89**

**Carried 6/0**





## 11.1 CHIEF EXECUTIVE OFFICER

Nil

## 12 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

Nil

## 13 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Confidential

### 13.1.1 Trayning Hotel/Motel Rates

Date of Report:	11 August 2020
Proponent:	Chief Executive Officer
File Ref:	A277
Officer:	Brian Jones – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	<b>Absolute Majority</b>

### Officer Recommendation/Council Decision

<b>Moved Cr FA Tarr</b>	<b>Seconded Cr JJ Wilkins</b>
That the meeting be closed to members of the public in accordance with section 5.23(2) (e) of the Local Government Act.	
<b>Resolution 08-2020.90</b>	<b>Carried 6/0</b>

### 13.2 Appointment of Works Supervisor

Date of Report:	18 August 2020
Proponent:	Chief Executive Officer
File Ref:	Personnel
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority



**Officer Recommendation/Council Decision**

**Moved Cr CL Marchant**

**Seconded Cr MS Hudson**

That Council re-open the meeting to members of the public.

**Resolution 08-2020.93**

**Carried 6/0**

**14 CLOSURE**

There being no further business, the Shire President thanked all Councillors and Staff for their attendance thanking the exiting CEO Brian Jones for the work had done for the Shire of Trayning during his tenure. The President then declared the meeting closed at 4:11 pm.

Unconfirmed