



SHIRE OF VICTORIA PLAINS

Minutes

Annual General Meeting (AGM) of Electors

On: Wednesday, 22 March 2023
At: Calingiri Emergency Services Building
Cnr Yulgering Rd and Edmonds St
Commencing: 6.03PM

**ANNUAL MEETING OF
ELECTORS - MINUTES**
22 March 2023

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A copy of the meeting guidelines is provided on Page 3

A Copy of the Shire's 2021/2022 Annual Report
<https://www.victoriaplains.wa.gov.au/documents/annual-reports>

A hardcopy of the Annual Report can be requested from the Shire Office.

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Meeting opened at 6.03pm.

The Shire president extended a warm welcome to residents attending this year's Annual Electors Meeting.

The Shire President advised those in attendance that the meeting was being recorded for the purposes of Minute Taking and the meeting will be run in accordance with the *Local Government Act Regulations (1995)* and the *Shire's Meeting Procedures Law 2018*.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Elected Members	Cr P Bantock – Presiding Member Cr N Clarke – Deputy Shire President Cr S Woods - Elected Member
CEO:	Mr S Fletcher
Staff:	Manager Finance & And Administration – Mr C Ashe Works and Services Manager – Mr S Brenzi Community Emergency Services Manager – Mr N Parry Community Emergency Services Officer – Mr J Cacic Community Development Officer – Mrs K Stripe
Apology	Cr G O'Brien Cr D Lovelock Cr J Kelly Cr S Penn
Members of the Public	Ms A Byrne-O'Neil Mr G Bookham Mrs M Bookham Mr D Hall Mrs S Mason Mrs N McInnes Mrs D Jones Mrs N Purser

3 CONFIRMATION OF MINUTES**Moved: Mr G Bookham****Seconded: Mrs S Mason****STAFF RECOMMENDATION****That the minutes of the AGM of Electors held Wednesday 25 May 2022 be accepted as a true and correct record of proceedings.****CARRIED BY UNANIMOUS DECISION****Mr G Bookham**

Q1. How has the Old Roads Building new uses and purposes been advertised?

A1 Various avenues including newsletters, leaflets, posters, signage and social media advertising.

Mrs M Bookham

Q2. When will the Shire transport services be reinstated?

A2. The Licence Agreement was signed by the Shire in December 2022 and Shire staff now need to undertake training which is planned for May 2023. The CEO envisaged this service should be active by June 2023.

3.1 Matters arising from the Minutes – Wednesday 25 May 2022

The CEO raised the matter of the fence issue listed in the Minutes of the 25 May 2022 Electors Meeting, confirming the fence has been repaired and the matter has been closed out.

Is it normal that interest would accrue on Rates that were delayed in being distributed?

MFA responded it depends on the scenario but for background:

- Rates in a FY are issued and become due and payable 35 days after the issue date – \$6.50 (2)
- You then elect to pay in full or by instalments through your payment on or before the due date.
- If by instalments then there is an Admin Fee and Instalment Plan interest - \$6.45 (3)
- There is an additional interest charge if on amounts that remain unpaid after becoming due and payable – \$6.51 (1)

With this in mind, the answer broadly is no;

- In this question scenario, Interest would only be accruing on amounts that remain unpaid (i.e. from the previous year) as rates for the current year have not been distributed (i.e. presumably delayed).

Ms A Byrne-O'Neil replied she did not think this was the case and referred to what was interpreted as an interim rates scenario. The MFA responded the above would still apply as its governed by the *Local Government Act 1995* and associated regulations. Interest could only be charged if instalments were elected (even on interim rates) and penalty interest only on over due amounts.

MFA offered to look into the individual rate assessment upon presentation

4 ANNUAL REPORT

Moved: Mrs S Mason

Seconded: Mr G Bookham

STAFF RECOMMENDATION

That the Annual Report for the financial year ended 30 June 2022 be received.

CARRIED BY UNANIMOUS DECISION

4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2022:

Nil

UNCONFIRMED MINUTES

4.1.1 Presentation by Mr Colin Ashe, Manager Finance and Administration

Mr G Bookham

Q1 The Annual Report 2021-22 indicates equity of \$125 million for the Shire – how?

A1. Equity indicates what the Shire is worth, i.e. if the business was wound up tomorrow, this is what is expected to be realised. The majority of this would be the value of roads, but the age old question would be, who would buy these roads. Nevertheless the Shire is required to comply with applicable accounting standards and this is reflected in the financial statements.

Mrs N Purser

Q1. How are 'best value purchasing practices' conducted as the cost of the Komastu Grader for \$160,000 seems excessive.

A1. There are basically two processes that can be undertaken, Request for Tender where the Shire approaches the market or through a WALGA's preferred supplier panel. The latter has effected of an approach to market already being conducted by WALGA and local government simply chooses a range of suppliers and requests a quote.

In terms of the Grader purchase, MFA advised this was prior to his tenure but could investigate how this was purchased. The CEO then advised this was a second hand purchase noting new Graders would be in the vicinity of \$400,000-\$500,000.

4.1.2 Presentation by Mr Sean Fletcher, CEO

Mr G Bookham

Q1. When will the Preparatory Works which are underway on the Calingiri New Norcia Road be complete?

A1. CEO advised that due to tender costs being up to 50% higher than estimated, the Shire has had to defer significant portions of the Road Construction program into 2023-24. In terms of this particular job, it is estimated for completion by the end of 2023.

Mrs N Purser

Q1. Will the Intersection changes free up land for CBH?

A1. CEO Advised that yes it does and there are discussions with CBH around this.

Mrs S Mason

Q1. Are the mining companies using the local landfills and what do the mining companies in the district intend do with their waste product?

A1. They are allowed to dump at the applicable refuse sites provided they pay the charges. The CEO and WSM advised the Shire could not stop them from doing this but would look into other options including the companies taking it back to Perth. The CEO also noted other options include potential storage of waste and some potential carbon offsets initiatives that would very beneficial to farmers and the Shire as a whole.

Mr G Bookham

Q1. Why are we reducing from 7 elected members down to 5?

A1. The CEO advised that was the resolution of council and he cannot comment further.

Mrs S Mason

Q1. Where and how can residents provide feedback to the Shire, including compliments?

A1 The CEO advised he would happily take an email but noted there is currently a Customer Survey circulating for resident feedback and an email address for residents to utilise reception@victoriaplains.wa.gov.au

5 ANY OTHER GENERAL BUSINESS

Ms Anne Marie O'Byrne, Calingiri

Q1. Can you please provide a Reserve Funding Update to the community?

A1. The CEO advised we have achieved the budgeted 2022-23 transfers (\$203,000) already.

Mrs N Purser

Q2. Can the presentation be uploaded on the website as not all subscribers use Facebook for notifications?

A2. The CEO Presentation of this evening is to go on the Shire website.

Mrs D Jones

Q3. Will there be anything further added to the Calingiri children's park?

A3. The CEO advised the Park Master Plan is being revisited with new engagement

from the original designers and this is likely to be reinvigorated. The Community Development Officer is working on a plan to possibly include the old basketball courts

Mr G Bookham

Q4. Is there actual CCTV where there is signage?

A4. The CEO and Shire President needed specifics but broadly advised yes there was referencing the CCTV on display at the current venue of the Electors meeting and other areas such as the Shire Office, Gymnasium and Refuse Sites. Approaches have been made by vendors to make an assessment of current suitability and this may be undertaken.

Mr G Bookham

Q5. What can the shire do to assist people that require housing

A5. The CEO advised that the Shire are waiting on the decision from the Commonwealth regarding funding, as far as building licences are concerned, there is a statutory requirement to charge applicants.

Mr G Bookham

Q6. Why are trailers parking in the park bay at the front of town?

A6. The CEO noted he had addressed some of this on parking on Cavell St but this was a difficult one to police. Some are governed by local laws which arguably are currently inadequate.

Mr G Bookham

Q7. Why is the Rodeo not being held in Bolgart?

A7. The CEO advised that the rodeo organizers made the decision to go elsewhere as they did not have the correct applications and permissions in place. The Shire President explained the process of council decision and the time frame of which they were presented.

Mr D Hall, Piawaning

Q8. Is there a set time frame, for approval of planning requests?

A8. Depends on the request but indicatively, three (3) months.

Mrs N Purser

Q9. Is there an update on Shire plan and logo?

A9. This is for discussion with Council and requiring public consultation.

6 DECLARATION OF CLOSURE

Meeting declared closed at 7.14pm.

UNCONFIRMED MINUTES

MEETING OF ELECTORS GUIDELINES

Purpose

In accordance with the *Local Government Act 1995*, a general meeting of electors must be held each financial year after a local government accepts the annual report.

The matters to be discussed at the general electors' meeting are in accordance with Regulation 15 of the *Local Government (Administration) Regulations 1996*. This includes, the contents of the annual report for the previous financial year and then any other general business.

Procedures

The procedure to be followed at a general or special meeting of electors is to be determined by the presiding member (this also includes specific regard to the Shire of Victoria Plains Meeting Procedures Local Law).

Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote. All decisions at a general or special meeting of electors are to be made by a simple majority of votes. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

All decisions made at an electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable at the first ordinary council meeting after that meeting or at a special meeting called for that purpose, whichever happens first.

An elector is someone on the State Electoral Roll for the District of Victoria Plains or an Owner/Occupier in the Shire of Victoria Plains.

Minutes

Minutes of the proceedings at an electors' meeting are to be kept and preserved. They are published on the Shire's website for a period of not less than 5 years and are also made available for inspection by members of the public.

Shire of Victoria Plains Meeting Procedures Local Law

Specific clauses to be observed regarding a Meeting of Electors are:

18.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.