



# SHIRE OF VICTORIA PLAINS

## Agenda

### Annual General Meeting (AGM) of Electors

On: Wednesday, 25 May 2022  
At: Calingiri Sports Pavilion  
Commencing: 6.00PM

**ANNUAL MEETING OF  
ELECTORS - AGENDA**  
25 May 2022

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A copy of the meeting guidelines is provided on Page 2

A Copy of the Shire's 2020/2021 Annual Report will be on the Shire's Website  
from Wednesday 4 May 2022:

<https://www.victoriaplains.wa.gov.au/documents/annual-reports>

A hardcopy of the Annual Report can be requested from the Shire Office.  
There will be some copies made available at the Meeting

**1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

**2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED**

**3 CONFIRMATION OF MINUTES**

**STAFF RECOMMENDATION**

That the minutes of the AGM of Electors held Monday 3 May 2021 be accepted as a true and correct record of proceedings.

**3.1 Matters arising from the Minutes – Monday 3 May 2021**

**4 ANNUAL REPORT**

**STAFF RECOMMENDATION**

That the Annual Report for the financial year ended 30 June 2021 be received.

**4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2021**

**5 ANY OTHER GENERAL BUSINESS**

**6 DECLARATION OF CLOSURE**

## 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*: firstly, 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.