



Minutes

Annual Meeting of

Electors 2022/2023

Wednesday, 14 February 2024
Calingiri Emergency Services Building
Cnr Yulgering Rd and Edmonds St
Commencing @ 6.00PM



Date 29 January 2024

Version 1.0



Table of Contents

.....	1
1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	3
2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED.....	3
3 CONFIRMATION OF MINUTES	3
3.1 Matters arising from the Minutes – Wednesday 22 March 2023.....	3
4 ANNUAL REPORT	4
5 ANY OTHER GENERAL BUSINESS	4
6 DECLARATION OF CLOSURE.....	4
A: MEETING OF ELECTORS GUIDELINES.....	5
Purpose	5
Procedures	5
Minutes	5
Shire of Victoria Plains Meeting Procedures Local Law.....	5

A copy of the meeting guidelines is provided on Page 4

A Copy of the Shire’s 2022/2023 Annual Report is on the Shire’s Website:
<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

The Meeting opened at 6.03pm.

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

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Elected Members	Cr P Bantock – Presiding Member Cr S Woods - Deputy Shire President - Elected Member Cr D Lovelock – Elected Member Cr R Johnson – Elected Member
CEO:	Mr S Fletcher
Staff:	Deputy CEO – Mr C Ashe Works and Services Manager – Mr S Brenzi Community Emergency Services Manager – Mr N Parry
Apology	Cr S Penn
Members of the Public	Nil

3 CONFIRMATION OF MINUTES

Moved: Cr S Woods

Seconded: Cr D Lovelock

That the minutes of the AGM of Electors held Wednesday 22 March 2023 be **ACCEPTED** as a true and correct record of proceedings.

CARRIED UNANIMOUSLY

3.1 Matters arising from the Minutes – Wednesday 22 March 2023

Nil



4 ANNUAL REPORT

Moved: Cr S Woods

Seconded: Cr D Lovelock

STAFF RECOMMENDATION

That the Annual Report for the financial year ended 30 June 2023 be received.

- 4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2023:
 - 4.1.1 Presentation by Mr Colin Ashe, Deputy CEO
 - 4.1.2 Presentation by Mr Sean Fletcher, CEO

CARRIED UNANIMOUSLY

5 ANY OTHER GENERAL BUSINESS

Nil

6 DECLARATION OF CLOSURE

The Shire President declared the meeting closed at 6.45pm,



A: 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.