



MINUTES

Ordinary Council Meeting

17 December 2025

Shire of Victoria Plains
Council Chambers, Calingiri

AND

via E-Meeting Protocol

Commencing – 2:02 PM



DISCLAIMER:

The recommendations contained in this document are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Resolutions are not considered final until the minutes of the meeting are confirmed or advised in writing by the CEO or authorised person.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

Recording of Meeting

Members of the public are advised that meetings of Council are audio recorded to assist with ensuring an accurate record of the meeting is provided for the formal minutes of the meeting. In terms of the Privacy Act 1998 this may involve the recording of personal information provided at the meeting. The provision of any information that is recorded is voluntary, however if any person does not wish to be recorded they should not address or request to address the meeting. By remaining in this meeting, you consent to the recording of the meeting.

You are not permitted to record this meeting with any recording device, unless you have the express authorisation of the Council of the Shire of Victoria Plains.

E – Disclaimer

It is the Presiding Member's responsibility to preserve order in the meeting and this can be more difficult in an eMeeting. Therefore, each Council Member must consistently and respectfully follow the Local Government's Meeting Procedures Local Law, any additional eMeeting guidance provided by the Local Government and support the Presiding Member in their conduct of the eMeeting.

The pace of an eMeeting should be slow and orderly. The following practices will help avoid confusion and support effective eMeetings:

Speak clearly and slowly, as connections may be distorted or delayed;

Always state your name to indicate to the Presiding Member that you wish to speak. Restate your name if the Presiding Member has not heard you at first;

In debate, only speak after the Presiding Member has acknowledged you. Then state your name, so that others know who is speaking;

Follow the Presiding Member's directions and rulings;

If you are unclear about what is happening in an eMeeting, immediately state your name to draw the Presiding Member's attention and enable you to then seek clarification from the Presiding Member;

Avoid looking for opportunities to call Points of Order; instead, politely and respectfully gain the Presiding Member's attention and explain any deviation from your Meeting Procedures, the Local Government Act or any other relevant matter.

Commonly used abbreviations	
AAS / AASB	Australian Accounting Standard / Australian Accounting Standards Board
BF Act	Bush Fire Act 1954
BFB	Bush fire brigade
CEO	Chief Executive Officer
CDO	Community Development Officer
DBCA	Dept of Biodiversity, Conservation and Attractions
DFES	Dept of Fire and Emergency Services
DPLH	Dept of Planning, Lands and Heritage
DWER	Dept of Water and Environmental Regulation
EHO	Environmental Health Officer
EFT	Electronic Funds Transfer
FAM	Finance and Administration Manager
JSCDL	Parliamentary Joint Standing Committee on Delegated Legislation
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG Act	Local Government Act 1995
LGGC	WA Local Government Grant Commission
LPP	Local Planning Policy
LPS	Local Planning Scheme
MOU	Memorandum of Understanding
MRWA	Main Roads WA
NNTT	National Native Title Tribunal
OAG	Office of Auditor General
OCM	Ordinary Council Meeting
PTA	Public Transport Authority
RRG	Regional Roads Group
RTR	Roads to Recovery
SAT	State Administrative Tribunal
SEMC	State Emergency Management Committee
SGC	Superannuation Guarantee Contribution
SJAA	St John Ambulance Association
SWALSC	South West Aboriginal Land and Sea Council
WAEC	WA Electoral Commission
WALGA	WA Local Government Association
WSM	Works and Services Manager
WSFN	Wheatbelt Secondary Freight Network
EPA	Environmental Protection Authority
DPIRD	Department of Primary Industries and Regional Development
HCWA	Heritage Council of Western Australia
WAPC	Western Australian Planning Commission
WDC	Wheatbelt Development Commission

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MINUTES

Ordinary Council Meeting of the Victoria Plains Shire Council
Held in the Shire of Victoria Plains, Council Chambers, Calingiri, AND, via E-
Meeting Protocol
on 17 December 2025 commencing at 2:02 PM

1 DECLARATION OF OPENING

1.1 Opening

The Meeting was declared open by the Presiding Member at 2.02PM

1.2 Announcements by Shire President

The Shire President reminded Elected Members that the meeting was being recorded for the purposes of Minute Taking and uploading of the recording to the Shire Website for public viewing and the meeting will be run in accordance with the Shire's Meeting Procedures Law 2018. The Shire President noted the following: *"I also want to take this opportunity to thank all those involved in the response to bush fires we have faced right across our shire in recent days and weeks. We cannot take it for granted, that in our district, farmers and private citizens race towards smoke to put out fires, and there is a crew of supporters that follow behind to provide meals, fuel, water and communications. The skill of our fire brigade volunteers is phenomenal, their dedication in supplying their own equipment - vehicles, loaders and water trucks, down to eskys and jerry cans of fuel. The genuine care for their community as they look after each other, not just during the fire but in the aftermath. I thank the Shire for their response to the fires and thank our staff for their efforts and liaison. The Shire of Victoria Plains will support our volunteers and will always be grateful for what you do."*

2 REMOTE ATTENDANCE BY ELECTED MEMBERS

THAT:

Under regulation 14C (2)(b) of the Admin Regulations, the Shire President can approve Elected Member attendance by electronic means;

In doing so, under r.14C (5) the Shire President must have regard as to whether the location that the Elected Member intends to attend the meeting, and the equipment intended to be used to attend the meeting, are suitable;

Electronic means includes, as per r.14CA(2) by telephone or video conference;

Suitable equipment would include an electronic device that can hold a Teams meeting, and perhaps, the use of headphones;

In accordance with r.14CA (5) the Elected Member must declare that they are able to maintain confidentiality during the meeting. Under r.14CA(7), the declaration by the Elected Member is recorded in the minutes of the meeting;

Summarily, according to Departmental guidance, a suitable location is one that is quiet and private e.g. a private room in your house. If there are other people at the location at the time of the meeting, an Elected Member may be required to close a door and wear headphones.

Approval to Attend and Declaration of Confidentiality

N/A

3 RECORD OF ATTENDANCE

Members present	Cr P Bantock – Shire President Cr S Woods – Deputy Shire President Cr R Johnson Cr N Smith Cr E Williams
Staff attending	Chief Executive Officer – Mr S Fletcher Works & Services Manager – Mr S Brenzi Council Support Officer – Mrs J Klobas – via teleconference
Apologies	Nil
Approved leave of absence	N/A
Visitors	Nil
Members of the public	Nil

4 DISCLOSURE OF INTEREST

Refer – Local Government Act, Regulations, Code of Conduct, and Declaration Forms in Councillor folders.

Type Item Person / Details

Nil

5 PUBLIC QUESTION TIME

Refer – Local Government Act, Regulations, Local Law and Submission Form & Guidelines circulated.

5.1 Public Questions with Notice

Nil

5.2 Public Question Without Notice

6 PRESENTATIONS AND DEPUTATIONS

6.1 Presentations

Nil

6.2 Deputations

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 MINUTES OF MEETINGS

Officer Recommendation / Council Resolution OCM2512-036

Moved: Cr S Woods

Seconded: Cr E Williams

That the minutes of the Ordinary Council Meeting held 26 November 2025 as circulated, be **CONFIRMED** as a true and correct record.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr R Johnson, Cr N Smith and Cr E Williams

Voted against: Nil

CONFIRMED PUBLIC MINUTES

9 REPORTS REQUIRING DECISION

9.1 ACCOUNTS FOR ENDORSEMENT - NOVEMBER 2025

File Reference	
Report Date	8 December 2025
Applicant/Proponent	Nil
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Katrina Humphries – Creditors Officer
Senior Officer	Colin Ashe – Deputy Chief Executive Officer
Authorised by	Colin Ashe – Deputy Chief Executive Officer
Attachments	1. Agenda 9.1A - OCM - List of Payments November 2025

PURPOSE

This item presents the attached List of Accounts Paid, under delegated authority for November 2025.

BACKGROUND

As per Local Government Act and Financial Management Regulations.

COMMENT

Each month Council is to be advised of payments made during the preceding month, the amount, the payee, date and reason for payment.

CONSULTATION

DCEO

STATUTORY CONTEXT

Local Government Act 1995 –

- s.6.8(2)(b) – expenditure is to be reported to the next ordinary meeting of Council

Local Government (Finance) Regulations 1996 –

- r.13 Payments for municipal fund or trust fund
 - (1) the Chief Executive Officer is to provide a list of accounts paid from the Municipal fund or Trust fund, a list of all accounts paid each month showing for each account paid –
 - a) The payee’s name
 - b) The amount of the payment
 - c) The date of the payment
 - d) Sufficient information to identify the transaction

(2) the listing to be presented to the Council at the next ordinary meeting of Council after preparation.

CORPORATE CONTEXT

Delegations Register –

- 3.2 – Municipal Fund and Trust Fund – Payments from Bank Accounts
 - o CEO authorised, subject to conditions
 - o compliance with legislation and procedures
 - o Minimum of 2 signatories with varying level of authorisation

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance
	We have sound financial management policies and attract external funding to help achieve our goals
	Councilors attend training and feel supported in their role
	Council is supported by a skilled team

Strategic Priority 4.3 is relevant as part of sound financial management policies

Delegation

Nil

Policy Implications

3.1 Purchasing Framework

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior	Policies and processes including preparation by Finance staff and two-step process for payment will ensure that the

	penalties to Shire/Officers			management / executive and subject to monthly monitoring	residual risk is moderate.
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FINANCIAL IMPLICATIONS

All payments are in accordance with Council’s adopted budget.

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation / Council Resolution OCM2512-037

Moved: Cr R Johnson

Seconded: Cr S Woods

That the **PAYMENTS** made for November 2025 from the Municipal Bank Account as per attached listing and summarised below, be **ENDORSED**:

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr R Johnson, Cr N Smith and Cr E Williams

Voted against: Nil

Payment Type	References from - to	\$ Amount
Creditor EFT Payment**	EFT00060 - EFT00062	17,576,474.88
Direct Debit Payment**	PPIN002533 – PPIN02486 DD00041-DD00042	71,214.00
Credit Card – Bendigo Bank	PPIN02685	4,371.63
	PPIN02570	653.68
	PPIN02576	677.40
	PPIN02577	3,303.80
	PPIN02657	3,336.47
Fuel Card – Wright Express	PPIN02451	13.18
Salaries and Wages EFT	PE05/11/25;PE19/11/25	118,951.94
Petty Cash Cheque	12597	300.65
Trust Payments		-
	TOTAL	17,779,297.63
Local Spending	\$	%
Local Supplier	167,716.38	0.94%
Payroll	118,951.94	0.67%
Total	286,668.32	1.61%

9.2 MONTHLY FINANCIAL STATEMENTS - NOVEMBER 2025

File Reference	
Report Date	27 November 2025
Applicant/Proponent	Shire of Victoria Plains
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	Nil

PURPOSE

To advise council the Nov 25 monthly financial report will **not** be presented at the Dec 25 ordinary council meeting.

BACKGROUND

Section 6.4 of the Local Government Act 1995 requires a Local Government to prepare financial reports.

The Local Government (Financial Management) Regulations 34 & 35 set out the form and timing of the financial reports.

COMMENT

Regulation 35 requires:

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the **previous month**)
- (2) A statement of financial position must be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

Dec 25 is short month in terms of making agenda deadlines due to shire shut down with the requirement to have agenda items submitted by the 10 Dec 25. This is not feasible to have the monthly financial report completed in this timeframe.

Regulation 35 allows for within a 2-month window so by way of explanation, the Nov 25 financial report would not be presented in Dec 25, but presented at the Jan 26 meeting, complying with Regulation 35.

However as there is no Jan 26 council meeting, the Feb 26 meeting would be deemed to be within 2 months by default.

At the Feb 26 meeting, financial reports for the period ending 30 Nov 25, 31 Dec 25 and Jan 26 will be presented.

CONSULTATION

Chief Executive Officer, Sean Fletcher.

Chief Financial Officer, Zoe Clayton.

Co-ordinator Financial Services, Glenn Deocampo.

STATUTORY CONTEXT

Local Government (Financial Management) Regulations 1996 – r.35 – financial position statement required each month.

CORPORATE CONTEXT

Nil

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance
	We have sound financial management policies and attract external funding to help achieve our goals
	Councilors attend training and feel supported in their role
	Council is supported by a skilled team

Delegation

Nil

Policy Implications

Policy Manual –

- 3 Financial Management

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Policies and processes including preparation by Finance staff ensure that the residual risk is moderate.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation / Council Resolution OCM2512-037

Moved: Cr S Woods
Seconded: Cr E Williams

That Council **NOTE** that the Nov 25 financial report will **not** be presented at the Dec 25 ordinary council meeting, but provided at the Feb 25 ordinary council meeting along with the Dec 25 and Jan 26 financial reports.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr R Johnson, Cr N Smith and Cr E Williams
 Voted against: Nil

CONFIRMED PUBLIC MINUTES

9.3 ACCEPTANCE OF 2024-25 ANNUAL REPORT (INCORPORATING THE AUDIT EXIT MEETING) AND SETTING OF THE ANNUAL MEETING OF ELECTORS

File Reference	
Report Date	1 December 2025
Applicant/Proponent	Audit, Risk and Improvement Committee
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	<ol style="list-style-type: none"> 1. Annual Report 25-25 2. Management Letter 2024-25

PURPOSE

To endorse the Audit, Risk and Improvement Committees (ARIC) recommendations from the Audit Exit meeting, accept the 2024/24 Annual Report and to convene the General Meeting of Electors.

BACKGROUND

On the 26 Nov 25 the ARIC held the exit meeting with the appointed Auditors, William Buck Chartered Accountants and Office of the Auditor General (OAG) and this included presentation of the Annual Financial Report 24-25 and draft Management Report findings. At the time of this meeting, the Annual Financial Report 24-25 and management report were not officially finalised by OAG.

Since then, the final approved Annual Financial Report 24-25 have been approved and accordingly stamped by both William Buck and OAG with no changes. The clean audit opinion and the final management report with only one (1) finding has been finalised and issued by OAG.

The Annual Report 24-25 can now be finalised that incorporates these documents along with endorsement of the ARIC audit exit meeting.

An annual report for the previous financial year is required to be prepared and adopted by Council. Key components of the annual report include a report from the Shire President and the CEO, matters regarding the Strategic Community Plan and the Annual Financial Statements.

The Shire received its audit report for the 2024-2025 annual financial statements on 28 Nov 25 and within the timeframe of 31 Dec as set out in s7.9 of the *Local Government Act 1995*. The Auditor's Report and the Annual Financial Statements form part of the Shire's Annual Report.

The ARIC reviewed the draft Annual Financial Statements on 26 Nov 25 and noting these remain unchanged, is incorporated in the Annual Report 24-25 and presented to Council at today's Council meeting for final consideration and acceptance.

Once accepted by Council, the date to hold the Annual Meeting of Electors can then be set.

COMMENT

A summary regarding the contents of the annual report is provided in the following table:

Section	Description
The District at a Glance	A general overview of the Shire of Victoria Plains
President’s Address	The report is required to be provided by the Shire President re: 2024/2025
Matters Regarding Council	This includes who was on Council during 2024/2025, matters regarding meetings, the previous elections, membership of committees and complaints. Meeting attendance figures have been included along with the training register for the elected members
CEO’s Message	The CEO is required to provide a report
Financial Management Report	The Deputy CEO’s report provides a summary of the key financial activity for 2024-2025. This is, in effect, an overview of the annual financial statements.
Works and Services	This section sets out the key road funding sources, the major capital works undertaken, and the day to day operations undertaken.
Environmental Health, Building and Planning Services Report (Local Planning Scheme)	This report includes an overview of the main regulatory functions of the Shire: health, building and land use planning.
Other Staff Matters	An organisational chart has been included and matters regarding remuneration (number of officers that receive more than \$100,000 per year).
Other Matters of Governance	The Shire is required to be compliant regarding the following: <ul style="list-style-type: none"> • Public Interest Disclosures – 0; • National Competition Policy – the Shire did not privatise any activities in 2024/2025 and so consequently there were no obligations to report in this area impact of local laws; • Record Keeping Plan – confirmation that the Record Keeping Plan is performing as required; • Freedom of Information – there were 0 applications received • Disabilities Access and Inclusion Plan – the new Plan was completed and implemented at the time of writing this report.
Shire Facilities	Lists the main shire provided facilities in each community and who best to contact in order to use them.
Status of the Strategic Plan and Corporate Business Plan (Implementation Plan)	Confirms when the SCP was adopted (3 August 2022) and provides an overview on how the new plan has performed in 2024-2025: <ul style="list-style-type: none"> • Community = 92% • Economy = 93% • Environment = 80% • Civic Leadership = 90% • Major Projects = 95%
Matters for Next 12 Months	The Shire will report on 34 key actions expected to be undertaken for the next 12 months which key priorities include: <ul style="list-style-type: none"> • Implementing the new Economic Development Strategy • Implementing the Sport and Recreation Master Plan • Continuing to seek funding for key worker housing and

	<p>infrastructure upgrades.</p> <ul style="list-style-type: none"> Enhancing service delivery and facilities for residents and visitors.
Capital Program	Confirmation of the Shire's capital works program as per the Manager of Works and Services report
Auditor's Report and Annual Financial Statements	Contains a copy of the letter from the Auditor General's delegate (Opinion) and the Audited and Signed annual financial statements

CONSULTATION

- Mr Sean Fletcher, Chief Executive Officer
- Mr Silvio Brenzi, Manager Works and Services
- Mr Gordon Houston, EHO / Building Services Contractor
- Ms Candice Watson, PA to the CEO.

STATUTORY CONTEXT

Local Government Act

5.53. Annual reports

- (1) The local government is to prepare an annual report for each financial year.
 - (2) The annual report is to contain —
 - (a) a report from the mayor or president; and
 - (b) a report from the CEO; and
 - [(c), (d) deleted]
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and
 - (f) the financial report for the financial year; and
 - (g) such information as may be prescribed in relation to the payments made to employees; and
 - (h) the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and
 - (ha) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*; and
 - (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints; and
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require;
- and

- (i) such other information as may be prescribed.

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
- (2) The financial report is to —
 - (a) be prepared and presented in the manner and form prescribed; and
 - (b) contain the prescribed information.
- (3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
 - (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
 - (b) the annual financial report of the local government for the preceding financial year.

5.54. Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.
** Absolute majority required.*
- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

5.55A. Publication of annual reports

The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

This means the general electors meeting must be held by 11 February 2026

CORPORATE CONTEXT

Strategic Community Plan

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance		
	We have sound financial management policies and attract external funding to help achieve our goals		
	Councilors attend training and feel supported in their role		
	Council is supported by a skilled team		

Strategic Priority 4.3 is relevant as part of sound financial management policies.

Delegation

Nil

Policy Implications

Section 3 – Financial Management

Other Corporate Document

Nil

Risk Analysis

CONFIRMED PUBLIC MINUTES

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Non-compliance There are two main issues: <ul style="list-style-type: none"> Failing to meet the required due dates; Failing to include all 	Major (4) Non-compliance results in termination of services or imposed penalties to Shire/Officers	Almost Certain (5) Expected to occur in most circumstances	Extreme (20)	CEO & Council (Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and	CEO to ensure that Council is kept apprised of roadblocks that occur with regard to preparing the annual report. This has been done at Council Briefing Sessions. The above ensures that the risk is maintained as Low

<p>relevant information</p>				<p>subject to continuous monitoring</p> <p>Effective: The Shire has prepared the written annual report with the required content in required time frames. However, delays by the auditors and the OAG has seen the production of the Annual Report delayed</p>	
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FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

Officer Recommendation

That Council

1. ENDORSE the Audit, Risk and Improvement Committee recommendation to ACCEPT the Annual Financial Statements 24-25 and Final Management Letter incorporating the one finding.
2. In accordance with Section 5.54(1) of the *Local Government Act 1995* ACCEPTS BY AN ABSOLUTE MAJORITY the Shire of Victoria Plains 2024-2025 Annual Report as set out in Attachment 1.
3. In accordance with Section 5.27 of the *Local Government Act 1995* CONVENES a General Meeting of Electors (an Annual Meeting) of the Shire of Victoria Plains to be held on _____ commencing at 6:00 PM at the Emergency Services Building.
4. NOTES that:
 1. The Shire of Victoria Plains Annual Report 24-25 may be subject to further formatting and styling to be determined by the CEO prior to publication.
 2. In accordance with Sections 5.29 and 5.55 of the *Local Government Act 1995*, the CEO will give local public notice of the General Meeting of Electors to be held on _____, and of the availability of the Shire’s Report for the 2024/25 Financial Year, and will make the report available on the Shire’s website within fourteen (14) days.

Councillor Motion / Council Resolution OCM2512-038

Moved: Cr S Woods
Seconded: Cr E Williams

That Council

1. **ENDORSE** the Audit, Risk and Improvement Committee recommendation to **ACCEPT** the Annual Financial Statements 24-25 and Final Management Letter incorporating the one finding.
2. In accordance with Section 5.54(1) of the *Local Government Act 1995* **ACCEPTS BY AN ABSOLUTE MAJORITY** the Shire of Victoria Plains 2024-2025 Annual Report as set out in Attachment 1.
3. In accordance with Section 5.27 of the *Local Government Act 1995* **CONVENES** a General Meeting of Electors (an Annual Meeting) of the Shire of Victoria Plains to be held on **Tuesday 10 February 2026** commencing at 6:00 PM at the Emergency Services Building.
4. **NOTES** that:
 1. The Shire of Victoria Plains Annual Report 24-25 may be subject to further formatting and styling to be determined by the CEO prior to publication.
 2. In accordance with Sections 5.29 and 5.55 of the *Local Government Act 1995*, the CEO will give local public notice of the General Meeting of Electors to be held on **Tuesday 10 February 2026** and of the availability of the Shire's Report for the 2024/25 Financial Year, and will make the report available on the Shire's website within fourteen (14) days.

CARRIED BY ABSOLUTE MAJORITY AND BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr R Johnson, Cr N Smith and Cr E Williams
Voted against: Nil

10 MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE REQUIRING DECISION


12 MEETING CLOSED TO PUBLIC

Nil

13 CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 2.13PM

These minutes were confirmed at the Ordinary Council Meeting held on

Signed 

(Presiding member at the meeting which confirmed the minutes)

Date 25 February 2026

Council Minutes are unconfirmed until they have been adopted at the following meeting of Council.

CONFIRMED PUBLIC MINUTES