



**MINUTES
FOR
SPECIAL MEETING OF COUNCIL
Wednesday 24 July 2024**

For the purpose of adopting the 2024/25 Budget

**Trayning & Districts Sporting Club
Sutherland Street
Trayning WA 6488**

Commencement: 6.00 pm





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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Trayning during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Trayning.

The Shire of Trayning warns that anyone who has any application lodged with the Shire of Trayning must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Trayning in respect of the application.

Signed

Leanne Parola
Chief Executive Officer



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.

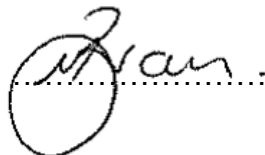
UNCONFIRMED MINUTES

These minutes were approved for distribution on 25 July 2024.

Leanne Parola
CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 13 August 2024.

Signed: 

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



MINUTES

Special Meeting of the Trayning Shire Council,
held at the Trayning & Districts Sporting Club,
Sutherland Street, Trayning,
on Wednesday 24 July 2024, commencing at 6.00 pm

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr MA Brown welcomed Councillors and staff, declaring the meeting open at 6:00 pm.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown (Shire President)
Cr Clayton Marchant (Deputy Shire President)
Cr Michelle McHugh
Cr Peter Barnes
Cr Mark Leslie
Cr Corey Harken
Cr Dale Naughton

STAFF:

Mrs Leanne Parola (Chief Executive Officer)
Mr Grant Cross (Manager of Works)
Ms Belinda Taylor (Manager of Corporate Services)

APOLOGIES:

Nil

ON APPROVED LEAVE(S) OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Mrs S Waters
Mr G Waters

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil



4 PUBLIC QUESTION TIME

Geoff Waters – advised that the broken light at the Kununoppin airstrip had been fixed today

Sandra Waters – asked what the plan was for the Kununoppin refuse site. The Shire President advised that the North Eastern Wheatbelt Regional Organisation of Councils was still progressing the concept of a regional refuse site but that planning was conditional on grant funding and no site had been selected yet.

Sandra Waters – asked if it would be possible for the Shire to remove large items such as furniture from the Kununoppin refuse site to extend the life of the cell. The Shire President took the question on notice to allow staff to investigate options.

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 CF Harken

Seconded Cr PM Barnes

That the minutes of the Ordinary Meeting of Council held 17 July 2024 be confirmed as a true and correct record of the proceedings.

Resolution 07-2024.75

Carried 7/0

For Cr Harken, Cr Barnes, Cr McHugh, Cr Brown, Cr Marchant, Cr Naughton, Cr Leslie



8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil



9 REPORTS OF OFFICERS

9.1 Budget Adoption 2024/2025

Date of Report:	23 July 2024
Proponent:	Leanne Parola – Chief Executive Officer
File Ref:	3.2.7.1 – Annual Budget
Officer's Disclosure of Interest:	Nil
Attachments:	Attachment 9.1 2024/25 Statutory Budget
Voting Requirements:	Absolute Majority

Purpose of Report

To consider the adoption of the Shire of Trayning 2024/25 Budget.

Background

The draft Budget/Long Term Financial Plan has been discussed with Councillors at a number of Councillor Forums.

Consultation

Councillors and staff

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

There are no direct policy implications.

Financial Implications

Sets the Budget for the 2024/25 financial year and enables rates to be raised.

Strategic Implications

The Shire's adopted Long Term Financial Plan, Asset Management Plan, Council Plan and Services & Facilities Plan have informed the draft budget.

The Long-Term Financial Plan adopted by Council on 19 June 2024 was based on overall rates increase of 4.6% and CPI of 3.6% for 2024/25. According to the Australian Bureau of Statistics, the Consumer Price Index rose 3.6% for the twelve months ending March 2024.



Officer's Comment

Council adopted the Schedule of Fees and Charges for 2024/25 at the Ordinary Meeting held 19 June 2024. The attached draft budget includes the Schedule, with some minor changes to the building fees.

Officer Recommendation/Council Decision

Moved CF Harken

Seconded Cr CL Marchant

1. That Council, pursuant to the provision of Section 6.2 of the *Local Government Act 1995* (as modified by Ministerial Order due to COVID-19 pandemic) and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the budget for the Shire of Trayning for the 2024/2025 financial year which includes the following:
 - a) Statement of Comprehensive Income Type
 - b) Statement of Cash Flows
 - c) Statement of Financial Activity
 - d) Notes to and forming part of the Budget
 - e) Schedule of Fees and Charges
2. That Council, pursuant to Sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995* impose the following:
 - a) Where the General Rate is to apply, for all rateable properties with Gross Rental Valuations a rate of 18.476 cents in the dollar, with a minimum rate of \$400 be imposed
 - b) Where the General Rate is to apply, for all rateable properties with Unimproved Valuations a rate of 1.082 cents in the dollar, with a minimum rate of \$400 be imposed.



6. That Council, pursuant to Section 6.51 (1) and subject to Section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
7. That Council, pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.
8. That Council, pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, offer the following payment options:
 - a) Option 1
To pay the total of rates and charges included on the rate notice in full by the due date 12 September 2024, which is more than thirty-five (35) days after the date of service. Failure to pay such costs will attract penalty charges.
 - b) Option 2
To pay by four (4) instalments. Details of these dates and amounts are included on the rate notice. Failure to pay such costs by the due dates will attract penalty charges. This option can only be selected where the first instalment including all arrears (if any) is paid by the due date.

Payment dates are:
 1. 12 September 2024
 2. 14 November 2024
 3. 16 January 2025
 4. 20 March 2025
9. That Council, pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and charges) through an instalment option of \$5 for each instalment after the initial instalment is paid.
10. That Council, pursuant to Section 6.46 of the Local Government Act 1995, offers a discount of 5% of current rates levied to ratepayers who have paid their rates in full, including arrears, waste and service charges, by the due date as specified on the rate notice.



11. That Council, pursuant to Section 67 of the Waste Avoidance and Resource Recovery Act 2007, impose a Waste Collection Fee in the compulsory areas, as following:

- a) \$220 per annum – for one (1) refuse mobile garbage bin (collected weekly)
- b) \$140 Per annum for one (1) recycling mobile garbage bin (collected fortnightly)
- c) \$140 per annum – for any additional recycling mobile garbage bins (collected fortnightly)
- d) \$220 per annum – for any additional refuse mobile garbage bins (collected weekly)

12. That Council, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, adopts a variance of 10% and a minimum of \$10,000 to be used in the statements of financial activity and annual budget review.

13. That Council, pursuant to Section 53 of the Cemeteries Act 1986, adopt the Fees and Charges for the Trayning, Kununoppin and Yelbeni Cemeteries as included in the Schedule of Fees and Charges 2024/25.

14. That Council, pursuant to Section 5.99 of the Local Government Act 1995 and Regulation 34 of the Local Government (Administration) Regulations 1996, adopt the following individual meeting attendance fees:

President:

Meeting Attendance: \$380

Committee Attendance: \$118

Councillors:

Meeting Attendance: \$185

Committee Attendance: \$118

15. That Council, pursuant to Section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, adopt the following annual allowances for elected members:

Information Technology Allowance - \$2,100

Travel Allowance

-\$0.5669 per kilometre for engine displacement 1600cc & under

-\$0.6866 per kilometre for engine displacement 1600cc to 2600cc

-\$0.9554 per kilometre for engine displacement 2600cc & over

16. That Council, pursuant to Section 5.98(5) of the Local Government Act 1995 and Regulation 33 of the Local Government (Administration) Regulations 1996, adopts the following annual local government allowance to be paid in addition to the meeting attendance fee:

President - \$12,350



17. That Council, pursuant to Section 5.98A of the Local Government Act 1995 and Regulations 33A of the Local Government (Administration) Regulations 1996, adopts the following annual local government allowance to be paid in addition of the meeting attendance fee:

Deputy President - \$3,088

18. That Council, pursuant to section 3.18 of the Local Government Act 1995, advises it is satisfied that the services and facilities it provides, and which are funded in the 2024/25 Annual Budget:
- Integrate and coordinate, so far as is practicable, with any provided by the Commonwealth, State or any public body,
 - Do not duplicate, to an extent that the Council considers inappropriate, services or facilities provided by the Commonwealth, State or any other body or person, whether public or private, and
 - Will be managed efficiently and effectively.

Resolution 07-2024.76

Carried By Absolute Majority 7/0

For Cr Harken, Cr Barnes, Cr McHugh, Cr Brown, Cr Marchant, Cr Naughton, Cr Leslie

10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

Nil

11 CLOSURE

There being no further business, the Shire President thanked all Councillors, Staff and Visitors for their attendance and declared the meeting closed at 6:07 pm.