



MINUTES of

ORDINARY COUNCIL MEETING

Held on 28 November 2023 at 4:00pm

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)

Cr T Bower

Cr S Burrows

Cr L Doran

Cr McMullen

Cr T O'Connor

Cr L Petrov

Cr T Toomey

Apologies: Deputy Mayor R Crouch

Staff: Ms T Averay, General Manager

Mr S Williams, Interim Executive Director Corporate & Community, arrived at 4:58pm.

Mr M Raby Interim Executive Director Infrastructure & Development

Ms L Chalmers, Executive Support Officer (Minute Clerk)

Mr M Ahammed, Manager Finance & IT

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UNCONFIRMED

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:02pm.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded the attendees from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

Deputy Mayor Cr Robert Crouch

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

The Chair advised there were no disclosures.

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES 24 OCTOBER 2023 ORDINARY MEETING

RESOLUTION 10.11/23

Moved: Cr Sarah Burrows

Seconded: Cr Tim Bower

That the Minutes of 24 October 2023 Ordinary Meeting be adopted as a true and correct record with the following amendment:

- i. Page 6 –Format amendment – Move staff names to top .

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

7.2 CONFIRMATION OF MINUTES 2 NOVEMBER 2023 EXTRAORDINARY MEETING**RESOLUTION 11.11/23****Moved:** Cr Sarah Burrows**Seconded:** Cr Bruce McMullen**That the Minutes of 2 November 2023 Extraordinary Meeting be adopted as a true and correct record.****For:** Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Robert Crouch**CARRIED 8/0****7.3 CONFIRMATION OF MINUTES 10 NOVEMBER 2023 EXTRAORDINARY MEETING****RESOLUTION 12.11/23****Moved:** Cr Sarah Burrows**Seconded:** Cr Leanne Doran**That the Minutes of 10 November 2023 Extraordinary Meeting be adopted as a true and correct record with the following amendment:****i. 09.11/23 Add Deputy Mayor Robert Crouch****For:** Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Robert Crouch**CARRIED 8/0****8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)**

The Chair advised there were no late, urgent and supplementary items or reports of business.

9 WRITTEN REPORTS FROM DELEGATES

9.1 DELEGATE REPORT - NEWA

RESOLUTION 13.11/23

Moved: Cr Tim Bower

Seconded: Cr Tara Toomey

That Council receive the New England Weeds Authority (NEWA) delegate report.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

13.1 URALLA LOCAL TRAFFIC COMMITTEE (ULTC) - MINUTES OF MEETING HELD 10 OCTOBER 2023

RESOLUTION 14.11/23

Moved: Cr Bruce McMullen

Seconded: Cr Tara Toomey

That Council endorses the Minutes of the Uralla Local Traffic Committee (ULTC) meeting held 10 October 2023 and adopts the recommendations from the meeting with the following amendments:

- i. Second last item on page 34 Should be Gostwyck Road not Gostwyck Street
- ii. Page 36 Action D – Executive Manager Civil Infrastructure
- iii. LRCl – Local Roads Community Infrastructure
- iv. Pages 38 – 41 are duplicates of pages 34 – 37.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

13.2 URALLA TOWNSHIP AND ENVIRONS S355 COMMITTEE (UTEC) - MINUTES OF MEETING HELD 6 NOVEMBER 2023

RESOLUTION 15.11/23

Moved: Cr Tara Toomey

Seconded: Cr Lone Petrov

That Council receive the minutes and note the recommendations of the Uralla Township and Environs S355 (UTEC) Committee meeting held 6 November 2023.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Lone Petrov and Tara Toomey

Against: Cr Tom O'Connor

Absent: Crs Robert Crouch

CARRIED 7/1

14 REPORTS TO COUNCIL

14.1 COUNCILLOR COMMITTEE REPRESENTATION

RESOLUTION 16.11/23

Moved: Cr Tara Toomey

Seconded: Cr Sarah Burrows

That Council note the appointment of delegates pursuant to resolution 27.09/22 carried till end of term.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.2 DRAFT RENEWABLE ENERGY COMMUNITY BENEFIT POLICY**RESOLUTION 17.11/23****Moved:** Cr Bruce McMullen**Seconded:** Cr Lone Petrov**That Council adopts the Draft Renewable Energy Community Benefit Policy.****For:** Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Robert Crouch**CARRIED 8/0****14.3 PROJECT UPDATES - PUBLIC SPACES LEGACY PROGRAM****RESOLUTION 18.11/23****Moved:** Cr Tara Toomey**Seconded:** Cr Leanne Doran**That Council note the update and status reports for the Rotary Park Project; the Pioneer Park Project; and the Glen Project.****For:** Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Robert Crouch**CARRIED 8/0****14.4 DRAFT GUIDELINES FOR TREE MANAGEMENT****RESOLUTION 19.11/23****Moved:** Cr Sarah Burrows**Seconded:** Cr Bruce McMullen**That Council:**

1. Endorses the draft 'Guidelines for Tree Management' and places it on public exhibition for a period of 56 days.
2. Receives a further report following the public exhibition period in the event that submissions are received and/or the draft Guidelines for Tree Management are proposed to be amended.

3. Authorises the adoption of the 'Guidelines for Tree Management' in the event that no submissions are received and no changes are made.
4. Notes that the Tree Policy has been previously exhibited, has been recommended for adoption but remains 'Laid on the Table'.
5. Authorises the adoption of the Tree Policy upon the adoption of the Guidelines for Tree Management.

For: Crs Robert Bell, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Crs Tim Bower and Leanne Doran

Absent: Crs Robert Crouch

CARRIED 6/2

14.5 CENTRAL NORTHERN REGIONAL LIBRARY MINUTES OF ANNUAL GENERAL AND ORDINARY MEETING 8 NOVEMBER 2023

RESOLUTION 20.11/23

Moved: Cr Lone Petrov

Seconded: Cr Sarah Burrows

That in relation to the report "Central Northern Regional Library Minutes of Annual General and Ordinary Meeting 8 November 2023", Council:

- a) receive and note the minutes of the Annual General Meeting of the Central Northern Regional Library held on 8 November 2023;
- b) receive and note the minutes of the Ordinary Meeting of the Central Northern Regional Library held on 8 November 2023;
- c) approve the amended Uralla Shire Council contribution for 2022/2023
- d) approve the proposed Uralla Shire Council contribution for 2023/2024

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.6 CODE OF CONDUCT STATISTICS 2022 -2023**RESOLUTION 21.11/23**

Moved: Cr Tom O'Connor

Seconded: Cr Leanne Doran

That Council provide the Office of Local Government with the Code of Conduct Annual Statistical Report for the period 1 September 2022 to 31 August 2023 by 31 December 2023 noting that there have been no Code of Conduct Complaints for the reporting period.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.7 2022 - 2023 URALLA SHIRE COUNCIL - ANNUAL REPORT**RESOLUTION 22.11/23**

Moved: Cr Tara Toomey

Seconded: Cr Tom O'Connor

That Council

1. Adopts the 2022 - 2023 Annual report as shown in attachment "A" with the following amendments:
 - to Councillor Community Sessions in 2022-2023, page 11:
 - a. Add
 - 21/7/22 Kentucky
 - 18/8/22 Kingstown
 - 17/9/22 Invergowrie/Barry Munday's Reserve
 - b. Delete
 - 18/08/22 Kentucky
 - c. Correction of administrative errors identified by Cr O'Connor.
 2. Submits the adopted 2022 -2023 Annual Report to the NSW Minister for Local Government by 30 November 2023.
 3. Publishes the adopted 2022-2023 Annual Report on Councils website and make copies of the reports available at all Council offices and libraries.
 4. Amends the table of council delegates to committees to reflect resolution 27.09/22

5. Amends the comments on page 20 of the annual report attachment regarding the collaboration on strategic vegetation management to reflect partnership with Znet and Southern New England Landcare only.
6. Note Councillor Toomey attended the citizenship ceremony on 26 July 2022 and amend the report accordingly.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

PROCEDURAL MOTION - BREAK

RESOLUTION 23.11/23

Moved: Cr Leanne Doran

Seconded: Cr Sarah Burrows

The Chair called for a short break at 5:54pm.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

PROCEDURAL MOTION - RETURN

RESOLUTION 24.11/23

Moved: Cr Tim Bower

Seconded: Cr Leanne Doran

The Chair reconvened the meeting after a short break at 6:28pm

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.8 QUARTERLY BUDGET REVIEW SEPTEMBER 2023-24 (QBR)**RESOLUTION 25.11/23****Moved:** Cr Sarah Burrows**Seconded:** Cr Tom O'Connor

1. That the first quarter budget review summary for the 2023/24 financial year be received and noted; and
2. That the adjustments to budget allocations be adopted
3. That the project description in the CAPEX budget review summary for account number 07300.0760.0506 be amended to read as follows: Uralla cycleway stage 8 + Bundarra pedestrian path from the school to the hotel.
4. Amend the variation to budget identified in the table Expense Budget Review Summary on page 190 at account number 03000.0300.0300 for the GM recruitment costs from \$76,360 to \$35,000 noting savings in the recruitment process.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0**14.9 MONTHLY FINANCE REPORT FOR OCTOBER 2023****RESOLUTION 26.11/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Tim Bower

1. That Council receives the attached Monthly Finance Reports for September and October 2023 being reports 14.9 and 14.10.
2. That the monthly report for September 2023 is amended to identify that the income statement and CAPEX summary are for the month ending 30 September 2023.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.10 MONTHLY FINANCE REPORT FOR SEPTEMBER 2023

Council dealt with item 14.10 by exception under item 14.9.

14.11 LOANS AS AT 31 OCTOBER 2023**RESOLUTION 27.11/23**

Moved: Cr Tara Toomey

Seconded: Cr Tom O'Connor

That Council notes the loan position as at 31 October 2023 totalling \$1,437,071.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.12 INVESTMENTS AT 31 OCTOBER 2023**RESOLUTION 28.11/23**

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council notes the cash position as at 31 October 2023 consisting of cash and overnight funds of \$2,311,467 and term deposits of \$19,268,862 totalling \$21,580,329 of convertible funds, including restricted funds.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Robert Crouch

CARRIED 8/0

14.13 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 22 NOVEMBER 2023

RESOLUTION 29.11/23**Moved:** Cr Tara Toomey**Seconded:** Cr Lone Petrov

That Council notes the Resolutions Action Status Report as at 22 November 2023.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**Against:** Nil**Absent:** Crs Robert Crouch**CARRIED 8/0****15 CONFIDENTIAL MATTERS**

Nil

16 COMMUNICATIONS OF COUNCIL DECISIONS**17 CONCLUSION OF MEETING**

The meeting was closed at 6:59pm.