

## SEPTEMBER 2015 AGENDA

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## SEPTEMBER 2015 MINUTES

### 1. **DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS**

The Chair Person, the Shire President, Cr Crosby, declared the meeting opened at 4.45pm

### **RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE**

#### **Members**

Cr C Crosby	Shire President
Cr M Tuffley	Member
Cr R Jury	Member
Cr G Browne	Member
Cr A Smith	Member
Cr M Stephens	Member
Cr G Collins	Member

#### **Staff**

JP Bentley	Chief Executive Officer
M Bamess	Deputy Chief Executive Officer
DW Long	Works Manager

#### **Members of the Public**

#### **Apologies**

Cr B Altham	Member
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#### **Members on Leave of Absence**

### 2. **DECLARATION OF INTERESTS:**

- **Financial Interest:**  
Nil
- **Members Impartiality Interest**  
Nil
- **Proximity Interest – Interest in Common:**  
Nil

### 3. **PUBLIC QUESTION TIME:**

### 4. **APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE:**

### 5. **CONFIRMATION and RECEIVING OF MINUTES/BUSINESS ARISING:**

#### **5.1 Ordinary Meeting of Council held on Wednesday 19 August 2015**

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 19 August, 2015 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

<b>4501 - COUNCIL RESOLUTION (Officer Recommendation)</b>
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**MOVED Cr G Browne / Cr M Tuffley**

**That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 19 August, 2015 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.**

**CARRIED 7/0  
By Simple Majority**

**6. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION:**

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS:**

**8. OFFICERS REPORTS:**

**9.1.1 MONTHLY FINANCIAL REPORTS TO 31 AUGUST 2015**

<b>DATE:</b>	11 September 2015
<b>SUBJECT:</b>	Monthly Financial Reports to 31 August 2015
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Michelle Bamess –Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Michelle Bamess –Deputy Chief Executive Officer
<b>FILE NO:</b>	FIN30.20
<b>ASSESSMENT NO:</b>	N/A

**PURPOSE**

In accordance with the Local Government (Financial Management) Regulations 1996, to follow is the presentation of the Monthly Financial Reports to Council.

**BACKGROUND**

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

**STATUTORY IMPLICATIONS**

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

**POLICY IMPLICATIONS**

Policy 4.1 Accounting Policies

**Objective:** To provide the basis for Council's accounting concepts and reporting guidelines.  
To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council's financial position.

**FINANCIAL IMPLICATIONS**

Ongoing management of Council funds

**STRATEGIC IMPLICATIONS**

This matter is not dealt with in the Shire of Kent Community Strategic Plan.

**COMMENT**

The Monthly Financial Reports as presented indicate that Council continues to be in a sound financial position.

An adjustment error of \$6,850.00 appears in the Statement of Financial Activity as the closing funding surplus does not balance to the Net Current Funding Position at Note 2. The problem is been investigated internally.

**ATTACHMENTS**

- Monthly Financial Reports to 31 July, 2015 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 30 July, 2015)
- Monthly Financial Reports to 31 August, 2015 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 31 August, 2015)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

That the following Monthly Financial Reports be received by Council:

- Monthly Financial Reports to 31 July, 2015
- Monthly Financial Reports to 31 August, 2015

**4502- COUNCIL RESOLUTION (Officer Recommendation)**

**MOVED Cr M Tuffley/ Cr M Stephens**

**That the following Monthly Financial Reports be received by Council:**

- **Monthly Financial Reports to 31 July, 2015**
- **Monthly Financial Reports to 31 August, 2015**

**CARRIED 7/0  
By Simple Majority**

**9.1.2 SCHEDULE OF ACCOUNTS PAID TO 31 AUGUST 2015**

<b>DATE:</b>	11 September, 2015
<b>SUBJECT:</b>	Schedule of Accounts Paid
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>FILE NO:</b>	N/A
<b>ASSESSMENT NO:</b>	N/A

**FUND VOUCHERS AMOUNT**

Municipal Fund	\$281,267.95
Trust Fund	\$0
Direct Debits	\$90,456.24
Spoiled Cheques	
Cancelled Cheques	

**ATTACHMENTS**

Schedule of Accounts submitted 16 September, 2015.

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

That vouchers from the Municipal Fund and Trust Fundas detailed, be approved by Council:

Municipal Fund	\$281,267.95
Trust Fund	\$0
Direct Debits	\$90,456.24
<b>TOTAL</b>	<b><u>\$371,724.19</u></b>

**4503 - COUNCIL RESOLUTION (Officer Recommendation)****MOVED Cr M Stephens / Cr R Jury**

That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:

Municipal Fund	\$281,267.95
Trust Fund	\$0
Direct Debits	\$90,456.24
<b>TOTAL</b>	<b><u>\$371,724.19</u></b>

**CARRIED 7/0  
By Simple Majority**

- 10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
- 11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL
- 12. INFORMATION BULLETIN

<b>4504 - COUNCIL RESOLUTION (Officer Recommendation)</b>
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**MOVED Cr M Tuffley / Cr G Browne**

**That the Information Bulletin be received by Council.**

**CARRIED 7/0**

**13. MATTERS BEHIND CLOSED DOORS**

That the meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial Contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.

**14. MEETING CLOSURE**

There being no further business the Shire President Cr Cathy Crosby, closed the meeting at 5.30 pm.