

**ANNUAL GENERAL MEETING OF ELECTORS**

**MINUTES INDEX – 7 February 2019**

Subject	Page No
Attendance, Apologies & Leave of Absence .....	2
Attendance of Electors .....	2
Confirmation of Minutes .....	2
Annual Report & Annual Financial Report.....	2
General Business Regarding the Financial Statements .....	3
General Business .....	3
Closure .....	6
Attachments .....	6

unconfirmed minutes

Minutes of the Annual General Meeting of Electors, held in the Council Chambers on Thursday, 7 February 2019 commencing at 5.30pm

*The Shire President opened the Meeting at 5.30pm and welcomed those in attendance*

### **Acknowledgment of Country – Presiding Member**

*On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Custodians of the land on which we are gathered, and pay my respects to their Elders both past, present and emerging.*

### **1. Attendance, Apologies and Leave of Absence**

President	- Cr Pratico
Councillors	- J Bookless
	- J Boyle
	- D Mackman
	- J Moore
	- J Nicholas
	- A J Wilson
In Attendance	- T Clynch, CEO
	- M Larkworthy, Executive Manager Corporate Services
	- E Denniss, Executive Manager Community Services
	- T Lockley, Executive Assistant
Apologies	- Cr P Scallan

### **2. Electors Present**

B Moore, C Slatter, B Slatter, N Maxfield

### **3. Confirmation of Minutes**

Attachment 1

*A Motion is required to confirm the Minutes of the Annual General Meeting of Electors held 8 February 2018.*

**Moved Cr Wilson, Seconded B Moore**

***E.01/0219 That the Minutes of the Annual General Meeting of Electors held 8 February 2018 be confirmed as a true and correct record.***

**Carried**

### **4. Annual Report & Annual Financial Report**

*A Motion is required to receive the Annual Report & Annual Financial Statements for the 2017/18 year as presented.*

**Moved Cr Moore, Seconded Cr Bookless**

**E.02/0219 That the Annual Report & Annual Financial Statements for the 2017/18 year be received as presented.**

**Carried**

**5. General Business Regarding the Financial Statements**

Nil

**6. General Business**

**Motion Moved B Moore, Seconded Cr Moore**

**E.03/0219 That the record of Pulled Items sent to all Councillors after 3:00pm on the day prior to the Council Meeting, be also published at the same time on the website in the section that contains the Agenda for the forthcoming Meeting.**

**Carried**

**B Moore**

1. Is there any reason why the Shire hasn't recognised Cr Scallan's post nominals?

*CEO's response - Probably because he hasn't asked us to, to be honest it's probably something that has slipped our minds. Is it protocol that post nominals are meant to be recorded in a public document?*

2. My understanding is that when someone receives an Australian honour, the post nominal was automatically included after their name. Now on the website for Councillors, it just says 'Pat Scallan', and I noticed on the Agenda it's just P Scallan, it should be P Scallan OAM.

*CEO's response - Does the person have the right to request that that not happen?*

I think that's correct.

*CEO's response - We will ask Cr Scallan, and hopefully he says yes. It hadn't been thought of before, so we appreciate you asking that.*

**N Maxfield**

1. I was fortunate enough to attend opening of the stock route on Tuesday which I didn't realise at the time was obviously a closed function? Am I right in assuming that?

*CEO's response – The event was invite only. There were invites sent out, but we were aware of some enquiries on the day about people coming along. Other people (that didn't receive an official invite) did attend and they were more than welcome to attend.*

2. I became aware of this through Terry Redman's office, and had full intentions of coming along as a rate payer and a member of the community, and I was just concerned as there was no actual media communication, with the 'What's On' from the tourist centre or on the Shire website. I felt that maybe it was a good idea that it may have been advertised a bit better as I 'm sure there would have been a few people that would have liked to have gone along, given in my opinion of historic significance. It's brought back to life an old stock route which obviously means a lot to a lot of people, and was a bit disappointed that there was nothing out there to inform people that this was going to occur. Having said that, full marks to the Shire and all the partners in getting this stock route up and running, and just feel a bit disappointed that there wasn't any information out there. I believe that there is no one actually charged and responsible for the publishing or the communications in the Shire, just to get info out, either electronically or in print, I know we get the Insight Magazine, but I believe there is no one that actually takes job, that it's a casual job where a few people have input into communicating, so that concerns me to a degree.

*President's response – No the spokesperson for the Shire is the President and the CEO deals with all the administration, we have other staff members who collate information, it's still part of the CEO's responsibility.*

*CEO's response – The Shire communicates in a number of ways, there's the Insight Newsletter which is a formal communication tool, but it is only published every second month. We do Facebook posts, we have our own Facebook page and four staff are authorised to do those posts with an internal process to make sure that posts are approved before they go on. We also have an email service where people register to get emails when there are items of interest to the public, and obviously we also put information on our own website. These are our main forms of communication, and Facebook in recent years has grown quite a bit as a communication tool for us. The reality is an organisation of our size probably can't afford to have a dedicated communications officer like some other Shires have. For example the Shire of Manjimup has a dedicated PR/Communications officer who reports to the CEO and all of the communications in that organisation go through that one person, but the reality is it's probably unaffordable for us, so it does tend to get done by various people in the organisation. So for example, the stock route opening that you talked about, we had staff there taking photos so there will be a story in the Insight with some of the photos from the day.*

*If I can touch on the invite issue, it's not uncommon for those types of events to be by invite only, particularly when we have parliamentary representatives attending. We probably don't encourage open invite, but at the end of the day it's our event and I guess if we thought open invite was a better way to do it, that's what we would do. Perhaps there was a view that is was quite a constrained site, there was probably 80 people there that were invited. With an open invite you do have the problem of trying to work out how many to cater for, how much shade you put up, but yes, maybe that could have been an event that we could have thrown open to more people who were interested. However it is not uncommon to invite only for an official opening.*

3. The actual camp area up there, is that going to be landscaped or developed with any sort of signage reflecting the heritage and the intent of the venue?

*CEO's response -Yes, there will certainly be interpretive signage, which has been ordered and will be erected. The issue of landscaping is an interesting one because most of the feedback from people, certainly on the day, was that we don't necessarily need landscaping up there as they are going to be riding through 320kms of state forest, or near state forest, but the camp site is a bit stark so whether there is the opportunity to do some minor landscaping and still leave room for horse floats and turning circles, I think that's something we can take on board as the campsite gets used a bit more.*

4. My point being, there may be people who are friends and family maybe assembling there to sort of farewell friends and relatives off. It is stark for sure, I just thought you might be able to put a few benches and things there, providing some sort of amenity there that's all, at relatively low cost. When I looked around I just saw a pile of gravel in one corner and thought the dirt needed to be dealt with and it was hot, dry and dusty. I'm not talking landscaping, putting plants everywhere, some native bushes would be quite appropriate I'm sure, but something to make it a little bit more comfortable perhaps for the people that are up there welcoming. I'm presuming that the horses and riders go both ways so it could be a terminus or a start to the trail.

*Cr Moore - Have you seen the other places where they pull into?*

No, I haven't.

*Cr Moore - Can someone tell me what they're like? Are there seats and things around them?*

*CEO's response – Whilst I haven't seen them, I have seen photos of some of them so they vary. Some are essentially in forest but all the campsites have the same infrastructure, they have the shelter, the yards and the ablution block. None of the camp sites have more infrastructure than others, the individual local governments might well decide that if they want to add to them, they can, there's no reason why they can't. There is a couple in Manjimup Shire where essentially they are in a very small cleared area in a vast area of forest, so there's no need to vegetate those areas as you are basically surrounded by trees, but this one is a little bit different and there's also the one at Warren Equestrian Centre which is quite an open site in Manjimup and they may look at landscaping or vegetation.*

*Cr Moore – So have we only got one in our Shire? I'm just a little bit worried with respect to the suggestion of planting natives because they're fire hazards, we may have to consider something other than natives.*

*President's response – I spoke with the representative from DPAW and one of the things we are going to encourage is that these camp sites and the trail will see 'Friends of' the Trails formed with committees set up to look after them, that's what we are hoping, that these campsites will be maintained, cleaned and looked after, there'll be community members or trails enjoyers who will put the time in.*

5. Is it also going to allowable for people just to walk the track or for push bikes?  
Or is it just expressly for horses.

*CEO's response – Anyone can use it, the majority of the track is actually on road reserve, so people can walk it, ride a horse, ride a bike. Obviously driving a car might be a bit difficult in some of the off road places but it's a trail for use by all.*

Cr Moore

1. With all the line marking that's been going on at the moment, because Forrest Street goes down to the back of the primary and pre-primary schools, is that going to be marked?

*CEO's response – I don't know but my best guess is that if it was going to be marked, then it would have been marked at the same time, so that suggests to me that it's not going to be marked. Whether that's a longer interval for this line marking so it doesn't get marked as much as car bays I'm not sure but can certainly find out.*

The yellow line is fading and of course the people that bring their children to school can't see the line at the moment, although we've got the 'beware of children' sign.

*CEO's response – For single lines we have the ability to do that with our own staff, it's when you start doing a number of bays that we get a contractor. If it's just a single yellow line on a curb we should have the capability to do that work ourselves. I can certainly raise it as a works request.*

**7. Closure**

The Shire President closed the Meeting at 5.55pm

**8. List of Attachments**

<b>Attachment</b>	<b>Item No.</b>	<b>Details</b>
1	3	Minutes of the AGM of Electors held 8 February 2018

Minutes checked and authorised by CEO, T Clynch		8.2.19
--	---	--------

**CERTIFICATION OF MINUTES**

As Presiding Member, I certify that the Minutes of the Annual Meeting of Electors held 7 February 2019 were confirmed as a true and correct record of the proceedings of that meeting at the Annual Meeting of Electors held on ..... 20.....

.....(Date).....