



# **WAGAIT SHIRE COUNCIL**

## **MINUTES COUNCIL CHAMBERS**

**LOT 62, 142 WAGAIT TOWER ROAD  
7:30PM WEDNESDAY 6 DECEMBER 2023**

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### 1. OPENING OF MEETING

Councillors: President Neil White  
Vice President Tom Dyer  
Cr Peter Clee via Teams Meeting  
Cr Sarah Smith

Staff: CEO, Virginia Boon

#### 1.1. Address by Chair and President

The President makes an acknowledgment of country and advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

The President advised that the special meeting has been called by the CEO to discuss the nominations received for the 2024 Australia Day awards and as such, is closed to the public.

Two other agenda items listed were to pass a resolution for the:

1. October 23 Financial Report to be accepted
2. 1<sup>st</sup> Quarter Budget Review to be accepted

Other ordinary council meeting standard items were deferred to the council meeting in January 2024.

#### 1.2. Apologies and Leave of Absence

##### **Resolution No. 2023/199**

**That Council accept the apologies of Cr Vaughan for the special meeting of Council on 6 December 2023.**

**Moved: President Neil White**

**Seconded: Vice President Tom Dyer**

**Vote: AIF**

## 2. DECLARATION OF INTERESTS - NIL

The President asks councillors if they have read the agenda papers and wish to declare any conflicts.

## 3. GUESTS – NIL

## 4. FINANCIAL REPORTS

### 4.1 October 2023 Reports

- YTD Cash Flow Statement
- Special Purpose Grants
- Capital Expenditure Report
- Balance Sheet including Financial Report and Notes
- Accrual Income and Expenditure Report
- CEO Certification

### 4.2 October 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
<b>TRANSACTION ACCOUNT</b>			
1/10/2023	Rural Fire Protection - 6 monthly fire equipment service - fire extinguisher services	\$735.96	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - JLT Discretionary Trust - renewal	\$1,487.42	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - JLT Discretionary Trust - renewal	\$1,614.21	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Motor Vehicle - Renewal	\$5,057.50	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Stamp Duty	\$505.75	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - JLT Discretionary Trust - Renewal	\$27,422.47	
1/10/2023	Northern Australian Foundations and Anchoring Pty Ltd - Install 3 x Foundations for 6m light poles	\$3,850.00	
2/10/2023	Optus - Optus mobile phone charges		\$244.20
2/10/2023	Optus - Optus phone charges - phone fax internet		\$80.00
2/10/2023	Renee Pollard Exp Claim - Food for Skateboard session for 2.10.23	\$12.90	
2/10/2023	Severine Meunier - Senior Yoga Classes for Monday 11 Sept, 18 Sept and 25 Sept	\$300.00	
2/10/2023	CBA - Merchant fees		\$318.97
5/10/2023	Central Business Equipment - Copy and printing charges	\$495.01	
5/10/2023	St John - Credit for Overpayment on Inv 690106	-\$190.00	
6/10/2023	Fleetcare - CEO vehicle - leasing charges	\$1,427.12	
8/10/2023	RBK Contracting - Road verge rehab works from 4 September 2023 to 20 September 2023	\$10,175.00	
9/10/2023	Wagait Beach Supermarket - Coca Cola	\$2.80	
9/10/2023	Wagait Beach Supermarket - Diesel	\$133.30	
9/10/2023	Wagait Beach Supermarket - Diesel	\$16.95	
9/10/2023	Wagait Beach Supermarket - Diesel	-\$5.80	
9/10/2023	Wagait Beach Supermarket - Diesel	\$114.40	
9/10/2023	Wagait Beach Supermarket - Diesel	\$130.50	
9/10/2023	Wagait Beach Supermarket - Diesel	\$135.00	
9/10/2023	Wagait Beach Supermarket - Diesel	\$122.65	
9/10/2023	Wagait Beach Supermarket - Ice	\$5.00	
9/10/2023	Wagait Beach Supermarket - Petrol	\$14.45	
9/10/2023	Wagait Beach Supermarket - Petrol	-\$1.36	
9/10/2023	Wagait Beach Supermarket - Petrol	\$10.15	
9/10/2023	Wagait Beach Supermarket - Petrol	\$14.90	
9/10/2023	Wagait Beach Supermarket - Petrol	\$9.84	

9/10/2023	Wagait Beach Supermarket - Petrol	\$12.00	
9/10/2023	Wagait Beach Supermarket - Petrol	\$23.70	
9/10/2023	Wagait Beach Supermarket - Petrol	\$9.45	
9/10/2023	Wagait Beach Supermarket - Petrol	\$14.75	
9/10/2023	Wagait Beach Supermarket - Petrol	\$15.50	
9/10/2023	Wagait Beach Supermarket - Petrol	\$15.03	
9/10/2023	Wagait Beach Supermarket - Biscuits	\$17.76	
9/10/2023	Wagait Beach Supermarket - Milk	\$4.65	
9/10/2023	Wagait Beach Supermarket - Milk	\$4.65	
9/10/2023	Wagait Beach Supermarket - Soy Milk	\$3.75	
9/10/2023	Wagait Beach Supermarket - Milk	\$4.65	
9/10/2023	Wagait Beach Supermarket - Sausage Rolls	\$50.00	
9/10/2023	Wagait Beach Supermarket - Soy Milk	\$3.75	
10/10/2023	Jennifer Foley - Supply prepare and cook Halloween food for Children's class	\$593.87	
10/10/2023	Amy's Hearings - Jewellery making necklaces, earrings, bracelets, anklets	\$350.00	
10/10/2023	Pest Off - General pest treatment for Council Office	\$298.00	
10/10/2023	Pest Off - General pest treatment Sports Ground	\$298.00	
10/10/2023	Pest Off - General pest treatment Community Centre	\$298.00	
10/10/2023	Pest Off - General pest treatment for Workshop	\$298.00	
10/10/2023	Pest Off - General pest treatment for CEO House	\$298.00	
10/10/2023	Ian Manahan - CEO house water	\$170.00	
10/10/2023	Power Water - water swipe card - purchase of water	\$110.94	
11/10/2023	Colleen Fergusson - Council meeting meals for meeting	\$230.00	
11/10/2023	Alloy & Stainless Products - 5 x sets mower blades - BR-07473S		\$478.12
11/10/2023	Rowan Roberts Exp Claim - Broom cobweb for cleaning jetty	\$17.20	
11/10/2023	Rowan Roberts Exp Claim - Gas bottles for Power Water contract	\$24.00	
12/10/2023	Stantec - Wagait RSA and Condition Assessment - Final report		\$5,435.76
13/10/2023	Carmel Ryan - Workshop for Halloween	\$190.00	
16/10/2023	MJ Electrical - Repairs to Workshop air conditioner	\$180.00	
16/10/2023	MJ Electrical - install power circuit from workshop building to corner structure.	\$1,610.00	
16/10/2023	CBA - Commbiz fees		\$0.62
16/10/2023	CBA - Commbiz fees		\$14.00
16/10/2023	CBA - Commbiz fees		\$0.30
16/10/2023	CBA - Commbiz fees		\$11.09
18/10/2023	Totally Work Wear - K Courts - Uniform	\$92.00	
18/10/2023	Sue Chaplin/Snapper Artsy - Gift for Renita Glencross - go away present	\$220.00	
19/10/2023	Michelle (Miki) Ensbey - Senior Week workshop	\$340.30	
20/10/2023	Jacana Energy - Electricity for 142 Wagait Tower Road	\$1,368.20	
20/10/2023	RDO Equipment - 1 x JD Z997R Mower (Zero-turn) Quote # 197590 (Rodney Greenwood)	\$46,950.00	
20/10/2023	Optus - mobile charges		\$259.20
20/10/2023	Optus - office phone/fax for month of September 2023		\$80.00
20/10/2023	Han Na Park Expense Claim - Reimbursement for travel	\$114.53	
22/10/2023	PBI Haulage - Supply and deliver type 2 gravel	\$8,013.17	
23/10/2023	Fiona Carter Exp. Claim - Wrapping Paper for CEO present	\$9.45	
23/10/2023	Pamela Wanrooy Exp Claim - Taxi Fare - Australia Day Preparation	\$20.00	
24/10/2023	Severine Meunier - Pilates classes for 9 October 2023 and 23 October 2023	\$314.53	
25/10/2023	Colleen Fergusson - October monthly council meeting for 7 people	\$154.00	
25/10/2023	Colleen Fergusson - Provide salads for outgoing CEO send off BBQ night	\$280.00	
26/10/2023	Renee Pollard Exp Claim - Suicide Prevention - Food for adults' session for 6.10.23	\$33.55	
26/10/2023	Renee Pollard Exp Claim - Suicide Prevention - food for adults' session for 6.10.23	\$36.35	
26/10/2023	Renee Pollard Exp Claim - Halloween party - Friday 27 October Food for Youth party	\$158.74	

26/10/2023	Renee Pollard Exp Claim - Halloween party - Friday 27 October Food for Youth party	\$70.07	
26/10/2023	Renee Pollard Exp Claim - Halloween party - Friday 27 October food for Youth party	\$15.23	
26/10/2023	Renee Pollard Exp Claim - Cleaning Supplies	\$7.90	
26/10/2023	Renee Pollard Exp Claim - Cleaning supplies	\$39.46	
27/10/2023	Curby's (NT) Pty Ltd -Australia Day 2024 Fun run	\$79.20	
31/10/2023	Veolia Environmental Services - Hard waste pickup	\$5,257.82	
31/10/2023	Veolia Environmental Services - Regular wheelie bin pickups - October 2023	\$5,243.61	
<b>CREDIT CARD - CEO</b>			
1/10/2023	Xero - Xero monthly subscription and analytics		\$140.00
1/10/2023	Apple Itunes - Icloud storage - CEO phone		\$1.49
3/10/2023	Encore Pilates & Wellness - Online Pilates class	\$79.00	
5/10/2023	Officeworks - Stationery	\$4.95	
5/10/2023	Officeworks - Desktop monitor for CEO Serial no's: UHB2324019208 and UHB2315005031	\$294.00	
6/10/2023	Microsoft - Microsoft Subscription		\$102.85
6/10/2023	Microsoft - Microsoft Subscription		\$126.28
9/10/2023	Ray's Cafe Patisserie - CEO lunch	\$30.36	
9/10/2023	Golden Sands Retreat - Accommodation - V Boon	\$556.15	
10/10/2023	Officeworks - Desktop monitors for CEO office	\$220.00	
12/10/2023	Spot Trace - Activity statement - subscription		\$289.02
12/10/2023	CBA - Bank fees		\$7.23
13/10/2023	Adobe Systems Incorporated - Adobe Subscription		\$18.69
16/10/2023	Puma - CEO fuel	\$123.56	
16/10/2023	Bunnings - Ratsack for Workshop	\$16.93	
16/10/2023	Woolworths - CEO Farewell BBQ - food	\$100.02	
16/10/2023	Malone's Butchery - CEO Farewell BBQ - meat	\$163.49	
16/10/2023	Woolworths - Carers NT 2023 - food for morning tea	\$29.25	
16/10/2023	Woolworths - Carers NT 2023 - food for morning tea	\$32.20	
16/10/2023	Woolworths - Carers NT 2023 - morning tea	\$235.98	
16/10/2023	Woolworths - Cyclone shelter - batteries and milk	\$34.50	
16/10/2023	Woolworths - Cyclone shelter - milk	\$18.00	
16/10/2023	Brumby's - CEO farewell BBQ - bread rolls	\$28.00	
18/10/2023	Copytime - Annual Report 2022-2023 - printing copies	\$29.70	
18/10/2023	Caltex Berry Springs #49793732 - CEO fuel	\$79.50	
18/10/2023	Adobe Systems Incorporated - Adobe monthly subscription		\$29.99
19/10/2023	REINT - Tenancy Agreement - CEO lease for accommodation	\$60.00	
19/10/2023	PayStay - CEO vehicle Parking - R Glencross	\$20.00	
20/10/2023	Steve Coulton - Accommodation - V Boon - CEO	\$185.38	
26/10/2023	Survey Monkey - monthly subscription		\$13.00
27/10/2023	Mailchimp - Monthly subscription		\$20.58
27/10/2023	CBA - Bank fees		\$0.51
27/10/2023	NT News - monthly subscription - NT News	\$14.00	
<b>CREDIT CARD</b>			
2/10/2023	Motor Vehicle Registry - Hino Truck Registration - 974016	\$50.60	
2/10/2023	Motor Vehicle Registry - Hino Truck Registration - 974016	\$61.00	
27/10/2023	Berry Springs Home Hardware - Community Centre - Hinges to fix cupboard door	\$23.21	
27/10/2023	Berry Springs Home Hardware - Workshop - padlocks and fan	\$231.00	
27/10/2023	Berry Springs Home Hardware - CEO House - paint for veranda	\$357.44	
31/10/2023	Dulux Trade Centre - Beach Access - Paint	\$165.80	
31/10/2023	Dulux Trade Centre - CEO House - Paint and painting equipment for CEO veranda	\$665.61	

### 4.3 Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2023 to 30 August 2023 is **\$5,744.71**  
The total year-to-date payment for professional development expenses is **\$7,709.09**

### 4.4 CEO Declaration

That, to the best of the CEO's knowledge, information, and belief:

- 4.4.1 The internal controls implemented by the council are appropriate; and
- 4.4.2 The council's financial reports best reflect the financial affairs of the council.

#### **Resolution No. 2023/200**

**That Council receives and accepts the Financial Reports for the month of October 2023.**

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

## 5. IN-CAMERA ITEMS

#### **Resolution No. 2023/201**

**That Council close the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;**

- a) information about the personal circumstances of a residence or ratepayer.
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) information provided to the Council on condition it be kept confidential.

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

At 7:42 pm Council closed the meeting to the general public.

#### **Resolution No. 2023/204**

**That council resolves to move the following statement to general business in accordance with section 293(1) of the Local Government Act:**

- a) **4.1 Budget Review for Q1 and Revised Budget Resolution 2023/202**

**Moved: Cr Peter Clee**

**Seconded: President Neil White**

**Vote: AIF**

**Resolution No. 2023/202**

**That Council:**

- a) received and considered the 2023-24 Budget review
- b) not accept the revised 2023-24 Budget from the CEO
- c) request the CEO to report back to Council with proposed control measures to keep expenditure within budget and make recommendations on savings

**Moved: Vice President Tom Dyer**

**Seconded: Cr Peter Clee**

**Vote: AIF**

**Resolution No. 2023/205**

**That Council re-open the meeting to the general public in accordance with section 99(1) of the Local Government Act and return to Standing Orders.**

**Moved: President Neil White**

**Seconded: Cr Sarah White**

**Vote: AIF**

At 8:54 pm Council opened the meeting to the general public.

## **6. CLOSE OF MEETING**

The Chair declared the meeting closed at 8:54 pm.