



WAGAIT SHIRE COUNCIL

FINANCE COMMITTEE MEETING AGENDA

COUNCIL CHAMBERS

LOT 62, 142 WAGAIT TOWER ROAD
7:00PM MONDAY 20 OCTOBER 2025

I hereby give notice that a Finance Committee Meeting will be held on:

Date: **Monday 20 October 2025**

Time: **7:00pm**

Location: Council Chambers, 142 Wagait Tower Road, Wagait Beach

Conditions: Public are welcome to attend however are required to contact Council by **10am Friday 17 October 2025** if attending. Arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made if requested.

Any member of Council who may have a conflict of interest, or perceived conflict of interest regarding any item to be discussed at a Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

Virginia Boon
Chief Executive Officer

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1. OPENING OF MEETING

1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declares the meeting open atpm and welcomes all in attendance to the first meeting of the Finance Committee.
2. Makes an acknowledgment of country.
3. Advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

1.2. ATTENDANCE

ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Vice President Sarah Manning
Councillor	Tom Dyer

STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Consultant	Matt Pettit

PUBLIC PRESENT

VISITORS PRESENT

1.3. ELECTRONIC MEETING ATTENDANCE

PURPOSE

This report is to consider any Members attendance at this meeting via electronic means.

RECOMMENDATION

That the Finance Committee recommends Council acknowledges and approves Cr to attend the meeting electronically.

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

1.4. APOLOGIES

PURPOSE

This report is to record and consider any apologies from Finance Committee Members.

RECOMMENDATION

That the Finance Committee recommends Council approve the apologies of

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

2. DECLARATION OF INTERESTS

PURPOSE

This report is to ask the Councillors if they:

- 1. Have read the agenda papers; and
- 2. Wish to declare any conflicts of interest regarding any item in the agenda for this Council meeting.

RECOMMENDATION
That the Finance Committee recommends Council receives the declarations of interest as listed below:
Moved:
Seconded:
Vote:

STATUTORY OBLIGATIONS

Section 114 and 119 *Local Government Act 2019*

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

3. FIRST MEETING OF THE FINANCE COMMITTEE

3.1 TERMS OF REFERENCE

Action: For Recommendation

Author: CEO

PURPOSE

This report is to determine and approve a Terms of Reference for the Finance Committee.

RECOMMENDATION
That the Finance Committee recommends that:
 a) Council adopt the draft Terms of Reference for the Finance Committee Meetings; and
 b) Appoints as the Chairperson of the Finance Committee.
Moved:
Seconded:
Vote:

Background

At the first meeting of Council post the election it was resolved to establish a Finance Committee to review council's financial functions bi-monthly and reduce the number of Council meetings held annually.

At this meeting the following councillors were appointed to the Finance Committee:

1. President Neil White
2. Vice President Sarah Manning
3. Cr Tom Dyer
4. Cr Peter Clee

On Monday 13 October 2025, Cr Peter Clee verbally advised President Neil White and the CEO that he would remove himself from this committee and leave a total of three (3) Councillors on the committee so that there wasn't an even number. Therefore, the elected members who make up the Finance Committee are:

1. President Neil White
2. Vice President Sarah Manning
3. Cr Tom Dyer

STATUTORY OBLIGATIONS

Nil

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

1. Draft Finance Committee Terms of Reference

	POLICY TITLE	FINANCE COMMITTEE TERMS OF REFERENCE
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2020 REF:	82 COUNCIL COMMITTEES
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. ESTABLISHMENT

The Advisory Finance Committee (the Committee) is established to provide strategic, advice to Wagait Shire Council on financial matters, including budget planning, financial reporting, sustainability, and risk management. The Committee plays a key advisory role and is not a decision-making body.

2. SCOPE

The Committee's scope includes oversight, review, and advisory input on:

- Annual budgeting and long-term financial planning
- Financial policies and procedures
- Financial performance monitoring
- Capital expenditure and major projects
- Investment strategies and risk exposure
- Financial reporting and statutory compliance
- External audit findings and recommendations

3. OBJECTIVES

The objectives of the Committee are to:

- Enhance transparency and accountability in financial decision-making
- Ensure prudent fiscal management aligned with strategic objectives
- Provide independent review and recommendations on financial proposals
- Support the governing body in achieving long-term financial sustainability

4. MEMBERSHIP AND VACANCIES

- The Committee will comprise three (3) members:
 - 3 Elected Representatives, 2 Staff Members (non-voting)
- Members will be appointed by resolution at a full council meeting, following an open and transparent process.
- A Chair will be appointed from among the independent members.
- In the event of a vacancy, a replacement will be appointed within 2 months.

Desirable qualifications/skills may include:

- Financial management/accounting
- Public sector finance
- Investment and risk management
- Strategic planning

The CEO and Finance Coordinator will attend meetings but will not be members of the Committee. Committee members cease being a member of the Committee if they are no longer an elected member of the Council.

5. QUORUM

A quorum will consist of a majority of members. No meeting may proceed without a quorum.

6. TERM

Members shall serve for the duration of the Local Government (LG) electoral term, unless:

- They resign
- Are removed by the appointing authority
- Cease to meet eligibility criteria

Membership may be renewed subject to review and reappointment processes.

7. AUTHORITY

The Committee is advisory only and does not have executive powers. It may:

- Request relevant financial and operational information
- Invite internal or external experts to provide information
- Make formal recommendations to the Council

8. RESPONSIBILITIES OF COMMITTEE MEMBERS

Members are expected to:

- Act in the best interests of the organisation and community
- Maintain confidentiality of all non-public information
- Disclose any conflicts of interest in accordance with relevant policies
- Prepare for and actively participate in meetings
- Adhere to ethical and professional standards

9. MEETINGS

- The Committee will meet **bi-monthly**
- Additional meetings may be convened by the Chair or at the request of the Council

- An annual meeting calendar will be established at the start of each calendar year

10. REVIEW OF THE COMMITTEE

- The performance and relevance of the Committee will be reviewed annually
- The Terms of Reference will be reviewed at least bi-annually or as needed to ensure ongoing alignment with governance needs

11. REPORTING AND COMMUNICATION

- The Committee will report its recommendations and meeting outcomes to the Council
- A summary of key findings may be included in the organisation’s Annual Report or made publicly available

12. SECRETARIAT SUPPORT

- Administrative and secretarial support will be provided by the CEO
- Meeting agendas and papers will be distributed at least 3 working days prior to each meeting

13. DUE DILIGENCE AND INDUCTION

All proposed and new members of the Committee will be entitled to receive relevant information and briefings prior to their appointment.

14. CONFLICT OF INTEREST AND CODE OF CONDUCT

- All members must comply with the organisation's Conflict of Interest Policy
- Members are required to sign and adhere to the Council’s Code of Conduct Policy upon appointment

15. REVIEW

These Terms of Reference will be reviewed prior to the next Council election by the Committee. The Committee will recommend any substantive changes to the Council for consideration.

Date Approved:	Approved By: Moved: Seconded: Vote:	Resolution No: 2025/	Date for review: Next Council Election
Date Approved:	Approved By:		Date for review:

3.2 FINANCE REPORT

Action: For Recommendation

Author: CEO

PURPOSE

To inform and update the Finance Committee of the status of the council's financial functions as at 30 September 2025.

RECOMMENDATION

That the Finance Committee:

- a) notes the Chief Executive Officer certifies to the best of their knowledge, information, and belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council;
- b) receives and notes the monthly financial report to 30 September 2025; and
- c) recommends that Council accepts the finance report to 30 September 2025.

Moved:

Seconded:

Vote:

Background

The Local Government (General) Regulations 2021 state that the CEO must, in each month, give the council a report setting out:

- a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and
- b) the most recently adopted annual budget; and
- c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.

Comments

Income:

- Jetty Management contract income includes income from the new marina terminal which we have an agreement to manage until 30th November. Tender documents for the long term Jetty and Marina management were submitted last week.
- Operational Grant revenue has been accrued proportionally to the confirmed income we received on October 14th by the NTG
- Interest income includes accrued interest from the term deposits renewal in September.
- FAA General Purpose grant was received in advance in June 2025 for \$7,466 – 3/6th of this amount has been allocated for September 2025.
- FAA Roads grant was received in advance in June 2025 for \$37,388 – 3/6th of this amount has been allocated for September 2025.

Expenses:

- Sundry and Prior Year Adjustment include an accrual of prior year expenses for wages paid on 3rd July that relate to the June 30, 2025 financial year. (\$18,500)
- Auditing Expenses were budgeted for September (\$4000) and December (\$4000)
- Insurance includes the bill for the 2025/26 period which was lower than budgeted.
- Unexpected replacement of control circuit card for irrigation system at Cloppenburg park.

- Jetty Maintenance expenses are higher than forecast due to watering the new marina's garden for the first month.
- Electricity includes charges from February that was not billed until September. \$4,416
- Cleared the Green Waste Site early as a SMC Marine Bulldozer was available.
- Includes Veolia Collection services from June billed late by client
- Expenses include the allocation of outstanding RDO liability previously unrecorded.

STATUTORY OBLIGATIONS

Section 58 of the *Local Government Act 2019*

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

A copy of the Financial Report is attached.



Certification by the CEO to the Council

Council Name:	WAGAIT SHIRE COUNCIL
Reporting Period:	1 September 2025 to 30 September 2025

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

CEO Signed

Date Signed

14/10/2025

Note: The monthly financial report to council must either be accompanied by a written certification by the CEO to the council, as set out above, or the CEO is to provide written reasons for not providing the certification. (Regulation 17(5) of the General Regulations)

Monthly Financial Reports

- 1.1 Report of Income and Expenditure
- 1.2 Income and Expenditure (Detailed)
- 1.3 Capital Expenditure and Funding Report
- 1.4 Special Purpose Grants
- 1.5 Balance Sheet
- 1.6 Member and CEO Council Credit Card Transactions
- 1.7 Statement of Cash Flows
- 1.8 Notes on Cash, Debtors & Creditors

1.1 Summary Income and Expenditure Report

For the 3 months ended 30 September 2025

Account	Jul-Sept 2025	Jul-Sept 2025 Overall Budget	Variance	Variance %	26 Overall Budget
Income					
Total Contracts, Fees & Charges	79,388.78	56,573.00	22,815.78	40.33%	225,701.00
Total Interest/Investment Income	22,394.36	20,000.00	2,394.36	11.97%	80,000.00
Total Operating Grant Revenue	97,644.32	90,933.00	6,711.32	7.38%	363,736.00
Total Other Income	944.86	600.00	344.86	57.48%	2,400.00
Total Rates Income	289,138.09	285,731.00	3,407.09	1.19%	288,081.00
Total Rental Income	1,272.73	1,675.00	(402.27)	-24.02%	6,700.00
Total Waste Management Income	149,852.83	149,296.00	556.83	0.37%	152,521.00
Dog impound Fees	507.27	0.00	507.27	0.00%	0.00
Grants - Special Purpose	37,909.17	0.00	37,909.17	0.00%	0.00
Total Income	679,052.41	604,808.00	74,244.41	12.28%	1,119,139.00
Gross Profit	679,052.41	604,808.00	74,244.41	12.28%	1,119,139.00
Less Operating Expenses					
Sundry & prior year adjustment	18,500.00	0.00	18,500.00	0.00%	0.00
Total Administration - Bank Charges	625.93	450.00	175.93	39.10%	1,800.00
Total Administration - Memberships & Subscriptions	2,514.02	1,175.00	1,339.02	113.96%	4,700.00
Total Administration - Office Expenses	101,057.84	51,583.00	49,474.84	95.91%	203,300.00
Total Administration - Telephones & Communicator	1,135.96	1,200.00	(64.04)	-5.34%	5,900.00
Total Contracts & Material Expenses	13,925.33	1,250.00	12,675.33	1014.03%	5,000.00
Total Depreciation Expense	94,783.66	99,000.00	(4,216.34)	-4.26%	396,000.00
Total Elected Member Allowances	6,343.71	15,078.00	(8,734.29)	-57.93%	60,310.00
Total Elected Member Expenses and Professional C	0.00	7,000.00	(7,000.00)	-100.00%	28,000.00
Total Employment Expenses	139,217.24	156,261.00	(17,043.76)	-10.91%	675,201.00
Total Other Expenses - Election	0.00	20,000.00	(20,000.00)	-100.00%	20,000.00
Total Projects & Activities - WSC Contributions	733.06	3,125.00	(2,391.94)	-76.54%	14,500.00
Total Repairs & Maintenance	8,442.94	10,375.00	(1,932.06)	-18.62%	41,500.00
Total Services	5,842.62	3,826.00	2,016.62	52.71%	15,900.00
Total Vehicle & Plant Expenses	8,999.24	11,575.00	(2,575.76)	-22.25%	46,304.00
Total Waste Management Expenses	42,573.84	35,125.00	7,448.84	21.21%	140,500.00
Total Less Operating Expenses	451,970.53	425,523.00	26,447.53	6.22%	1,692,915.00
Operating Profit	227,081.88	179,285.00	47,796.88	26.66%	(573,776.00)
Non-operating Expenses					
Special Purpose Grant Expenses					
SP Catering	1,241.25	0.00	1,241.25	0.00%	0.00
SP Contractors	25,396.57	0.00	25,396.57	0.00%	0.00
SP Equipment	607.74	0.00	607.74	0.00%	0.00
SP Materials	566.75	0.00	566.75	0.00%	0.00
Total Special Purpose Grant Expenses	27,812.31	0.00	27,812.31	0.00%	0.00
Total Non-operating Expenses	27,812.31	0.00	27,812.31	0.00%	0.00
Net Profit	199,269.57	179,285.00	19,984.57	11.15%	(573,776.00)

1.1 Operating Position	YTD Actuals	YTD Budget	YTD Var	YTD Var	2025 Budget
	\$	\$	\$	%	\$
Operating Surplus/Deficit	199,270	179,285	19,985	0.00%	-573,776
Remove Non-cash Items					
Less Non-cash Income	-358,964	16,267	-375,231		
Add Back non-cash Expenses	320,976	99,000	-7,716	-7.79%	396,000
Total Non-cash Items	-37,989	115,267	-153,255	-7.79%	396,000
Less Additional Outflows					
Capital Expenditure	0	0	0		
Borrowing Repayments (Principal Only)	-5,287	0	5,287		
Transfer to Reserves					
Other Outflows					
Total Additional Outflows	-5,287	0	5,287		
Add Additional Inflows					
Capital Grants Income	0	0	0		
Prior Carry Forward Tiered Funding	0	0	0		
Other Inflow of Funds					
Transfers from Reserves					
Total Additional Inflows	0	0	0	0.00%	
Net Operating Position	242,545	64,018	167,953	0.00%	-177,776

1.2 Detailed Income and Expenditure Report

Period: Year to Date September 2025

For the 3 months ended 30 September 2025

Account	Jul-Sept 2025	Jul-Sept 2025 Overall Budget	Variance	Variance %	2026 Overall Budget
Income					
Contracts, Fees & Charges					
Contracts - Jetty Management	58,957.10	33,057.00	25,900.10	78.35%	132,233.00
Contracts - Other (DIPL)	0.00	8,062.00	(8,062.00)	-100.00%	32,250.00
Contracts - Other (Power & Water)	0.00	250.00	(250.00)	-100.00%	1,000.00
Contracts - Water Management	18,190.00	14,604.00	3,586.00	24.55%	58,418.00
Dog Registrations	2,241.68	600.00	1,641.68	273.61%	1,800.00
Total Contracts, Fees & Charges	79,388.78	56,573.00	22,815.78	40.33%	225,701.00
Interest/Investment Income					
Bank Interest Income	22,394.36	20,000.00	2,394.36	11.97%	80,000.00
Total Interest/Investment Income	22,394.36	20,000.00	2,394.36	11.97%	80,000.00
Operating Grant Revenue					
Grants - FAA General Purpose	3,971.66	4,216.00	(244.34)	-5.80%	16,866.00
Grants - FAA Roads	21,672.66	17,467.00	4,205.66	24.08%	69,870.00
Grants - NT Operational	58,250.00	55,500.00	2,750.00	4.95%	222,000.00
Grants - Sport & Rec Operational	13,750.00	13,750.00	0.00	0.00%	55,000.00
Total Operating Grant Revenue	97,644.32	90,933.00	6,711.32	7.38%	363,736.00
Other Income					
Misc income	944.86	600.00	344.86	57.48%	2,400.00
Total Other Income	944.86	600.00	344.86	57.48%	2,400.00
Rates Income					
Rates - Income	286,964.37	285,481.00	1,483.37	0.52%	285,481.00
Rates - Interest Income	2,005.72	0.00	2,005.72	0.00%	1,600.00
Rates - Less Pensioner Concession	(11,200.00)	0.00	(11,200.00)	0.00%	0.00
Rates - Pensioner Rebate	11,200.00	0.00	11,200.00	0.00%	0.00
Rates - Search income	168.00	250.00	(82.00)	-32.80%	1,000.00
Total Rates Income	289,138.09	285,731.00	3,407.09	1.19%	288,081.00
Rental Income					
Rent - CEO House	1,272.73	1,300.00	(27.27)	-2.10%	5,200.00
Rent - Community Centre Income	0.00	375.00	(375.00)	-100.00%	1,500.00
Total Rental Income	1,272.73	1,675.00	(402.27)	-24.02%	6,700.00
Waste Management Income					
Waste Management - Additional Bin	1,077.27	450.00	627.27	139.39%	1,800.00
Waste Management - Hard Waste	554.56	625.00	(70.44)	-11.27%	2,500.00
Waste Management - Less Pensioner Concession	(8,400.00)	0.00	(8,400.00)	0.00%	0.00
Waste Management Levy	148,221.00	148,221.00	0.00	0.00%	148,221.00
Waste Management Pensioner Rebate	8,400.00	0.00	8,400.00	0.00%	0.00
Total Waste Management Income	149,852.83	149,296.00	556.83	0.37%	152,521.00
Dog impound Fees	507.27	0.00	507.27	0.00%	0.00
Grants - Special Purpose	37,909.17	0.00	37,909.17	0.00%	0.00
Total Income	679,052.41	604,808.00	74,244.41	12.28%	1,119,139.00
Gross Profit	679,052.41	604,808.00	74,244.41	12.28%	1,119,139.00
Less Operating Expenses					
Sundry & prior year adjustment	18,500.00	0.00	18,500.00	0.00%	0.00
Administration - Bank Charges					
Bank Fees	244.94	150.00	94.94	63.29%	600.00
Merchant Fees	380.99	300.00	80.99	27.00%	1,200.00
Total Administration - Bank Charges	625.93	450.00	175.93	39.10%	1,800.00
Administration - Memberships & Subscriptions					
LGANT/Membership	2,088.90	500.00	1,588.90	317.78%	2,000.00
Subscriptions & Publications	425.12	675.00	(249.88)	-37.02%	2,700.00
Total Administration - Memberships & Subscriptions	2,514.02	1,175.00	1,339.02	113.96%	4,700.00
Administration - Office Expenses					
Advertising	0.00	1,050.00	(1,050.00)	-100.00%	4,200.00
Auditing	6,574.93	4,000.00	2,574.93	64.37%	10,000.00
Bad Debt expense	171.87	0.00	171.87	0.00%	0.00
Cleaning	49.99	500.00	(450.01)	-90.00%	2,000.00
Consultant fees	0.00	3,750.00	(3,750.00)	-100.00%	15,000.00
Donations [61110]	500.00	250.00	250.00	100.00%	500.00
Fees, Licences & Charges	0.00	375.00	(375.00)	-100.00%	1,500.00
Insurance	86,353.16	27,500.00	58,853.16	214.01%	110,000.00
Interest Expense	1,014.21	1,250.00	(235.79)	-18.86%	5,000.00
IT Equip, Maint & Support	2,676.13	3,750.00	(1,073.87)	-28.64%	15,000.00
IT Subscriptions & Licenses	1,416.35	4,500.00	(3,083.65)	-68.53%	18,000.00
Meeting expenses	388.95	550.00	(161.05)	-29.28%	2,200.00
Postage	673.74	500.00	173.74	34.75%	1,000.00
Printing & Stationery	567.30	2,250.00	(1,682.70)	-74.79%	9,000.00
Safety Supplies & Equipment	40.85	850.00	(809.15)	-95.19%	3,400.00
Staff Amenities	120.14	375.00	(254.86)	-67.96%	1,500.00
Travel & Accommodation	510.22	133.00	377.22	283.62%	5,000.00
Total Administration - Office Expenses	101,057.84	51,583.00	49,474.84	95.91%	203,300.00
Administration - Telephones & Communications					
Mobiles	777.26	900.00	(122.74)	-13.64%	3,600.00
Office phone/fax/internet	358.70	300.00	58.70	19.57%	1,200.00
Satellite	0.00	0.00	0.00	0.00%	1,100.00
Total Administration - Telephones & Communications	1,135.96	1,200.00	(64.04)	-5.34%	5,900.00
Contracts & Material Expenses					
Animal Management Charges [64600]	0.00	500.00	(500.00)	-100.00%	2,000.00
Contracts - Jetty Maintenance	13,925.33	500.00	13,425.33	2685.07%	2,000.00
Contracts - Water Management/Maintenance	0.00	125.00	(125.00)	-100.00%	500.00
Contracts - Weeds & Fire Management	0.00	125.00	(125.00)	-100.00%	500.00
Total Contracts & Material Expenses	13,925.33	1,250.00	12,675.33	1014.03%	5,000.00
Depreciation Expense					

Depreciation expense	91,283.65	99,000.00	(7,716.35)	-7.79%	396,000.00
Depreciation expense - ROU	3,500.01	0.00	3,500.01	0.00%	0.00
Total Depreciation Expense	94,783.66	99,000.00	(4,216.34)	-4.26%	396,000.00
Elected Member Allowances					
Councillor Allowances	6,343.71	15,078.00	(8,734.29)	-57.93%	60,310.00
Total Elected Member Allowances	6,343.71	15,078.00	(8,734.29)	-57.93%	60,310.00
Elected Member Expenses and Professional Development					
Councillor Professional Development	0.00	6,250.00	(6,250.00)	-100.00%	25,000.00
Councillor Expenses	0.00	750.00	(750.00)	-100.00%	3,000.00
Total Elected Member Expenses and Professional Development	0.00	7,000.00	(7,000.00)	-100.00%	28,000.00
Employment Expenses					
Staff Recruitment Expenses	0.00	288.00	(288.00)	-100.00%	1,150.00
Staff Relocation	0.00	750.00	(750.00)	-100.00%	3,000.00
Staff Training	79.09	1,250.00	(1,170.91)	-93.67%	5,000.00
Staff Uniforms & Safety	400.91	125.00	275.91	220.73%	500.00
Superannuation	13,938.57	14,365.00	(426.43)	-2.97%	62,251.00
Wages - Allowances - First aid	0.00	456.00	(456.00)	-100.00%	1,976.00
Wages - Allowances - Travel	176.89	500.00	(323.11)	-64.62%	2,000.00
Wages - Annual Leave expense	0.00	7,173.00	(7,173.00)	-100.00%	31,088.00
Wages - Long Service leave expense	0.00	2,952.00	(2,952.00)	-100.00%	11,809.00
Wages - Sports & Rec	6,017.83	11,540.00	(5,522.17)	-47.85%	50,000.00
Wages & Salaries	118,603.95	116,862.00	1,741.95	1.49%	506,427.00
Total Employment Expenses	139,217.24	156,261.00	(17,043.76)	-10.91%	675,201.00
Other Expenses - Election					
Election Expenses	0.00	20,000.00	(20,000.00)	-100.00%	20,000.00
Total Other Expenses - Election	0.00	20,000.00	(20,000.00)	-100.00%	20,000.00
Projects & Activities - WSC Contributions					
Activities - ANZAC Day WSC contribution	0.00	0.00	0.00	0.00%	1,000.00
Activities - Aust Day WSC contribution	0.00	0.00	0.00	0.00%	1,000.00
Activities - Community	157.43	1,125.00	(967.57)	-86.01%	4,500.00
Activities - Community Fund	0.00	1,250.00	(1,250.00)	-100.00%	5,000.00
Activities - Seniors WSC contribution	575.63	500.00	75.63	15.13%	2,000.00
Activities - Sport & Rec WSC Contribution	0.00	250.00	(250.00)	-100.00%	1,000.00
Total Projects & Activities - WSC Contributions	733.06	3,125.00	(2,391.94)	-76.54%	14,500.00
Repairs & Maintenance					
R&M CEO House	452.44	625.00	(172.56)	-27.61%	2,500.00
R&M Community Centre	804.87	750.00	54.87	7.32%	3,000.00
R&M Garden & Ground	2,575.39	1,000.00	1,575.39	157.54%	4,000.00
R&M Office	301.83	750.00	(448.17)	-59.76%	3,000.00
R&M Office equipment	0.00	375.00	(375.00)	-100.00%	1,500.00
R&M Road Repair & Maintenance	423.00	3,000.00	(2,577.00)	-85.90%	12,000.00
R&M Sports Ground	3,663.50	500.00	3,163.50	632.70%	2,000.00
R&M Townsite	153.41	1,750.00	(1,596.59)	-91.23%	7,000.00
R&M Workshop	0.00	750.00	(750.00)	-100.00%	3,000.00
Road Signage	0.00	250.00	(250.00)	-100.00%	1,000.00
Stores Materials & Loose Tools	68.50	625.00	(556.50)	-89.04%	2,500.00
Total Repairs & Maintenance	8,442.94	10,375.00	(1,932.06)	-18.62%	41,500.00
Services					
Services - Animal Management	0.00	125.00	(125.00)	-100.00%	500.00
Services - Electricity	4,095.30	1,476.00	2,619.30	177.46%	6,500.00
Services - Gas Supplies	0.00	125.00	(125.00)	-100.00%	500.00
Services - Pest Control	0.00	600.00	(600.00)	-100.00%	2,400.00
Services - Water & Sewerage	1,747.32	1,500.00	247.32	16.49%	6,000.00
Total Services	5,842.62	3,826.00	2,016.62	52.71%	15,900.00
Vehicle & Plant Expenses					
Fuel CEO	769.52	1,125.00	(355.48)	-31.60%	4,500.00
Fuel Plant and Machinery	558.26	1,125.00	(566.74)	-50.38%	4,500.00
Fuel Works Truck	372.75	500.00	(127.25)	-25.45%	2,000.00
Fuel Works Ute	1,121.93	1,125.00	(3.07)	-0.27%	4,500.00
R&M Plant & Machinery	1,648.45	1,800.00	(151.55)	-8.42%	7,200.00
R&M Vehicles	0.00	1,250.00	(1,250.00)	-100.00%	5,000.00
Registrations - Plant & Machinery	764.77	550.00	214.77	39.05%	2,200.00
Registrations - Vehicles	0.00	337.00	(337.00)	-100.00%	1,350.00
Vehicle Leasing Costs	3,763.56	3,763.00	0.56	0.01%	15,054.00
Total Vehicle & Plant Expenses	8,999.24	11,575.00	(2,575.76)	-22.25%	46,304.00
Waste Management Expenses					
Hard Waste Collection	10,843.26	11,000.00	(156.74)	-1.42%	44,000.00
R&M Green Waste Compound	1,360.00	1,250.00	110.00	8.80%	5,000.00
R&M Hard Waste Compound	21.60	125.00	(103.40)	-82.72%	500.00
Regular Bin Collection	30,348.98	22,750.00	7,598.98	33.40%	91,000.00
Total Waste Management Expenses	42,573.84	35,125.00	7,448.84	21.21%	140,500.00
SP Travel Expenses	136.14	0.00	136.14	0.00%	0.00
Audit Committee Expenses	0.00	1,000.00	(1,000.00)	-100.00%	4,000.00
Wages - Rostered Day Office Expense	7,139.00	0.00	7,139.00	0.00%	0.00
Councillor Extra Meeting or Activity	0.00	7,500.00	(7,500.00)	-100.00%	30,000.00
Total Less Operating Expenses	451,970.53	425,523.00	26,447.53	6.22%	1,692,915.00
Operating Profit	227,081.88	179,285.00	47,796.88	26.66%	(573,776.00)
Non-operating Expenses					
Special Purpose Grant Expenses					
SP Catering	1,241.25	0.00	1,241.25	0.00%	0.00
SP Contractors	25,396.57	0.00	25,396.57	0.00%	0.00
SP Equipment	607.74	0.00	607.74	0.00%	0.00
SP Materials	566.75	0.00	566.75	0.00%	0.00
Total Special Purpose Grant Expenses	27,812.31	0.00	27,812.31	0.00%	0.00
Total Non-operating Expenses	27,812.31	0.00	27,812.31	0.00%	0.00
Net Profit	199,269.57	179,285.00	19,984.57	11.15%	(573,776.00)

1.3 Capital Expenditure and Funding Report to September 2025

CAPITAL EXPENDITURE		Actuals	
Class of Assets	Project Name / Description		WSC contribution
Buildings	ReDiscovery Centre	21,356	
TOTAL CAPITAL EXPENDITURE		21,356	0

Total capital expenditure funded by:		YTD Actuals	WSC contribution
Buildings	WRM #5 24-25	21,356	0
TOTAL CAPITAL EXPENDITURE FUNDING		21,356	0

1.4 Operational & Capital Grants Report to September 2025

Capital Grants

Funding Body	Grant	Project Name	Due date	Previous Grant Funding \$	Amounts Spent Prior Years \$	Grants Brought forward from Prior Year \$	Grants received in FY26 \$	Total Grant Funding \$	Total Exp to Date \$	Balance Available	Further Funding Expected FY2026
Capital Grants											
DCMC - CPP	CPP 2023-24	Covered Sports Court	30/06/2025	415,000	273	415,000	0	415,000	273	414,727	0
Federal Gov	LRCI Phase 4	Repairs to sports fencing, drainage wks	30/06/2025	23,762	27,600	6,067	0	23,762	37,600	-13,838	15,841
DCMG-LG	WRM #2 21-22	ReDiscovery Centre	30/06/2025	75,000	0	75,000	0	75,000	75,000	0	0
DCMG-LG	WRM #3 22-23	ReDiscovery Centre	30/06/2025	75,000	0	75,000	0	75,000	48,736	26,264	0
DCMG-LG	WRM #4 23-24	ReDiscovery Centre	30/06/2025	75,000	69,167	75,000	0	75,000	69,167	5,833	0
DITT	Tourism Town Asset Program	Solar Light and other Upgrades to Public Spaces	30/06/2024			53,800	0	53,800	71,883	-18,083	0
DCMG-LG	WRM #5 24-25	Hard Waste Facility Upgrade	30/06/2026	75,000	22,950	52,050	0	75,000	45,163	29,837	0
		Sub-total		588,762	119,990	519,017	0	588,762	152,203	436,559	15,841
Operational Grants											
Funding Body	Operational Grants	Project Name	Due date	Total Grant Funding \$	Amounts Spent Prior Years \$	Grants Brought forward from Prior Year \$	Grants received in FY26 \$	Total Grant Funding \$	Total Exp to Date \$	Balance Available	Further Funding Expected FY2026
Core Lithium Ltd	Core Lithium	Equipment	30/06/2025	2,000	1,636	364	0	2,000	1,636	364	0
DoH	Healthy Lifestyle Grants 2024-2025	Wagait Healthy Lifestyle Program 2023	30/06/2025			0	0	0			0
DTF	International Women's Day	International Women's Day 2024 Wagait Beach	30/06/2025			0	0	0	0	0	0
DTF	NT Men's Places Grants 2023-25	Wagait Men's Program	30/06/2025	8,115	2,595	5,520	0	8,115	2,595	5,520	0
DTF	Youth Vibe 2024-25	School holiday activities	31/07/2025	3,268	2,325	943	0	3,268	4,096	-828	0
DTF	Sports and Recreation Grant	Sports Activities Program	30/06/2025	55,000	31,208	23,792	0	55,000	43,615	11,385	0
DTF	Seniors Grant 2025	Seniors Grant 2025	30/09/2025	2,200	0	0	2,200	2,200	1,052	1,148	0
				68,383	37,764	30,619	0	68,383	51,941	16,442	0
		TOTAL		657,145	157,754	549,636	0	657,145	204,144	453,001	15,841

1.5 Balance Sheet as at 30th September 2025

Account	30-Sep-25	30 June 2025
Assets		
Bank		
Bendigo Investment Acc	500,000.00	500,000.00
CBA CC - Virginya Boon	0.00	421.51
CBA Cheque Account - Operational	115,364.56	14,811.36
CBA Cheque Account - SP Grants	533,795.62	528,921.81
CBA Fixed Term Deposits	1,000,000.00	1,000,000.00
CBA Transaction Account	45,792.17	148,697.13
Total Bank	2,194,952.35	2,192,851.81
Current Assets		
Accrued interest	3,125.89	18,000.00
Councillor Payment control account	(4,718.74)	(3,437.50)
Dog Resistrations Control Account	(1,110.90)	0.00
Less Prov'n for Doubtful Debts	(3,270.00)	(3,270.00)
Prepayments	11,336.28	9,278.70
Rates Debtors Account	226,192.02	16,266.56
Rates Payment Control Account	(13,288.50)	5,648.87
Sundry Debtors	72,000.00	0.00
Trade Debtors [11405]	43,204.54	25,438.89
Total Current Assets	333,470.59	67,925.52
Fixed Assets		
Buildings Accum Dep	(150,680.91)	(117,174.45)
Buildings at Cost	1,735,951.18	1,735,951.18
Motor Vehicles Accum Dep	(51,297.25)	(41,303.17)
Motor Vehicles at Cost	324,156.19	324,156.19
Office Equip & Furn at Cost	27,869.74	27,869.74
Office Equip Furn Accum Depn.	(11,460.32)	(9,863.29)
Plant & Equipment at Cost	282,076.59	282,076.59
Plant & Equipment Accum Dep	(109,893.73)	(89,662.19)
Sports Ground Accum Dep	(69,256.77)	(54,302.24)
Sports Ground at Cost	364,631.77	364,631.77
Total Fixed Assets	2,342,096.49	2,422,380.13
Non-current Assets		
Expenses Recognised in Advance	8,457.44	9,471.63
Inf Roads & Paths at Cost	1,065,123.08	1,065,123.08
Infr Roads & Path Accum Depn.	(636,721.00)	(625,720.99)
Land at Cost	745,000.00	745,000.00
Leased Vehicle Accum Depreciation	(72,989.10)	(69,489.09)
Right Use of Assets	115,303.00	115,303.00
Work in Progress	188,403.72	180,725.72
Total Non-current Assets	1,412,577.14	1,420,413.35
Total Assets	6,283,096.57	6,103,570.81
Liabilities		
Current Liabilities		
Accrued Expenses	0.00	0.00
CBA CC- Rowan Roberts	92.00	0.00
CBA CC- Virginya Boon	20.03	0.00
CBA Credit Card Main	3,459.00	3,459.00
CBA Transaction Account	0.00	0.00
Creditors Retention Account	0.00	6,997.69
Current Lease Liabilities	15,742.00	15,742.00
Error Suspense - Pensioner Rebates	0.00	0.00
Grants in advance	444,902.68	459,854.00
GST	(49,729.42)	(39,493.64)
PAYG Withholding Payable	23,894.00	16,270.00
Provision for Annual Leave	91,804.25	91,804.25
Provision for Long Service Leave	36,729.73	36,729.73
Provision for Rostered Days Off	7,139.00	0.00
Rates in Advance	8,674.99	8,674.99
Rounding	(0.26)	0.01
Super Payable	17,838.57	14,799.10
Trade Creditors	42,952.13	24,563.77
Unexpended Grant Liability	58,285.32	93,994.49
Wages Payable - Payroll	1,687.49	1,687.49
Total Current Liabilities	703,491.51	735,082.88
Non-current Liabilities		
Bank Loans	61,458.25	65,221.00
Non-current Lease Liabilities	45,283.00	45,283.00
Rates/Waste Charges Received in Advance	2,100.00	0.00
Total Non-current Liabilities	108,841.25	110,504.00
Total Liabilities	812,332.76	845,586.88
Net Assets	5,470,763.81	5,257,983.93
Equity		
Asset Revaluation Reserve	2,508,769.27	2,508,769.27
Current Year Earnings	199,269.57	(193,505.25)
Other Asset Renewal Reserve	270,000.00	270,000.00
Prior Year's Surplus/Deficit	1,832,286.03	1,832,286.03
Retained Earnings	210,438.94	390,433.88
Roads Renewal Project Reserve	450,000.00	450,000.00
Total Equity	5,470,763.81	5,257,983.93

1.5 Member and CEO Council Credit Card Transactions

For the period 1 September 2025 to 30 September 2025

Date	Description	Debit	Credit	Running Balance	Supplier Location
CBA CC - Rowan Roberts					
03 Sep 2025	Payment: Territory Tyres	0.00	265.00	(265.00)	NT
03 Sep 2025	Payment: Bunnings	0.00	200.97	(465.97)	NT
17 Sep 2025	Payment: Repco	0.00	19.00	(484.97)	NT
17 Sep 2025	Payment: Sealink	0.00	19.19	(504.16)	NT
17 Sep 2025	Payment: Bunnings	0.00	260.45	(764.61)	NT
18 Sep 2025	Payment: Bunnings	0.00	9.59	(774.20)	NT
18 Sep 2025	Payment: Territory Tyres	0.00	65.00	(839.20)	NT
18 Sep 2025	Payment: Harvey Norman	0.00	274.00	(1,113.20)	NT
23 Sep 2025	Payment: Kennards Hire	0.00	660.00	(1,773.20)	NT
24 Sep 2025	Payment: Woolworths	0.00	158.70	(1,931.90)	Interstate/Overseas
24 Sep 2025	Payment: Kennards Hire	165.00	0.00	(1,766.90)	NT
25 Sep 2025	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	2,022.27	0.00	255.37	
25 Sep 2025	Payment: Bunnings	0.00	21.60	233.77	NT
25 Sep 2025	Payment: Woolworths	0.00	92.00	141.77	NT
Total CBA CC - Rowan Roberts		2,187.27	2,045.50	141.77	
CBA CC - Virginia Boon					
04 Sep 2025	Payment: Officeworks	0.00	43.98	(43.98)	NT
08 Sep 2025	Payment: Microsoft	0.00	138.60	(182.58)	NT
08 Sep 2025	Payment: Microsoft	0.00	143.99	(326.57)	NT
08 Sep 2025	Payment: Liberty Truck Stop	0.00	94.48	(421.05)	NT
09 Sep 2025	Payment: Liberty Truck Stop	0.00	78.01	(499.06)	NT
11 Sep 2025	Payment: Woolworths	0.00	188.40	(687.46)	NT
15 Sep 2025	Payment: Officeworks	0.00	498.44	(1,185.90)	NT
15 Sep 2025	Payment: Adobe Systems Incorporated	0.00	18.69	(1,204.59)	Interstate/Overseas
15 Sep 2025	Payment: News Corp Australia	0.00	20.00	(1,224.59)	NT
15 Sep 2025	Payment: Bunnings	0.00	101.24	(1,325.83)	NT
16 Sep 2025	Payment: Caltex Berry Springs	0.00	90.35	(1,416.18)	NT
16 Sep 2025	Payment: Woolworths	0.95	0.00	(1,415.23)	NT
17 Sep 2025	Payment: Adobe Systems Incorporated	0.00	35.99	(1,451.22)	Interstate/Overseas
25 Sep 2025	Bank Transfer from CBA Credit Card Main to CBA CC - Virginia Boon	2,637.13	0.00	1,185.91	NT
25 Sep 2025	Payment: Telstra	0.00	20.00	1,165.91	Interstate/Overseas
29 Sep 2025	Payment: Mailchimp	0.00	20.03	1,145.88	Interstate/Overseas
Total CBA CC - Virginia Boon		2,638.08	1,492.20	1,145.88	
CBA Credit Card Main					
25 Sep 2025	Bank Transfer from CBA Credit Card Main to CBA CC - Virginia Boon	0.00	2,637.13	(2,637.13)	NT
25 Sep 2025	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	0.00	2,022.27	(4,659.40)	

1.7 Statement of Cash Flows

For the 3 months ended 30 September 2025

Account	Jul-Sept 2025
Operating Activities	
Receipts from customers	648,630.37
Payments to suppliers and employees	(422,149.75)
Cash receipts from other operating activities	191.70
Net Cash Flows from Operating Activities	226,672.32
Investing Activities	
Proceeds from sale of property, plant and equipment	36,750.00
Other cash items from investing activities	(246,192.78)
Net Cash Flows from Investing Activities	(209,442.78)
Financing Activities	
Other cash items from financing activities	(26,567.35)
Net Cash Flows from Financing Activities	(26,567.35)
Net Cash Flows	(9,337.81)
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	2,200,719.13
Net change in cash for period	(9,337.81)
Cash and cash equivalents at end of period	2,191,381.32

1.8 Notes on Cash, Debtors & Creditors as at 30th September 2025

Note 1. Details of Cash and Investments Held

Financial Institution	Date Invested	Invested Amount \$	Interest Rate	Maturity Date
1 (a) Bendigo	11/09/2025	500,000	3.85%	11/09/2026
1 (b) CBA	8/09/2025	1,000,000	4.08%	9/03/2026
Total Investments		1,500,000		

	Sep-25	Aug-25	Jul-25
	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio
Current Assets	\$ 2,528,423	2,616,543.30	\$ 2,260,777
Current Liabilities	\$ 703,492	\$ 766,425	\$ 735,083
Current Assets Ratio	\$ 3.59	\$ 3.41	\$ 3.08

Note 2. Statement of Trade Debtors

Contact	Current	1 Month	2 Months	3 Months	Older	Total
Belyuen Community Government Council	0.00	5,322.97	0.00	0.00	0.00	5,322.97
Cox Country Club	0.00	0.00	270.00	0.00	810.00	1,080.00
Department of Logistics and Infrastructure	19,448.00	0.00	0.00	0.00	0.00	19,448.00
JK Crane Investments	0.00	90.00	0.00	0.00	0.00	90.00
JLT Risk Solutions Pty Ltd	(6,642.43)	0.00	0.00	0.00	0.00	(6,642.43)
Kate and James Crane	0.00	90.00	0.00	0.00	0.00	90.00
Power Water	12,111.00	0.00	0.00	880.00	0.00	12,991.00
Rebecca James	95.00	0.00	0.00	0.00	0.00	95.00
SMC Marine Pty Ltd	10,080.00	0.00	0.00	0.00	0.00	10,080.00
Territory Image	95.00	0.00	0.00	0.00	0.00	95.00
Wagait Beach Supermarket	285.00	0.00	270.00	0.00	0.00	555.00
Total	35,471.57	5,502.97	540.00	880.00	810.00	43,204.54
	82.1%	12.7%	1.2%	2.0%	1.9%	43,204.54
						Check

Note 3. Statement of Trade Creditors

Contact	Current	1 Month	2 Months	3 Months	Older	Total
AKJ Services	10,134.96	0.00	0.00	0.00	0.00	10,134.96
Fleetcare	1,379.97	0.00	0.00	0.00	0.00	1,379.97
Ian Manahan - 6000ltr	5,000.00	0.00	0.00	0.00	0.00	5,000.00
Jacana Energy	0.00	4,460.16	0.00	0.00	0.00	4,460.16
Marnie Jay	0.00	0.00	0.00	0.00	5,100.00	5,100.00
Mindful Practice	60.00	0.00	0.00	0.00	0.00	60.00
Nexia Edwards Marshall NT	2,392.43	0.00	0.00	0.00	0.00	2,392.43
Officeworks	0.00	16.68	0.00	0.00	0.00	16.68
Optus	391.25	0.00	0.00	0.00	0.00	391.25
Power Water	112.73	0.00	0.00	0.00	0.00	112.73
Telstra	20.00	0.00	0.00	0.00	0.00	20.00
The Well Beings Space	1,113.40	0.00	0.00	0.00	0.00	1,113.40
Totally Work Wear	0.00	441.00	0.00	0.00	0.00	441.00
Veolia Environmental Services	12,262.85	0.00	0.00	0.00	0.00	12,262.85
Woolworths	66.70	0.00	0.00	0.00	0.00	66.70
Total	32,934.29	4,917.84	0.00	0.00	5,100.00	42,952.13
	76.7%	11.4%	0.0%	0.0%	11.9%	\$ 42,952.13
						Check

3.3 DRAFT 2024-25 AUDITED FINANCIAL STATEMENTS

Action: For Recommendation

Author: CEO

PURPOSE

For the Finance Committee to review the first draft of the 2024-25 audit report and provide recommendations and/or comments to the Council on the previous year's financial performance.

RECOMMENDATION

That the Finance Committee:

- a) receives and notes the draft audited financial statements; and
- b) recommends that the Council adopts the 2024-25 Audited Financial statements

Moved:

Seconded:

Vote:

Background

Section 15(2) of the *Local Government (General) Regulations 2021* requires that the CEO must, as soon as practicable after the annual financial statements have been audited, lay the statements before the Council.

Historically, Council's Audit Committee has reviewed the audited financial statements prior to presentation to Council, providing comments and recommendations to inform Council's consideration and adoption of the statements.

Due to this year's Local Government Elections, Council is currently in the process of recruiting members for the Audit Committee. At Council's September meeting it was resolved to establish a Finance Committee made up of Elected Members. It is therefore recommended that the Finance Committee review the draft audited financial statements and provide recommendations to Council.

Comments

The draft 2024-25 audited financial statements will be tabled at the meeting and the presentation will be made by Nexia Edwards Marshall's – Noel Cifford via a Team's Link.

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

4. IN-CAMERA ITEMS

RECOMMENDATION

That the Finance Committee recommends 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 rate payer;
- 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:
Seconded:
Vote:

At _____ pm Council closed the meeting to the general public.

4.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

Nil items.

4.2 RE-OPEN MEETING TO THE GENERAL PUBLIC

RECOMMENDATION

That the Finance Committee recommends Council re-open the meeting to the general public in accordance with section 99(1) of the Local Government Act.

Moved:
Seconded:
Vote:

At _____ pm Council opened the meeting to the general public.

4.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

RECOMMENDATION

That the Finance Committee recommends Council move the following items into the Open Meeting:

Moved:
Seconded:
Vote:

5. CLOSE OF MEETING

The date of the next meeting is scheduled for 202..

The Chair declared the meeting closed at _____ pm.