



# MINUTES of

## ORDINARY COUNCIL MEETING

Held on 26 November 2024 at 4:00 PM

### Attendance at Meeting:

**Councillors:** Mayor R Bell (Chair)  
Deputy Mayor T O'Connor (via Teams)  
Cr S Burrows  
Cr L Doran (via Teams)  
Cr L Petrov  
Cr A Blakester  
Cr D Mailler  
Cr J Philp  
Cr K Arnold

### Apologies:

Nil

Ms T Averay, General Manager  
Mr M Raby, Director, Infrastructure & Development  
Dr R Abell, Director, Corporate & Community

### Staff:

Mr B Dyer, Manager Governance  
Mr M McLindin, Group Manager Civil Services  
Mr M Ahammed, Manager Finance & IT  
Ms W Westbrook, Executive Assistant  
Ms A Williams, Librarian  
Mr D Counsell, Manager Civil Infrastructure  
Mr B Carlon, Team Leader Fleet, Stores and Workshop  
Mr R Hargraves, Overseer  
Mr G Davison, Acting Ganger Open Spaces

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**1 OPENING & WELCOME**

The Chair declared the meeting opened at 4:00pm.

**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**

Nil

**6 DISCLOSURE & DECLARATIONS OF INTEREST/S**

Nil

**7 CONFIRMATION OF MINUTES****7.1 CONFIRMATION OF MINUTES ORDINARY MEETING HELD 22 OCTOBER 2024****RESOLUTION 01.11/24**

**Moved:** Cr Adam Blakester

**Seconded:** Cr Lone Petrov

**That Council adopts the minutes of the Ordinary Meeting held 22 October 2024 as a true and correct record.**

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0**

**Special Guest:**

The Chair Introduced the Guest:

Speaker: Mr Matthew Harmer – Detective Acting Inspector Armidale Police

Mr Harmer made a presentation to Council on matters relating to Crime in Uralla Shire and the support from police.

The Chair thanked our guest for his presentation.

The Chair Introduced the Auditor:

Speaker: Mr Paul Cornall - Forsyths

Mr Cornall made a presentation to Council on item 14.4.

The Chair thanked the Auditor for his presentation.

## **8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)**

### **PROCEDURAL MOTION TO MOVE THE LATE ITEM – MAYORAL MINUTE**

#### **RESOLUTION 02.11/24**

**Moved: Mayor Robert Bell**

**Seconded: Deputy Mayor Tom O'Connor**

**That Council move the late item to be heard at Item 11.**

**CARRIED**

## **9 WRITTEN REPORTS FROM DELEGATES**

### **9.1 MAYOR'S ACTIVITY REPORT FOR SEPTEMBER 2024**

#### **RESOLUTION 03.11/24**

**Moved: Cr Sarah Burrows**

**Seconded: Cr Jen Philp**

**That Council receives the Mayor's Activity report for September 2024.**

**For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**

**Against: Nil**

**CARRIED 9/0**

**9.2 ACTING MAYOR ACTIVITY REPORT FOR OCTOBER 2024****RESOLUTION 04.11/24****Moved: Cr David Mailler****Seconded: Cr Sarah Burrows****That Council receives the Acting Mayor's Activity Report for October 2024 submitted by the Deputy Mayor, Cr Tom O'Connor****For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold****Against: Nil****CARRIED 9/0****9.3 DELEGATE REPORT FOR THE CENTRAL NORTHERN REGIONAL LIBRARY - ANNUAL GENERAL MEETING****RESOLUTION 05.11/24****Moved: Cr Adam Blakester****Seconded: Cr Jen Philp****That Council:**

- 1. Receives and notes the minutes of the Annual General Meeting of the Central Northern Regional Library held on 6 November 2024.**
- 2. Receives and notes the minutes of Ordinary Meeting of the Central Northern Regional Library held on 6 November 2024.**
- 3. Approves the proposed Uralla Shire Council contribution of \$78,006 (\$12.90 per capita) for 2025/2026.**

**For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold****Against: Nil****CARRIED 9/0****10 PUBLIC FORUM**

Nil

## 11 MAYORAL MINUTE

### 8.1 MAYORAL MINUTE - URALLA CHRISTMAS STREET FAIR

#### RESOLUTION 06.11/24

Moved: Mayor Robert Bell

Seconded: Cr Kath Arnold

That Council:

1. Receives the Mayoral Minute.
2. Commends Council's Corporate Lead Officer, Communications and Events, Mr Chris Clark, for delivering an outstanding event and securing significant media coverage.
3. Acknowledges the efforts and contributions of all staff, community groups and local businesses in delivering the Uralla Christmas Street Fair - with special thanks to Council's Librarian, Amanda Williams; and Civil Infrastructure staff, Manager David Counsell; Team Leader Fleet, Stores and Workshop Brett Carlon; Coordinator Rodney Hargrave; and Acting Ganger Garret Davison.
4. Thanks our sponsors for helping to fund the event - the NSW Government, ACEN and the Uralla Bowling Club.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

## 12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

## 13 REPORT OF COMMITTEES

### 13.1 URALLA LOCAL TRAFFIC COMMITTEE (ULTC) - MINUTES OF MEETING HELD 5 NOVEMBER 2024

#### RESOLUTION 07.11/24

Moved: Cr David Mailler

Seconded: Cr Jen Philp

That Council receive the Minutes of the Uralla Local Traffic Committee (ULTC) meeting held 5 November 2024 and notes the decisions of the Committee.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

**13.2 BUNDARRA SCHOOL OF ARTS HALL AND COMMUNITY CONSULTATIVE S355 COMMITTEE - MINUTES OF MEETING HELD 13 NOVEMBER 2024****RESOLUTION 08.11/24****Moved: Cr Leanne Doran****Seconded: Cr Jen Philp****That Council:**

1. Receives the Draft Minutes of the Bundarra School of Arts Hall and Community Consultative s355 Committee meeting held 13 November 2024.
2. Notes the Committee's Recommendations which were tabled at the meeting.

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0****14 REPORTS TO COUNCIL****14.1 QUARTERLY BUDGET REVIEW SEPTEMBER 2024-25 (QBR)****RESOLUTION 09.11/24****Moved: Cr Adam Blakester****Seconded: Cr Lone Petrov****THAT Council:**

1. Receives and notes the first quarter budget review summary for the 2024/25 financial year; and
2. Adopts the adjustments to budget allocations.

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0**

**14.2 LOANS AS AT 31 OCTOBER 2024****RESOLUTION 10.11/24****Moved:** Cr Adam Blakester**Seconded:** Cr Sarah Burrows**That Council notes that the total loan position as of 30 October 2024 is \$1,273,140.****For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0****14.3 INVESTMENTS AS AT 30 OCTOBER 2024****RESOLUTION 11.11/24****Moved:** Cr Adam Blakester**Seconded:** Cr Jen Philp**That Council notes the cash position as of 31 October 2024 consisting of:**

- cash and overnight funds of \$2,338,362;
- term deposits of \$24,350,000;
- total convertible funds of \$26,688,362 (\$2,338,362 + \$24,350,000) (including restricted funds).

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0****14.4 PRESENTATION OF 2024 FINAL FINANCIAL STATEMENTS****RESOLUTION 12.11/24****Moved:** Cr Adam Blakester**Seconded:** Cr Jen Philp**That Council**

1. Receives the Annual Financial Statements and Auditor's report for the financial year ended 30 June 2024.
2. Acknowledges the outstanding work by Manager Finance and staff.

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0**



At 5:33pm, during Item 14.5 Deputy Mayor Tom O'Connor left the meeting.

At 5:38pm, during Item 14.5 Deputy Mayor Tom O'Connor returned to the meeting.

#### 14.5 2023 - 2024 URALLA SHIRE COUNCIL - ANNUAL REPORT

##### RESOLUTION 13.11/24

Moved: Cr Sarah Burrows

Seconded: Cr Adam Blakester

That Council:

1. Adopts the 2023 - 2024 Annual Report as shown in attachment "A" with minor adjustments.
2. Submits the adopted 2023 -2024 Annual Report to the NSW Minister for Local Government by 30 November 2024.
3. Publishes the adopted 2023-2024 Annual Report on Council's website and makes copies of the report available at all Council offices and libraries.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

#### 14.6 GENERAL PRACTITIONER SERVICES FOR URALLA SHIRE

##### RESOLUTION 14.11/24

Moved: Cr Jen Philp

Seconded: Cr Lone Petrov

That Council notes the update regarding GP services for Uralla and McMaugh Gardens.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

#### 14.7 AUDIT, RISK & IMPROVEMENT COMMITTEE - DRAFT TERMS OF REFERENCE

##### RESOLUTION 15.11/24

Moved: Cr Adam Blakester

Seconded: Cr Sarah Burrows

That Council adopts the attached revised Model Terms of Reference for Uralla Shire Council's Audit Risk and Improvement Committee.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

**14.8 CODE OF CONDUCT****RESOLUTION 16.11/24**

**Moved:** Cr David Mailler  
**Seconded:** Cr Adam Blakester

**That Council adopt the revised Code of Conduct.**

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0**

**14.9 COUNCIL APPOINTMENT OF DELEGATES TO BULAGARANDA (MOUNT YARROWYCK) ABORIGINAL AREA BOARD OF MANAGEMENT****RESOLUTION 17.11/24**

**Moved:** Cr Sarah Burrows  
**Seconded:** Cr Adam Blakester

**That Council delegate the Directors of infrastructure and Development as their appointee to Bulagaranda (Mt Yarrowyck) Aboriginal Area Board of Management, with the General Manager appointed as proxy.**

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0**

**14.10 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 20 NOVEMBER 2024****RESOLUTION 18.11/24**

**Moved:** Cr Sarah Burrows  
**Seconded:** Cr Jen Philp

**That Council notes the Resolution Actions Status Report as at 20 November 2024.**

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0**

**15 CONFIDENTIAL MATTERS****RESOLUTION 19.11/24****Moved:** Cr Sarah Burrows**Seconded:** Cr Jen Philp

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

**15.1 Uralla Depot Asbestos Remediation**

This matter is considered to be confidential under Section 10A(2) - d(i) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0****RESOLUTION 20.11/24****Moved:** Cr Sarah Burrows**Seconded:** Cr Adam Blakester

That Council return to Open Session of Council and that the resolutions of Closed Session of Council become the resolutions of Open session of Council.

**For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

**Against:** Nil

**CARRIED 9/0**

## 16 COMMUNICATIONS OF COUNCIL DECISIONS

The Chair communicated the Council decisions from the closed session.

### 15.1 URALLA DEPOT ASBESTOS REMEDIATION

#### RESOLUTION 20.11/24

Moved: Cr David Mailler

Seconded: Cr Sarah Burrows

That Council notes the following officers advice:

1. An allocation of \$300,000 will be requested for the 2025/26 budget for asbestos remediation at the Uralla Depot site.
2. The requested expenditure is included in the Building Asset Management Plan and Draft Long Term Financial Plan earmarked for the 2025/26 financial year.
3. The recommended funding mechanism will not unduly impact performance of the current Asset Renewal Funding Ratio for Building Assets.
4. Officers are continuing to gather further details and potential costings on a range of scenarios to achieve the ultimate compliance and functionality of the Uralla Depot Facility.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

## 17 CONCLUSION OF MEETING

The meeting was closed at 6:23pm.

Council Minutes confirmed by Mayor Robert Bell on ../../. Res: 00.00/24