



# MINUTES of

## ORDINARY COUNCIL MEETING

Held on 23 September 2025 at 4:00 PM

### Attendance at Meeting:

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

**Apologies:** Nil

**Staff:** Ms T Averay, General Manager  
Mr M Raby, Director, Infrastructure & Development  
Mr B Dyer, Group Manager Community Services  
Mr S Williams, Acting Group Manager Corporate Services  
Mr M McLindin, Group Manager Infrastructure Services  
Mr M Ahammed, Chief Financial Officer  
Ms W Westbrook, Executive Assistant

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**AUDIO:** <https://urallashirecouncil.podbean.com/e/23rd-september-2025-ordinary-meeting-of-uralla-shire-council/>

**1 OPENING & WELCOME**

The Chair declared the meeting opened at 4:08pm.

**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 26 AUGUST 2025****RESOLUTION 123.09/25**

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

That Council adopts the minutes of the Ordinary Meeting held 26 August 2025 as a true and correct record.

Noting the following amendments:

1. Item 14.13 at Loan number 187 was changed to Loan number 188 with the purpose being 'Underground Power and Main Street Upgrade – the purpose should have been ' Paving and Power Undergrounding'.
2. Item 14.8 as per the legislative requirements – The Updated Operational Plan 2025-2026 is available for public exhibition and comment until 5:00pm on 13 October 2025.

**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**

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

### 8.1 MAYORAL MINUTE - 2025 BUSINESS AWARDS – NEW ENGLAND/NORTH WEST

#### RESOLUTION 124.09/25

Moved: Deputy Mayor Tom O'Connor

Seconded: Cr David Mailler

That Council:

1. Receives the Mayoral Minute.
2. Congratulates the Uralla businesses and business leaders who received awards in the 2025 New England/North West Business Awards, and wishes them all the best for the State Awards.

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 WRITTEN REPORTS FROM DELEGATES

### 9.1 MAYOR'S ACTIVITY REPORT FOR AUGUST 2025

#### RESOLUTION 125.09/25

Moved: Mayor Robert Bell

Seconded: Cr David Mailler

That Council receives the Mayor's Activity report for August 2025.

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

### 11.1 MAYORAL MINUTE - ENDORSEMENT OF MOTION TO LGNSW ANNUAL CONFERENCE – RATING CLASSIFICATION FOR RENEWABLE ENERGY DEVELOPMENTS

#### RESOLUTION 126.09/25

Moved: Deputy Mayor Tom O'Connor

Seconded: Cr David Mailler

That Council authorises the Mayor to finalise a notice of motion for the 2025 LGNSW conference addressing a rating subcategory for utility energy generation, storage and infrastructure.

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 BUNDARRA COMMUNITY COMMITTEE - DRAFT MINUTES OF MEETING HELD 10 SEPTEMBER 2025

#### RESOLUTION 127.09/25

Moved: Cr Jen Philp

Seconded: Cr Sarah Burrows

That Council receives the Draft Minutes of the Bundarra Community Committee Meeting held 10 September 2025.

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 ELECTION OF DEPUTY MAYOR

#### RESOLUTION 128.09/25

Moved: Cr Sarah Burrows

Seconded: Deputy Mayor Tom O'Connor

The Mayor announced only one nomination had been received, and declared Cr Kath Arnold appointed as Deputy Mayor for the period from 24 September 2025 for a term of one year ending on the date of the Ordinary meeting to be held in September 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

### 14.2 COUNCIL MEETING DATES SCHEDULE OCTOBER 2025 TO SEPTEMBER 2026

#### RESOLUTION 129.09/25

Moved: Deputy Mayor Tom O'Connor

Seconded: Cr David Mailler

That Council:

1. Adopts the Ordinary Meeting cycle for 2025-2026 as follows:

Tuesday 28 October 2025  
Tuesday 25 November 2025  
Tuesday 16 December 2025  
Tuesday 24 February 2026  
Tuesday 24 March 2026  
Tuesday 28 April 2026  
Tuesday 26 May 2026  
Tuesday 23 June 2026  
Tuesday 28 July 2026  
Tuesday 25 August 2026  
Tuesday 22 September 2026

2. That notice of the meeting schedule be placed on Council website

3. That Council issue a Facebook post advising of the date, time, and location of the next Ordinary Council Meeting each time the Ordinary Council meeting agenda is published.

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 DISCLOSURE OF INTEREST BY COUNCILLORS AND DESIGNATED PERSONS FOR 2024/2025 REPORTING PERIOD****RESOLUTION 130.09/25**

Moved: Cr Sarah Burrows

Seconded: Cr David Mailler

That Council notes the tabled Register of Disclosure of Interests by Councillors and Designated Persons as required by section 440AAB of the *Local Government Act 1993 (NSW)*.

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

Against: Cr Leanne Doran

CARRIED 8/1

**14.4 MAJOR PROJECTS AND CAPITAL WORKS - INFRASTRUCTURE & DEVELOPMENT****RESOLUTION 131.09/25**

Moved: Deputy Mayor Tom O'Connor

Seconded: Cr David Mailler

That Council notes the Infrastructure Works Update as at August 2025.

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

**14.5 DRAFT FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR 2024-25 - REFERRAL TO AUDIT****RESOLUTION 132.09/25**

Moved: Deputy Mayor Tom O'Connor

Seconded: Cr David Mailler

That Council endorses the Draft General Purpose Financial Statements and Special Purpose Financial Statements for the financial year ending 30 June 2025 and refers them to the Auditors pursuant to section 413 of the *Local Government Act 1993 (NSW)*.

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

Against: Cr Adam Blakester

CARRIED 8/1

**14.6 MONTHLY FINANCE REPORT FOR AUGUST 2025**

**RESOLUTION 133.09/25****Moved:** Cr David Mailler**Seconded:** Cr Lone Petrov

That Council receives the revised monthly Finance Report for August 2025 distributed on 23<sup>rd</sup> September 2025.

**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 LOANS AS AT 31 AUGUST 2025****RESOLUTION 134.09/25****Moved:** Deputy Mayor Tom O'Connor**Seconded:** Cr Sarah Burrows

That Council notes that the total loan position as of 31 August 2025 is \$1,130,609.

**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 INVESTMENTS AS AT 31 AUGUST 2025****RESOLUTION 135.09/25****Moved:** Cr David Mailler**Seconded:** Deputy Mayor Tom O'Connor

That Council notes:

1. The cash position as of 31 August 2025 consisting of:
  - cash and overnight funds of \$3,095,710.
  - term deposits of \$23,550,000; and
  - total of cash and term deposits amount to \$26,645,710 as of 31 August 2025.
2. Restrictions are reconciled on a quarterly basis. The most recent reconciliation as at 30 June 2025 shows total cash and investments of \$28,282,150, comprising \$19,024,396 in external restrictions, \$6,314,919 in internal restrictions, and unrestricted fund balance of \$2,942,835 (unaudited).

**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 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 17 SEPTEMBER 2025****RESOLUTION 136.09/25****Moved:** Cr Sarah Burrows**Seconded:** Cr David Mailler**That Council notes the Resolution Actions Status Report as at 17 September 2025.****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 137.09/25****Moved:** Deputy Mayor Tom O'Connor**Seconded:** Cr Sarah Burrows**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 Options for Council regarding premises operating without operational development consent****This matter is considered to be confidential under Section 10A(2) - e 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 information that would, if disclosed, prejudice the maintenance of law.****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 138.09/25****Moved:** Deputy Mayor Tom O'Connor**Seconded:** Cr Lone Petrov**That Council return to Open Session of Council and that 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 OPTIONS FOR COUNCIL REGARDING PREMISES OPERATING WITHOUT OPERATIONAL DEVELOPMENT CONSENT

#### RESOLUTION 139.09/25

Moved: Cr David Mailler

Seconded: Cr Sarah Burrows

That Council proceeds with the suggested enforcement pathway set out in this report, and that a further report be brought back to Council if continued, wilful breaches occur and legal proceedings are recommended.

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 6.20pm.