MINUTES of

ORDINARY COUNCIL MEETING

Held on 28 October 2025 at 4:00 PM

Attendance at Meeting:

Councillors:

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

Apologies:

Staff:

Ms T Averay, General Manager
Mr M Raby, Director, Infrastructure & Development, Deputy General Manager
Mr B Dyer, Group Manager Community Services
Mr S Williams, Group Manager Corporate Services
Ms E Sims, Senior Planning Officer left after item 14.7
Mr D Weiley, Manager Assets left after item 14.6
Mr M Ahammed, Manager Finance & IT entered at item 14.8
Ms W Westbrook, Executive Assistant
Mr Isaac Arah, Manager Environment & Waste left after item 14.3

CONTENTS

AUDIO: https://urallashirecouncil.podbean.com/e/28th-october-2025-ordinary-meeting-of-uralla-shire-council/

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 23 SEPTEMBER 2025

RESOLUTION 140.10/25

Moved: Tom O'Connor
Seconded: Cr Sarah Burrows

That Council adopts the minutes of the Ordinary Meeting held 23 September 2025 as a true and correct record noting that for item 14.9 the mover and seconder are to be reversed to state Moved: Cr David Mailler, Seconded: Cr Sarah Burrows.

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)

Nil.

9 WRITTEN REPORTS FROM DELEGATES

9.1 MAYOR'S ACTIVITY REPORT FOR SEPTEMBER 2025

RESOLUTION 141.10/25

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

That Council receives the Mayor's Activity Report for September 2025 noting that the Mayor did not attend the ARIC meeting on 1st September and was represented by the Deputy Mayor.

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

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

13.1 URALLA LOCAL TRANSPORT FORUM (ULTF) - MINUTES OF MEETING HELD 30 SEPTEMBER 2025

RESOLUTION 142.10/25

Moved: **Cr David Mailler**
Seconded: **Cr Lone Petrov**

That Council:

1. **Receives the Minutes of the Uralla Local Transport Forum (ULTF) meeting held on 30 September 2025 and notes the decisions of the Forum; and**

2. **Installs cautionary pedestrian warning signs on Kingstown Road approaching the Uralla cemetery.**

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 COMMUNITY COMMITTEE - DRAFT MINUTES OF MEETING HELD 15 OCTOBER 2025

RESOLUTION 143.10/25

Moved: **Cr Jen Philp**
Seconded: **Cr Leanne Doran**

That Council receives the Draft Minutes of the Bundarra Community Committee Meeting held 15 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

13.3 AUSTRALIA DAY COMMITTEE MINUTES OF MEETING HELD 1 OCTOBER 2025

RESOLUTION 144.10/25

Moved: **Cr Sarah Burrows**
Seconded: **Cr Leanne Doran**

That Council:

1. **Receives the unconfirmed Minutes of the Australia Day Committee meeting held 1st October 2025.**
2. **Notes the appointed office bearers.**
3. **Thanks Ms Bev Niland for her 40+ years of community service as an office bearer on the Australia Day Committee as she stands down from her role, recognising her tireless efforts to ensure the success and continuation of Uralla Shire Australia Day Celebrations.**

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 HILL STREET AFFORDABLE HOUSING PROJECT – UPDATE AND GOVERNANCE

RESOLUTION 145.10/25

Moved: **Cr Sarah Burrows**
Seconded: **Cr David Mailler**

That Council

1. **Receives and notes the outcomes of community engagement on the Hill Street Affordable Housing Project.**
2. **Adopts the Terms of Reference and calls for Expressions of Interest to establish the Project Advisory Committee.**

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

Against: **Crs Leanne Doran and Adam Blakester**

CARRIED 7/2

14.2 STRIKING A NEW DEAL - COMMUNITY INSIGHTS REPORT

RESOLUTION 146.10/25

Moved: **Cr David Mailler**
Seconded: **Cr Lone Petrov**

That Council receives the *Community Insights Report* from the Striking a New Deal project and notes the proposed community engagement activities to share the findings.

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

14.3 EXHIBITION OF THREE (3) SITE SPECIFIC CROWN LAND PLANS OF MANAGEMENT

RESOLUTION 147.10/25

Moved: **Cr Lone Petrov**
Seconded: **Cr David Mailler**

That Council:

1. **Exhibits the three draft Plans of Management for Crown Reserve 1013348 - Bundarra Downs Reserve, Crown Reserve 89071- Gostwyck Road Reserve, and Crown Reserve 86472 – Racecourse Lagoon Reserve for a period of 28 days seeking community feedback, noting that Crown Reserve 86472 refers to Racecourse Lagoon.**

2. Receives a further report on completion of the exhibition periods should any submissions be received prompting material change.

3. Adopts each draft Plan of Management should no submissions prompting material change be received for that plan.

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

Against: **Crs Leanne Doran and Adam Blakester**

CARRIED 7/2

14.4 MAJOR PROJECTS AND CAPITAL WORKS - INFRASTRUCTURE & DEVELOPMENT

RESOLUTION 148.10/25

Moved: **Deputy Mayor Kath Arnold**
Seconded: **Cr David Mailler**

That Council notes the Infrastructure Works Update as at 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

14.5 STRONGER COUNTRY COMMUNITIES FUND ROUND 5A - SCOPE OF WORKS

RESOLUTION 149.10/25

Moved: **Cr Jen Philp**
Seconded: **Cr David Mailler**

That Council notes:

1. The final list of projects approved by the funding body for the Stronger Country Communities Fund Round 5A grant; and

2. The approved extension to 30 June 2026 for project delivery.

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 DRAFT ASSET MANAGEMENT PLAN - BUILDINGS

RESOLUTION 150.10/25

Moved: Cr Tom O'Connor
Seconded: Cr Jen Philp

That Council:

1. **Exhibits the draft Buildings Asset Management Plan for a period of 28 days seeking community feedback.**
2. **Receives a further report on completion of the exhibition period should any submissions be received prompting material change.**
3. **Adopts the draft Buildings Asset Management Plan should no submissions prompting material change be received.**

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

14.7 CONFIRMATION OF COUNCILLOR DELEGATES TO GENERAL MANAGER PERFORMANCE REVIEW COMMITTEE

RESOLUTION 151.10/25

Moved: Cr Jen Philp
Seconded: Cr David Mailler

That Council appoints the Mayor, Deputy Mayor and Councillor Tom O'Connor to the General Manager Performance Review Committee for 12 months.

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

PROCEDURAL MOTION - BREAK

RESOLUTION 152.10/25

Moved: Cr Jen Philp
Seconded: Cr David Mailler

The Chair called for a short break at 5:59pm.

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

PROCEDURAL MOTION - RETURN

RESOLUTION 153.10/25

Moved: Cr Leanne Doran
Seconded: Cr Sarah Burrows

The Chair reconvened the meeting after a short break at 6:30pm.

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 PUBLIC EXHIBITION OF DRAFT CODE OF MEETING PRACTICE - BASED ON OLG MODEL CODE

RESOLUTION 154.10/25

Moved: Cr David Mailler
Seconded: Cr Tom O'Connor

That Council:

1. **Adopts the following order of business of ordinary Council meetings pursuant to clause 8.1 of the code:**
   1) **Opening and Welcome**
   2) **Prayer**
   3) **Acknowledgement of Country**
   4) **Webcast Information**
   5) **Apologies and applications for leave of absence by Councillors**
   6) **Disclosure and Declaration of interest/s**
   7) **Confirmation of Minutes**
   8) **Urgent, Supplementary, and Late Items of Business (Including Petitions)**
   9) **Written Reports from Delegates**
   10) **Mayoral Minute**
   11) **Notice of Motion/Questions with Notice**
   12) **Report of Committees**
   13) **Reports to Council**

14) Confidential Matters

15) Communication of Council Decision

16) Conclusion of Meeting

2. **Adopts Clause 15.16 and amends clause 15.17 accordingly.**
3. **Amends the draft Code by deleting Appendix A - Council meeting Protocols.**
4. **Publicly exhibits the draft Uralla Shire Council Code of Meeting Practice for a period of 42 days and invites public submissions.**
5. **Receives a further report with details of any public submission/s made during the exhibition which would prompt material changes to the draft.**
6. **Adopts the draft Uralla Shire Council Code of Meeting Practice effective 1 January 2026 in the event that no submissions prompting material changes to the draft are received during the exhibition period.**

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 POLICY REVIEW

RESOLUTION 155.10/25

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

That Council:

1. **Exhibits the Draft Customer Service Charter for a period of 28 days seeking community feedback:**
2. **Receives a further report on completion of the exhibition period should any submissions be received prompting material change.**
3. **Adopts the Customer Service Charter should no submissions prompting material change be received.**
4. **Rescinds the Community Engagement Policy 2014 noting that the Community Engagement Strategy supersedes this Policy.**

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

14.10 INVESTMENTS AS AT 30 SEPTEMBER 2025

RESOLUTION 156.10/25

Moved: Cr Tom O'Connor
Seconded: Cr Sarah Burrows

That Council notes:

1. **The cash position as of 30 September 2025 consisting of:**
   - **cash and overnight funds of $2,296,753.**
   - **term deposits of $24,550,000; and**
   - **total of cash and term deposits amount to $26,846,753 as of 30 September 2025.**
2. **Restrictions are reconciled on a quarterly basis. The most recent reconciliation as of 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

14.11 LOANS AS AT 30 SEPTEMBER 2025

RESOLUTION 157.10/25

Moved: Cr Jen Philp
Seconded: Cr Tom O'Connor

That Council notes that the total loan position as of 30 September 2025 is $1,124,356.

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

14.12 DRAFT LONG TERM FINANCIAL PLAN 2027-2036

RESOLUTION 158.10/25

Moved: Deputy Mayor Kath Arnold
Seconded: Cr Tom O'Connor

That Council:

1. **Receives the amended Draft Long Term Financial Plan [LTFP] 2027-2036.**
2. **Include an appendix which will provide a narrative to explain the rationale, assumptions and calculation of the LTFP 2027-2036 and which clearly sets out the extent of the General Fund rate rise under the SRV, for the average ratepayer, by rating category.**
3. **Exhibits the expanded draft 2027-36 LTFP for 28 days.**
4. **Receives a future report detailing all submissions received during the exhibition period and any recommendations arising.**
5. **Considers the LTFP and the public submissions in determining its final position on the proposed SRV application to IPART.**

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

14.13 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 22 OCTOBER 2025

RESOLUTION 159.10/25

Moved: Cr Sarah Burrows
Seconded: Cr Lone Petrov

That Council notes the Resolution Actions Status Report as at 22 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

15 CONFIDENTIAL MATTERS

Nil

16 COMMUNICATIONS OF COUNCIL DECISIONS

17 CONCLUSION OF MEETING

The meeting was closed at 8:15pm.