



MINUTES of

ORDINARY COUNCIL MEETING

Held on 25 November 2025 at 4:00 PM

Attendance at Meeting:

Councillors: Mayor R Bell (Chair) arrived at 4.39pm
Deputy Mayor K Arnold Opened the meeting as Chair
Cr S Burrows
Cr L Doran
Cr T O'Connor
Cr L Petrov
Cr A Blakester
Cr D Mailler
Cr J Philp

Apologies: Nil

Staff: Ms T Averay, General Manager
Mr M Raby, Deputy General Manager
Mr B Dyer, Group Manager Community Services
Mr S Williams, Group Manager Corporate Services
Mr M McLindin, Group Manager Infrastructure Services
Mr M Ahammed, Chief Financial Officer - present for items 14.6-14.9
Ms H Nicholls, Acting Manager Planning & Development
Mr S Vivers, Contract Planner
Ms W Westbrook, Executive Assistant
Ms M Blyth, Group Support Officer Corporate Services - left meeting 5pm

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UNCONFIRMED

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:03pm.

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

APOLOGY

RESOLUTION 160.11/25

Moved: Cr Tom O'Connor

Seconded: Cr Leanne Doran

That the apology received from Mayor Robert Bell be accepted noting he will be arriving during the meeting and will resume the role of Chair. Deputy Mayor Kath Arnold will chair the meeting until the Mayor resumes.

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

Against: Nil

Absent: Crs Robert Bell

CARRIED 8/0

Nil

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

Cr Tom O'Connor declared non-significant non-pecuniary interest in relation to item 14.1, due to a previous working relationship as Councillor in last term of office .

Cr Sarah Burrows declared non-significant non-pecuniary interest in relation to item 14.1, due to previous working relationship as Councillor in last term of office.

Cr Lone Petrov declared non-significant non-pecuniary interest in relation to item 14.1, due to previous working relationship as Councillor in last term of office.

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES ORDINARY MEETING HELD 28 OCTOBER 2025

RESOLUTION 161.11/25

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

That Council adopts the minutes of the Ordinary Meeting held 28 October 2025 as a true and correct record.

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

Against: Nil

Absent: Crs Robert Bell

CARRIED 8/0

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

The Chair advised there were no late, urgent and supplementary items or reports of business.

PROCEDURAL MOTION TO RECEIVE A PETITION

RESOLUTION 162.11/25

Moved: Cr Leanne Doran

Seconded: Cr Tom O'Connor

That Council receive a petition on "Oppose the Unconsulted Transfer of 15 Hill Street to Homes North" and allow the chief petitioner, Peter Lee, to address Council.

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

Against: Nil

Absent: Crs Robert Bell

CARRIED 8/0

Deputy Mayor, Kath Arnold thanked the Chief Petitioner, Mr Lee for his time.

9 WRITTEN REPORTS FROM DELEGATES

9.1 MAYOR'S ACTIVITY REPORT FOR OCTOBER 2025

RESOLUTION 163.11/25

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

That Council receives the Mayor's Activity Report for October 2025.

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

Against: Nil

Absent: Crs Robert Bell

CARRIED 8/0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

11.1 MAYORAL MINUTE - EXTENDING OUR DEEPEST SYMPATHIES TO THE COMMUNITY OF WALCHA

RESOLUTION 164.11/25

Moved: Deputy Mayor Kath Arnold

Seconded: Cr Leanne Doran

That Council receives this Mayoral Minute and extends our deepest sympathies to the community of Walcha.

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

Against: Nil

Absent: Crs Robert Bell

CARRIED 8/0

11.2 MAYORAL MINUTE - COMMUNITY RESPONSE TO INCREASE IN CRIME IN URALLA**RESOLUTION 165.11/25**

Moved: Deputy Mayor Kath Arnold

Seconded: Cr David Mailler

That Council

- 1. Notes this Mayoral Minute and thanks our local police for their prompt response to the recent incidents; and**
- 2. Endorses continued engagement with NSW Police, local businesses, and the broader community to respond to the recent uptick in property crime in Uralla.**

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

Against: Cr Leanne Doran

Absent: Crs Robert Bell

CARRIED 7/1

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES**13.1 BUNDARRA COMMUNITY COMMITTEE - DRAFT MINUTES OF MEETING HELD 19 NOVEMBER 2025****RESOLUTION 166.11/25**

Moved: Cr Jen Philp

Seconded: Deputy Mayor Kath Arnold

That Council receives the Draft Minutes of the Bundarra Community Committee Meeting held 19 November 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 DA-23-2025 - SUBDIVISION (1 LOT INTO 8 LOTS AND BOUNDARY REALIGNMENT) - 100 AND 114 BARLEYFIELDS ROAD URALLA

RESOLUTION 167.11/25

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

A DIVISION DECISION was called and all stood with the result recorded as below:

That Council approves the Development Application (ref: DA-23-2025) for a Subdivision (1 Lot into 8 Lots and Boundary Realignment) at Lots 91 & 92 DP1286999, land known as 100 and 114 Barleyfields Road Uralla, subject to the conditions of consent in the attached Notice of Determination with the following amendment:

- a) Amend condition 17.8 Street Trees to require compliance with Council's adopted 'Tree Management Guidelines' adopted February 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

14.2 MAJOR PROJECTS AND CAPITAL WORKS - INFRASTRUCTURE & DEVELOPMENT

RESOLUTION 168.11/25

Moved: Deputy Mayor Kath Arnold

Seconded: Cr Jen Philp

That Council notes the Infrastructure Works Update as at 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

14.3 PROPOSED ALLOCATION OF DEVELOPER CONTRIBUTIONS TO COUNCIL PROJECTS

RESOLUTION 169.11/25

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

That Council:

1. Notes the completion of identified community projects in the 7.12 development contributions plan as detailed in this report.
2. Approves the allocation of \$110,00 development contribution funds currently held in restricted funds towards the completion of East Street kerb and guttering.

3. Writes to Crown Lands seeking the removal of the NSW Aboriginal land claim on the Barry Munday/Saumarez Crown Land Reserve.

a. Undertakes community engagement, regarding the construction of public toilets on the Barry Munday/Saumarez Crown Land Reserve.

4. Undertakes community engagement within the Invergowrie/Saumarez area regarding community infrastructure needs.

5. Receives a further report on the outcome of the community engagement.

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 170.11/25

Moved: Cr Leanne Doran

Seconded: Deputy Mayor Kath Arnold

The Chair called for a short break at 6:14pm.

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 171.11/25

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

The Chair reconvened the meeting after a short break at 6:40pm.

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 CONFIRMATION OF REGISTRATION AS A REGISTERED PROVIDER UNDER THE AGED CARE ACT 2024**RESOLUTION 172.11/25****Moved:** Cr Jen Philp**Seconded:** Deputy Mayor Kath Arnold

That Council notes the notice of registration confirming the determination for Uralla Shire Council as a registered provider under the Aged Care Act 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**14.5 2024 -2025 URALLA SHIRE COUNCIL - ANNUAL REPORT****RESOLUTION 173.11/25****Moved:** Cr David Mailler**Seconded:** Cr Jen Philp**That Council:**

- 1. Adopts the 2024-2025 Annual Report as shown in attachment "A" with the following amendments:**
 - a. Add Cr Sarah Burrows to the Committee table as delegate for New England Renewable Energy Zone Community Reference Group North** (page 65 of attachments booklet).
 - b. Add Cr Adam Blakester to the Committee Table as alternative delegate to Bundarra School of Arts Hall Committee** (page 65 of attachments booklet).
- 2. Submits the adopted 2024 - 2025 Annual Report to the NSW Minister for Local Government by 30 November 2025.**
- 3. Publishes the adopted 2024 - 2025 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, Tom O'Connor, Lone Petrov, David Mailler, Jen Philp and Kath Arnold

Against: Crs Leanne Doran and Adam Blakester

CARRIED 7/2

14.6 PRESENTATION OF 2025 FINAL FINANCIAL STATEMENTS**RESOLUTION 174.11/25****Moved:** Cr Tom O'Connor**Seconded:** Cr David Mailler

That Council receives the Annual Financial Statements and Auditor's report for the financial year ended 30 June 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 QUARTERLY BUDGET REVIEW SEPTEMBER 2025-26 (QBR)****RESOLUTION 175.11/25****Moved:** Cr Sarah Burrows**Seconded:** Cr Lone Petrov**THAT Council:**

1. Receives and notes the first quarter budget review summary for the 2025/26 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**14.8 INVESTMENTS AS AT 31 OCTOBER 2025****RESOLUTION 176.11/25****Moved:** Cr Tom O'Connor**Seconded:** Deputy Mayor Kath Arnold**That Council notes:**

1. The cash position as of 31 October 2025 consisting of:
 - cash and overnight funds of \$385,391
 - term deposits of \$24,550,000; and
 - total of cash and term deposits amount to \$24,935,392 as of 31 October 2025.
2. Restrictions are reconciled on a quarterly basis. As of 30 September 2025, total cash and investments were \$26,846,753 comprising \$18,764,400 in external restrictions and \$5,438,189 in internal restrictions, leaving an unrestricted balance \$2,644,164. This compares to an unrestricted cash balance of \$2,942,835 as at 30 June 2025.

3. Noting the 'Movement of Term Deposit Investments by Each Bank' has been corrected with figures presented under 'Opening Investments 30/9/2025' as per following table:

Name of the Bank	S&P Rating	Allowable Investment Limit %	Max Investment Allowed	Opening Investments 30/09/25	Movement During the Month	Closing Investments 31/10/25	% of Actual Investment
National Australia Bank	A-1+	30%	7,365,000	7,200,000	-	7,200,000	29.3%
Bank of Queensland	A-2	30%	7,365,000	3,000,000	-	3,000,000	12%
Westpac Banking Corporation	A-1+	30%	7,365,000	7,100,000	-	7,100,000	29%
Commonwealth Bank	A-1+	30%	7,365,000	1,000,000	-	1,000,000	4%
Regional Australia Bank	BBB+	10%	2,455,000	2,250,000	-	2,250,000	9%
Suncorp	A-1+	30%	7,365,000	4,000,000	-	4,000,000	16%
Total				24,550,000	-	24,550,000	100%

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 LOANS AS AT 31 OCTOBER 2025

RESOLUTION 177.11/25

Moved: Cr Sarah Burrows

Seconded: Cr Leanne Doran

That Council notes that the total loan position as of 31 October 2025 is \$1,121,198.

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 MONTHLY FINANCE REPORT FOR OCTOBER 2025

RESOLUTION 178.11/25

Moved: Cr Lone Petrov

Seconded: Cr David Mailler

That Council receives the attached Monthly Finance Report for 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

14.11 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 19 NOVEMBER 2025**RESOLUTION 179.11/25**

Moved: Deputy Mayor Kath Arnold

Seconded: Cr Leanne Doran

That Council notes the Resolution Actions Status Report as at 19 November 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 7.54pm.