



MINUTES
ORDINARY COUNCIL MEETING
18th NOVEMBER, 2014

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A handwritten signature in black ink, appearing to read 'Leigh Ashford', written in a cursive style.

Signed: Leigh Ashford Chief Executive Officer

AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 18th NOVEMBER, 2014 AT 6.00PM

President of the Shire Council Andrew Turner declared the meeting open at 6.05pm and welcomed all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Councillor	President Andrew Turner
Councillor	Vice President Bruce Jones
Councillor	Sue Bulmer
Councillor	Max Corliss
Councillor	Dave Gray – via phone following presentation by DLG contact 6.50pm
Councillor	Ewan Crook

STAFF PRESENT

Chief Executive Officer	Leigh Ashford
Senior Administration Officer	Aleyshia Kim

PERSONS PRESENT

Representatives from the Department of Local Government and Regions
(Timing of Council Elections)

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th November, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Nil

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held on 18th November, 2014.

BACKGROUND

Not applicable.

COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a council if the person:
(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

NOTE

That there are no apologies of absence for the Ordinary General Meeting held 18th November, 2014.

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th November, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Nil

SUMMARY

Elected Members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/ she shall remain in the Chambers and/ or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 & s74 (Elected Members).

Local Government Act (2008) s107 Conflict of interest (Staff Members).

POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

NOTE

That there is no declaration of interest for the Ordinary General Meeting held 18th November, 2014.

4 PETITIONS AND DEPUTATIONS

Nil

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 20TH OCTOBER 2014

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th November 2014
Author:	Aleyshia Kim, Senior Administration Officer
Attachments:	Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Ordinary General Meeting held 21st October 2014, are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

BACKGROUND

Not applicable.

COMMENT

Not applicable

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

The minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of minutes is compliant with section 67(3) of the Local Government Act 2011.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/001

That the amended minutes of the Ordinary General Meeting held 21st October 2014 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr. Jones

Seconded: Clr. Corliss

6/6

6 OPERATIONS MANAGER'S REPORTS

6.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Date:	13 th November, 2014
Author:	Robert Bright, Operations Manager
Attachments:	Nil

SUMMARY

Operations Manager Report October/November 2014

Roads-

Most of the flood damage work has been completed on Coach Rd, Miles Rd and Cheeney Rd. Council has expended the \$200,000 paid in advance and have put in a claim for reimbursement of \$135,617 as part of our second \$200,000 instalment. Work will continue when the remaining funds are received from the second instalment.

Water, grade and roll program has been completed on Cheeney Rd, Carr Rd, Fernee Rd, Haynes Rd, Strickland Rd and Coach Rd.

Re seal work has not yet commenced.

Waste-

Dumps are taking a lot of time and need that extra staff member to keep up. Batchelor slots are near full and we will be starting off the face dumping shortly.

Subdivision-

Still a couple of Subdivisions are in progress. The new guidelines in the Planning Amendment 308 11 4 are causing problems with developers trying to seek Development Approvals. The issue is that Council does not have a Flood Management Plan for the Shire as assumed in the amendment. Council may consider inviting a representative from the Department of Planning Lands and Environment to discuss the issue.

Machinery shed-

The Building permit has come through for the Machinery shed at depot. Work has commenced on the project.

Weeds-

The free chemical program has been approved for this year to assist landowners control Gamba grass. The procedures are in place and the program will commence when the rain starts.

RECOMMENDATION:

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/002

That Council receives and note the Operations Manager Report for October/November 2014.

Moved: Clr. Crook

Seconded: Clr. Corliss

6/6

6.2 ANIMAL MANAGEMENT OFFICER'S REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Animal Management Officer
Date:	13 th November, 2014
Author:	Trevor Sullivan, Animal Management Officer
Attachments:	Nil

SUMMARY Animal Management Officer's report October/November 2014.

Patrols are still being carried out. The publicity in the media has seen a number of dogs removed from the town. However many of them have now returned. One dog has been impounded and waiting for owner to collect.

Four wild dogs were captured at the Batchelor Rubbish Dump. These dogs have been destroyed.

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/003

That Council receives and note the Animal Management Officers Report for October/November 2014.

Moved: Clr. Corliss

Seconded: Clr. Crook

6/6

6.3 POOL REPORT

Applicant:	N/A
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Location/Address:	N/A
File Ref:	CCGCDocs\Pool Supervisor
Date:	13 th November, 2014
Author:	Trevor Sullivan, Animal Management Officer
Attachments:	Nil

SUMMARY

Pool has been popular this last month as the weather heated up with the build up.

The pool supervisor passed the Bronze Medallion award on the 1/11/14. This has to be renewed each year.

The pool was closed on Friday 7 November 2014 due to a badly leaking water main. This has been repaired and the pool put back into operation.

There is a chokage in the pool showers. The cause of the chokage is currently being investigated.

Pool Takings October 2014

Period ending	Adult	Children	Families	Pens	Gate	value of sold passes	Pool Takings	Adult	Children
15/10/2014	12	32	9	4	120.50		120.50	25	19
22/10/2014	12	49	6	2	102.00		125.00	12	15
29/10/2014	16	47	3	2	91.00		116.00	21	21

VOTING REQUIREMENT

RESOLUTION 18/11/2014/004

That Council receives and note the Pool Report for October/November 2014.

Moved: Clr. Gray

Seconded: Clr. Corliss

6/6

7 CHIEF EXECUTIVE OFFICER'S REPORTS

7.1 INCOMING AND OUTGOING CORRESPONDENCE

Applicant:	N/A
Location/Address:	N/A

File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th November, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Correspondence to be tabled

SUMMARY

Council is provided with items of correspondence both received and sent during the months of October/May.

BACKGROUND

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

COMMENT

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

The Items of Correspondence are as follows:

Correspondence In

DATE	ID	Source/Author	Subject
21/10	MI 1	Graeme Lane – Optus	Draft consultation plan for proposed Mobile phone base station.
22/10	MI 2	Chief Minister – Adam Giles	Recommendations aimed at improving the administration of local government elections.
20/10	MI 3	Richard Skinner	Helping to develop Coomalie Shire
17/10	MI 4	Burrell Creek Estate – D Croft & I Witte	Incorporation into Coomalie Community Government Council Area.

Correspondence Out

DATE	ID	Source	Recipient/Subject
21/10/14	MO 1	LA	G Higgins MLA Member for Daly re: Chin Estate survey costs
21/10/14	MO 2	LA	T Anderson, Batchelor resident re: alleged dog attack
10/11/14	MO 3	LA	D & M Skinner Batchelor re: economic development
10/11/14	MO 4	LA	D Croft Robin Falls locality re: incorporation of Robin Falls into the Coomalie Community Government Council area
5/11/14	MO 5	LA	M Rawiri Dept. Sport, Recreation & Racing re: CRO funding

CONSULTATION

Not Applicable.

STATUTORY ENVIRONMENT

Not Applicable.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/005

That Council receives and notes the items of incoming and outgoing correspondence as tabled.

Moved: Clr. Turner

Seconded: Clr. Jones

6/6

7.2 REVIEW OF ACTION ITEMS LIST OCTOBER - 2014

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th November 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Action Items List October, 2014

7.3 COMPLAINTS REGISTER OCTOBER - 2014

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th October, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Complaints Register

7.4 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/79

Disclosure of Interest:	Nil
Date:	13 th October, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	

SUMMARY

The following is the decision of Council from its May 2012 meeting.

Moved Clr. Turner, Seconded Clr. Crook that Boundary Consultation/Expansion be a standing item on the council agenda until resolved. Council supports making this a priority for council.

COMMENT

February, 2013

Clr Turner and CEO met with the Minister for Local Government to discuss this issue.

March 2013

The Minister for Local Government has approved a SP Grant of \$10k to assist with financial modelling and review of boundary changes.

May 2013

Information on the number of lots, roads etc in the unincorporated land area has been requested from the Dept. of Local Government.

November 2013

A/CEO to write to Minister for Local Government and Regions and Member for Daly to meet with Council.

January 2014

Boundary Expansion Opportunity document completed.

February 2014

Meeting with Minister Tollner, Local Government and Regions to discuss Boundary Expansion Opportunity

April 2014

The Department of Local Government were advised that Council wished to proceed immediately with the Dorat Road area and the Litchfield National Park. Council was continuing to investigate the Mt Ringwood Road and the Douglas Daly region. The areas are to be processed individually to ensure that issues arising in one area do not impact on other areas. An invitation has been forwarded to Minister Tollner's office.

May 2014

The Department of Local Government has arranged for the Surveyor General to draw up and define the Additional land proposed to be incorporated into the Coomalie Community Government Council area. The first area to be included is the locality known as Robin Falls.

June 2014

The Minister for Local Government visited Council on Thursday 6 June 2014. He was particularly supportive of Council's proposal to include areas outside the current proposal into the Council area. These included

Litchfield National Park, Douglas Daly Region and Mt Ringwood area and the Litchfield region to the west to the current boundary.

A meeting was held between The Department of Local Government representative, CEO from Belyuen Council and the president and CEO from Coomalie. The meeting was to initiate dialogue between the parties regarding possible incorporation of areas with the respective Council areas.

July 2014

A further meeting has been held with Belyuen Council regarding the future inclusion of unincorporated land within the Local Council areas. The second meeting was held at Belyuen and was attended by representatives of both Councils and the Department of Local Government.

The participants agreed to continue joint discussions. It was suggested that this should be through a Transition Committee set up and supported by the Minister for Local Government.

A notice was published in the Government Gazette on 3 July 2014 which includes the Robin Falls area in the Coomalie Community Government Council area.

August 2014

The property information for the Robin Falls area has been difficult to obtain. A direct approach was made to the Minister for Lands Planning and Environment. Initially the Department's computer system could not produce the appropriate report. The Department has now provided copies of the individual title searches of each property.

September 2014

Council received advice that the Minister for Local Government and Regions did not agree to the formation of a Transition Committee. David Tollner resigned his position as Minister for Local Government and Regions and the Chief Minister The Hon Adam Giles has taken on the responsibility.

The Shire President and the CEO met with The Department of Local Government Executive Director Mr David Willing and The Special Projects Manager, Mr Shaun Hardy on Wednesday 3 September 2014 to discuss the future expansion of the Council area.

Council sent letters of introduction to the 59 properties listed in Robin Falls with the information provided by the Department of Lands. 12 Letters have been returned as not known at the address provided.. Contacting the current owners has been the largest single issue coming out of the new area being included in the Council Boundary.

October 2014

Council staff have responded to letters of complaint from affected Robin Falls residents. The Department of Local Government have advised that any further work will be delayed until the appointment of a new Minister for Local Government.

CONSULTATION

Department of Local Government NT

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

NOTE

No additional information provided for this month.

7.5 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\CEO
Date:	13 th November, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Letter from Chief Minister regarding Changes to Council elections.

SUMMARY

Radio Rum Jungle Interview

The CEO held a radio interview with Mr Mathew Henger of the Rum Jungle Radio regarding dogs in Batchelor. The interview focussed on the need to register dogs in town. The discussion also touched on responsible ownership and the controls in place to manage dogs, particularly in town.

Web Design

Discussions have been held with Council webpage designer to update the format and discuss the options of future enhancement of the site. In particular the option of online payments and ensuring the website is mobile device friendly. We have requested that the suppliers provide a quote to upgrade the site. A report will then be prepared for Council.

Tenderlink

The CEO attended a demonstration by Tenderlink to provide an online tendering service. The service allows all tenders to be advertised, listed and processed through the web portal. The main benefit of the process is that it is fully compliant with the legislation and provides a detailed audit trail to ensure compliance and fairness.

Tenderlink have in recent years become the largest supplier of this service throughout Australia. Darwin City Council, Palmerston Municipal Council and Litchfield Council have all signed up for the service in the last few months.

Batchelor Airstrip

Discussions have been held with Department of Infrastructure, Aerodrome Services NT Pty Ltd and Coomalie air in relation to the Airstrip. A preliminary meeting agenda was forwarded to the Department of Infrastructure for comment. They have requested that I meet with them separately on Wednesday 19 November to discuss the "Governments Policy position".

LGANT AGM and General Meeting

The LGANT AGM and General Meeting was held on the 6th and 7th November 2014.

The major issues discussed were:

- The Chief Minister The Hon Adam Giles MLC announced an extension of the current term of Council until August 2017. Vacancies within 18 months of the Election may be filled by a Council nominee. Municipal Council will have the ability to hold elections by postal voting. Department of local Government and Regions representatives will be addressing Council on this matter.
- Concerns that the Pensioner rebates may not be funded for the payment of Rates into the future.
- Street lighting charges will increase from the next billing round in January 2015.
- Freezing of Federal assistance Grants at 2013/14 levels.
- Reconciliation Action Plans
- White Paper on Federation

Volunteers Recognition Awards

An advertisement was placed in the October edition of the Stop Press calling for nomination of Volunteers to be recognised by Council. The event will be held on Friday 28 November 2014 at the Council chambers in a similar format to previous years. Invitations have been sent out last week.

National Stronger Regions Fund (NSRF)

The program is \$1 billion over 5 years for community infrastructure projects that promote economic development and address disadvantage in Australia's regions. Round one applications close on 28 November 2014 with work to commence in July 2015. The second round will close on 31 July 2015.

Grants will be between \$20,000 and \$10,000,000 and must be matched in cash on at least a dollar for dollar basis.

Further investigations have revealed that projects must be shovel ready with an emphasis on Transport Supply chains, e.g. ports and intermodal distribution centres, Energy development and regional facilities. The total amount for the Northern Territory is likely to be in the order of \$3m to \$4m.

Projects must include a proponent contribution of 50% cash. It is suggested that all projects will need financial and logistical support from the NT Government. The two projects that may be eligible are the development of the Batchelor airstrip and the Snake Creek tourist facility in Adelaide River. The Batchelor airstrip development is not shovel ready. The proponents of the Snake Creek Development are aware of the funding program, but have not responded to Council's enquiries.

Abandoned Vehicle

An abandoned vehicle has been reported on the reserve behind Kirra St in Batchelor. The land is Crown land and is the responsibility of the Department of Planning Lands and Environment. Photos have been taken and contact has been made with officers in Darwin. They have advised that they will arrange for their contractors to remove the vehicle.

Implementation of weight restrictions on Council's Roads

That Council implemented revised weight restrictions on its roads at the November 2013 Council meeting. The limits are imposed over the wet season to reduce potential road damage. The limits are a maximum of 20 tonnes for sealed roads and 10 tonnes for unsealed roads and are for access only, not through traffic.

Exemptions permits are available following a written request to Council. Council staff will assess each application on risk management principles.

It is currently planned to implement the policy from 1 December 2014 for this wet season.

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/006

That Council receives and notes the CEO's Activity Report for October 2014.

Moved: Clr. Crook

Seconded Clr. Gray

6/6

7.6 AUDIT COMMITTEE DECISIONS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC/81A
Disclosure of Interest:	Nil
Date:	13 th November 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Unconfirmed Minutes of Audit Committee

SUMMARY

The audit committee met on Thursday 30th October 2014. There was one recommendation which requires Council's endorsement of the Committee.

The existing Item 4 of the Terms of Reference is:

4. MEMBERS AND TENURE

The Committee consists of:

- *Two Councillors.*
- *One Community Member, whom should have local government and accounting experience.*
- *Finance Manager*
- *CEO.*
- *The Chairman of the Committee shall be appointed by the Council.*
- *The Council shall appoint Councillors to this Committee bi-annually and the Community Member shall be appointed for the term of Council.*

That the audit committee has recommended the following change to item 4- Members and Tenure, bullet point 5.

The Council shall appoint a chairperson from the committee nominees and who is neither a councillor nor a staff member, and should have local government and accounting experience.

BACKGROUND

Not applicable

COMMENT

The change clarifies the makeup of the Audit Committee.

CONSULTATION

Audit Committee

STATUTORY ENVIRONMENT

The Local Government (Accounting) Regulations 10(2) (b) requires Council to establish and maintain an Audit Committee Act requires council to have an internal audit committee.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/007

That Council change to the Audit Committee's Terms of Reference as recommended by the Audit Committee meeting of 30 October 2014.

Moved: Clr. Gray

Seconded: Clr. Crook

6/6

7.7 REQUEST TO LEASE ROAD RESERVES

Applicant:	Florina Station NT Pty Ltd
Location/Address:	N/A
File Ref:	CC / 19
Disclosure of Interest:	Nil
Date:	13 th November 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Sketch of proposed roads to be leased.

SUMMARY

Council has received a request from a landowner to lease Council roads which are currently unused and transverse or abut their property. The reasons stated for leasing the land is to maintain firebreaks and erosion. A secondary benefit will be to have some control over the users of the road reserve, which currently does not occur.

It appears that there is no legislation precluding the leasing of Council roads. However Council does not currently have a policy on this type of request.

The first stage is for Council to consider if it wishes to consider a policy to allow landowners to lease its roads and develop a policy regarding the leasing of roads.

If Council gives in principle support, staff can produce a draft policy and procedures for consideration.

There will be a number of issues to consider. These will include the length of the tenure, requirements of the applicant, notification of the proposal to any adjoining neighbours and the public in general and consideration of submissions and the sale of adjoining land.

BACKGROUND

Nil

COMMENT

Council could make a one off decision on this request; however two of the three roads have adjoining neighbours. The adjoining neighbours need to be consulted and agree to the proposed lease.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There could be advertising and lease preparation costs.

VOTING REQUIREMENT

Simple majority

DIRECTION

Council direct the CEO to develop a policy and procedure to lease unused Council roads and report back to Council by February 2015.

The work is to assess any existing arrangements, develop a hierarchy of considerations and develop a draft policy for discussion.

7.8 CLOSURE OF THE COUNCIL OFFICE OVER CHRISTMAS/ NEW YEAR PERIOD

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC / 63
Disclosure of Interest:	Nil

Date:	13th November, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Nil

SUMMARY

Christmas public holiday's this year fall on Thursday 25th December 2014, Friday 26th December 2013 and New Year's falls on Thursday 1st January 2014.

This is a very quiet period of the year with very little commercial, business or Local Government activity. It is appropriate that Council not open the Administration office during this time and the staff take leave. This year it is proposed to close the administration office from 4.00pm Friday 19th December 2014 and reopen on Monday 5th January 2015.

Provision has been made to ensure that essential operational requirements will be maintained. These include the cleanup of the parks, pushing up of the rubbish tips and emptying of the transfer bins. Operation of the pool and garbage collection will be as normal.

BACKGROUND

Nil

COMMENT

Whilst the administration is very quiet there is still a requirement to carry out activities such as Rubbish Transfer and clean up in the parks and gardens as well as provide emergency assistance if required. The skeleton works staff crew will carry out any maintenance or normal programmed work. A person will be available on call in the case of any emergencies.

Nil

CONSULTATION

Not Applicable

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/008

That Council Close the Administration office for the Christmas period from 4pm Friday 19th December, reopening on Monday 5th January 2015.

Moved: Clr. Crook

Seconded: Clr. Jones

6/6

7.9 CHRISTMAS FUNCTION

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC / 63
Disclosure of Interest:	Nil
Date:	13 th November, 2014
Author:	Leigh Ashford, Chief Executive Officer
Attachments:	Nil

SUMMARY

Council has had various adhoc arrangements for celebrating the conclusion of the year and thanking staff for their efforts.

It is proposed to standardise these arrangements by having a single function for Councillors, staff and their families to recognise the achievements of the year and thank Councillors and staff for their dedication commitment and professionalism to support the community.

It is suggested that Council hold "Council Christmas Drinks" at the Rum Jungle Tavern on Friday 5th December 2014 at 5.00pm. The event is for Councillors, Staff and their families. Catering is limited to beer, cider, wine and non alcoholic drinks and nibbles with a fixed tab limit.

It is requested that Council consider funding the function to a limit of \$300 on an ongoing basis.

BACKGROUND

Nil

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Separate funds have not been allocated in the budget.

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/009

That Council hold a Christmas function to celebrate and recognise the Staff and Councillors achievements of the year.

Moved: Clr. Jones

Seconded: Clr. Gray

6/6

8 FINANCE REPORTS

8.1 PAYMENT REGISTER

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	5 th November, 2014
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

As part of the monthly reporting procedures a full listing of cheques and EFT payments made is submitted to Council.

BACKGROUND

Attached is a listing of accounts paid for October 2014.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council –

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, 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 forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

COOMALIE COMMUNITY GOVERNMENT COUNCIL				
PAYMENT REGISTER				
OCTOBER 2014				
DATE	REFERENCE	DETAILS	AMOUNT	
1/10/2014	01/10 PAY 0	Payroll	266.76	
1/10/2014	Merch Fee	Commonwealth Bank of Australia	1,342.82	
2/10/2014	POS Fee	Commonwealth Bank of Australia	190.92	
7/10/2014		6228 Shadeworks Hire	1,311.00	
8/10/2014	BAS Sep	Australian Taxation Office	1,765.00	
9/10/2014		6229 Batchelor Service Centre	444.68	
9/10/2014		6230 Cr. Sue Bulmer	350.00	
9/10/2014		6231 Cr. Max Corliss	350.00	
9/10/2014		6232 Cridlands	6,713.28	
9/10/2014		6233 Cr. Ewan Crook	350.00	
9/10/2014		6234 B Evans	2,000.00	
9/10/2014		6235 Cr. Dave Gray	350.00	
9/10/2014		6236 Cr. Bruce Jones	750.00	
9/10/2014		6237 DT & MG Kerr	5,527.50	
9/10/2014		6238 Bruce Mason	1,870.00	
9/10/2014		6239 MOUNT BUNDY STATION	610.00	
9/10/2014		6240 NT Consulting Engineers	1,540.00	
9/10/2014		6241 OfficeMax	114.91	
9/10/2014		6242 Ooloo Investments Pty Ltd	22,660.00	
9/10/2014		6243 RS Gardening Care	537.90	
9/10/2014		6244 Shed Boss Darwin	5,708.00	
9/10/2014		6245 Sound Gear Australia	1,728.00	
9/10/2014		6246 Cr. Andrew Turner	1,333.00	
10/10/2014		360 Jacana Energy	63.18	
10/10/2014		361 Motor Vehicle Registry	2,365.80	
10/10/2014		362 PowerWater	2,104.02	
10/10/2014		458673 Petty Cash Reimbursements	1,021.28	
10/10/2014		6247 AJ Couriers & Haulage Pty Ltd	192.50	
10/10/2014		6248 Fin Bins	5,290.40	
10/10/2014		6249 JB HI FI Berrimah	1,558.95	
10/10/2014		6250 OfficeMax	170.75	
10/10/2014		6251 Diedre Pickering	1,386.89	
14/10/2014	G/L Consolidate	Payroll	20,241.50	
15/10/2014		6252 Air Liquide WA Pty Ltd	87.29	
15/10/2014		6253 Area IT Solutions	2,318.73	
15/10/2014		6254 Adelaide River Freight Service	71.50	
15/10/2014		6255 Dannah Pty Ltd	256.04	

15/10/2014	6256	Darwin Office Technology	109.29
15/10/2014	6257	Higgie Mechanical Engineering	1,120.95
15/10/2014	6258	Lindsell Hoists	324.50
15/10/2014	6259	MC Lighting & Electrical PTY L	290.40
15/10/2014	6260	Packard Goose Pty Ltd	1,075.00
15/10/2014	6261	Rural Fire Protection	854.70
15/10/2014	6262	NT Rural Pty Ltd TA Territory	354.20
15/10/2014	6263	Turbo's Tyres	104.50
15/10/2014	6264	Bruce Verberg	720.00
15/10/2014	Bpay Fee	Commonwealth Bank of Australia	261.64
15/10/2014	Commbiz Fee	Commonwealth Bank of Australia	11.00
15/10/2014	Trans Fee	Commonwealth Bank of Australia	33.22
28/10/2014	G/L Consolidate	Payroll	18,973.07
30/10/2014	Return Fee	Commonwealth Bank of Australia	1.10
31/10/2014	6265	Access Hardware	236.50
31/10/2014	6266	RWA Exact	673.75
31/10/2014	6267	B P Australia Limited	2,378.15
31/10/2014	6268	Curbys NT Pty Ltd	467.50
31/10/2014	6269	HSS NT Pty Ltd	1,408.00
31/10/2014	6270	Local Govt Assoc of NT	412.50
31/10/2014	6271	OfficeMax	326.32
31/10/2014	6272	Ooloo Investments Pty Ltd	136,330.37
31/10/2014	6273	Topend Windscreens & Tinting	360.00
31/10/2014	6274	Tracks Inc	330.00
31/10/2014	6275	Worksense Darwin	128.00
31/10/2014	363	Jacana Energy	2,180.55
31/10/2014	364	PowerWater	5,554.54
31/10/2014	365	Telstra	1,088.54
Total			271,050.89

RESOLUTION 18/11/2014/010

That Council approve and pass for payment the October 2014 payment register totalling **\$271 050.89**.

Moved: Clr. Jones

Seconded: Clr. Corliss

6/6

8.2 FINANCE AND GRANT REPORT, MONTHLY FINANCIAL SUMMARY REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	5 th November, 2014
Author:	Melissa Kerr, Finance Manager
Attachments:	Detailed Monthly Financial Summary at 30 th September 2014

SUMMARY

As part of the monthly reporting procedures a finance and grant report, and a financial summary report is submitted to Council.

BACKGROUND

Attached is a finance and grant report and financial summary report to 31st October 2014.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council –

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, 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 forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

COOMALIE COMMUNITY GOVERNMENT COUNCIL					
FINANCIAL REPORT FOR THE PERIOD ENDING 31ST OCTOBER 2014					
Cash at Bank					
Cash on Hand					\$ 2,000.00
Cheque Account					\$ 235,717.75
Investment Account					\$ 912,880.07
Total Cash at Bank					\$ 1,150,597.82
Debtors	Current	30 Days	60 Days	90 Days	
Trade	-	2,494.70	-	16,093.90	\$ 18,588.60
Rates	-	-	147,702.00	46,667.51	\$ 194,369.51
Total Debtors					\$ 212,958.11

Creditors	Current	30 Days	60 Days	90 Days	
Trade		-			\$ 80,362.53
	80,362.53	-	-		
Total Creditors					\$ 80,362.53
Reconciliation of Funds					
Balance as per General Ledger					\$ 237,717.75
Add outstanding Debtors					\$ 212,958.11
Less outstanding Creditors					\$ 80,362.53
Add Investment Account					\$ 912,880.07
Total Cash & Receivables Available					\$ 1,283,193.40

COOMALIE COMMUNITY GOVERNMENT COUNCIL

GRANT REPORT FOR THE PERIOD ENDING 31ST OCTOBER 2014

Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
17/06/2014	Flood Damage Feb 2014 - Advance	NDRRA	\$ 200,000.00	\$ 200,000.00	\$ -	Claim 1 Acquitted
17/06/2014	Flood Damage Feb 2014 - 2nd Part	NDRRA	\$ 200,000.00	\$ 130,337.71	\$ 69,662.29	Claim 2 Submitted
24/06/2014	Lingalonga Festival 2014	Dept of Arts and Museums	\$ 12,500.00	\$ 12,985.24	\$ -	Acquitted
25/06/2014	School Holiday Program July 2014	Dept Chief Minister - OYA	\$ 1,000.00	\$ 1,009.34	\$ -	Acquitted
26/06/2014	RJBC Shade and Seating	Dept Sport Rec & Racing	\$ 12,000.00	\$ -	\$ 12,000.00	30/04/2015
30/06/2014	Upgrade Admin Buildings Bat & AR	SPG - Dept Local Government	\$ 146,030.00	\$ 1,400.00	\$ 144,630.00	30/06/2015
30/06/2014	Solar Park Lighting	SPG - Family Safe Environment	\$ 50,000.00	\$ 34,086.80	\$ 15,913.20	30/06/2015
8/07/2014	Seniors Month	Dept Chief Minister	\$ 1,455.00	\$ 1,455.00	\$ -	Acquitted
30/07/2014	AR FERG Meeting Room - 50% paid	NT Emergency Services	\$ 33,795.45	\$ 5,189.09	\$ 28,606.36	20/02/2015
12/08/2014	Recycling Transportation Bins	Keep Australia Beautiful Council	\$ 4,363.64	\$ -	\$ 4,363.64	20/02/2015
26/08/2014	Anzac Day 2015	Dept Chief Minister	\$ 14,000.00	\$ 20.00	\$ 13,980.00	30/06/2015
16/09/2014	Recycling Shed Batchelor	Dept Planning & Infrastructure	\$ 10,000.00	\$ -	\$ 10,000.00	27/02/2015
29/09/2014	Library Grant	Dept of Arts and Museums	\$ 50,757.00	\$ 13,448.43	\$ 37,308.57	31/07/2015
29/10/2014	SHP Grant - January 2015	Dept Chief Minister - OYA	\$ 1,320.00	\$ -	\$ 1,320.00	31/03/2015
			\$ 737,221.09	\$ 399,931.61	\$ 337,784.06	
		Cash and Receivables			\$ 1,283,193.40	
		Unspent Grants & Subsidies			\$ 337,784.06	
		Cash Available to Council			\$ 945,409.34	

COOMALIE COMMUNITY GOVERNMENT COUNCIL

MONTHLY FINANCIAL SUMMARY

OCTOBER 2014

ACC CODE	ACCOUNT DESCRIPTION	13/14 ACTUAL	MONTH ACTUAL	YTD ACTUAL	14/15 BUDGET
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110 ADMINISTRATION					
110 3899	TOTAL INCOME	1,207,863	19,842	1,246,642	1,398,668
110 4999	TOTAL EXPENSES	719,659	50,846	274,510	864,847
110 5000	SURPLUS / (DEFICIENCY) 110	488,204	-31,004	972,132	533,821
210 PUBLIC CONVENIENCES					
210 3899	TOTAL INCOME	9,000	0	0	9,000
210 4999	TOTAL EXPENSES	91,669	5,293	20,460	85,200
210 5000	SURPLUS / (DEFICIENCY) 210	-82,669	-5,293	-20,460	-76,200
211 SANITATION AND GARBAGE					
211 3899	TOTAL INCOME	325,414	-133	334,831	337,155
211 4999	TOTAL EXPENSES	271,566	28,332	86,235	336,912
211 5000	SURPLUS / (DEFICIENCY) 211	53,848	-28,465	248,596	243
212 CEMETERIES					
212 3899	TOTAL INCOME	4,236	0	0	2,000
212 4999	TOTAL EXPENSES	13,390	3,108	4,866	9,800
212 5000	SURPLUS / (DEFICIENCY) 212	-9,154	-3,108	-4,866	-7,800
310 PARKS AND GARDENS					
310 3899	TOTAL INCOME	-3,628	26	50,244	51,200
310 4999	TOTAL EXPENSES	158,823	12,290	68,884	241,072
310 5000	SURPLUS / (DEFICIENCY) 310	-162,451	-12,264	-18,640	-189,872
311 LIBRARIES					
311 3899	TOTAL INCOME	48,858	0	50,757	48,000
311 4999	TOTAL EXPENSES	49,999	3,133	13,403	48,000
311 5000	SURPLUS / (DEFICIENCY) 311	-1,141	-3,133	37,354	0
312 SPORT AND RECREATION					
312 3899	TOTAL INCOME	5,430	0	12,319	12,680
312 4999	TOTAL EXPENSES	109,390	7,390	23,412	138,472
312 5000	SURPLUS / (DEFICIENCY) 312	-103,960	-7,390	-11,093	-125,792
313 SWIMMING POOL					
313 3899	TOTAL INCOME	5,285	594	841	4,800
313 4999	TOTAL EXPENSES	106,789	7,357	24,215	102,849
313 5000	SURPLUS / (DEFICIENCY) 313	-101,504	-6,763	-23,374	-98,049
314 COMMUNITY RECREATION					
314 3899	TOTAL INCOME	38,375	1,504	3,850	35,450
314 4999	TOTAL EXPENSES	72,542	7,125	24,513	78,178
314 5000	SURPLUS / (DEFICIENCY) 314	-34,167	-5,621	-20,663	-42,728
410 ROADS					
410 3899	TOTAL INCOME	699,327	305	321,874	1,133,948
410 4999	TOTAL EXPENSES	858,630	200,698	569,737	1,550,219
410 5000	SURPLUS / (DEFICIENCY) 410	-159,303	-200,393	-247,863	-416,271
510 STREETLIGHTING					
510 4999	TOTAL EXPENSES	12,875	0	0	27,820
510 5000	SURPLUS / (DEFICIENCY) 510	-12,875	0	0	-27,820
511 ECONOMIC DEVELOPMENT					
511 3899	TOTAL INCOME	25,463	0	61,751	18,500

511 4999	TOTAL EXPENSES	70,747	9,866	23,602	47,200
511 5000	SURPLUS / (DEFICIENCY) 511	-45,284	-9,866	38,149	-28,700
512 DOG MANAGEMENT					
512 3899	TOTAL INCOME	1,824	206	747	2,000
512 4999	TOTAL EXPENSES	14,678	1,189	4,843	14,322
512 5000	SURPLUS / (DEFICIENCY) 512	-12,854	-983	-4,096	-12,322
513 GLYPHOSATE					
513 3899	TOTAL INCOME	4,509	0	436	10,000
513 4999	TOTAL EXPENSES	0	0	0	10,000
513 5000	SURPLUS / (DEFICIENCY) 513	4,509	0	436	0
514 GAMBA AND WEED MANAGEMENT					
514 3899	TOTAL INCOME	11,000	0	0	0
514 4999	TOTAL EXPENSES	10,020	0	0	0
514 5000	SURPLUS / (DEFICIENCY) 514	980	0	0	0
900 3899	TOTAL INCOME	2,381,220	22,344	2,084,292	3,063,401
900 4999	TOTAL EXPENSES	2,560,777	336,627	1,138,680	3,554,891
900 5000	SURPLUS / (DEFICIENCY)	-179,557	-314,283	945,612	-491,490

RESOLUTION 18/11/2014/011

That Council receive and note the monthly detailed financial report at 30th September 2014 and financial and grant report and monthly financial summary at 31st October 2014.

Moved: Clr. Gray

Seconded: Clr. Crook

6/6

9 ADMINISTRATION REPORTS

9.1 ADJUSTMENT OF ACCESS SHED KEY CHARGE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 TH November, 2014
Author:	Aleyshia Kim, Senior Administration Officer
Attachments:	Nil

SUMMARY

The current charge to public for an Adelaide River Access Shed key is \$25, which is fully refundable on return. The cost to Council to purchase these keys has recently increased to \$35.

It would be appropriate to increase the cost from \$25 to \$50 to cover the cost of the key and to motivate more people to return their keys. The \$50 charge would stay fully refundable on return.

BACKGROUND

The key has previously cost Council \$25 to purchase and has been leased to community members for \$25, very few people are bringing their keys back.

COMMENT

NIL

CONSULTATION

Not Applicable

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/012

That Council change the locks on the Adelaide River Access Shed and increase the refundable deposit for an Access Shed key from \$25.00 to \$50.00.

Moved: Clr. Crook

Seconded: Clr. Jones

6/6

9.2 USE OF COMMON SEAL

Applicant: N/A

Location/Address: N/A

File Ref: CC / 144

Disclosure of Interest: Nil

Date: 13th November, 2014

Author: Aleyshia Kim, Senior Administration Officer

Attachments: Grant Funding Agreement

SUMMARY

The Department of Sport, Recreation & Racing require Council to affix the Common Seal for the Grant Funding Agreement. The agreement is for Improved capacity for remote and regional community members to conduct regular organised structured sport competition and physical activities. This grant partially funds our Community Recreation Officer.

BACKGROUND

NIL

COMMENT

Council is required to resolve to use its Common Seal on the Grant Funding Agreement under section 26 of the *Local Government Act*.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

As per the Local Government Act Section 26(2).The affixing of the common seal to a document:

- (a) must be authorised or ratified by resolution of the council; and
- (b) must be attested by the signatures of the CEO and at least one member of the council.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/013

That Council approve the use of the common seal on the Department of Sport, Recreation and Racing's Grant Funding Agreement.

Moved: Clr. Corliss

Seconded: Clr. Crook

6/6

10 COMMUNITY RECREATION OFFICER'S REPORT

Applicant: N/A

Location/Address: N/A

File Ref: CCGCDocs\CRO

Disclosure of Interest: Nil

Date: 13th November 2014

Author: Marilyn Morris, Community Recreation Officer

Attachments: Nil

SUMMARY

Community Recreation Officer reports for the Ordinary General Meeting 18th November 2014.

CRO Report – October/November**Aussie Hoops**

This basketball program is progressing well. The children involved will receive packs next week which include a ball, singlet, bag and information.

Batchelor Markets

Markets were held on 9th November 2014. Stall holders were generally satisfied. The Lingalonga stall fundraised \$200 The Christmas Market will be held on 7th December 2014.

Solar Park Lighting

The lights were erected on Friday 7th November 2014. Council has received many positive comments from a variety of local community members.

Bronze Medallion Course

The two Day course and the refresher course were held on 1st and 2nd November with 12 people doing their refresher in CPR and resuscitation, plus 2 people completing the full course.

Australia Day Celebrations

The Rum Jungle Recreation Hall was considered as an alternate venue, although will not have sufficient space if bad weather arrives. The 2015 function will be held at the Batchelor Area School. Following the debriefing of the 2014 event the breakfast will start at 7.30am instead of 7.00am. There will be brief summary of each of the nominees provided. Nomination forms will be available at Batchelor Post Office, Adelaide River (Jocks General Store), the Council office and Council website by end of November.

Grants

A grant for \$3968.00 in conjunction with the Batchelor Area School for Youth Week in April 2015 has been submitted. The School Holiday Program grant of \$2000 for January 2015 was successful, although for a lesser

amount of \$1320. Council has not been informed of the Australia Day Grant although it is suspected to be reduced to \$500.

Seniors Christmas Luncheon

Invitations for the luncheon being held at Mt Bundy have been sent to seniors, as well as letters for sponsorship to local businesses for prizes and donations.

Remembrance Day

The commemoration was attended by the Pine Creek and Adelaide River schoolchildren, plus a couple of senior students from Batchelor School with two FERG uniformed Batchelor members. The event was organized by the National Servicemen's Group. Council provided transport for several members from Marrara RSL in the council bus. Deputy President Clr Bruce Jones laid the wreath on behalf of Council.

School Holiday Program

The CRO is coordinating four afternoon activities in the January program with the BIITE library to emphasise to the community the Institute Library are support of the community. Other activities include rock climbing in Darwin, movies, use of the Batchelor Pool and cooking classes at the Batchelor School.

VOTING REQUIREMENT

Simple majority

RESOLUTION 18/11/2014/014

That Council receives and notes the Community Recreation Officer's reports for October/ November 2014.

Moved: Clr. Jones

Seconded: Clr. Gray

6/6

11 LATE REPORTS

Nil

12 COUNCIL REPORTS

Nil

13 GENERAL BUSINESS

Nil

14 CONFIDENTIAL ITEMS

Nil

15 NEXT MEETING

DIRECTION

The CEO not convene a meeting for the month of December.

The CEO provides a financial report to for the month of November to all Councillors. Councillors are invited to ask questions or make comment regarding the Monthly financial report.

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 20th January, 2015.

Meeting Closed 8:07pm