

Minutes of Belyuen Community Government Meeting held on 8th June 2012.

Present: Bill Stuchbery Council Manager

Cathy Winsley Council CEO

Kate When Dept of Local Government

Manager opened the meeting at 9.15am

1. Apologies

There were no apologies

2. Confirmation of Minutes of meeting held on 22nd February 2012

ACTION: Manager accepted and signed the minutes of meeting held on 22nd February 2012

3. General Business

3.1 Belyuen IHANT account

CEO informed the Manager that the Accountants have recommended that Council close the IHANT account down as it is not used anymore and Council is paying fees on it.

ACTION: Manager approved closing the IHANT bank account and directed the CEO to undertake necessary steps to do so.

3.2 Acquittal of Special Purpose Grant Toolkit \$6232

Manager provided the signed acquittal document to Donna Hadfield Dept of Local Government.

3.3 SPG Applications

CEO advised the Manager that the following SPG applications had been submitted to the Department of Local Government:

Priority 1 Backhoe \$201000 new backhoe or \$90000 - \$130000 secondhand backhoe

Priority 2 Gators x 2 for Civil Works program

NOTED

3.4 CTG Applications

CEO advised the Manager that the following CTG applications had been submitted to the department of Local Government:

Priority 1 Backhoe \$201000 new backhoe or \$90000 - \$130000 secondhand backhoe

Priority 2 Gators x 2 for Civil Works program \$49802

Governance Training \$5000

NOTED

3.5 Batchelor College

Signed agreement that Council will support Natasha Lewis in her Primary Health Care Worker training.

NOTED that the Common Seal had been placed on the document.

3.6 Sport and Recreation Officer

CEO advised the Manager that a Sport and recreation Officer had not yet been appointed. CEO advised that one of the issues was ferry fares. As the position is only part time Belyuen and Wagait both believe that the program should cover the cost of ferry fares. Sport and Recreation do not support this and maintain that the program is for wages and some operational.

CEO advised that Fred Murphy the Indigenous Sport and Recreation Departmental Officer emailed a resume earlier that day of someone who is interested in the position.

CEO will discuss the Resume with Wagait CEO and Fred Murphy.

3.7 Belyuen Alcohol Management Plan

CEO advised the Manager that there is an AMP meeting on 19th June. CEO commented that there is major alcohol and drug issues in the community and that situation is worse now than before the Intervention commenced.

CEO raised issues in regard to Night Patrol operations. Manager advised the CEO to discuss the issues with Belyuen GBM

3.8 NT Grants Commission

Letter from Chairman of Grants Commission advising Council that the first and second quarters releases for 12/13 will be made in 11/12.

NOTED

3.9 Dept of Health and Ageing – Funding Agreement for Aged Care 12/13

ACTION: NT Jobs Package funding agreement for 12/13 was signed and the Common Seal placed on the agreement.

3.10 Department of Local Government

Letter from Director of Local Government re information requirements when adopting budgets.

ACTION: Manager and CEO went through the requirements and discussed performance indicators that can be used. Requirements relate to budgets and performances.

3.11 Centrelink contract 2012-2013

CEO signed the contract for 12/13. CEO wrote to the Department of Human Services requesting that the Department pay a fee for use of the council office and internet service on the Centrelink Team visit day (one day a month)

3.12 Airstrip Contract 2012 – 2013

CEO signed the Airstrip maintenance contract for 12/13

3.13 School Nutrition Program Agreement Variation

CEO signed the Agreement for the school nutrition program for purchase of fridge and cooking utensils.

3.13.1 FACHSIA

CEO advised the Manager that a funding application had been approved by FAHCSIA to purchase a new fruit and vegetable fridge, connect the gas cooker and purchase a new point of sale system for take away. Total of \$15255

3.14 Store

CEO advised the Manager that Rotary were going to install the new shelving on 24th June.

CEO advised the Manager that FACHSIA undertook a store review in regard to Income Management licensing. Main issues were fruit and vegetable fridge and cost of items on the shelves. FACSHIA were made aware that both of these had been addressed as Council had been successful with a funding application for a new fruit and vegetable fridge and Rotary were erecting new shelving in the store.

3.15 Credit Account for Council operations

CEO requested that Credit Accounts be set up for Store, Council Administration, Imabulk and Civil Works. The accounts would strictly be for small purchases at stores where council does not have accounts or have not been able to get a purchase order in time. The accounts will be monitored each month by CEO and accountants.

ACTION: CEO to write to Manager with details of how the accounts are to be managed, monthly limits and why they are requested.

3.16 Financial Statements and Forward Estimates

CEO presented draft financial statement for all Council programs. CEO informed the Manager that she had gone through each program very thoroughly and had made amendments for the accountants to do.

Programs are running within budget except Civil Works. CEO explained that with the Civil Works Manager on workers compensation since last November there has not been the same amount of work going through the workshop. Since the relief mechanic has been employed work has picked up. CEO also explained that there are wage reimbursements to go back to Civil Works, Store, Women's Centre and Imabulk programs plus reimbursements from the Insurance company to Civil Works.

Manager commented that the wage figures for the Store E10 seemed low.

ACTION: CEO to follow up with the Accountants wages for E10.

Manager commented that generator for the store needs to be checked regularly to make sure that it is in good working condition.

ACTION: CEO to prepare a maintenance spreadsheet for recording store generator checks.

PowerWater are now charging Council for water and sewerage on Council Lots. This will have to be included in 12/13 Forward Estimates expenditure. CEO commented that water was being charged for the oval however there was nothing on at the oval.

ACTION: CEO to request that PowerWater do a pipe test at the oval to determine where the water usage is coming from.

Manager and CEO discussed preparation of Forward Estimates for 12/13 and Declaration of Rates and Charges.

ACTION: Rates, Waste Charges and Environment Charge be increased by 2.44% for 12/13 that is what the CPI is running at.

ACTION: CEO to prepare the Rates and Charges notices for Declaration by 30th June.

ACTION: CEO to prepare the Forward Estimates for 2012/2013 for Manager's approval. Estimates to be prepared by 30th June to be placed on the Council website and advertised in the NT News and the local Wagaitear.

ACTION: CEO to write to Department of Local Government seeking extension of SPGs for Hall Fencing and Painting and for Manager's Fees.

ACTION: CEO to thank the Imabulk Coordinator on behalf of the Manager for managing the program within the budget.

ACTION: Manager accepts Nair Watkins fee offerfor accounting services for 2012 – 2013.

ACTION: CEO to approach Merit Partners for a fee to prepare the 11/12 audited financial statements.

