

# **Minutes of the meeting of Belyuen Community Government Council**

**11 June 2015**

Present: Bill Stuchbery Manager

Cathy Winsley CEO

Manager opened the meeting at 12noon

Store Manager invited to attend the meeting at 12.30pm

Civil Works manager invited to attend the meeting at 1.30pm

## **1. Apologies**

Nil

## **2. Confirmation of Minutes of meeting held on 9<sup>th</sup> January 2015**

**Motion: That the Minutes of the meeting held on 9<sup>th</sup> January 2015 be confirmed.**

**Passed**

## **3. Business Arising from the Minutes**

### **3.1 Recreation Hall Update**

CEO advised that the hall work is completed and Council is waiting on the final completion notices from the Electrician and Plumber.

CEO advised that the landscaping work is currently being done, the furniture has been ordered and the scalp being spread around the hall.

**Noted**

## **4. Correspondence In**

### **4.1 Minutes of Belyuen Coomalie, Wagait LG Advisory Group**

Noted

### **4.2 Minister for Indigenous Affairs IAS Grant Funding Round**

Noted

### **4.3 Dept of Transport Request for submissions Regional Economic Infrastructure Fund**

Noted

### **4.4 Dept of Local Government General Instruction No. 3 Audit Committee**

Noted and deferred pending Transitional arrangements being addressed.

4.5 Department of Local Government Reporting and Payment Changes to Indigenous Jobs Devlpt Funding 15-16

Noted

4.6 Wagait Beach Supermarket Variation of Licensed Hour

Noted

4.7 NT Redistribution 2015

Noted

4.8 Dept of Transport Black Spot Program

Noted Council does not meet the eligibility criteria for the Program

4.9 Dept of Local Govt – SPGs to cover Manager Services and Tree removal been approved.

Noted the trees are currently being removed.

4.10 Dept of Local government Compliance Review Framework

Noted

4.11 Australia Post increase to minimum payment to CPAs as of 1 July 2015

Noted

**5. Correspondence Out**

5.1 Signed Acceptance of Indigenous Jobs Devlpt Funding

Noted

5.2 Signed Acceptance of SPG Tree Removal

Noted

5.3 Signed Acceptance of SPG Manager Services fees

Noted

5.4 Family Safe Environment application to Local Govt.

CEO advised that this application was not processed as it was not forwarded on within the Department for registration. Email of apology from the Department.

Noted

5.5 Dept of Social Services

Signed Variation to Emergency Relief Grant with additional \$507

Noted

5.6 Dept of Social services

Funding Agreement for Emergency Relief for 2015 to 2017 \$16333

Signed agreement

Noted

5.7 Dept of Prime Minister and Cabinet

Variation to Hall Refurbishment Grant been signed

Noted

5.8 Dept of Corporate Affairs Aerodrome Contract 34 months

Noted

5.9 Dept of Social Services HACC Deed of Variation

July to October funding 2015. Note new contract to commence after October.

Common Seal Placed on the Deed

Motion: That the Manager approves placing the Common Seal on the signed Deed.

Passed

5.10 PowerWater

1.9% CPI for PowerWater contract – new contract price of \$74356.33 for 2015

Noted

**Motion: That the Correspondence In and Out be accepted.**

**Passed**

## **6. General Business**

6.1 NAIDOC Grant

CEO been advised verbally that Council's application for \$2000 for NAIDOC celebrations has been approved.

Noted

6.2 Minutes of 15<sup>th</sup> November 2014 meeting

CEO advised that a typing error has been identified where the date of this meeting incorrectly states 2015 instead of 2014.

Motion: That the Manager signs the amended set of Minutes identifying the date of meeting as 15<sup>th</sup> November 2015.

Passed

#### 6.3 City of Darwin Invitation to 2015 Public Intoxication Issues Forum.

Noted: CEO attend the Forum

#### 6.4 Cemetery Booklet

CEO tabled the Booklet. CEO advised that the community were interested in the Booklet and having the information identified.

CEO advised that a copy of the Booklet was forwarded to NT Heritage Commission and the Grant was acquitted.

The Manager requested that a copy of the Booklet be forwarded to the NT Library for their records

Noted :That the Booklet be placed on the Belyuen Council website and a copy sent to NT Library.

#### 6.5 Financial reports

CEO Tabled the following reports

October 2014 Balance Sheet and Consolidated Profit and Loss Statement and Budget Analysis

December 2014 Balance Sheet and Job Profit and Loss Statements Individual Jobs and Consolidated

January 2015 Balance Sheet and Consolidated Profit and Loss Statement and Budget Analysis

February 2015 Balance Sheet and Consolidated Profit and Loss Statement and Budget Analysis

March 2015 Balance Sheet and Job Profit and Loss Statements Individual Jobs and Consolidated

April 2015 Balance Sheet and Job Profit and Loss Statements Individual Jobs and Consolidated

The Manager and CEO discussed the April reports. All 'Jobs' with exception of the Store are showing either surplus or operating within budget.

Store Manager was invited to attend the meeting at 12.30pm

Discussion focussed on:

- Need to separate the fuel costs and sales income from the general Cost of Sales and Sales of Goods. CEO to work with Store Manager and Accountants so this can happen.
- Contacting PUMA to discuss with them support in purchase of outdoor fuel terminals as this would allow for 24/7 fuel sales.
- Contacting IAS and request that Council's IAS application relating to the Store be reassessed.
- Discuss with IT the need to upgrade the whole IT system for the Store.
- Store Manager also highlighted the need for pre paid Power ticket purchase and sale, Telstra prepaid phone cards and Sealink ferry tickets to all be identified individually in the Cost of goods and Sales costs.

The Manager requested that the CEO and Store Manager make it a priority to get a new outdoor terminal and upgraded IT system for the store.

Possible funding avenues to be explored are Community Benefit Fund, IAS and Regional development Australia.

- School Nutrition Program

The Manager requested that the two lines identifying parental income be incorporated into one income line.

Discussion with the Store Manager also took place in regard to Aged Care Service as the Store Manager oversees the reporting and compliance side of Aged Care.

Discussion focussed on:

- The need for an additional single dwelling at the Centre.
- Need to continue to seek funds to upgrade the Centre with the ablutions being top priority.
- Need to upgrade the electrical and plumbing and to repaint the whole centre
- Need to replace the Troop Carrier with a small bus

The Manager and CEO thanked the Store Manager for attending the meeting.

The Civil Works Manager was invited to attend the meeting at 1.30pm

Discussion focussed on:

- Capital items needed in the workshop- tyre changer, wheel balancer, slasher, front deck mower, upgrade Civil Works vehicle.
- Need to repairs the shoulders on the main road coming into the community.
- Management of the dump including future options such as transfer station for Belyuen and Wagait.

It was discussed that Belyuen would use the next lot of Roads to Recovery funding to repair the shoulders of the road coming into the community and that funds would be sought

through Special Purpose Grants to purchase the equipment needed to be replaced at the Workshop.

The Manager noted that the waste management issue is an issue much bigger than Council can deal with itself and that Belyuen will continue to participate in TOPROC and the Belyuen, Coomalie, Wagait Advisory Group in order to help address this issue for the whole of the Peninsula.

The Manager and CEO thanked the Civil Works manager for attending the meeting.

Motion: That capital and infrastructure items identified above be identified in the 2015-2016 Shire Plan.

Passed

Motion: That the Financial Reports from October 2014 to April 2015 as Tabled at the meeting be accepted.

Passed

## **7. Other Business**

### 7.1 Stocktake

CEO informed the Manager that the Stock Take for the Store is scheduled for 30<sup>th</sup> June 2015 at 1pm.

### 7.2 Special Meeting

CEO informed the Manager that a Special Meeting has been scheduled following the Council meeting to address the Forward Estimates, Rates Declarations and other financial matters for 2015-2016.

There being no further business the Manager closed the meeting at 3pm

Confirmation of Minutes

A handwritten signature in black ink, appearing to be 'W. F. ...', written over a light blue horizontal line.

23/7/2015