



GENERAL MEETING MINUTES

Wednesday 19 March 2025

Barcaldine Council Chambers, 71 Ash Street, Barcaldine

Councillors

Rob Chandler (Mayor)

Milynda Rogers (Deputy Mayor)

Kim Williams

Vanessa Howard (via TEAMS)

Linda Penna

Bob O'Brien

Tom Gleeson

Officers

Amber Coulton (Acting District Manager – Aramac and Muttaborra)

Jenny Lawrence (District Manager – Barcaldine)

Daniel Bradford (Chief Executive Officer)

Paula Coulton (Acting District Manager – Alpha and Jericho)

Michael Shave (Acting Director Finance and Corporate Services)

Lee Busby (Director of Works)

In Attendance

Debbie Young (Minute Secretary)

Councillor Gleeson led Council in prayer.

CONDOLENCES

Mr Roger Warren formerly of Aramac.

LEAVE OF ABSENCE

Nil

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

CONFLICTS OF INTEREST



Prescribed Conflicts of Interest

Councillor Penna under item 3.2.8 – Councillor Penna became aware during the meeting that she has a Prescribed Conflict of Interest in the Barcaldine Returned Services League (RSL) – Lease Agreement Report as she was recently elected as Secretary of the RSL Sub-Branch Committee. Councillor Penna left the meeting for the discussion and vote on this item.

Councillor Rogers under item 3.2.8 – Councillor Rogers became aware during the meeting that she has a Prescribed Conflict of Interest in the Barcaldine Returned Services League (RSL) – Lease Agreement Report as she is now a member of the RSL Sub-Branch.

Resolution: **Moved Cr O'Brien** **Seconded Cr Williams**
2025/03/047 **That Councillor Rogers be allowed to remain in the meeting for the**
 discussion and vote on this item.

Carried
6/0

Declarable Conflicts of Interest

Councillor O'Brien under item 3.3.3 – Councillor O'Brien informed the meeting he has an ongoing Declarable Conflict of Interest in the Community Care Services Report as a close associate – being his wife, who works for the Council Community Care Service. Councillor O'Brien will remain in the meeting for the discussion and vote on this item.

DEPUTATIONS

Nil

BUSINESS

1. CONFIRMATION OF MINUTES

Resolution: **Moved Cr Penna** **Seconded Cr Gleeson**
2025/03/048 **That the minutes of the General Meeting of Barcaldine Regional**
 Council held on 19 February 2025 be received and confirmed.

Carried
7/0



2. PETITIONS

Nil

3.1 CONFIDENTIAL REPORTS

Nil

3.2 DECISION REPORTS

3.2.1 Change of Meeting Date for May General Meeting

Summary: *The May General Meeting was scheduled for Wednesday 28 May 2025 which clashes with the Small Business Friendly Conference 2025, scheduled to take place on 28-29 May in Brisbane.*

Resolution: **Moved Cr Williams** **Seconded Cr O'Brien**
2025/03/049 **That the May General Meeting be rescheduled to be held on**
Thursday 22 May 2025.

Carried
7/0

3.2.2 Budget Review 2 for the 2024-25 Financial Year

Summary: *The Local Government Act 2009 and Local Government Regulation 2012 require Council to undertake regular reviews of its adopted budget to ensure it remains reflective of the resources required to deliver services for the financial year. The second budget review for the 2024-25 financial year incorporates any new or emergent revenue and expenditure arising since the adoption of the first budget review in November 2024.*

In summary, the budget review is proposing to increase Council's operating deficit by \$51k, with the capital works program decreasing



by \$2.5 million to \$13.2 million, due to the timing of delivery for a number of projects in the budget.

Council's overall cash position is forecast to improve from Council's forecast 30 June 2025 cash position from a projected \$6 million at Budget Review 1 to \$7.2 million, primarily due to a reduction in capital expenditure from own source funds. Forecast unrestricted cash reserves at 30 June of \$7 million are still lower than the target of approximately \$14 million to meet the state government target benchmark. Further initiatives are underway to ensure cash reserves can be maintained and improved.

Resolution:
2025/03/050

Moved Cr Penna

Seconded Cr O'Brien

That Council receives the report by the Acting Director Corporate and Financial Services to the General Meeting dated 19 March 2025 relating to the review of Council's 2024-25 budget and approves the proposed changes to the Budget as outlined in the Revised Budget Financial Statements and Capital Works Program provided in Attachments 1 and 2.

Carried
7/0

3.2.3 Policy Review

Summary:

Councils should regularly review and update their policies as part of good governance and to ensure they are current and meet the needs of their operations. A further two policies have been reviewed, with changes proposed to ensure they are current and reflective of current practices.

Resolution:
2025/03/051

Moved Cr Gleeson

Seconded Cr O'Brien

That Council adopts the following policies, replacing the previous versions:

- a. CS004 – Depasturing Stock on Town Common Reserves Policy.**
- b. CG013 – Entertainment and Hospitality Policy.**

Carried
7/0



Councillor O'Brien left the meeting at 9.12am, returning at 9.13am.

3.2.4 Community Donations – Requests for Assistance

Summary: *The purpose of this report is to recommend funding for recent requests for funding assistance received from community organisations across the region.*

Resolution: **Moved Cr Howard** **Seconded Cr Rogers**
2025/03/052 **1. That Council agrees to provide financial assistance to the following organisations in accordance with Council's Community Grants Policy:**
a) Muttaborra Community Development Association to the value of \$7,000 to support the delivery of Stage 2 of the Union Hole Camp Project.
b) Barcaldine & District Development Society Incorporated to the value of \$3,223.00 to assist with payment of annual Public Liability Insurance.
2. That Council notes the financial assistance provided to community organisations under officer delegation.

Carried

6 /1

Councillor Gleeson voted against the motion.

Meeting adjourned at 9.40am and reconvened at 10.32am.

3.2.5 Update to Fees and Charges

Summary: *This report recommends changes to Council's fees and charges in response to advice from the Australian Taxation Office in relation to burial rights and an internal review of fees undertaken by the Community Care Services Team.*

Resolution: **Moved Cr Howard** **Seconded Cr Penna**
2025/03/053 **That Council:**
1. Adopt the following updated fees and charges identified in attachment 2:
a. Changes to cemetery fees to reflect the goods and services tax exemptions for burial rights.



b. Changes to Community Care Services to reflect the fees and charges no longer required as they are covered by grant funding.

2. That Council refers all other proposed Community Care Services fees and charges changes to a future Council meeting.

Carried
7/0

3.2.6 Accounts Receivable Write Off Request

Summary: *This report recommends the write off of an old debt balance considered impractical to recover.*

Resolution: **Moved Cr O'Brien** **Seconded Cr Gleeson**
2025/03/054 **That Council approves the write off of the amount of \$20,000.02 relating to the balance of invoice 31522, date 10 April 2013.**

Carried
7/0

3.2.7 Memorandum Of Understanding Endorsement

Summary: *The Barcaldine Regional Council is a part of the Northern Queensland (NQ) Regional Dry Tropics Group. They are seeking Council's support in endorsing the Memorandum of Understanding (MOU) between NQ Regional Dry Tropics and North Queensland Regional Organisation of Councils (NQROC). This MOU formalises the partnership between NQ Dry Tropics and NQROC. The purpose of the partnership is for the Burdekin Regional Pest Management Group to act as a technical advisory group to the NQROC, for regional pest management issues.*

Resolution: **Moved Cr Penna** **Seconded Cr Williams**
2025/03/055 **That Council agrees to support the Memorandum of Understanding between NQ Dry Tropics and North Queensland Regional Organisation of Councils.**

Carried
7/0



Councillor Penna became aware of a Conflict of Interest in the following report, leaving the meeting at 11.15am.

3.2.8 Barcaldine Returned Services League Building – Lease Agreement

Summary: Officers are seeking approval from Council to enter into a lease with the Barcaldine Returned Services League (RSL) Sub-Branch for their building located at 74 Ash Street, Barcaldine. This building will be used by the Country Universities Centre and Council. This offers a unique opportunity for the region to provide a quality study hub for our local students, with a partnership between Barcaldine RSL Sub-Branch, Country Universities Centre Remote Area Planning and Development Central Western Queensland and Barcaldine Regional Council.

Resolution:
2025/03/056

Moved Cr Gleeson

Seconded Cr Williams

That Council:

- 1. Agree to enter into a commercial lease agreement between Barcaldine Regional Council and Barcaldine RSL Sub- Branch for 74 Ash Street, Barcaldine Qld 4725 to the value of \$6,000 per year plus outgoings, on a five-year lease arrangement and**
- 2. Authorise the Chief Executive Officer to finalise negotiations and sign the agreement on behalf of Council.**

Carried
6/0

Councillor Penna returned to the meeting at 11.20am.

3.2.9 Drinking Water Quality Management Plan Amendment

Summary: Council supplies drinking water to its communities under an approved Drinking Water Quality Management Plan (DWQMP), which was approved with conditions on 10 June 2024. Under those conditions, the Council is required to make minor amendments to the DWQMP, update the risk management improvement plan and undertake a catchment categorisation assessment. These items must be addressed by 31 March 2025.



Resolution:
2025/03/057

Moved Cr O'Brien

Seconded Cr Rogers

That Council endorse the following documents for submission to the Water Supply Regulator:

- **Drinking Water Quality Management Plan**
- **Catchment Categorisation and Assessment**
- **Risk Management Improvement Plan.**

Carried
7/0

Mayoral Minute

Summary:

From the District Manager – Barcaldine requesting Council resolution to accept offer to extend lease of vacant land – Busthinia, from Hunt Earthmoving Contractors.

Resolution:
2025/03/058

Moved Cr O'Brien

Seconded Cr Gleeson

That Council agrees to accept the below offer of option to extend lease as per clause 1.0 Term of Lease with Hunt Earthmoving Contractors commenced 6 February 2023 over lease of land known as Lot 11 EV110 and Lot 17 EV83 (357 hectares) Capricorn Highway, (opposite Busthinia) Barcaldine . Offer is for \$500.00 per year for two years and carrying out proposed earthworks to desilt three dams, repair dam banks and fire mitigation works.

Carried
7/0

3.3 FINANCE

3.3.1 Financial Performance Report

Summary:

Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to prepare a finance report to present at each monthly meeting of the local government. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day



as near as practicable to the end of the month before the meeting is held.

The purpose of the report is to meet legislative requirements and promote good financial governance by presenting the Council's budget performance for the eight months through to 28 February 2025.

Resolution:
2025/03/059

Moved Cr Penna
That Council receives the report by the Acting Director Corporate and Finance relating to the February year-to-date financial performance against budget.

Seconded Cr Howard

Carried
7/0

Councillor Howard left the meeting at 11.43am, returning at 11.44am.

Councillor Chandler left the meeting at 12.10pm, returning at 12.12pm.

3.3.2 Capital Projects Report

Summary:

Council has adopted a Capital Works Program for 2024-2025 financial year at its budget meeting in June 2024. In 2024-2025, Council is aiming to deliver \$12.6 million of new projects along with completing a further \$2.8 million in carried forward projects from 2023-2024. This report is a progress summary of each project to the end of January 2025.

Resolution:
2025/03/060

Moved Cr Penna
That Council receive and note the report.

Seconded Cr Howard

Carried
7/0

Councillor Penna left the meeting at 12.14pm, returning at 12.16pm.

Meeting adjourned at 12.30pm and reconvened at 1.03pm.

3.3.3 Community Care Services Financial Performance

Summary:

This report provides an update on the Community Care Services financial performance as at 28 February 2025.



Resolution:
2025/03/061

Moved Cr Williams
That Council receives the report by the Acting Finance Manager relating to the Community Care Services February year-to-date financial performance against budget.

Seconded Cr Gleeson

Carried
7/0

3.4.1 General Council Business

- Councillor Chandler congratulated Mrs Jill Williams on receiving a Medal of the Order of Australia for her long-standing commitment to volunteering in the local community. Once medal is received, Council will invite Mrs Williams to a morning tea to celebrate.
- Councillor Rogers advised that the Jericho Community wanted to inform people that the Catholic Church is holding a service every third Sunday of the month, commencing at 11.30am.
- Councillor Howard raised the issue of the seemingly ongoing fires at the waste facilities in Barcaldine – new and old.
- Councillor Penna noted that Rhys Peacock had advised staff member Calen Harvey was a true asset to Council.

3.5.1 Mayor's Information Report

Summary: From the Mayor, tabling his information report to Council.

Resolution:
2025/03/062

Moved Cr Rogers
That Council receive the report.

Seconded Cr Williams

Carried
7/0

3.5.2 Chief Executive Officer's Information Report

Summary: From the Chief Executive Officer, tabling his information Report to Council.

Resolution:
2025/03/063

Moved Cr Rogers
That the report be received and noted.

Seconded Cr O'Brien



Carried
7/0

3.5.3 District Managers' Report

Summary: This report provides an update on the Council activities that have occurred over the last month in and around the Barcaldine Council District.

Resolution: **Moved Cr Howard** **Seconded Cr Penna**
2025/03/064 **That the report provided by the District Managers providing an update on the previous months Council activities within each district be received and noted.**

Carried
7/0

3.5.4 Planning and Development Report

Summary: From the Chief Executive Officer, tabling the monthly Planning and Development Report.

Resolution: **Moved Cr Howard** **Seconded Cr Gleeson**
2025/03/065 **That Council receive the report.**

Carried
7/0

3.5.6 Workplace Health and Safety Report

Summary: From the Work Health and Safety Coordinator, presenting a report on Council's Workplace Health and Safety.

Resolution: **Moved Cr Penna** **Seconded Cr Gleeson**
2025/03/066 **That Council receive the report.**

Carried
7/0



3.5.8 Environmental Health Officer Report

Summary: *From the Chief Executive Officer, tabling the Environmental Health Officer Report for Councillor information.*

Resolution:
2025/03/067

Moved Cr Howard
That Council receive the report.

Seconded Cr Rogers

Carried
7/0

4. Close of Meeting

As there was no further business, the Mayor declared the meeting closed at 2.47pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

MAYOR _____
DATED: