

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**16th August 2019**

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**8.1 OPENING**

The President thanked all Councillors, staff and gallery present for their attendance and declared the meeting open at 1.00pm.

**8.2 PRESENT**

Cr C Simkin	President	Northampton Ward
Cr S Krakouer	Deputy President	Kalbarri Ward
Cr S Stock-Standen		Northampton Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr S Smith		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works & Technical Services	
Mrs Debbie Carson	Planning Officer	

**8.2.1 LEAVE OF ABSENCE**

Nil

**8.2.2 APOLOGIES**

Cr Carson

**8.3 QUESTION TIME**

Nil

**8.4 DISCLOSURE OF INTEREST**

Cr Suckling declared a proximity interest in Minute 5.2.1 of the Special Budget Meeting - Port Gregory Specified Area Rate as her brother in-law owns property within the area.

Cr Suckling declared an impartiality interest in Item 7.5.2 - Change of Purpose Road Reserve as Cr Suckling is a member of the group seeking the change of purpose.

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**8.5 CONFIRMATION OF MINUTES**

**8.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 19<sup>TH</sup> JULY 2019**

Moved Cr SUCKLING, seconded Cr SMITH

That the minutes of the Ordinary Meeting of Council held on the 19<sup>th</sup> July 2019 be confirmed as a true and correct record, subject to the following amendment:

- Minute 7.15 should read the “Deputy President” not the “President”, who declared the meeting closed.

CARRIED 8/0

**8.5.2 BUSINESS ARISING FROM MINUTES**

Minute 7.11.2 No design for the AFL player cutouts has been received to date. It is further noted that no approvals from football players themselves have yet been requested or received.

Minute 7.11.3 Jacques Point ablutions - CEO to further investigate the estimated cost of construction of the ablutions. Kalbarri Boardriders to investigate additional funding options.

**8.6 RECEIVAL OF MINUTES**

**8.6.1 SPECIAL BUDGET MEETING OF COUNCIL**

Moved Cr SUCKLING, seconded Cr STEWART

That the minutes of the Budget Meeting of Council held on the 26<sup>th</sup> July 2019 be confirmed as a true and correct record.

CARRIED 8/0

**8.7 WORKS & ENGINEERING REPORT**

**8.7.1 INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1)**

Noted.

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8.7.2 REQUEST FOR QUOTE (RFQ) (01/2020)  
KALBARRI ROAD – SHOULDER RECONDITIONING – 2019/2020  
46.00 to 54.00 SLK (ITEM 7.1.2)

Moved Cr HAY, seconded Cr PIKE

That the Request for Quote '01/2020 - Kalbarri Road – Shoulder Reconditioning 2019/2020' as submitted by RDH (Red Dust Holdings) of \$190,981.00 (exc GST) for Shoulder Reconditioning on Kalbarri Road from 46.00 to 54.00 slk be accepted. With the scope of the works extended to accommodate the requirements of the 'Regional Road Group' and 'Roads to Recovery' grant funds received for this project.

CARRIED 8/0

Mr Neil Broadhurst departed the meeting at 1.23pm.

**8.8 HEALTH & BUILDING REPORT**

8.8.1 BUILDING APPROVALS (ITEM 7.2.1)

Noted.

**8.9 TOWN PLANNING REPORT**

8.9.1 KALBARRI WILDERNESS CRUISES – LICENSE AGREEMENT FOR COMMERCIAL RECREATIONAL USE OF RESERVES 25307, MURCHISON RIVER FORESHORE, KALBARRI (ITEM 7.3.1)

Moved Cr KRAKOUER, seconded Cr SMITH

That Council:

1. Grant Development Approval for the experiential use (River Boat Cruise - River Princess) of Reserve 25307, Murchison River Foreshore Kalbarri, subject to the following conditions:
  - a. This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute an Agreement/License with the Shire of Northampton or the State of Western Australia in

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- their capacities as management bodies of the reserve within which the use is proposed to be located;
- b. The proposed River Boat Cruise that traverses the Murchison River and utilises Reserve 25307, shall be limited to one (1) motorised vessel for a period of three (3) years;
- c. The Applicant shall maintain required approvals with the Australian Maritime Safety Authority and Department of Transport and any other approvals that may be required with other governmental authorities;
- d. The Applicant shall maintain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton to comply with the provisions of the Shire of Northampton's *Local Planning Policy – Commercial Recreational Tourism Activity*;
- e. The tour operations are not to interfere at any time with the operations of the Kalbarri Sea Search and Rescue;
- f. This Development Approval is subject to:
- (i) In-principle approval of the Shire in its capacity as management body of the reserve within which the proposed use is to be located;
- (ii) Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*;
- (iii) A license agreement being entered into by the applicant and the Shire in accordance with Council's *Local Planning Policy – Commercial Recreational Tourism Activity*;
- g. This Development Approval shall remain valid whilst the agreement referred to herein remains current and valid, and on the expiration or in the termination of such License Agreement, this Development Approval shall cease to be valid.
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Advice Notes

1. *The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business.*
2. *If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal. Such application must be made within 28 days from the date of this notice.*
2. Authorise delegation to the Chief Executive Officer and Planning Officer for preparation and execution of the Licence Agreement referred to at Condition 1f (iii) above, with any disputes to be referred back to Council for final determination; and
3. Refer the License Agreement to the Department of Planning, Lands and Heritage for Ministerial consent.

CARRIED 8/0

8.9.2 PROPOSED LOTTERYWEST SIGNAGE – NORTHAMPTON NEWSAGENCY - LOT 100 (No. 217) HAMPTON ROAD, NORTHAMPTON (ITEM 7.3.2)
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Moved Cr STOCK-STANDEN, seconded Cr STEWART

That Council grant Development Approval for one box awning sign and four window signs upon Lot 100 (No. 217) Hampton Road, Northampton, subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 16 August 2019 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government;
2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition;

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3. No alterations being made to the signs without the local government's approval;
4. The Applicant shall maintain the visual permeability of the entry doors to the Newsagency, so as to address the requirements of the *Shire of Northampton's Local Planning Scheme No. 10's 'Detailed Design and Streetscape Policy Guidelines'*.
5. The signs being securely fixed in position at all times; and
6. The signs being maintained to the approval of the local government.

Advice Notes

Note 1: If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

CARRIED 8/0

8.9.3 SHIRE OF NORTHAMPTON - HERITAGE LIST REVIEW (ITEM 7.3.3)
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Moved Cr SUCKLING, seconded Cr PIKE

That Council resolves pursuant to Schedule 2 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015 Part 3 - Heritage Protection cl 8(3)* to:

1. Review the following places for removal from the Local Planning Scheme No. 10 - Heritage List for the purposes of consultation and public advertising:

- ND 3 Galena School Site, Galena;
  - ND 12 - Spring Valley Homestead;
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- ND 16 - Mugawa Cottage ruins;
- NT 5 - House and former bank Hampton Road Northampton;
- ND 14 - Bowes River and Nokanena Brook;
- ND 18 - Oakabella Creek

2. Review Place ND9 - Pakington Townsite / Port Gregory to modify the existing record to reflect the Municipal Heritage Inventory listing for the purposes of consultation and public advertising.

CARRIED 8/0

8.9.4 PROPOSED OUTBUILDING - NORTHAMPTON MOTORS AND MACHINERY RESTORATION GROUP – LOT 500 (NO. 52) GWALLA STREET, NORTHAMPTON (ITEM 7.3.4)
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Moved Cr SS, seconded Cr SMITH

That Council grants in-principal support to the Northampton Motors and Machinery Group for the construction of a proposed outbuilding upon Lot 500 (No. 52) Gwalla Street, Northampton, so that the group can progress with funding and development applications.

CARRIED 8/0

8.9.5 REQUEST FOR COMMENT – PROPOSED AQUACULTURE APPLICATION – PORT GREGORY LAGOON (ITEM 7.3.5)
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Moved Cr SUCKLING, seconded Cr STEWART

That Council advise DPIRD that they support the proposal in-principal, however Council requests a Condition or Advice Note be applied to the License Approval that requires the Applicant to obtain Development Approval from the local government for any associated onshore land use pertaining to the construction and/or operational phase of the aquaculture project. Council also requests further information relating to any associated land use and the harvesting of the oyster product.

CARRIED 8/0

Mr Garry Keeffe departed and returned to the meeting at 1.44pm.

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**8.9.6 REQUEST FOR VARIATION OF CONDITION - BOUNDARY FENCING –  
LOT 36 (NO. 12) CASTAWAY STREET, KALBARRI (ITEM 7.3.6)**

Moved Cr SUCKLING, seconded Cr HAY

That Council uphold the decision made at their 19 July 2019 Ordinary Meeting (Minute 7.10.7), in relation to the proposed boundary fence upon Lot 36 (No. 12) Castaway Street, Kalbarri.

CARRIED 7/1

Cr Krakouer voted against the motion.

Moved Cr SUCKLING, seconded Cr STEWART

That Council direct staff to investigate the estimated costs to conduct a compliance review/audit of non-conforming and unapproved fences within the Brownes Farm R5 Residential Area.

CARRIED 8/0

**8.9.7 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.7)**

Noted.

**8.9.8 MUNICIPAL (LOCAL GOVERNMENT) HERITAGE INVENTORY REVIEW  
(ITEM 7.3.8)**

Moved Cr STEWART, seconded Cr SUCKLING

That Council resolves to:

1. Update the Shire of Northampton's Local Government Inventory to include the amendments to the following Place Records, as presented:
    - Place No. 1 – Murchison House Station
    - Place No. 3 – Murchison Bridges
    - Place No. 9 – Warribanno Smelter Precinct
    - Place No. 35 – Wheal Fortune Mine
    - Place No. 37 – Baddera Mines
    - Place No. 62 – Shearing Shed Café
    - Place No. 78 – Station Master's House (fmr)
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Place No. 89 – Date Palms  
Place No. 93 – Northampton State School (fmr)  
Place No. 108 – Residence  
Place No. 117 – Wheal Ellen Mine Site  
Place No. 142 – Railway Bridge  
Place No. 143 – Railway Bridge  
Place No. 149 – Square Well Residence  
Place No. 150 – Kaburie  
Place No. 158 – 200 Mile Tank  
Place No. 165 – Gurkha Mine  
Place No. 166 – Mary Springs (Kingdom Come) Lead Mine  
Place No. 168 – Three Sisters Mine  
Place No. 169 – Block Seven / Thrings Mine  
Place No. 191 – Principality of Hutt River

2. Remove Place Record No. 186 from the Shire of Northampton's Local Government Inventory, as it is a duplicate of Place No. 039; and
3. Add a new Place Record to the Shire of Northampton's Local Government Inventory, being Place No. 194, for the Pakington Whaling Station, as presented.

CARRIED 8/0

8.9.9 SUBDIVISION APPLICATION - PROPOSED THREE (3) LOT SUBDIVISION – LOTS 995 AND 996 (NO. 29) ATKINSON CRESCENT, KALBARRI (ITEM 7.3.9)
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Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That Council resolves to support the proposed three (3) lot subdivision on Lots 995 & 996 (No. 29) Atkinson Crescent, Kalbarri, subject to the following conditions:

1. Written confirmation from the local government that all necessary local government approval(s) have been issued and that the whole of the buildings on Lots 1 and 2 and the use of Lot 3 have been completed in accordance with those approvals;

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2. Other than buildings, outbuildings and/or structures shown on the approved plan for retention, all buildings, outbuildings and/or structures present on lot 2 at the time of subdivision approval being demolished and materials removed from the lot(s);
3. Suitable arrangements being made with the local government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision; and
4. All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme, Building Act 2011, and National Construction Code Series/Building Code of Australia (as amended).

Advice Notes:

1. In regard to Condition No. 1 above, the Shire of Northampton advises the following:
    - a. The common wall, including penetrations by services (including ceilings) and any openings in the common wall of the building traversing between Lot 1 and Lot 2 to comply with the “Fire Resistance Level” requirements of Section C (Fire Resistance) of the Building Code of Australia Vol 1;
    - b. The provision of portable firefighting extinguishers in the buildings on Lot 1 and Lot 2, to comply with Section E (Services and Equipment), of the Building Code of Australia Vol 1;
    - c. The provision of sanitary and other facilities in the buildings on Lot 1 and Lot 2, to comply with the requirements of Section F (Health and Amenity) Part F2 (Sanitary and Other Facilities) of the Building Code of Australia;
    - d. If building works are required to comply with the above requirements, a certified building permit application is required to be submitted for approval for these works and on completion of the building works a Certificate of Building Compliance (BA 18) will be required to be submitted under Section 50 of the Act (Re-subdivision), by the certifying building surveyor;
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- e. Suitable provision of car parking and vehicular access that meets the requirements of *Local Planning Scheme No. 11 - Kalbarri Townsite* shall be delineated on a plan for approval of the local government; and
  - f. In relation to the use of proposed Lot 3 for "Transport Depot" the Applicant/Owner is required to obtain development approval.
2. In regard to Condition No. 2, development approval and/or a demolition licence may be required to be obtained from the local government prior to the commencement of demolition works.

CARRIED 8/0

<b>8.10 FINANCE REPORT</b>
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8.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)
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Moved Cr SIMKIN, seconded Cr STEWART

That Municipal Fund Cheques 21713 to 21729 inclusive totalling \$41,467.48, Municipal EFT payments numbered EFT19612 to EFT19686 inclusive totalling \$319,427.67, Trust Fund Cheques 2441 to 2448, totalling \$3,888.55, Direct Debit payments numbered GJ0103 to GJ0108 inclusive totalling \$236,143.16 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

8.10.2 MONTHLY FINANCIAL STATEMENTS – JULY 2019 (ITEM 7.4.2)
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Moved Cr STOCK-STANDEN, seconded Cr PIKE

That Council adopts the draft Monthly Financial Report for the period ending 31 July 2019.

CARRIED 8/0

8.10.3 2019/2020 BUDGET ADOPTION (ITEM 7.4.3)
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Moved Cr SMITH, seconded Cr KRAKOUER

That Council, in accordance with section 6.2 of the Local Government Act 1995, adopt the 2019/2020 budget as presented inclusive of the following:

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Statement of Comprehensive Income

Statement of comprehensive income as detailed on pages 2 & 4 of the budget for the 2019/2020 financial year showing the projected “Total Comprehensive Income” amount of \$399,608.

Statement of Cash Flows

Statement of Cash Flows detailed on page 6 of the budget for the 2019/2020 financial year showing a projected “Cash and Cash Equivalents at the End of the year” totaling \$1,264,071.

Rate Setting Statement

Rates Setting Statement detailed on page 6 of the budget for the 2019/2020 financial year showing a “Net current assets at start of financial year” totaling \$1,734,648 from 2018/2019.

Statutory Budget

Statutory Budget detail for 2019/2020 as presented on pages 1 to 29.

2019/2020 Budget By Schedule Format

Detailed Schedule Budget format for 2019/2020 detailed on pages 1 to 136 of the supplementary information to the budget document showing a balanced budget totaling \$11,460,557.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

8.10.4 WAIVER OF 2019/2020 RATES (ITEM 7.4.4)
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Moved Cr SUCKLING, seconded Cr PIKE

That Council in accordance with section 6.47 of the Local Government Act 1995:

1. Waive the rates on the following lessees for the 2019/2020 financial year:
  - Northampton Bowling Club – Lot 39 Hampton Road Northampton;
  - Northampton Golf Club – Portion of Reserve 23432 and Crown Grant in Trust Volume 1620 Folio 052;
  - Northampton Community Centre – Portion of Reserve 23432

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- Kalbarri Camp and Community Hall – Kalbarri Town Lot 468 Reserve No 35559.
  - Kalbarri Golf and Bowling Club – part of Reserve No 30953;
  - Kalbarri Sport and Recreation Club – part of Reserve No 25447.
  - Kalbarri Occasional Childcare Centre – Lot 233 and 232 Smith Street, Kalbarri.
  - Edna Bandy Centre – Reserve 2038, Stephen Street Northampton
  - Old School Community Centre – Lot 475, Stephen Street Northampton
  - Binu Tennis Club – Reserve 23699, Northwest Coastal Highway, Binu
  - Doctors Surgery – 51 (lot 29) Robinson Street, Northampton
  - Doctors Surgery – 24 (lot 833) Hackney Street, Kalbarri
  - LIA Units 1 – 4 lot 83 Kitson Circuit, Northampton
  - Kalbarri Town Talk Lot 175 Kaiber Street, Kalbarri
  - Horrocks Community Centre Lot 9501 North Court Horrocks
2. Waive the rates on the following aged care accommodation:
- Pioneer Lodge Inc – Lot 7 Robinson Street, Northampton; and
  - Department of Housing and the Shire of Northampton Lot 1001 Hackney Street, Kalbarri.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

8.10.5 2019-2020 FEES AND CHARGES SCHEDULE CHANGES (ITEM 7.4.5)
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Moved Cr STOCK-STANDEN, seconded Cr KRAKOUER

That Council adopts the following changes to the Fees and Charges Schedule for the 2019/2020 Financial Year as presented.

1. Change the rate for Special Burials (Kalbarri Refuse Site Only) from \$150 per m<sup>3</sup> for commercial operators to \$75 per m<sup>3</sup>.
2. Change the charge for the registration of a food business from \$140 to \$225.
3. Add contribution to water consumption for the use of the Port Gregory water supply \$1,500.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

**8.11 ADMINISTRATION & CORPORATE REPORT**

**8.11.1 KALBARRI PAW – PUBLIC SUBMISSIONS (ITEM 7.5.1)**

Moved Cr STOCK-STANDEN, seconded Cr HAY

That Council defer the project, due to minimal support and input from the community and businesses in the area, and instead list the project within the Shire of Northampton's Corporate Business Plan for future consideration.

CARRIED 8/0

**8.11.2 CHANGE OF PURPOSE OF ROAD RESERVE (ITEM 7.5.2)**

Cr Suckling declared an impartiality interest in Item 7.5.2 as Cr Suckling is a member of the Botanic Line Group.

Moved Cr STEWART, seconded Cr STOCK-STANDEN

That Council not change the Reserve's purpose as a Road Reserve and request that the Botanic Line Group submits a planting and infrastructure plan which will then be presented to neighbouring landowners for consultation purposes, and so as to ensure those landowners retain their legal access rights, with the primary access track to be located on the western side of the Reserve.

CARRIED 8/0

**8.11.3 PART ROAD RESERVE CLOSURE – CORNER NORTH WEST COASTAL HIGHWAY AND AJANA-KALBARRI ROAD, AJANA (ITEM 7.5.3)**

Moved Cr SMITH, seconded Cr SUCKLING

That Council supports the closure of a portion of road reserve, located at the corner of the North West Coastal Highway and the Ajana-Kalbarri Road, Ajana as per the request by the Department of Planning, Lands and Heritage, and as per the provisions of Section 58 of the Land Administration Act 1997.

CARRIED 8/0



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**8.11.4 NORTHAMPTON NETBALL/BASKETBALL COURTS REFURBISHMENT  
(ITEM 7.5.4)**

Moved Cr KRAKOUER, seconded Cr HAY

That Council:

1. Approve of the reconstruction of the southern playing courts at the Northampton Community Centre to incorporate the sports of Netball, Basketball and Tennis and replace existing light lamps with LED playing lights, and submit a Community Sports and Facilities Fund application for the project.
2. Advise the Department of Sport and Recreation that the Council contribution towards the project is \$75,837
3. Due to no other projects for CSRFF consideration being received that this project be priority number one.

CARRIED 8/0

**8.12 SHIRE PRESIDENT'S REPORT**

Since the last Council meeting Cr Simkin reported on his attendance at the following:

7 – 9/8/2019      Local Government Week AGM & Convention

**8.13 DEPUTY PRESIDENT'S REPORT**

Since the last Council meeting Cr Krakouer reported on his attendance at the following:

7 – 9/8/2019      Local Government Week AGM & Convention

**8.14 COUNCILLORS' REPORTS**

**8.14.1 CR SMTIH**

Since the last Council meeting Cr Smith reported on his attendance at:

23/7/2019      Kalbarri Visitor Centre Meeting  
13/8/2019      Kalbarri Visitor Centre Meeting

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**8.14.2 CR STEWART**

Since the last Council meeting Cr Stewart reported on his attendance at:

31/7/2019 Kalbarri Development Association Meeting

**8.14.3 CR PIKE**

Since the last Council meeting Cr Pike reported on his attendance at:

1/8/2019 WALGA Roadwise Meeting – The WALGA Roadwise committee presented a letter of thanks to the Northampton Shire Council for their financial contribution allowing Kalbarri Roadwise committee members to attend the National Roadwise Awards.

7 – 9 /8/2019 Local Government Week AGM & Convention

**8.14.4 CR HAY**

Since the last Council meeting Cr Hay reported on his attendance at:

7 – 9/8/2019 Local Government Week AGM & Convention

**8.15 NEW ITEMS OF BUSINESS**

**8.15.1 PROPOSED ELECTORAL BOUNDARY CHANGES - WAEC**

The CEO Garry Keeffe referred to email advice forwarded to all Councillors in relation to the proposed state electoral boundary changes that will affect Kalbarri townsite with it being transferred into the North West Central, Mining and Pastoral Region electorate and requested Council to consider the electoral boundary changes proposed by the WA Electoral Commission for the 2021 Western Australian State Election.

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Moved Cr SIMKIN, seconded Cr SUCKLING

That Council, on behalf of the Kalbarri community, object to the proposed electoral boundary changes and the proposed inclusion of Kalbarri within the North West Central District, as the Kalbarri community has no common ground with the northern sector, and the elected representative is likely to be located at too great a distance from Kalbarri than a Moore representative is likely to be.

CARRIED 8/0

**8.16 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday 20<sup>th</sup> September 2019 commencing at 1.00pm at the Council Chambers, Northampton.

**8.17 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 3.07pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 19 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 20<sup>TH</sup> SEPTEMBER 2019.

PRESIDING MEMBER: \_\_\_\_\_

DATE: \_\_\_\_\_