



***DRAFT***

**MINUTES  
ORDINARY MEETING OF COUNCIL**

***held on***

**WEDNESDAY, 19 FEBRUARY 2025**

**PRESENT**

Councillors Ewen Jones (Mayor and Chair), Stacey Bohm (Deputy Mayor), Craig Davies, Les Lambert, Lachlan Roberts, Adine Hoey, Peter Howe, Brian Leak, Judy Smith and Mrs Jane Redden (General Manager), Mr Phil Johnston (Director Community & Economic Development), Ms Melanie Slimming (Director Infrastructure & Engineering Services), Mr Barry Bonthuys (Director Finance & Corporate Strategy), Mrs Marion Truscott (Director Governance) and Mrs Sally McDonnell (Minute Taker).

**WELCOME**

The Chair welcomed those present and declared the meeting open at 5.30pm.

**PRAYER**

The Lord's Prayer was taken by those present.

**ACKNOWLEDGEMENT OF COUNTRY**

The Acknowledgement of Country was made by the Chair.

**STATEMENT OF ETHICAL OBLIGATIONS**

The Statement of Ethical Obligations was made by the Chair.

**APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO VISUAL LINK BY COUNCILLORS**

Nil

**CONFIRMATION OF MINUTES**

**RESOLVED** Crs Lambert/Davies that the Minutes of the Ordinary Meeting held on 10 December 2024 be adopted.

**2025/279**

**DISCLOSURES OF INTERESTS**

**Cr Brian Leak declared a Non-Pecuniary, Not Significant Interest in item 2 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as he has an opportunity of grazing on “Ballygibbon”, Narwonah Siding Road.**

**Cr Judy Smith declared a Non-Pecuniary, Not Significant Interest in item 2 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as she is owns a farm 12kms from the proposed site, which is further than Narromine townships proximity to the site. G Job is her sharefarmer.**

**DISCLOSURES OF INTERESTS (Cont'd)**

Cr Ewen Jones declared a Non-Pecuniary, Not Significant Interest in item 2 – Reports to Council Community and Economic Development being Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985), as he made a private submission to the planning portal in relation to the proposal. This interest does not prevent him from considering the proposal on its merits with an open mind, and he therefore considers that it is not significant and does not require further action under the circumstances.

**MAYORAL MINUTE****1. MAYORAL DIARY**

**RESOLVED** Crs Lambert/Hoey that the information be noted.

**2025/280****2. DEPUTY MAYORAL DIARY**

**RESOLVED** Crs Bohm/Lambert that the information be noted.

**2025/281**

**RESOLVED** Crs Bohm/Howe that item 2 of the Community and Economic Development Report – Planning Proposal – Narromine Heavy Industrial Precinct at 397 Craigie Lea Lane, Narromine (PP-2024-5985) be brought forward.

**2025/282****REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT**

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**2. PLANNING PROPOSAL – NARROMINE HEAVY INDUSTRIAL PRECINCT AT 397 CRAIGIE LEA LANE, NARROMINE (PP-2024-5985)**

Cr Howe noted that he did put a submission in for this proposal and he was against it.

Cr Smith noted that she made a submission where she opposed to this proposal on a number of grounds and after long and careful consideration of the advice she has been given, she has reluctantly decided to abstain from voting today, however, reserves the right to participate on this matter at a later date.

Cr Leak also noted that he will not be voting today. He has made it very clear of his stance of environmental and business, and he has advice he has perceived to have had his voting intentions locked in too early.

Crs Smith and Leak then updated their Declaration of Interest Forms and provided these to the Chair.

The Chair then read the following additions to the declarations being: -

Cr Smith made a submission against the proposal without realising she shouldn't.

Cr Leak made a submission to the rezoning being against the proposal and won't be voting.

**Crs Smith and Leak left the meeting room at 5.41 pm**

Cr Howe provided a Declaration of Interest Form to the Chair.

The Chair then read the declaration being: -

Cr Howe was no for the proposal, did not know he couldn't make a submission.

**Cr Howe remained in the meeting room.**

**It was moved** Crs Jones/Davies that Council:

1. That Council in response to consultation, endorse a variation to the Planning Proposal (PP-2024-585) to seek rezoning to Zone E4 General Industrial at 397 Craigie Lea Lane in place of the E5 Heavy Industrial zoning.
2. Advise the Department of Planning, Housing and Infrastructure of the varied Planning Proposal; and should it be required, seek alteration to the Gateway Determination.
3. That Council as a planning proposal authority proceed to finalisation and exercise the functions of the local plan making authority under section 3.36(2) of the Act, subject to the conditions of the Gateway Determination.

**RESOLVED** Crs Jones/Lambert that Cr Jones may continue speaking for a further 2 minutes.

**2025/283**

**2. PLANNING PROPOSAL – NARROMINE HEAVY INDUSTRIAL PRECINCT AT 397 CRAIGIE LEA LANE, NARROMINE (PP-2024-5985) (Cont'd)**

**RESOLVED** Crs Bohm/Howe that Council move into Committee of the Whole to enable full discussion of the matter.

**2025/284**

**RESOLVED** Crs Lambert/Davies that Council move out of Committee of the Whole.

**2025/285**

Cr Howe stated he had legal advice from the Council that, should he vote, his vote could be challenged and legal procedures could ensue, so to potentially save costs in legal action to the rate payers he was abstaining from voting.

**The motion was put to the vote and CARRIED**

**2025/286**

A division on the planning matter was called.

**In favour of the motion** was Cr Jones, Cr Davies, Cr Hoey, Cr Roberts and Cr Lambert

**Against the motion** was Cr Bohm, Cr Howe

**The Chair adjourned the meeting at 6.16pm.**

**The Chair resumed the meeting at 6.30pm, with Crs Smith and Leak rejoining the meeting.**

**REPORTS OF COMMITTEES****1. REPORT OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE**

**RESOLVED** Crs Bohm/Hoey;

1. That the recommendations from the minutes of the Audit Risk and Improvement Committee Meeting held on 16 December 2024 be adopted.
2. That the Audit Risk and Improvement Committee Annual Assessment Report from the Committee Chair be noted.
3. That the revised Internal Audit Charter and ARIC Terms of Reference as presented to Council be adopted.

**2025/287**

**2. REPORT OF THE TOMINGLEY ADVANCEMENT ASSOCIATION COMMITTEE**

**RESOLVED** Crs Lambert/Bohm that the report of the Tomingley Advancement Association Committee and the recommendations from the minutes of the Meeting held on 2 December 2024 be adopted.

**2025/288**

**REPORTS OF COMMITTEES (Cont'd)****3. REPORT OF THE NARROMINE AUSTRALIA DAY COMMITTEE**

**RESOLVED** Crs Lambert/Hoey that the recommendations from the minutes of the Narromine Australia Day Committee Meeting held on 14 January 2025 be adopted.

**2025/289****4. REPORT OF THE LOCAL TRAFFIC COMMITTEE**

**RESOLVED** Crs Jones/Hoey that the report of the Local Traffic Committee and the recommendations from the minutes of the Meeting held on 2 December 2024 be adopted.

**2025/290****REPORTS TO COUNCIL - GENERAL MANAGER****1. DELIVERY PROGRAM PROGRESS REPORT – 1 JULY 2024 TO 31 DECEMBER 2024**

**RESOLVED** Crs Lambert/Roberts that the Delivery Program Progress Report from 1 July 2024 to 31 December 2024 be noted.

**2025/291****2. DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURNS**

**RESOLVED** Crs Lamberts/Davies that the information be noted.

**2025/292**

The Director Governance advised that since publication of the business paper Council has received an updated disclosure of pecuniary interests and other matters return from Cr Smith which has also been tabled.

**3. LEASE OF UNUSED ROADWAY**

**RESOLVED** Crs Lambert/Davies that Council;

1. Renew the lease of unused roadway adjoining Lots 74 and 79 DP 755126 in Trangie for a further 5-year period at a commencing rental of \$324.11 (including GST) per annum, with annual CPI increments to be applied thereafter.
2. Advertise in a local newspaper the notice of intention to renew the lease and serve the notice on the owner of each parcel of land adjoining the length of the public road concerned.

**2025/293****4. LOCAL APPROVALS POLICY**

**RESOLVED** Crs Bohm/Davies that the revised Local Approvals Policy be adopted.

**2025/294**

**REPORTS TO COUNCIL - GENERAL MANAGER (Cont'd)****5. KEEPING OF DOMESTIC ANIMALS POLICY**

**RESOLVED** Crs Lambert/Hoey that the revised Keeping of Domestic Animals Policy be adopted.

**2025/295****6. OVERGROWN AND UNSIGHTLY PROPERTY POLICY**

**RESOLVED** Crs Hoey/Lambert that the revised Overgrown and Unsightly Property Policy be adopted.

**2025/296****7. SWIMMING POOL BARRIER INSPECTION POLICY**

**RESOLVED** Crs Lambert/Hoey that Council endorses the revised Swimming Pool Barrier Inspection Policy to be placed on public exhibition for community comment.

**2025/297****8. USE OF PUBLIC FOOTPATH – OUTDOOR DINING POLICY**

**RESOLVED** Crs Bohm/Smith that the revised Use of Public Footpath – Outdoor Dining Policy be adopted.

**2025/298****9. LEASE HANGAR SITE NO 16 NARROMINE AERODROME**

**RESOLVED** Crs Lambert/Roberts that Council lease Hangar Site No 16 at the Narromine Aerodrome for a 2-year term, at the commencing rental of \$191.31 per month (GST inclusive), with annual CPI increments to be applied.

**2025/299****10. NARROMINE SHIRE YOUTH COUNCIL**

**It was moved** Cr Lambert that the Narromine Shire Youth Charter be adopted.

**The motion lapsed for want of a seconder.**

**RESOLVED** Crs Bohm/Leak that Council move into Committee of the Whole to enable full discussion of the matter.

**2025/300**

**REPORTS TO COUNCIL - GENERAL MANAGER (Cont'd)****10. NARROMINE SHIRE YOUTH COUNCIL (Cont'd)**

Cr Bohm suggested the following amendments to the draft Narromine Shire Youth Charter:

- Remove reference to 'Youth Mayor'.
- Two (2) members from each School including the three (3) Schools in Trangie, and the Primary Schools in Narromine; and the remaining members from Narromine High School.
- The Chair role is rotated at each meeting, with requests to be decided by the Councillor Representative.
- Expression of Interest forms are given to each school and that each School nominate student members to the Youth Council.
- Meetings will be held during School hours with a School representative in attendance.
- Narromine meetings to be held in the Chambers.

**RESOLVED** Crs Bohm/Smith that Council move out of Committee of the Whole.

**2025/301**

**RESOLVED** Crs Bohm/Smith that the Narromine Shire Youth Charter be adopted with the suggested amendments and that Cr Bohm be appointed as the Councillor Representative and Cr Smith, be appointed as Alternate Representative.

**2025/302**

**REPORTS TO COUNCIL – FINANCE AND CORPORATE STRATEGY****1. INVESTMENT REPORT AS AT 31 DECEMBER 2024**

**RESOLVED** Crs Bohm/Davies;

1. That the report regarding Council's Investment Portfolio be received and noted;
2. That the certification of the Responsible Accounting Officer be noted and the report adopted.

**2025/303**

**2. INVESTMENT REPORT AS AT 31 JANUARY 2025**

**RESOLVED** Crs Lambert/Smith;

1. That the report regarding Council's Investment Portfolio be received and noted;
2. That the certification of the Responsible Accounting Officer be noted and the report adopted.

**2025/304**



**REPORTS TO COUNCIL – FINANCE AND CORPORATE STRATEGY (Cont'd)****3. FINANCIAL REPORT – 31 JANUARY 2025**

**RESOLVED** Crs Bohm/Lambert that Council move out of Committee of the Whole.

**2025/305**

**RESOLVED** Crs Lambert/Smith that the financial report as at 31 January 2025 be received and noted.

**2025/306**

**4. QUARTERLY BUDGET REVIEW STATEMENT – 31 DECEMBER 2024**

**RESOLVED** Crs Lambert/Bohm;

1. That the document entitled "Quarterly Budget Review Statement – 31 December 2024", as attached to the report, be noted;
2. That the variations of income, operating expenditure, capital expenditure and reserves as identified in the "Quarterly Budget Review Statement – 31 December 2024" be approved and voted.

**2025/307**

**5. CUSTOMER SERVICE POLICY**

**RESOLVED** Crs Hoey/Davies that Council adopts the revised Customer Service Policy, as attached to the report.

**2025/308**

**REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT****1. DEVELOPMENT APPROVALS**

**RESOLVED** Crs Lambert/Hoey that the information be noted.

**2025/309**

**3. LEASE OF PROPERTY**

**It was moved** Crs Bohm/Hoey;

1. That the lease be for a fixed term of 12 months, and thereafter a continuation of tenancy as a periodic agreement as required.
2. That a commencing lease fee for 397 Craigie Lea Lane be set at \$800 (EX GST) per week, with annual CPI increments to be applied thereafter.
3. That the tenant pay for their own electricity changes and be responsible for maintaining fencing, yards or sheds and water supply as required.
4. That the General Manager be delegated authority to determine the conditions of the lease agreement.

**REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT (Cont'd)****3. LEASE OF PROPERTY (Cont'd)**

**An amendment was moved** by Crs Howe/Bohm;

1. That the lease be for a fixed term of 24 months, and thereafter a continuation of tenancy as a periodic agreement as required.
2. That a commencing lease fee for 397 Craigie Lea Lane be set at \$800 (EX GST) per week, with annual CPI increments to be applied thereafter.
3. That the tenant pay for their own electricity changes and be responsible for maintaining fencing, yards or sheds and water supply as required.
4. That the General Manager be delegated authority to determine the conditions of the lease agreement.

**The amendment became the motion and was put to the vote and CARRIED.**

**2025/310**

**4. SUPPORT FOR TRANGIE TRUCK AND TRACTOR SHOW**

This item was withdrawn.

**5. NARROMINE DOLLY PARTON**

**RESOLVED** Crs Bohm/Lambert that the report be noted.

**2025/311**

**REPORTS TO COUNCIL – INFRASTRUCTURE AND ENGINEERING SERVICES****1. WORKS REPORT**

**RESOLVED** Crs Bohm/Smith that the information be noted.

**2025/312**

**2. CEMETERY MASTER PLAN**

**RESOLVED** Crs Lambert/Davies that;

1. The Narromine Cemetery Master Plan be endorsed.
2. The new toilets are installed in the location depicted within the master plan.

**2025/313**

**3. FOGO BAGS**

**RESOLVED** Crs Hoey/Lambert that Council;

1. Introduce a controlled distribution system for FOGO bags by issuing two vouchers per property with the annual rates notice, with implementation commencing after the distribution of 2025 rate notices.
2. Communicate the changes clearly to residents via Council's website, social media, Council Column, and rates notices to ensure awareness and compliance.
3. Create a line item in Council's 2025/2026 Fees and Charges for purchase of FOGO bags.

**2025/314**

**REPORTS TO COUNCIL – INFRASTRUCTURE AND ENGINEERING SERVICES (Cont'd)****4. SMART WATER METER REVIEW**

**RESOLVED** Crs Lambert/Roberts that the information be noted.

**2025/315**

**5. GRANT APPLICATION FOR TRANGIE WASTE FACILITY CLOSURE**

**RESOLVED** Crs Hoey/Davies that Council;

1. Apply for the available grant funding of up to \$300,000 to transform the Trangie waste facility into a waste transfer station.
2. In the event that Council secures the grant funding:
  1. Allocate the required Council contribution of approximately \$400,000 in the budget for the project over the coming financial years.
  2. Undertake the project and community consultation to enable project completion by June 2027.

**2025/316**

**BUSINESS WITHOUT NOTICE – URGENT MATTERS**

**RESOLVED** Crs Jones/Bohm that the matter of the keeping of Swine in Fifth Avenue be considered as Business Without Notice – Urgent Matters, on the grounds it was of great urgency.

**2025/317**

**It was noted** the matter is being dealt with.

There being no further business the meeting closed at 7.25pm.

The Minutes (pages 1 to 10) were confirmed at a meeting held on the day of \_\_\_\_\_ 2025 and are a full and accurate record of proceedings of the meeting held on 19 February 2025.

**Chair**