

# ORDINARY COUNCIL MEETING 29 March 2021



## NOTICE OF MEETING

The Ordinary Meeting of the Belyuen Community Government Council will be held in the Council Offices, Belyuen community commencing at 5.00pm.

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Cathy Winsley - CEO

# AGENDA

## ORDINARY COUNCIL MEETING

### 29 March 2021

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## 1 OPEN MEETING

The meeting will be declared open at 5:00PM.

## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Report Number</b>	<b>2.1.3.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Nil</b>

### Summary

This report is to table, for Council’s record, any apologies, and requests for leave of absence received from Elected Members for this or future Ordinary General Meetings.

### Background

Not applicable.

### Comment

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

### Statutory Environment

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a Council if the person: (d) is absent, without permission of the Council, from 2 consecutive ordinary meetings of the Council.

### Financial Implications

Not applicable.

### Recommendation

***That Council accepts the apology of Cr \_\_\_\_\_ for the Ordinary Council 29 March 2021. The Council notes the absence without apology of Cr \_\_\_\_\_.***

***Moved:***

***Seconded:***



### 3 DECLARATION OF INTEREST

<b>Report Number</b>	<b>3.1.3.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>NIL</b>

#### Summary

Elected members and staff are required to declare any conflicts of interest arising from the matters contained in this agenda.

#### Background

**Elected Members** are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised.

The Council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

**Staff Members** of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the CEO or Acting CEO expressly directs him or her to do so.

#### Comment

NIL

#### Statutory Environment

- Local Government Act s73 & s74 (Elected Members).
- Local Government Act (2008) s107 Conflict of interest (Staff Members)

#### Policy Implications

Conflict of Interest – Code of Conduct.

#### Financial Implications

Not applicable.

#### Recommendation

***That Council receives and notes the declarations of interest for the Ordinary General Meeting held 29 March 2021.***

**Moved:**

**Seconded:**

## 4 DEPUTATIONS AND PRESENTATIONS

NIL

## 5 CONFIRMATION OF PREVIOUS MINUTES

<b>Report Number</b>	<b>5.1.3.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Unconfirmed Minutes of the Meeting 18<sup>th</sup> January 2021</b>

### Summary

Minutes of the Ordinary General Meeting and confidential session held on 18<sup>th</sup> January 2021 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

### Statutory Environment

The Minutes as submitted must comply with part section 67(2) *Local Government Act 2008* and that confirmation of Minutes is compliant with section 67(3) of the *Local Government Act 2008*.

### Policy Implications

Not applicable

### Financial Implications

Not applicable.

### Recommendation

***That the Minutes of the Ordinary General Meeting and Confidential session held on 18 January 2021 be confirmed by Council as a true and correct record of the meeting.***

**Moved:**

**Seconded:**



# MINUTES OF THE ORDINARY MEETING OF THE BELYUEN COMMUNITY GOVERNMENT COUNCIL MEETING HELD 18th January 2021

## 1 OPEN MEETING

PRESENT AT MEETING:

**Elected Members:**

- **Cr Rex Edmunds**
- **Cr John Moreen**
- **Cr Cecilia Lewis**

**Staff:**

- Cathy Winsley – CEO
- Jasmine Kaur Brar – Finance/Administration Officer

MEETING OPENED: The Ordinary Meeting of Council Meeting opened at 2:00 PM

## 2 APOLOGIES AND LEAVE OF ABSENCE

That Council accepts the apology of Cr Rex Sing for the Ordinary Council Meeting 18th January 2021.

Moved: Cr Rex Edmunds

Seconded: Cr Cecilia Lewis

## 3 DECLARATION OF INTEREST

NIL

## 4 DEPUTATIONS AND PRESENTATIONS

NIL

## 5 CONFIRMATION OF PREVIOUS MINUTES

That the Minutes of the Ordinary General Meeting and Confidential session held on 30<sup>th</sup> November 2020 be confirmed by Council as a true and correct record of the meeting.

Moved: Cr Cecilia Lewis

Seconded: Cr Rex Edmunds

## 6 PRESIDENT'S REPORT

The Vice-President gave a verbal report highlighting some of the events in the community, including:

- *A Good Christmas and New year*
- *Everything has been really quiet in the Community with the start of New Year*
- *There has been a lot of rain lately, sometimes followed by big storms*
- *Ironbark is back to Business – He has also spoken to Ironbark people about spraying the grass and getting rid of weeds*
- *People of all ages area actively participating and enjoying all the activities taking place at Belyuen Hall during the holidays. Community staff has been employed to help with these activities*
- *New Belyuen Fishing T-shirts are selling quite well at the store. Everyone really liked them*

That the Council notes the verbal report from the Vice-President where he highlighted some of the events happening with the start of new year in the community.

Moved: Cr John Moreen

Seconded: Cr Cecilia Lewis

## 7 CEO REPORTS

### 7.1 Incoming and Outgoing Correspondence

The council receives and notes the Incoming and Outgoing Correspondence report tabled at the Council meeting held 18<sup>th</sup> January 2021 and decided that:

- *Gus Withnall not be granted permission to photograph at Belyuen, as per his email sent to the CEO*

Moved: Cr Cecilia Lewis

Seconded: Cr Rex Edmunds

### 7.2 Report from the CEO

That Council receives and notes the report from the CEO for the period December 2020 and January 2021.

Moved: Cr Cecilia Lewis

Seconded: Cr Rex Edmunds

## **8 OFFICER REPORTS**

NIL

## **9 FINANCIAL REPORTS**

### **9.1 Monthly Financial Report**

That Council notes that the November and December Financial Reports will be presented at a Special Meeting on the 15<sup>th</sup> February 2021

Moved: Cr Rex Edmunds

Seconded: Cr Cecilia Lewis

## **10 QUESTIONS BY MEMBERS**

NIL

## **11 GENERAL BUSINESS**

NIL

## **12 CONFIDENTIAL ITEMS**

NIL

## **13 NEXT COUNCIL MEETING**

The next Ordinary Meeting of Council be held on 22<sup>nd</sup> February 2021 at the Belyuen Council Office, Belyuen commencing at 5:00PM.

Meeting closed at 3:45 PM



## 6 PRESIDENT'S REPORT

<b>Report Number</b>	<b>6.1.3.21</b>
<b>Author</b>	<b>President Zoe Singh</b>
<b>Attachments</b>	<b>Nil</b>

### Summary

The President reports to Council on her activity and any items of importance that have arisen since the last ordinary Council meeting.

### Comment

The President gave a verbal report of her activities since the last council meeting.

### Financial Implications

Not applicable.

### Recommendation

*That Council receives and notes the President's Report.*

*Moved:*

*Seconded:*

## 7 CEO REPORTS

### 7.1 Incoming and Outgoing Correspondence

<b>Report Number</b>	<b>7.1.3.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Various letters below</b>

#### Background

Council is provided with items of correspondence both received and sent since the last Council meeting.

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

#### Comment

The following correspondence has been received or sent during the preceding period.



**Correspondence In**

Ref	Date	From	Regarding
A	28 Jan 2021	Hon. Lauren Moss – Minister for Women	Successful application for funding to celebrate international women’s day 2021
B	11 Feb 2021	Anna Malgorzewics – CEO Coomalie	Invitation to attend ANZAC day service
C	12 Feb 2021	National Indigenous Australians Agency	NAIDOC week funding – closes 15 March 2021
D	19 Feb 2021	Renita Glenross – CEO Wagait	Invitation to attend ANZAC day service

**Correspondence Out**

	Date	To	Regarding
	NIL		

**Consultation**

Not applicable.

**Statutory Environment**

Not applicable.

**Policy Implications**

Not applicable.

**Financial Implications**

Nil

**Recommendation**

***That Council receives and notes the Incoming and Outgoing Correspondence Report tabled.***

***Moved:***

***Seconded:***



## MINISTER FOR WOMEN

Parliament House  
State Square  
Darwin NT 0800  
minister.moss@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5532  
Facsimile: 08 8936 5637

Ms Cathy Winsley  
Chief Executive Officer  
Belyuen Community Government Council  
Belyuen Community  
BELYUEN NT 0801

Dear Ms Winsley

Thank you for your application for an International Women's Day Grant for 2021. I am pleased to advise that your application has been successful.

The 2021 International Women's Day grants program was very competitive and funding applications received by the Office of Gender Equity and Diversity far exceeded the total funding available. We are funding a range of events that encourage women's participation, celebrate women's diversity and achievement, and encourage reflection and discussion on a range of women's issues.

I am pleased to be able to offer your organisation \$1,500 to assist with your 2021 International Women's Day We Are and Always Will Be the Women of Belyuen event.

A representative from the Office of Gender Equity and Diversity will be in touch with you shortly to make arrangements for you to receive the grant. I wish you every success with your event.

Yours sincerely

LAUREN MOSS  
28/1/2021

# COOMALIE COMMUNITY GOVERNMENT COUNCIL

22 Cameron Road Batchelor NT 0845  
PO Box 20 Batchelor NT 0845  
Phone: 08 8976 0058  
Fax: 08 8976 0293  
Email: [mail@coomalie.nt.gov.au](mailto:mail@coomalie.nt.gov.au)  
Web: [www.coomalie.nt.gov.au](http://www.coomalie.nt.gov.au)



11 February 2021

Belyuen Community Government Council  
Ms Cathy Winsley  
CMB 18  
DARWIN NT 0801

Dear Ms Cathy Winsley,

**RE: ANZAC DAY DAWN SERVICE 2021**

On behalf of Coomalie Community Government Council, I cordially invite you to attend the Service at Adelaide River War Cemetery on Sunday 25<sup>th</sup> April 2021, commencing at 5:30am sharp.

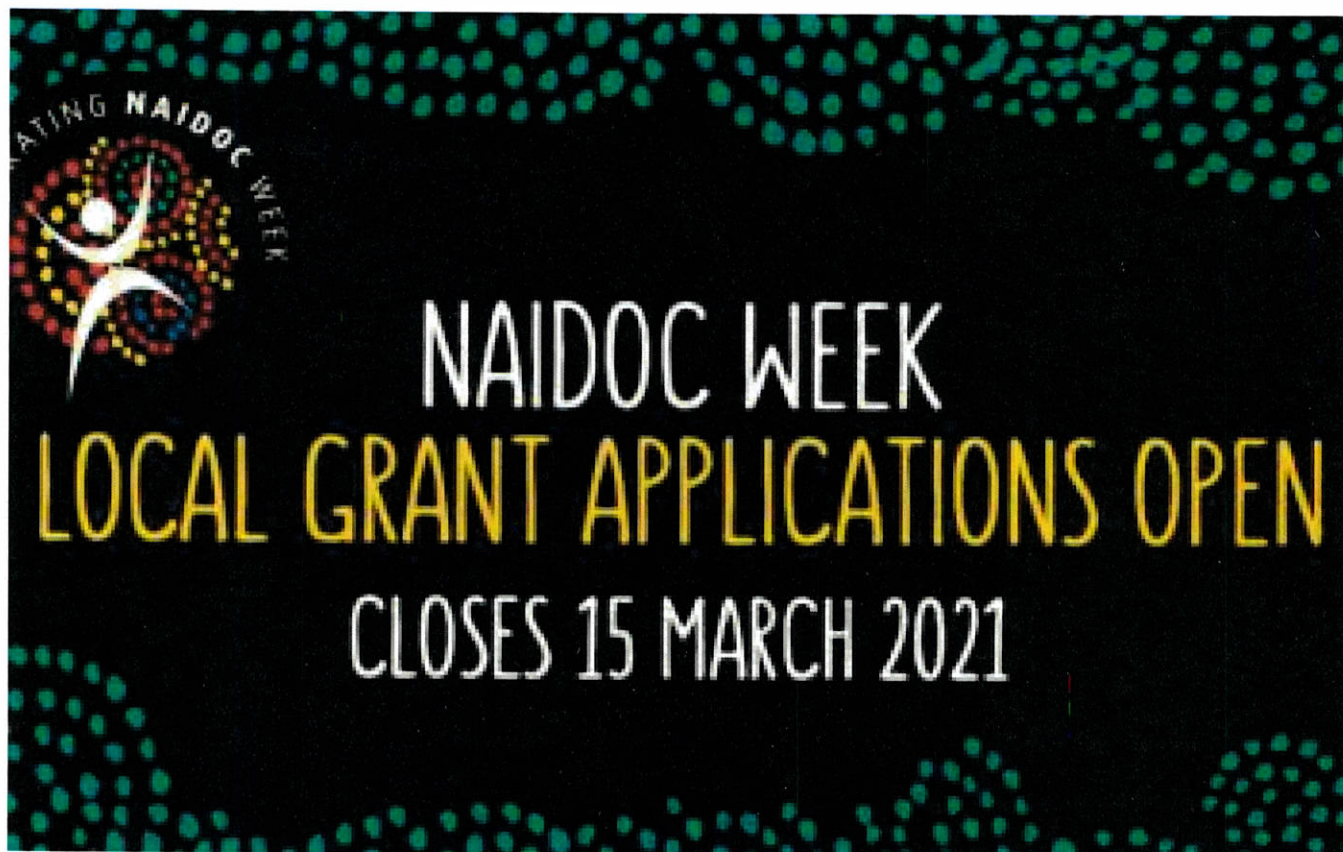
As there will be allocated seating, please check in with the Guides or the Scouts at the entry to the cemetery, and they will usher you to your seat.

Please RSVP by 13<sup>th</sup> April on (08) 8976-0058 or [recreation@coomalie.nt.gov.au](mailto:recreation@coomalie.nt.gov.au).

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Anna Malgorzewicz'.

Anna Malgorzewicz  
Chief Executive Officer



## **NAIDOC Local Grants Round open for 2021**

Culture and Capability NAIDOC

Friday, 12 February 2021

In 2021, NAIDOC Week will be held from Sunday 4 July to Sunday 11 July with the theme 'Heal Country!'



PMB 10 Darwin NT 0801  
142 Wagait Tower Road  
Wagait Beach NT 0822  
Tel: 08 8978 5185  
Fax: 08 8978 5100  
Email: [council@wagait.nt.gov.au](mailto:council@wagait.nt.gov.au)

19 February 2021

Cathy Winsley  
Chief Executive Officer  
Belyuen Community Government Council  
CMB18  
Belyuen Community  
Darwin NT 0801

Dear Cathy

Re: 2021 ANZAC Day Service

On behalf of the Wagait Shire Council and the Wagait Beach Community, I wish to invite you and residents of Belyuen Community to participate in and join our ceremony on ANZAC Day.

The service will be held at the Cenotaph on Council grounds, 142 Wagait Tower Road, Wagait Beach. The wreath laying ceremony will commence at 10am and will be followed by a march starting at 11.00am from the corner of Erickson Crescent and Cox Drive and will finish the Cox Country Club.

Naval Personal from HMAS Coonawarra will also be attending the service.

Refreshments will be provide by the Cox Country Club, followed by a traditional game of two-up

We do hope you will be able to join us and please do not hesitate to contact Pam Wanrooy if you have any questions.

Kind regards,

Renita Glencross  
Chief Executive Officer

Wagait Shire Council | PMB 10 Darwin NT 0801  
Tel: 08 8978 5185 | Email: [council@wagait.nt.gov.au](mailto:council@wagait.nt.gov.au)

## 7.2 Report from the CEO

<b>Report Number</b>	<b>7.2.3.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>NIL</b>

### Summary

Each meeting the CEO provides an update on activities and issues facing the Council.

### Comment

#### Infrastructure Grants

2 x applications have been made with the DLGHCD under the Local Government Priority Infrastructure Fund (LGPIF) grant. The applications are for

- solar panels workshop and hall and upgrade electrics at the hall
- Oval – complete upgrade

These applications were quite complicated and time consuming so I hope something comes out of them.

#### International Women’s Day (IWD) Grant

The International Women’s Day Grant has been approved (see correspondence) – the grant of \$1500 was used for a IWD event on the 8<sup>th</sup> March at Knucky Centre.

#### Other Grant Applications

Still waiting to her outcome of applications from ABA – aged care transport and dept of health for water coolers

Applying for Seniors Week grant - in august - trip for seniors - Belyuen/Wagait and Dundee to have a day out at wildlife park.

Completed Youth Vibe Grant - NT basketball to come 3 x over the mid-year school holidays and do basketball under the stars with youth - have a BBQ also.

Applying for ad hoc CHSP to lease a mini bus that will take 1-2 wheel chair people - social outings

#### Sport and Recreation

The Sport and Rec Officer training provided by CDU (Certificate III) recommenced on **1 March 2021**

#### Aged Care

Aged Care Training - training to be with Alana Kaye - Darwin/Adelaide based RTO – as CDU have failed to contact us so have to engage another RTO.

The funding body for the wages and training for the community aged care staff - DSS - have approved us to purchase 3 laptops for the training as it is all online.

This is a big help as aged care did not have laptops available for this training.

### Dumping rubbish around the community

Recently a number of old cars been put on their sides and parts stolen from the cars. This is a **really dangerous practice** as the cars could roll and seriously injury people, particularly kids. The cars need to be pushed back down.

The CEO and Workshop Manager had meeting with Veolia regarding waste management and helping us remove tyres and car oil and the confidential papers coming from the Centrelink office where people leave their papers behind.

Veolia have a confidential bin that will be placed in the Centrelink office. Items in the bin will be shredded.

### Australia Day Event

Corrugated Iron and Artback NT hosted school holiday activities in the hall. It was an excellent program and all the kids seemed to really enjoy the program.

### Centrelink Income Management Review

Centrelink Income Management are in the process of undertaking a review on Belyuen operations. The Council was required to provide a massive amount of information on people's IMM transactions etc

Next week they will phone and go through all the information with us as part of the review.

### Other

Council will be applying for an account with Bridge Toyota – signatories on the account are:

- President
- CEO and Finance officer

### Staffing Matters

New staff member starting 22/4/2021 - Nidhi Paul - she will be working in aged care assisting Kelly with assessments and online reporting - Nidhi is currently working at terrace gardens and has been looking after indigenous clients for a long time - she helps look after I BilBil.

Hayley has left and Janett Fidock has been appointed as Manager - Janett is going very well

Tamara has left - Council will look for a replacement for her.

### Statutory Environment

Not applicable.

### Financial Implications

Not applicable.

### Recommendation

***That Council receives and notes the report from the CEO as tabled.***

***Moved:***

***Seconded:***





## 8 OFFICER REPORTS

### 8.1 Policy: Attendance at Meetings via Electronic Means

<b>Report Number</b>	<b>8.1.1.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>NIL</b>

#### Summary

The Council's policy framework is being reviewed as part of the consultancy project being undertaken by Cathryn Hutton. The Council is being presented with a range of policies for their consideration and approval.

#### Comment

The Policy EM10: Attendance at meetings via electronic means, is required under the Sections 95(3)(a) and 98(3)(a) of the Act. The policy establishes under what circumstances council members and committee members can attend meetings via an audio or audio-visual conferencing system.

Ref	Name of Policy	Legislation reference (new Act unless specified)
<b>EM10</b>	Attendance at meetings via electronic means	s95(3) s98(3)

#### Statutory Environment

The policies have been prepared to comply with the *Local Government Act 2019*. In accordance with the Transitional Arrangements outlined in section 365, a policy adopted "before the commencement is taken to have adopted the policy under the section of the new Act specified if the policy has been adopted in accordance with the new Act."

Please see specific policies for legislative references.

#### Financial Implications

Not applicable.

#### Recommendation

***That Council adopts the policy EM10: Attendance at Meetings via Electronic Means as tabled.***

***Moved:***

***Seconded:***



# EM10 Attendance at Meeting via Electronic Means

<b>Type</b>	Council	<b>Version</b>	1
<b>Approval Date</b>		<b>Resolution</b>	
<b>Review Date</b>	Prior to 2024	<b>Doc ID</b>	

## Background

This policy authorises members' attendance meetings via audio or audio-visual conferencing system and outlines the responsibilities associated with utilising a conferencing system.

## Scope

This policy relates to elected and appointed member attendance at Council meetings and committees.

## Legislative References

Sections 95(3)(a) and 98(3)(a) of the Act require Council to adopt a policy regarding attendance at meetings via an audio or audio-visual conferencing system if Council wishes to allow members to attend meetings remotely.

Section 95(3) relates to council members; section 98(3)(a) relates to audit committee members and council committee members.

## Definitions

For the purposes of this policy:

**meeting** includes any meeting of council, audit committee, council committee, or local authority.

**member** means a member of council, audit committee, council committee or local authority.

## Policy Objectives

Council is committed to facilitate access and participation in meetings by permitting members to be present and participate remotely via audio or audio-visual conferencing system if specific needs arise.

## Application of Policy

### Attendance

It is preferable that members attend meetings in person and members are encouraged to do so where possible. However, a member may attend a meeting via audio or audio-visual conferencing system.

Except in cases of emergency, members will give at least 3 days' notice to the CEO that they intend to attend a meeting via audio or audio-visual conferencing system and the reason(s) for not being physically present at the meeting.

### **CEO responsibilities**

The CEO will ensure the provision of an adequate conferencing system and information that enables members to attend.

### **Chairing the meeting**

If the Chair is attending the meeting via audio or audio-visual conferencing system, the Chair may decide to delegate the function of chairing the meeting to the deputy, or if there is no deputy, another member.

### **General responsibilities**

A member in attendance via audio-visual conferencing system is to consider the appropriateness of their personal presentation and surrounding environment.

The Chair is to confirm which participants are present at the commencement of the meeting.

A member who is attending by audio or audio-visual means must advise the Chair if they are about to leave the meeting. A member must also advise the Chair if they re-join the meeting. These details are to be recorded in the minutes with a reference to the member's time of departure and time of return.

Meeting minutes will identify whether each member attended in person or via audio or audio-visual means.

### **Conflicts of interests**

Where a conflict is declared, the member must disconnect from the conferencing system prior to the discussion of the agenda item.

If member has disconnected from the conferencing system due to a declared conflict, the Chair will contact the member as soon as the agenda item has concluded and invite the member to re-join the meeting.

### **Confidentiality**

Members attending meetings remotely will:

- a) ensure that people in their presence who are not members cannot see, overhear or listen to the member or the meeting (unless the Council is aware and accepts the circumstances); and
- b) not record the meeting.

### **Voting**

To ensure the participation of any members attending remotely, the Chair will confirm that members attending remotely are able to hear the discussion and vote.

If a member is attending via an audio-conferencing system without video capability, the Chair is to ask for verbal confirmation of the member's vote. If a member is attending via audio-visual conferencing system, the Chair is to ask for the member's vote by show of hands or verbal confirmation.

**Revision History**

<b>Policy Version</b>	<b>Approval Date</b>	<b>Resolution</b>	<b>Doc Ref</b>
v1			

## 9 FINANCIAL REPORTS

### 9.1 Monthly Financial Report

<b>Report Number</b>	<b>9.1.3.21</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Financial report November 2020 -February 2021</b>

#### Summary

The Council is provided with a financial report at each meeting.

#### Background

Not applicable.

#### Comment

Please refer attached financial report.

#### Statutory Environment

Section 18 of the Local Government Accounting Regulations 2008 refers.

Financial reports to Council –

- 1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:
  - a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and
  - b) the forecast income and expenditure for the whole of the financial year.
- 2) The report must include:
  - a) details of all cash and investments held by the Council (including money held in trust); and
  - b) a statement on the debts owed to the Council including the aggregate amount owed under each category with a general indication of the age of the debts; and
  - c) other information required by the Council.

#### Policy Implications

Not applicable

#### Financial Implications

See the body of this report.

#### Recommendation

***That Council accept the financial reports for the period November 2020 – February 2021 as tabled in this report.***



**Moved:**

**Seconded:**



# Financial Reports

NOVEMBER 2020



# Balance Sheet

## BELYUEN COMMUNITY GOVERNMENT COUNCIL

As at 30 November 2020

	30 NOV 2020	31 OCT 2020
<b>Assets</b>		
<b>Bank</b>		
General Cheque Account	260,991.15	423,304.94
Income Mgt Funds - Store	9,341.35	10,815.49
Store Account	3,273.77	31,317.32
Trust Fund Account	177,776.52	177,786.52
<b>Total Bank</b>	<b>451,382.79</b>	<b>643,224.27</b>
<b>Current Assets</b>		
Australia Day Grant	(6,450.00)	(6,450.00)
Culture Program Revenue	(20.00)	(20.00)
Other Debtors - Council	72,803.44	77,468.38
Trade Debtors - Council	10,608.40	770.00
<b>Total Current Assets</b>	<b>76,941.84</b>	<b>71,768.38</b>
<b>Fixed Assets</b>		
F&F - at Cost - store	318,503.70	318,503.70
<b>Total Fixed Assets</b>	<b>318,503.70</b>	<b>318,503.70</b>
<b>Non-current Assets</b>		
ATM - Float Store	1,503.00	2,030.00
F&F - Acc Depn - Store	(130,526.21)	(130,526.21)
Fixed Asset - Accumulated Depreciation - Buildings	(1,427,466.00)	(1,427,466.00)
Fixed Asset - Accumulated Depreciation - Infrastructure	(1,024,690.00)	(1,024,690.00)
Fixed Asset - Accumulated Depreciation - Plant Equipment at Cost-Costed as Plant	(825,165.00)	(825,165.00)
Fixed Asset - Buildings at Valuation	2,180,702.93	2,180,702.93
Fixed Asset - Infrastructure at valuation	1,340,229.29	1,340,229.29
Fixed Asset - Plant & Equipment -Costed as Plant	989,995.00	989,995.00
Float - Store	2,000.00	2,000.00
Improvements - Acc Depn -store	(2,800.64)	(2,800.64)
Improvements - at Cost -Store	3,064.55	3,064.55
Loan from Council to Store [12030]	281,337.14	281,337.14
Office Eq - Acc Dep - Store	(11,469.17)	(11,469.17)
Office Equip - at cost -store	13,890.82	13,890.82
Other Debtors - Store [12007]	1,210.00	1,210.00
Provision for D/Debt	(370.47)	(370.47)
Store Inventory	46,105.59	46,105.59
Trade Debtors - Store	19,016.26	19,016.26
<b>Total Non-current Assets</b>	<b>1,456,567.09</b>	<b>1,457,094.09</b>
<b>Total Assets</b>	<b>2,303,395.42</b>	<b>2,490,590.44</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Cathy's Power Water	639.20	-



	30 NOV 2020	31 OCT 2020
Cathy's Telstra	1,100.00	-
Conversion clearing account	(600.00)	-
GST	(18,273.60)	(6,010.92)
Historical Balancing Account	(88,638.00)	(88,638.00)
Natasha Peter Power Water	200.00	-
Payroll Clearing	59,717.74	59,717.74
Rounding	(0.03)	-
Trade Creditors	84,814.38	129,147.30
<b>Total Current Liabilities</b>	<b>38,959.69</b>	<b>94,216.12</b>
<b>Non-current Liabilities</b>		
Annual leave	262,352.63	262,352.63
Funds held in Trust-Aged Pensi	208,141.48	208,141.48
Income Mgt Funds in Trust	9,713.27	10,815.49
Loan from Council to Store [22920]	281,337.14	281,337.14
Long Service Leave	113,450.43	113,450.43
Other Accruals	53,508.30	53,508.30
Payroll Deductions	(174.37)	(2,467.76)
Superannuation Payable	-	210.35
Wage Deductions for Future Exp	4,678.76	6,200.96
Wages Payable - Payroll	(59,717.74)	(59,717.74)
<b>Total Non-current Liabilities</b>	<b>873,289.90</b>	<b>873,831.28</b>
<b>Total Liabilities</b>	<b>912,249.59</b>	<b>968,047.40</b>
<b>Net Assets</b>	<b>1,391,145.83</b>	<b>1,522,543.04</b>
<b>Equity</b>		
Current Year Earnings	(54,615.34)	76,781.87
Retained Earnings	1,445,761.17	1,445,761.17
<b>Total Equity</b>	<b>1,391,145.83</b>	<b>1,522,543.04</b>

# Aged Receivables Detail

## BELYUEN COMMUNITY GOVERNMENT COUNCIL

As at 30 November 2020

INVOICE DATE	DUE DATE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER
<b>Aerosale</b>						
5 Nov 2020	5 Dec 2020	297.00	-	-	-	-
<b>Total Aerosale</b>		<b>297.00</b>	-	-	-	-
<b>Barbra Hammil</b>						
13 Nov 2020	13 Dec 2020	132.00	-	-	-	-
<b>Total Barbra Hammil</b>		<b>132.00</b>	-	-	-	-
<b>Dale Singh</b>						
4 Nov 2020	4 Dec 2020	220.00	-	-	-	-
<b>Total Dale Singh</b>		<b>220.00</b>	-	-	-	-
<b>Francis Gordon</b>						
12 Nov 2020	12 Dec 2020	1,536.96	-	-	-	-
<b>Total Francis Gordon</b>		<b>1,536.96</b>	-	-	-	-
<b>Leslie Nilco</b>						
10 Nov 2020	10 Dec 2020	444.50	-	-	-	-
<b>Total Leslie Nilco</b>		<b>444.50</b>	-	-	-	-
<b>Linda Yarrowin</b>						
26 Nov 2020	26 Dec 2020	965.80	-	-	-	-
<b>Total Linda Yarrowin</b>		<b>965.80</b>	-	-	-	-
<b>Natasha Lewis</b>						
9 Nov 2020	9 Dec 2020	144.15	-	-	-	-
<b>Total Natasha Lewis</b>		<b>144.15</b>	-	-	-	-
<b>Northern Land Council</b>						
3 Nov 2020	3 Dec 2020	132.00	-	-	-	-
13 Nov 2020	13 Dec 2020	132.00	-	-	-	-
13 Nov 2020	13 Dec 2020	222.20	-	-	-	-
24 Nov 2020	24 Dec 2020	132.00	-	-	-	-
<b>Total Northern Land Council</b>		<b>618.20</b>	-	-	-	-
<b>Peter Winsley</b>						
9 Nov 2020	9 Dec 2020	511.00	-	-	-	-
<b>Total Peter Winsley</b>		<b>511.00</b>	-	-	-	-
<b>Power and Water Corporation</b>						
15 Oct 2020	14 Nov 2020	-	770.00	-	-	-
<b>Total Power and Water Corporation</b>		-	<b>770.00</b>	-	-	-
<b>Raylene Singh</b>						
1 Nov 2020	7 Nov 2020	-	358.60	-	-	-
<b>Total Raylene Singh</b>		-	<b>358.60</b>	-	-	-

INVOICE DATE	DUE DATE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER
<b>Renee Longmair</b>						
12 Nov 2020	12 Dec 2020	3,600.00	-	-	-	-
<b>Total Renee Longmair</b>		<b>3,600.00</b>	-	-	-	-
<b>Rocco Magnoli</b>						
24 Nov 2020	24 Dec 2020	678.70	-	-	-	-
<b>Total Rocco Magnoli</b>		<b>678.70</b>	-	-	-	-
<b>Spencer Jack</b>						
19 Nov 2020	19 Dec 2020	57.20	-	-	-	-
<b>Total Spencer Jack</b>		<b>57.20</b>	-	-	-	-
<b>Teresa Timber</b>						
2 Nov 2020	2 Dec 2020	274.29	-	-	-	-
<b>Total Teresa Timber</b>		<b>274.29</b>	-	-	-	-
<b>Total</b>		<b>9,479.80</b>	<b>1,128.60</b>	-	-	-

# Profit and Loss

## BELYUEN COMMUNITY GOVERNMENT COUNCIL For the month ended 30 November 2020

NOV 2020

### Trading Income

Airstrip Contract	984.80
Bank interest	0.88
CHSP - Clients Contribution	1,328.68
DHS - Centrelink Contract	5,360.67
Domestic Assistance	160.00
FAA Funding - GP	2,727.00
FAA Funding - Roads	4,054.00
Fuel & Oil [40530]	2,571.60
Gov't Subsidy - Home Care Pack	50,772.18
HCP Admin Fee	4,324.18
HCP Care Management Fee	7,806.95
HCP Clients Contribution	3,927.04
HCP Service Fee	20,323.60
HCP Top Up Service-Additional	3,239.85
Meals on wheels	3,380.00
Merchant Fee Refund	0.15
Postal Service Fees	1,733.36
R & M Council Motor Vehicles	260.00
R&M Vehicle - Income	18,504.56
S11 - Accomodation	3,395.00
School Lunches - SNP	1,352.24
Store Sales	50,893.62
<b>Total Trading Income</b>	<b>187,100.36</b>

### Cost of Sales

Fuel & oil [51530]	12,893.05
Purchases - Power Tokens	5,454.54
Purchases -other	21,413.05
<b>Total Cost of Sales</b>	<b>39,760.64</b>

### Gross Profit

**147,339.72**

### Operating Expenses

Accountancy fees	17,242.00
Animal Control [62220]	1,397.24
Audit fees	25,257.50
Bank Fees & Charges	473.02
Cleaning	1,059.03
Consultants/Managers Fees	1,227.27
Council Member Allowance	5,368.49
Equipment < \$300	551.82
Equipment > \$300	62,542.27

NOV 2020

Fire Equipment Maintenance	638.17
Food Supplies	1,460.24
Freight [62450]	77.00
Fuel - G10	1,728.00
Gardening/Ground Maint & Plant	454.55
HCP Expenses - Planned Serv	38,246.58
HCP Purchases	1,716.91
Internet Charges	305.49
Lic, Certificate Fees & Permit	957.36
Network Maintenance	1,207.92
Power/Electricity	45.45
R&M - Equipment/Service	375.00
R&M - Plumbing	604.55
Registration /Licence Fee	304.55
Rent	400.00
Service Charges	1,018.18
Staff Amenities [63155]	95.86
Stationery & Office Supplies	901.46
Store Use	751.20
Store Use for SNP	705.00
Store Waste	147.42
Stores, materials, loose tools	1,519.84
Subscriptions and memberships	1,184.19
Superannuation	7,717.50
Telephone charges	1,639.33
Travel and accommodation	93.55
Vehicle/Equip - Parts	9,828.22
Vehicle/Equip. - R&M	260.00
Vehicle/Equip. - Registration	919.14
Wages & Salaries	82,002.67
Waste Collection Charges	1,000.00
Workers Compensation Insurance	5,312.96
<b>Total Operating Expenses</b>	<b>278,736.93</b>
<b>Net Profit</b>	<b>(131,397.21)</b>

# Aged Payables

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## BELYUEN COMMUNITY GOVERNMENT COUNCIL November 2020

	Current	October	September	August	Older	Total
<b>Payables</b>						
Arafura Catering Equipment	473	-	-	-	-	473
Darwin Business Machines Office National	1,395	-	-	-	-	1,395
Territory Technology Solutions	1,486	-	-	-	-	1,486
<b>Total Payables</b>	<b>3,354</b>	-	-	-	-	<b>3,354</b>
	<b>Current</b>	<b>October</b>	<b>September</b>	<b>August</b>	<b>Older</b>	<b>Total</b>
<b>Total Expense Claims</b>	-	-	-	-	-	-
<b>Total</b>	<b>3,354</b>	-	-	-	-	<b>3,354</b>
	100.0%	0.0%	0.0%	0.0%	0.0%	

# Financial Reports

DECEMBER 2020



# Balance Sheet

## BELYUEN COMMUNITY GOVERNMENT COUNCIL

As at 31 December 2020

	31 DEC 2020	30 SEP 2020
<b>Assets</b>		
<b>Bank</b>		
General Cheque Account	264,546.09	290,103.62
Income Mgt Funds - Store	11,578.20	10,866.25
Store Account	19,784.67	47,828.80
Trust Fund Account	177,766.52	177,796.52
<b>Total Bank</b>	<b>473,675.48</b>	<b>526,595.19</b>
<b>Current Assets</b>		
Australia Day Grant	(8,950.00)	(6,450.00)
Culture Program Revenue	138.64	(20.00)
Other Debtors - Council	71,612.91	64,911.80
Store Cash on hand	350.00	171.70
Trade Debtors - Council	15,998.34	-
<b>Total Current Assets</b>	<b>79,149.89</b>	<b>58,613.50</b>
<b>Fixed Assets</b>		
F&F - at Cost - store	318,503.70	318,503.70
<b>Total Fixed Assets</b>	<b>318,503.70</b>	<b>318,503.70</b>
<b>Non-current Assets</b>		
ATM - Float Store	6,703.00	4,840.00
F&F - Acc Depn - Store	(130,526.21)	(130,526.21)
Fixed Asset - Accumulated Depreciation - Buildings	(1,427,466.00)	(1,427,466.00)
Fixed Asset - Accumulated Depreciation - Infrastructure	(1,024,690.00)	(1,024,690.00)
Fixed Asset - Accumulated Depreciation - Plant Equipment at Cost-Costed as Plant	(825,165.00)	(825,165.00)
Fixed Asset - Buildings at Valuation	2,180,702.93	2,180,702.93
Fixed Asset - Infrastructure at valuation	1,340,229.29	1,340,229.29
Fixed Asset - Plant & Equipment -Costed as Plant	989,995.00	989,995.00
Float - Store	2,000.00	2,000.00
Improvements - Acc Depn -store	(2,800.64)	(2,800.64)
Improvements - at Cost -Store	3,064.55	3,064.55
Loan from Council to Store [12030]	281,337.14	281,337.14
Office Eq - Acc Dep - Store	(11,469.17)	(11,469.17)
Office Equip - at cost -store	13,890.82	13,890.82
Other Debtors - Store [12007]	1,210.00	935.00
Provision for D/Debt	(370.47)	(370.47)
Store Inventory	46,105.59	46,105.59
Sundry Debtors	-	796.23
Trade Debtors - Store	19,016.26	17,962.64
<b>Total Non-current Assets</b>	<b>1,461,767.09</b>	<b>1,459,371.70</b>
<b>Total Assets</b>	<b>2,333,096.16</b>	<b>2,363,084.09</b>
<b>Liabilities</b>		



	31 DEC 2020	30 SEP 2020
<b>Current Liabilities</b>		
Cathy's Power Water	839.20	-
Cathy's Telstra	1,300.00	-
Conversion clearing account	(600.00)	-
Councillor Deductions	3,365.41	-
GST	(18,265.31)	12.67
Historical Balancing Account	(88,638.00)	(88,638.00)
Natasha Peter Power Water	400.00	-
Payroll Clearing	-	59,717.74
Rounding	(0.03)	-
Trade Creditors	67,590.78	72,347.24
<b>Total Current Liabilities</b>	<b>(34,007.95)</b>	<b>43,439.65</b>
<b>Non-current Liabilities</b>		
Annual leave	262,352.63	262,352.63
Funds held in Trust-Aged Pensi	208,141.48	201,672.01
Income Mgt Funds in Trust	11,950.12	10,866.25
Loan from Council to Store [22920]	281,337.14	281,337.14
Long Service Leave	113,450.43	113,450.43
Other Accruals	53,508.30	53,508.30
PAYG	16,240.00	-
Payroll Deductions	(174.38)	(2,467.76)
Superannuation Payable	-	155.29
Wage Deductions for Future Exp	5,278.76	4,417.96
Wages Payable - Payroll	-	(59,717.74)
<b>Total Non-current Liabilities</b>	<b>952,084.48</b>	<b>865,574.51</b>
<b>Total Liabilities</b>	<b>918,076.53</b>	<b>909,014.16</b>
<b>Net Assets</b>	<b>1,415,019.63</b>	<b>1,454,069.93</b>
<b>Equity</b>		
Current Year Earnings	(30,741.54)	8,308.76
Retained Earnings	1,445,761.17	1,445,761.17
<b>Total Equity</b>	<b>1,415,019.63</b>	<b>1,454,069.93</b>

# Aged Receivables Detail

## BELYUEN COMMUNITY GOVERNMENT COUNCIL

As at 31 December 2020

INVOICE DATE	DUE DATE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER
<b>Aerosale</b>						
5 Nov 2020	5 Dec 2020	-	297.00	-	-	-
<b>Total Aerosale</b>		-	<b>297.00</b>	-	-	-
<b>Barbra Hammil</b>						
13 Nov 2020	13 Dec 2020	-	132.00	-	-	-
<b>Total Barbra Hammil</b>		-	<b>132.00</b>	-	-	-
<b>Brian Burrenjuck</b>						
3 Dec 2020	3 Dec 2020	-	53.90	-	-	-
<b>Total Brian Burrenjuck</b>		-	<b>53.90</b>	-	-	-
<b>Dale Singh</b>						
4 Nov 2020	4 Dec 2020	-	220.00	-	-	-
22 Dec 2020	21 Jan 2021	352.00	-	-	-	-
<b>Total Dale Singh</b>		<b>352.00</b>	<b>220.00</b>	-	-	-
<b>Department of Education</b>						
21 Dec 2020	20 Jan 2021	947.81	-	-	-	-
<b>Total Department of Education</b>		<b>947.81</b>	-	-	-	-
<b>Erin Crew</b>						
23 Dec 2020	22 Jan 2021	218.90	-	-	-	-
<b>Total Erin Crew</b>		<b>218.90</b>	-	-	-	-
<b>Francis Gordon</b>						
12 Nov 2020	12 Dec 2020	-	1,536.96	-	-	-
<b>Total Francis Gordon</b>		-	<b>1,536.96</b>	-	-	-
<b>Ironbark (NT) Employment &amp; Training Inc. #59159491</b>						
14 Dec 2020	13 Jan 2021	100.00	-	-	-	-
21 Dec 2020	20 Jan 2021	100.00	-	-	-	-
<b>Total Ironbark (NT) Employment &amp; Training Inc. #59159491</b>		<b>200.00</b>	-	-	-	-
<b>Kerryanne Longmair</b>						
16 Dec 2020	15 Jan 2021	300.00	-	-	-	-
<b>Total Kerryanne Longmair</b>		<b>300.00</b>	-	-	-	-
<b>Kyle John Richard Perejuan</b>						
31 Dec 2020	30 Jan 2021	577.63	-	-	-	-
<b>Total Kyle John Richard Perejuan</b>		<b>577.63</b>	-	-	-	-
<b>Leslie Nilco</b>						
10 Nov 2020	10 Dec 2020	-	344.50	-	-	-
<b>Total Leslie Nilco</b>		-	<b>344.50</b>	-	-	-

INVOICE DATE	DUE DATE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER
<b>Leslie Nilco #59159206</b>						
17 Dec 2020	16 Jan 2021	297.00	-	-	-	-
<b>Total Leslie Nilco #59159206</b>		<b>297.00</b>	-	-	-	-
<b>Linda Yarrowin</b>						
26 Nov 2020	26 Dec 2020	-	915.80	-	-	-
<b>Total Linda Yarrowin</b>		-	<b>915.80</b>	-	-	-
<b>Marion Wright</b>						
18 Dec 2020	17 Jan 2021	223.30	-	-	-	-
<b>Total Marion Wright</b>		<b>223.30</b>	-	-	-	-
<b>Natasha Lewis</b>						
9 Nov 2020	9 Dec 2020	-	144.15	-	-	-
<b>Total Natasha Lewis</b>		-	<b>144.15</b>	-	-	-
<b>Northern Land Council</b>						
3 Nov 2020	3 Dec 2020	-	132.00	-	-	-
13 Nov 2020	13 Dec 2020	-	132.00	-	-	-
13 Nov 2020	13 Dec 2020	-	222.20	-	-	-
24 Nov 2020	24 Dec 2020	-	132.00	-	-	-
<b>Total Northern Land Council</b>		-	<b>618.20</b>	-	-	-
<b>Peter Winsley</b>						
9 Nov 2020	9 Dec 2020	-	511.00	-	-	-
<b>Total Peter Winsley</b>		-	<b>511.00</b>	-	-	-
<b>Power and Water Corporation</b>						
15 Oct 2020	14 Nov 2020	-	-	770.00	-	-
<b>Total Power and Water Corporation</b>		-	-	<b>770.00</b>	-	-
<b>Raylene Singh</b>						
1 Nov 2020	7 Nov 2020	-	-	358.60	-	-
18 Dec 2020	17 Jan 2021	162.80	-	-	-	-
<b>Total Raylene Singh</b>		<b>162.80</b>	-	<b>358.60</b>	-	-
<b>Renee Longmair</b>						
12 Nov 2020	12 Dec 2020	-	3,600.00	-	-	-
<b>Total Renee Longmair</b>		-	<b>3,600.00</b>	-	-	-
<b>Rowena Janie Mardi</b>						
4 Dec 2020	3 Jan 2021	297.00	-	-	-	-
<b>Total Rowena Janie Mardi</b>		<b>297.00</b>	-	-	-	-
<b>Spencer Jack</b>						
19 Nov 2020	19 Dec 2020	-	57.20	-	-	-
17 Dec 2020	16 Jan 2021	1,125.30	-	-	-	-
<b>Total Spencer Jack</b>		<b>1,125.30</b>	<b>57.20</b>	-	-	-
<b>Teresa Timber</b>						

Aged Receivables Detail

INVOICE DATE	DUE DATE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER
2 Nov 2020	2 Dec 2020	-	274.29	-	-	-
<b>Total Teresa Timber</b>		-	<b>274.29</b>	-	-	-
<b>Wagait Shire Council</b>						
21 Dec 2020	20 Jan 2021	132.00	-	-	-	-
<b>Total Wagait Shire Council</b>		<b>132.00</b>	-	-	-	-
<b>Wesley Shields</b>						
22 Dec 2020	21 Jan 2021	1,331.00	-	-	-	-
<b>Total Wesley Shields</b>		<b>1,331.00</b>	-	-	-	-
<b>Total</b>		<b>6,164.74</b>	<b>8,705.00</b>	<b>1,128.60</b>	-	-

# Profit and Loss

## BELYUEN COMMUNITY GOVERNMENT COUNCIL

For the month ended 31 December 2020

DEC 2020

### Trading Income

Airstrip Contract	1,519.17
Bank interest	0.38
CHSP - Clients Contribution	747.00
DHS - Centrelink Contract	5,360.57
DOH - Aged Care CHSP [43102]	21,353.91
Domestic Assistance	240.00
Fuel & Oil [40530]	4,617.67
Gov't Subsidy - Home Care Pack	107,644.05
HCP Admin Fee	4,965.69
HCP Care Management Fee	9,184.94
HCP Clients Contribution	3,468.04
HCP Service Fee	21,135.50
HCP Top Up Service-Additional	4,289.27
Meals on wheels	3,715.00
Merchant Fee Refund	10.05
R&M Vehicle - Income	17,232.18
S11 - Accomodation	2,800.00
School Lunches - SNP	926.04
Store Sales	70,784.80
<b>Total Trading Income</b>	<b>279,994.26</b>

### Cost of Sales

Fuel & oil [51530]	4,544.38
Purchases - Ferry Tickets	1,606.91
Purchases - Power Tokens	6,363.64
Purchases -other	43,896.55
<b>Total Cost of Sales</b>	<b>56,411.48</b>

### Gross Profit

**223,582.78**

### Operating Expenses

Accountancy fees	120.00
Bank Fees & Charges	388.26
CHSP Client Charges	2,467.00
Consultants/Managers Fees	2,590.91
Council Member Allowance	5,368.49
Council Store Purchases	8,325.16
Equipment < \$300	86.55
Equipment > \$300	405.00
Fire Equipment Maintenance	638.17
Food Supplies	4,165.80
Freight [62450]	713.05

DEC 2020

Fuel - G10	388.91
HCP Expenses - Planned Serv	42,264.90
HCP Purchases	16,403.24
Internet Charges	239.57
Network Maintenance	1,030.91
Other Reimbursements	90.75
Pest Control	600.00
R&M - Electrical	890.91
R&M - Equipment/Service	7,045.45
R&M - Plumbing	5,107.87
Rent	400.00
Stationery & Office Supplies	994.42
Store Use	744.77
Store Use for SNP	472.82
Store Waste	53.62
Stores, materials, loose tools	403.72
Subscriptions and memberships	69.54
Superannuation	7,718.07
Telephone charges	1,460.22
Uniforms	313.36
Vehicle/Equip - Parts	2,291.19
Vehicle/Equip. - Registration	514.14
Wages & Salaries	83,692.21
Waste Collection Charges	1,250.00
<b>Total Operating Expenses</b>	<b>199,708.98</b>
<b>Net Profit</b>	<b>23,873.80</b>

# Aged Payables

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## BELYUEN COMMUNITY GOVERNMENT COUNCIL December 2020

	Current	November	October	September	Older	Total
<b>Payables</b>						
Arafura Catering Equipment	-	473	-	-	-	473
Beta Berrimah Butchers Pty Ltd	1,177	-	-	-	-	1,177
Coca-Cola Amatil (Aust) Pty Ltd	2,040	-	-	-	-	2,040
IGA - Belyuen Store Only	2,959	-	-	-	-	2,959
In2Food Fresh Darwin	413	-	-	-	-	413
Officeworks	456	-	-	-	-	456
Tyre Traders NT	4,413	-	-	-	-	4,413
Wyuna Cold Stores NT	101	-	-	-	-	101
<b>Total Payables</b>	<b>11,557</b>	<b>473</b>	-	-	-	<b>12,030</b>
	<b>Current</b>	<b>November</b>	<b>October</b>	<b>September</b>	<b>Older</b>	<b>Total</b>
<b>Total Expense Claims</b>	-	-	-	-	-	-
<b>Total</b>	<b>11,557</b>	<b>473</b>	-	-	-	<b>12,030</b>
	96.1%	3.9%	0.0%	0.0%	0.0%	

# Financial Reports

JANUARY 2021





## 10 QUESTIONS BY MEMBERS

Members are invited to raise any questions.

## 11 GENERAL BUSINESS

Call for any other general business.

## 12 CONFIDENTIAL ITEMS

### Recommendation

***That pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations, the meeting be closed to the public to consider the Confidential item(s) of the Agenda.***

***Moved: President Zoe Singh***

***Seconded: Cr John Moreen***

The following reports will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.

**12.1: Tourism Opportunity**

**12.2: Market Garden**

**12.2: CEO Annual Leave**

Return to open session:

## 13 NEXT COUNCIL MEETING

***The next Ordinary Meeting of Council be held on \_\_\_\_\_ at the Belyuen Council Offices, Belyuen commencing at 5:00PM.***

