

**SHIRE OF WILLIAMS**

**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON  
WEDNESDAY 20<sup>TH</sup> DECEMBER 2006**

**1.0 OPENING**

**1.1 DECLARATION OF OPENING**

The President declared the meeting open at 1.05pm

**1.2 ANNOUNCEMENT OF VISITORS**

Mrs Heather Rose from the Williams Woolshed will be attending the meeting at 2.45pm to discuss the Williams Strategic Tourism Plan 2006 - 2010

**2.0 RECORD OF ATTENDANCE**

**2.1 PRESENT**

Cr John Cowcher	President
Cr Ashkey Stone	Deputy President
Cr Gary Cowcher	
Cr Greg Cavanagh	
Cr Robert Bowden	
Cr Richard Johnstone	
Cr Moya Carne	
Cr David Earnshaw	
Cr Graham Prowse	
V Epiro	Chief Executive Officer
IR Ball	Deputy Chief Executive Officer
K Shaw	Works Supervisor (3.45pm – 4.45pm)

**2.2 APOLOGIES**

Nil

**3.0 PUBLIC QUESTION TIME**

Nil

**4.0 APPLICATIONS FOR LEAVE OF ABSENCE**

***Johnstone/Cavanagh***

That Cr G Cowcher be granted leave of absence for the February 2007 Ordinary Meeting.

**Carried 9/0  
Resolution 108/07**

**5.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**6.0 CONFIRMATION OF PREVIOUS MINUTES**

**6.1 ORDINARY MEETING MINUTES**

*Earnshaw/Johnstone*

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 15<sup>th</sup> November 2006, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 9/0  
Resolution 109/07**

**7.0 ANNOUCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS**

**8.1 CHIEF EXECUTIVE OFFICER'S REPORT**

**8.1.1 RESIDENCE LOT 101 FRY STREET WILLIAMS**

**Interest in Purchase**

**File Reference:** 9.10.20  
**Author & Date:** V. Epiro 1<sup>st</sup> December 2006

**Background:**

Following the November meeting an inspection of the Juras residence was carried out by Councillors John Cowcher, Gary Cowcher, Ashley Stone and Moya Carne and it was decided to make a verbal offer of \$450,000 for the property. The offer of \$450,000 was put to Eddie Juras by President Cr John Cowcher. After some consideration Mr Juras advised that he wanted to list the property for around 1 month and if no better offers were received would be prepared to consider Council's offer again.

I advised Mr Juras that Council would be informed and that Council's position would be reconsidered i.e. regarding purchase and offer of \$450,000. Council now needs to determine a course of action in the event of Mr Juras not selling and seeking Council's interest in purchase.

**Recommendation:**

For Council's consideration.

*Johnstone/Prowse*

That Council endorse the withdrawal of the offer to purchase of the residence at Lot 101 Fry Street, Williams.

**Carried 9/0  
Resolution 110/07**

### **8.1.2 WILLIAMS REFUSE SITE**

#### **Appointment of Attendant and Manning Progress**

**File Reference:** 10.10.30  
**Author & Date:** V. Epiro 1<sup>st</sup> December 2006

#### **Background:**

Further to my fax report after the November meeting I advise that Trevor Palframan was appointed to the position of Refuse Site Attendant at a flat rate payment of \$25 per hour (\$450 per week) with pro-rata award entitlements as the position is permanent part-time. Mr Palframan is 52 years old and is building a house in Richmond Street with his wife Jenni (They are currently living in the caravan park).

The amenities building is completed and will be delivered on completion of a pad. A water tank and septic tank need to be installed prior to commencement of manning which hopefully will be sometime in January 2007. A circular with passes will be sent to all town householders prior to manning. Rural householders will be able to purchase a pass for household waste for \$80 (valid to 31<sup>st</sup> August 2007).

Until there is some resolution with an excavator, it may be necessary to engage a contractor to carry out covering of the waste. There are bound to be some glitches initially however manning should result in a more user-friendly, tidy refuse site.

#### **Recommendation:**

That the appointment of Trevor Palframan as refuse site attendant be endorsed.

#### ***Prowse/Earnshaw***

That the appointment of Trevor Palframan as refuse site attendant be endorsed.

**Carried 9/0  
Resolution 111/07**

### **8.1.3 GARDENER / MAINTENANCE PERSON**

#### **Appointment**

**File Reference:** 14.60.20  
**Author & Date:** V. Epiro 4<sup>th</sup> December 2006

#### **Background:**

A total of eight (8) applications were received for the position of gardener / maintenance person. Interviews were conducted with three suitable applicants and Mr Jeff Cowan of Hamilton Hill was appointed to the position. Mr Cowan is single, 34 years old and will be commencing duties on 4<sup>th</sup> January 2007.

#### **Recommendation:**

For Council's information.

### **8.1.4 SALE OF LAND FOR UNPAID RATES**

#### **Procedure for sale**

**File Reference:** 3.2.3  
**Author & Date:** V. Epiro 4<sup>th</sup> December 2006

#### **Background:**

Action has been initiated to recover rates / sell land in regard to properties on which rates have been outstanding for 3 years or more as at 30<sup>th</sup> June 2006. Council held an unsuccessful auction to sell the lots in November 2001, however no bids were received and the status quo remained. The procedure required to sell land is outlined in Schedule 6.3 of the Local Government Act 1995 and is a very prescriptive process. In brief, Council needs to endorse the action to sell the land as the Act (section 6.64) provides that the following actions can be taken:

- Lease the land
- Sell the land
- Transfer the land
- Assume ownership of land

With the current demand for lots in Williams being quite high, the best course of action recommended is to sell the land which is what was proposed in the notices. A public notice has been published for owners with an unknown address and notices posted to other owners. After the expiration of 3 months from the date of the notice (27<sup>th</sup> February 2007) Council must set a date to auction the land which must be before the 27<sup>th</sup> November 2007. However, outstanding rates can still be paid up to and including the date of the auction.

At this stage Council needs to endorse the service of the notice and the decision to sell the land.

#### **Recommendation:**

That the service and publication of notices requesting payment of outstanding rates and advice regarding the sale of land by public auction in default of payment for the following be endorsed:

<b>Names of owners and all other persons appearing to have an estate or interest in the land</b>	<b>Description of the land including title references</b>	<b>Amount owing</b>
Anglo Estates Pty Ltd Robin Joseph Wilson Janice Lorraine Wilson	Lot 193 Lavender Street, Williams Certificate of Title Volume 1915 Folio 742	\$5,842.05
Anglo Estates Pty Ltd Robin Joseph Wilson Janice Lorraine Wilson	Lot 194 Narrogin Road, Williams Certificate of Title Volume 1915 Folio 741	\$6,059.55
Gary Patrick Christopher Curtis	Lot 259 Narrogin Road, Williams Certificate of Title Volume 1871 Folio 106	\$5,383.10
Gary Patrick Christopher Curtis	Lot 261 Narrogin Road, Williams Certificate of Title Volume 1871 Folio 106	\$5,383.10

Craig Alan Moad	Lot 263 Narrogin Road, Williams Certificate of Title Volume 2026 Folio 366	\$5,383.10
Jose Juneval Olival Lucilia Olival	Lot 205 Lavender Street, Williams Certificate of Title Volume 2125 Folio 43	\$4,368.00
Jose Juneval Olival Lucilia Olival	Lot 206 Narrogin Road, Williams Certificate of Title Volume 2125 Folio 44	\$4,368.00
Mark Peter Johnston Natalie Janine Johnston	Lot 28 Albany Highway, Williams Certificate of Title Volume 2164 Folio 881	\$2,850.55
Lynette Lesley Coutts	Lot 213 Lavender Street, Williams Certificate of Title Volume 2084 Folio 260	\$5,974.85
Lynette Lesley Coutts	Lot 214 Narrogin Road, Williams Certificate of Title Volume 2084 Folio 261	\$4,413.65
Ermalinda Lira Carlo Armando Moccia	Lot 3 Channon Street, Williams Certificate of Title Volume 2142 Folio 137	\$1,690.40
Ermalinda Lira Carlo Armando Moccia	Lot 167 Channon Street, Williams Certificate of Title Volume 2075 Folio 158	\$1,690.40
Ermalinda Lira Carlo Armando Moccia	Lot 168 Lavender Street, Williams Certificate of Title Volume 2075 Folio 159	\$1,690.40
Ermalinda Lira Carlo Armando Moccia	Lot 181 Lavender Street, Williams Certificate of Title Volume 2142 Folio 137	\$1,690.40
Ermalinda Lira Carlo Armando Moccia	Lot 180 Lavender Street, Williams Certificate of Title Volume 2142 Folio 137	\$1,690.40

Archille Joseph Moccia Carlo Armando Moccia	Lot 169 Channon Street, Williams Certificate of Title Volume 2060 Folio 513	\$1,690.40
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***G Cowcher/Prowse***

That the service and publication of notices requesting payment of outstanding rates and advice regarding the sale of land by public auction in default of payment for the following be endorsed:

**Carried 9/0  
Resolution 112/07**

**8.1.5 THE WILLIAMS WOOLSHED****Williams Tourism Strategic Plan 2006-2010 (see Appendix 1)**

**File Reference:** 13.20.70  
**Author & Date:** V. Epiro 5<sup>th</sup> December 2006

**Background:**

Early in 2006, students from Murdoch University carried out a study of tourism packages for the Williams Woolshed which was completed in November 2006. In the study titled "The Williams Woolshed – Destination Management Strategic Plan" there is a section 2.2 with the heading "Shire of Williams Attitude Towards Tourism" (see appendix) which comments on the Shire's lack of interest in tourism mainly because there is no strategic tourism plan, other than a reference to townscaping.

Following the release of the study Heather Rose contacted me and advised that "The Williams Woolshed" would prepare a strategic plan for Council's comment and endorsement. The plan lists "Strategies for Areas of Tourism Development" on pages 4-7 which identifies projects that Council can support such as:

- Signage
- Wildflower trail along Albany Highway
- Walk trails in conjunction with CALM
- Recreational trail – Williams to Darkan rail reserve
- Historical trails
- Dryandra woodlands access road

As previously stated the Williams Woolshed is seeking comment from Council and endorsement of the plan for addition to Council's Future Plan and Heather Rose will be coming to the meeting to give a brief address on the Strategic Plan and to answer any Council enquiries.

**Recommendation:**

That the Williams Tourism Destination Strategic Plan 2006/2010 be considered for endorsement.

***Carne/Stone***

That no further action be taken until the report is amended and represented.

**Carried 9/0  
Resolution 113/07**

**8.1.6 MUNICIPAL EMPLOYEES' (WA) AWARD 1999**

**Classification Levels (See Appendix 2)**

**File Reference:** 14.60.10  
**Author & Date:** V. Epiro 6<sup>th</sup> December 2006

**Background:**

I recently had a meeting with six (6) outside employees who requested a review of the present award levels applying to them. This issue has arisen because of the elevation of plant (truck) operator Tony Kett from level 5 to level 6, which was agreed to by the interview committee for the Works Supervisor's position.

The employees considered that this was inequitable on the basis that the loader and construction grader operator should be on a higher level than a truck operator as there is a different degree of skill involved in operations of the machines.

It is suggested that this issue be discussed with Works Supervisor Keith Shaw when he attends the meeting to discuss his report.

**Recommendation:**

For Council's consideration.

This item is to be discussed with the Works Overseer in conjunction with his report.

**8.1.7 STATE RECORDS OFFICE**

**Updated Policy and Procedures, record Keeping Plan (See Appendix 3)**

**File Reference:** 4.20.70  
**Author & Date:** V. Epiro 6<sup>th</sup> December 2006

**Background:**

The State Records Commission requires an update of the Policy and Procedures section of Council's Record Keeping Plan in regard to creation of records, disaster management and the annual report (see appendix for full text). Council is requested to endorse the changes prior to 31<sup>st</sup> December 2006.

**Recommendation:**

That the updated Policy and Procedures in relation to the Record Keeping Plan be endorsed.

***Cavanagh/Stone***

That the updated Policy and Procedures in relation to the Record Keeping Plan be endorsed.

**Carried 9/0  
Resolution 114/07**

### **8.1.8 RN PETCHELL**

#### **Lease of Williams Location 12026 for Telecommunications Base Tower**

**File Reference:** 5.10.60  
**Author & Date:** V. Epiro 7<sup>th</sup> December 2006

#### **Background:**

In 1996 after having unsuccessful negotiations with Telstra to share a tower on Culleton's land, Council entered into a lease agreement for a site on Williams location 12026 Bates Road, Williams. The land was then owned by Cezanne Pty Ltd (Packer family) and after some lengthy negotiations a ten (10) year lease was signed which expires on 31<sup>st</sup> December 2006, and provided for an annual rent of \$500 plus annual CPI increases.

In January 2003 the location was sold to RN Petchell who has received a total of \$2,499.17 in rental since assuming ownership and is now reluctant to review the lease in his name.

Council was alerted to the expiration of the lease by Mr Petchell on 3<sup>rd</sup> February 2006 and correspondence was forwarded by Council to him on 21<sup>st</sup> February, 19<sup>th</sup> May and 20<sup>th</sup> October 2006 seeking a response in regard to renewal of the lease, to which no replies were received.

On a recent visit to the base tower, I had a discussion with Mr Petchell who stated he had not received earlier correspondence (except for the 20<sup>th</sup> October letter which was inadvertently sent to Rodney Petchell) and that he was not interested in renewing the lease.

Following the above conversation I contacted Cr John Cowcher and a meeting was arranged between Crs John Cowcher, Ashley Stone and Bob Petchell which took place on Monday 4<sup>th</sup> December 2006. At the meeting Mr Petchell advised that his preferred options were:

- Relocation of the tower
- A commercial rent for the site
- Reconsideration of his previous application to subdivide location 12026.

Currently the tower base caters for communications for the Police, Volunteer Fire and Rescue, St John Ambulance, Bush Fires Brigades and the Shire network. There is also an interest from Broadband Net to place their equipment on the tower, for which preliminary approval was indicated subject to there being no objections from RN Petchell and negotiations for the renewal of the lease being successful.

It would seem that unless Council considers that the tower base should be re-located, the only option left is for compulsory resumption of the site. Councils have the power to compulsorily resume land for public works under part 9 of the Land Administration Act 1997. As you would expect the procedures involved are quite prescriptive and detailed (some 70 pages of the act are devoted to resumption and compensation). Should Council agree to the resumption option it is recommended that legal advice and support be employed to carry out the process.

#### **Recommendation:**

That Council consider the options regarding the lease of Williams location 12026.

#### ***Johnstone/Carne***

That Mr Petchell be advised that Council would prefer to renew the lease, however relocation of the tower to another site will be investigated and if this is unsuccessful then resumption of the land will be undertaken.

**Carried 8/1  
Resolution 115/07**



### **8.1.9 TENDERS**

#### **Residence Lot 9 (13) Fry Street, Williams**

**File Reference:** 9.10.30  
**Author & Date:** V. Epiro 11<sup>th</sup> December 2006

**Background:**

Tenders for the former Works Supervisor's residence closed on Friday 8<sup>th</sup> December 2006 with no tenders being received. Council may now sell the residence by private treaty however a public notice inviting submissions for a minimum of 14 days would still be required (Section 3.58 [3] of the Local Government Act 1995) if this course of action is take..

There is a possibility that there may be some departures from the outside staff in the short term therefore it is suggested the residence not be sold at present as it may be required for staff housing at least until July 2007, when two more staff residences should be available.

**Recommendation:**

That the residence at 13 Fry Street Williams not be sold.

***Cavanagh/Stone***

That the residence at Lot 9 Fry Street, Williams be valued by local Landmark agent J Genders and if the valuation is acceptable to Council then the house be listed for sale.

**Carried 9/0  
Resolution 116/07**

### **8.1.10 MRS M COWCHER**

#### **Quindanning/Darkan Road (Copy of Letter forwarded to Williams Police)**

**File Reference:** 12.15.36  
**Author & Date:** V. Epiro 11<sup>th</sup> December 2006

**Background:**

Mrs Margaret Cowcher has followed phone calls with correspondence regarding the "treacherous nature" of the Quindanning/Darkan Road (northern section). In her letter she states that in the past four weeks there have been four (4) car roll-overs and some 10-15 accidents previously. She also is emphatic that the road needs a major upgrade not just ordinary maintenance.

Following her first phone call (week of November 20-24) Works Supervisor Keith Shaw and Deputy CEO Ian Ball (I was on leave) inspected the road and found that it was in fair-to-good condition travelling at 80km per hour. Since then I have had MLA for Wagin Terry Waldron visit the Council office following an inspection of the road with Robyn Churches and Glen Cowcher. Terry Waldron considered that there are two curve sections that could be improved, however he advised the complainants that it was a matter for the Council to determine in its roadworks program.

As Council is aware the Quindanning/Darkan Road and Marradong Road were put forward for Council's Project Grant Program commencing 2007/2008. The program gets final approval in March/April 2007 and enquiries with the Wheatbelt South Regional Road Group (Technical Committee) confirms that there is a shortfall of over one (1) million dollars and that the Quindanning/Darkan Road may not get up as the assessment scoring was higher for Marradong Road.

Enquiries with the Williams Police reveal that there have been two (2) accidents reported for the 2006 calendar year so it would seem that a number of accidents are not being reported which is unfortunate as this would bolster a case for Black Spot Funding.

Notwithstanding Mrs Cowcher's request for a major upgrade, Council may need to await the outcome from the Project Grant Funding (March/April 2007) and then consider a course of action for the road, as only routine maintenance can be carried out in the current financial year.

**Recommendation:**

That Mrs Margaret Cowcher be advised that Council will assess the road upgrade prior to adoption of the 2007/2008 Works Program.

This item is to be discussed with the Works Supervisor.

Heather and Amanda Rose from The Williams Woolshed attended the meeting at 2.45pm to discuss the Williams Tourism Destination Strategic Plan 2006 – 2010.

Heather Rose advised that initially she had been approached by local residents volunteering to conduct guided tours of the town. As training was required from these people an approach was made to Murdoch University. From there students from the University got involved in developing The Woolshed Destination Management Strategic Plan. Heather and Amanda took this further and developed the Williams Tourism Destination Strategic Plan 2006 – 2010. The plan was explained to Council and questions answered.

Mrs Rose will redraft the plan and represent it to Council for further consideration.

**Afternoon Tea**

Council adjourned for afternoon tea at 3.15pm and resumed the meeting at 3.45pm

Works Supervisor Keith Shaw attended the meeting at 3.45pm to discuss his report.

**8.3 WORKS SUPERVISOR'S REPORT**

**Maintenance Grading**

Darkan/Quindanning Rd, Zilco Rd, Narrakine Rd, Wangeling Gully Rd, Culbin/Boraning Rd.

**Construction**

Carne Rd: Water bind and final trim for primer seal. Was sealed on the 1/12/06.

Williams/Collie Rd: Water bind shoulders and final trim for primer seal. Date for sealing is 18/12/06.

**Mechanical Report**

The two water tanks for the six wheelers had to be modified to make them legal on the trucks; this was done after they were pulled over by Heavy Haulage.

***Johnstone/Carne***

That the Works Supervisor's Report be received.

**Carried 9/0  
Resolution 117/07**

***Carne/Earnshaw***

That the consumption of alcohol at the depot be banned unless at a Council sanctioned event.

**Carried 8/1  
Resolution 118/07**

***Johnstone/Earnshaw***

That Tony Kett be retained on Level 6 as the appointed Health and Safety Officer and second Leading Hand and that all other positions be reviewed in April 2007 in conjunction with staff performance reviews.

**Carried 9/0  
Resolution 119/07**

***Prowse/Stone***

That a laptop computer be purchased for use by the Works Supervisor.

**Carried 9/0  
Resolution 120/07**

***Earnshaw/Prowse***

That the Black Spot funding of \$44,000.00 allocated to the southern section of the Quindanning Darkan Road be transferred to the reconstruction and realignment of two curves on the northern section of the Quindanning Darkan Road and Mrs Cowcher be advised accordingly.

**Carried 9/0  
Resolution 120/07**

**8.1.11 ANZ**

**Proposal for Banking Agency (See Appendix 4)**

**File Reference: 4.21.20  
Author & Date: V. Epiro 11<sup>th</sup> December 2006**

**Background:**

Following the discussion at the November meeting between representatives of the ANZ Bank and the Williams Telecentre, a proposal has been received from the ANZ Bank to relocate the Local Link Agency to the Resource Centre. The proposal offers an estimated commission of around \$8,000 per annum to the Williams Telecentre and a rental of \$10,400 per annum for the premises.

An initial assessment of the proposal suggests that the Telecentre is not being offered enough for wages and that Council should be compensated for insurance which the ANZ is not offering to cover.

The Telecentre will be considering the proposal at their Committee Meeting and I'm assuming they will seek more commission to cover the additional 30 hours' wages they estimate are required for the service.

I consider Council should seek payment of the insurance premiums to cover the bank's cash in the event of burglary or fraud being committed, and accept the offer of \$200 lease plus up to \$10,000 towards the cost of establishing the agency.

**Recommendation:**

That Council accept the proposal from the ANZ Bank for a Local Link Agency in the Resource Centre subject to agreement from the Williams Telecentre and payment of the insurance required for operation of the agency.

***Johnstone/Bowden***

That Council accept the proposal from the ANZ Bank for a Local Link Agency in the Resource Centre subject to agreement from the Williams Telecentre and payment of the insurance required for operation of the agency.

**Carried 9/0  
Resolution 121/07**

**8.1.12 WILLIAMS ST, JOHN AMBULANCE SUB-CENTRE**

**Concept for Building a New Facility on Lot 24 Brooking Street, Williams (See Appendix 5)**

**File Reference:** 7.70.30  
**Author & Date:** V. Epiro 12<sup>th</sup> December 2006

**Background:**

The Williams SJA Sub-Centre wish to investigate the feasibility of building a new centre on lot 24 Brooking Street, Williams (old State Emergency Service site) which is located next to the Williams Volunteer Fire & Rescue facility. They are seeking in principle support for the facility to be located on the site in order that they can investigate funding sources and develop a business plan. The lot currently has three timber/corrugated iron buildings which have been used for storage, vehicle garaging and a youth centre. Lot 24 Brooking Street is zoned commercial under the Williams Town Planning Scheme No 2; however the building comes under the category of civic purpose and would be allowable under the present zoning.

Secretary/Treasurer Heidi Cowcher will be available to attend the meeting to discuss the proposal if required.

**Recommendation:**

That Council consider in principle support for the building of a St John Ambulance facility on lot 24 Brooking Street, Williams.

***Johnstone/Bowden***

That Council support in principle the building of a St John Ambulance facility on lot 24 Brooking Street, Williams.

**Carried 9/0  
Resolution 122/07**

**8.1.13 WESTERN CHOICE OATS CO-OP LTD**

**Grains and Food Processing Plant (See Appendix 6)**

**File Reference:** 14.25.22  
**Author & Date:** V. Epiro 13<sup>th</sup> December 2006

**Background:**

Western Choice Oats Co-Op Ltd have submitted a “Notice of Intention to Develop” application to build a grains and food processing plant on Williams location 14818 (owned by CBH Ltd), Albany Highway, Williams.

Under the Williams Town Planning Scheme No 2 development approval has to be obtained for the proposal which will be on land zoned rural. The processing plant is classified as a Rural Industry which means “an industry handling, treating, processing or packing primary products grown, reared or produced in the locality” and is an allowable use under Council’s rural zoning.

If development approval is granted, application will need to be made for a building permit for the office and associated facilities.

**Recommendation:**

That development approval be granted for a Grains and Food Processing Plant on Williams location 14818.

***Stone/Cavanagh***

That development approval be granted for a Grains and Food Processing Plant on Williams location 14818.

**Carried 9/0  
Resolution 123/07**

**CHIEF EXECUTIVE OFFICER - LATE ITEMS**

***Carne/Johnstone***

That the following late item be accepted as urgent for discussion.

**Carried 9/0  
Resolution 124/07**

**8.1.14 WA PLANNING COMMISSION**

**Application to Subdivide Lot 42 New Street, Williams**

**File Reference:** 10.64.20  
**Author & Date:** V. Epiro 20<sup>th</sup> December 2006

**Background:**

Messr's D Sanderson & P Walsh, owners of lot 42 have applied to subdivide the land into two lots comprising 740 square metres and 744 square metres each (see attached plan).

The land is zoned residential under the Williams Town Planning Scheme No 2 and has a residential density code of R 20 which requires a minimum lot size of 540 square metres.

This would create another serviced residential lot in the Williams townsite which will hopefully result in a residential development.

**Recommendation:**

That the application for subdivision of lot 42 New Street Williams be supported.

***Prowse/Stone***

That the application for subdivision of lot 42 New Street Williams be supported.

**Carried 9/0  
Resolution 125/07**

**8.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT**

**8.2.1 ACCOUNTS FOR PAYMENT**

***Johnstone/Earnshaw***

That Municipal Fund cheques 100342 – 100357 and direct debits totaling \$318,451.55 approved for payment by the Chief Executive Officer be endorsed and the Municipal Fund cheques 100358 - 100420 totaling \$135,716.26 be approved for payment.

**Carried 9/0  
Resolution 126/07**

**8.2.2 FINANCIAL STATEMENTS**

***Earnshaw/Prowse***

That the financial statements presented for the period ending 30<sup>th</sup> November 2006 be received.

**Carried 9/0  
Resolution 127/07**

**8.3 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYOR'S REPORT**

**Building Permits**

#179	T Palframan	Lot 123 Richmond St., Williams	Hardiplank & iron dwelling
#180	J & M Tromp	Lot 347 Williams Rd, Williams	Zinc shed & lean-to
#181	SW Plastics & Pergolas	Lot 18 Fry St, Williams	Zinc patio
#182	Plunkett Homes	Lot 9 Frewer Place, Williams	D/brick & iron dwelling
#183	P & T Babic	Lot 451 Growse St, Williams	Zinc shed

Building inspections ongoing.

**Environmental Health Inspections**

**BP Roadhouse** – cleanly maintained. Some structural type issues being taken up with the lessees and the owners.

**Perfect Stop Café** – advice being given on how to upgrade the food premises part of the building.

**Refuse Site Development**

Time is being spent on developing a plan to implement the changes to the refuse site. It is hoped to have it running in the new format by the 1<sup>st</sup> of February 2007.

***Bowden/Johnstone***

That the Environmental Health Officer/Building Surveyor's Report be received.

**Carried 9/0  
Resolution 128/07**

**8.5 COUNCILLORS**

**9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

**10.1 ELECTED MEMBERS**

Nil

**10.2 STAFF**

Nil

**11.0 INFORMATION SESSION**

Cr Earnshaw – The locking system to the switchboard at the main hall needs to be reviewed so that the door can be left unlocked when the hall is being used.

Cr Earnshaw – The Swimming Pool needs a lot of general maintenance. Following general discussion it was resolved that the upgrade of the Swimming Pool should be considered in the 2007/2008 budget.

**12.0 MEETING CLOSURE**

There being no further business for discussion the President declared the meeting closed at 6.00pm