

COONAMBLE
SHIRE COUNCIL

MINUTES

**Ordinary Council Meeting
Wednesday, 9 July 2025**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 9 JULY 2025 AT 9:00 AM**

PRESENT: Mayor Daniel Keady, Deputy Mayor Steven Butler, Cr Karen Churchill, Cr Adam Cohen, Cr Paul Fisher, Cr Margaret Garnsey, Cr Phillipa Goldsmith, Cr Paul Wheelhouse

IN ATTENDANCE: Phillip Perram (General Manager), Bruce Quarmby (Director Corporate Services), Kerrie Murphy (Director Infrastructure), Lesley Duncan (Acting Director Community Development, Planning & Environment), Jennifer Maundrell (Executive Manager Corporate Governance), Marina Colwell (Executive Support Officer), Sally Kelly (Executive Assistant)

1 OPENING MEETING

The Mayor opened the meeting at 9.17 am, advising the attendees of the following:

- The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;
- Attendance at the meeting is to be taken as consent by a person to their image and /or voice being webcast (time will be allowed by the Chairperson for people to leave the meeting before it starts);
- All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent;
- Council accepts no liability for any damage that may result from defamatory comments made by persons attending the meetings – all liability will rest with the individual who made the comments;
- The recording will be available on Council's website for a minimum of 12 months and retained as a Council record;
- Individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting under the Council's Code of Meeting Practice;
- The meeting must not be recorded by others without the prior written consent of the Council in accordance with the Council's Code of Meeting Practice.

2 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

3 COMMUNITY CONSULTATION**4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS****APOLOGY****RESOLUTION 2025/179**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Margaret Garnsey

That the apology from Cr Ahmad Karanouh be noted and approved.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

5 DEPUTATION/DELEGATIONS**6 CONFIRMATION OF MINUTES****RESOLUTION 2025/180**

Moved: Cr Adam Cohen

Seconded: Cr Paul Fisher

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 18 June 2025 be confirmed as a correct record of the proceedings of the meeting.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

7 DISCLOSURES OF CONFLICTS OF INTEREST

Nil

8 MAYORAL MINUTE**MAYORAL MINUTE****RESOLUTION 2025/181**

Moved: Mayor Daniel Keady

Seconded: Cr Phillipa Goldsmith

That the Mayoral Minute for June 2025 be noted.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**2.1 2024-2025 RELATED PARTY DISCLOSURE RETURNS AND REVIEW OF COUNCIL'S ADOPTED RELATED PARTY DISCLOSURE POLICY****RESOLUTION 2025/182**

Moved: Cr Margaret Garnsey

Seconded: Deputy Mayor Steven Butler

That Council

- 1. Note the report.**
- 2. Note that all Councillors and designated persons are required to provide the General Manager with their duly completed "Related Party Disclosure by Key Management Personnel" forms by the 31 August 2025.**
- 3. Place the draft Related Party Disclosure Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community and if any submissions are received, a report be prepared for Council's further consideration and adoption of the Related Party Disclosure Policy (with or without change).**
- 4. Adopt the Related Party Disclosure Policy without any changes, if no submissions are received.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

SECTION B - MATTERS FOR INFORMATION ONLY**3.2 RATES AND CHARGES COLLECTIONS - JUNE 2025****RESOLUTION 2025/183**

Moved: Cr Adam Cohen

Seconded: Cr Phillipa Goldsmith

That Council receives and notes the information provided in the rates and charges collections report.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL**10.1 CORRESPONDENCE****RESOLUTION 2025/184**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

That the Correspondence Report May 2025 be received and noted.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.2 COUNCIL RESOLUTIONS/ACTIONS UPDATE**RESOLUTION 2025/185**

Moved: Cr Paul Fisher

Seconded: Cr Paul Wheelhouse

That Council notes the information.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.3 NOTICE OF MOTION - 2025/26 QUAMBONE AND GULARGAMBONE TRANSFER STATION OPERATIONAL HOURS**RESOLUTION 2025/186**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Wheelhouse

That Council:

- 1. Reinstate the Gulargambone and Quambone 2024/25 waste transfer station service levels until 31 December 2025.**
- 2. Fund the provision of these services by transferring \$7,000 from the Bulk Waste Kerbside Budget.**
- 3. Place on public exhibition a clear and concise explanation of the proposed Gulargambone and Quambone Transfer Stations reduced hours and report back to Council in September.**

Against: Nil In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey and Paul Wheelhouse

Against: Cr Phillipa Goldsmith

CARRIED 7/1

10.4 CHANGES TO WASTE FACILITIES HOURS OF OPERATION**RESOLUTION 2025/187**

Moved: Cr Adam Cohen

Seconded: Cr Margaret Garnsey

That Council:

- 1. Thank the Quambone community for their representations, and**
- 2. Advise these community members of the outcome of the Notice of Motion**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.5 RECRUITMENT OF GENERAL MANAGER**RESOLUTION 2025/188**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

That Council

- 1. Authorise the Mayor and General Manager to negotiate with and appoint an external recruitment consultant to facilitate the recruitment and appointment of a General Manager for Coonamble Shire Council.**
- 2. Authorise the Mayor to select a panel of three (3) Councillors to assist the Mayor with shortlisting candidates before the full Council interviews of suitably qualified and experienced applicants are conducted.**

In Favour: Crs Daniel Keady, Steven Butler, Paul Fisher, Margaret Garnsey and Phillipa Goldsmith

Against: Crs Karen Churchill, Adam Cohen and Paul Wheelhouse

CARRIED 5/3 Carried

10.6 LGNSW ANNUAL CONFERENCE 2025**RESOLUTION 2025/189**

Moved: Cr Paul Fisher

Seconded: Deputy Mayor Steven Butler

That Council:

- 1. Note the report on the LGNSW Annual Conference to be held at Penrith from 23-25 November 2025.**
- 2. Call for draft motions from Councillors for the conference.**
- 3. Consider motions and Councillor attendees at the August 2025 Council meeting.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.7 AGENCY INFORMATION GUIDE**RESOLUTION 2025/190**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

That Council:

- 1. Notes the draft Agency Information Guide 2025-2026 has been submitted to the Information and Privacy Commission for review.**
- 2. Receive a further report should variations been proposed.**
- 3. In the event that no variations are proposed by the Information and Privacy Commission, adopt the Agency Information Guide 2025-2026.**
- 4. Change 4.1 paragraph 4 from “Quambone (October)” to “Quambone (August)”.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.8 STATUS OF INVESTMENTS - JUNE 2025

RESOLUTION 2025/191

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

That Council note the report of investments from 1 June 2025 to 30 June 2025 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

DRAFT

10.9 SALE OF LAND UNPAID RATES**RESOLUTION 2025/192**

Moved: Cr Margaret Garnsey

Seconded: Deputy Mayor Steven Butler

That Council:

- 1. Notes the report.**
- 2. Sell the properties that meet the conditions of the *Local Government Act 1993* and Regulations at a public Auction.**
- 3. Authorises the General Manager to proceed with the necessary arrangements pertaining to the sale of the properties identified which satisfy the criteria as set out in the *Local Government Act 1993* and Local Government (General) Regulation 2005.**
- 4. Authorises the General Manager or their delegate to undertake Bankruptcy proceedings were deemed necessary on properties of Deceased Estates.**
- 5. Authorises the General Manager to withdraw from auction any property occupied by a ratepayer who in the General Manager's opinion is suffering extreme and unusual financial hardship and who, prior to the commencement of the auction, has made an acceptable arrangement for the repayment of the outstanding rates and charges.**
- 6. Authorises the General Manager or their delegate to execute contracts and transfer documents pertaining to the properties specified in the body of the report.**
- 7. Reserves the right to withdraw the property from sale for technical or legal reasons.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.10 REVIEW OF RECORDS MANAGEMENT POLICY**RESOLUTION 2025/193**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

That Council

- 1. Note the report.**
- 2. Place the draft Records Management Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community and prepare a further report to Council if any submissions are received.**
- 3. If no submissions are received, adopt the Records Management Policy as a policy of Council.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.11 REVIEW OF DEBT RECOVERY POLICY**RESOLUTION 2025/194**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

That Council:

- 1. Note the report**
- 2. Adopts the revised Credit Management and Debt Recovery Policy, as attached to this report, noting that the revised Policy is not required to be placed on Public Exhibition.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.12 COMMUNITY DEVELOPMENT MONTHLY REPORT**RESOLUTION 2025/195**

Moved: Cr Paul Wheelhouse

Seconded: Cr Karen Churchill

That Council receives and notes the information in the June 2025 Community Development report.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.13 ECONOMIC DEVELOPMENT & GROWTH**RESOLUTION 2025/196**

Moved: Cr Paul Fisher

Seconded: Deputy Mayor Steven Butler

That Council receives and notes the Economic Development and Growth report.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

At 9:53 am, Cr Paul Wheelhouse left the meeting.

At 9:55 am, Cr Paul Wheelhouse returned to the meeting.

10.14 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT**RESOLUTION 2025/197**

Moved: Cr Karen Churchill
Seconded: Cr Paul Wheelhouse

That the Planning, Regulatory and Compliance Progress Report for June be received and noted.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

10.15 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**RESOLUTION 2025/198**

Moved: Cr Karen Churchill
Seconded: Cr Phillipa Goldsmith

That Council note the report and the progress on the Tooraweenah Road Upgrade Project.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

At 9:58 am, Cr Adam Cohen left the meeting.

10.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**RESOLUTION 2025/199**

Moved: Cr Phillipa Goldsmith
Seconded: Cr Paul Fisher

That Council note the report the works in progress within Council's Infrastructure Directorate.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

At 10:03 am, Cr Adam Cohen returned to the meeting.

11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

Nil

12 CONFIDENTIAL MATTERS**12.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 18 June 2025****RESOLUTION 2025/200**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Phillipa Goldsmith

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

12.2 Request for Concession Towards Water User Charges

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

RESOLUTION 2025/201

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

That Council

- 1. Note the report.**
- 2. Advise the owner that Council would consider an application for a payment plan.**
- 3. Subject to an approved payment plan, waive the interest.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0**RESOLUTION 2025/202**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Fisher

That Council moves out of Closed Council into Open Council.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

13 CONCLUSION OF THE MEETING

The Meeting closed at 10.30am.

The minutes of this meeting were confirmed at the Council held on 13 August 2025.

.....
CHAIRPERSON

DRAFT