



MINUTES

SPECIAL MEETING OF COUNCIL

held on

Tuesday, 13 January 2026 at 05:00pm

via

E-Meeting



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

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DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

*Local Government Act 1995 – Section 5.65, 5.70 and 5.71 Local
Government (Administration) Regulation 34C*

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C</i>			
Name of person declaring the interest			
Position			
Date of Meeting			
Type of Meeting (Please circle one)	Council Meeting/ Committee Meeting/ Special Council Meeting Workshop/ Public Agenda Briefing/ Confidential Briefing		
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality

Signature: _____ **Date:** _____

Important Note:

Should you declare a **Financial** or **Proximity** Interest, in accordance with the Act and Regulations noted above, you are required to leave the room while the item is being considered.

For an **Impartiality** Interest, you must state the following prior to the consideration of the item:

“With regard to agenda item (read item number and title), I disclose that I have an impartiality interest because (read your reason for interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

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Item 1 Opening of Meeting

The President to declare the meeting open at 5:00pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The President acknowledges the traditional custodians, the Yamatji people, and recognises the contribution of Yamatji Elder's past, present and future, in working together for the future of Morawa.

Item 3 Recording of Attendance**3.1 Attendance****Council – Electronic Attendance**

President (Presiding Member) Councillor Karen Chappel

Deputy President Councillor Ken Stokes

Councillor Grant Chadwick

Councillor Dean Clemson

Councillor Mark Coaker

Councillor Diana North

Staff – Electronic Attendance

Chief Executive Officer

Marty Symmons

Members of the Public

Nil

3.2 Apologies

Nil

3.4 Approved Leave of Absence

Nil

3.5 Disclosure of Interests

Nil

Item 4 Applications for Leave of Absence

Nil

Item 5 Declaration by all Members to have given due consideration to All Matters Contained in the Business Paper before the Meeting
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The Elected Members to declare that they had given due consideration to all matters contained in the agenda.

- President (Presiding Member) Councillor Karen Chappel
- Deputy President Councillor Ken Stokes
- Councillor Grant Chadwick
- Councillor Mark Coaker
- Councillor Dean Clemson
- Councillor Diana North

Item 6 Reports from Officers**6.1 Amendment of Ordinary Council Meeting Dates for January 2026**

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

COUNCIL RECOMMENDATION/ RESOLUTION**260101****Moved: Cr Stokes****Seconded: Cr North**

That Council:

1. Resolve to set an additional Ordinary Council Meeting date on:

- **Tuesday, 20 January 2026 at 5:00pm**

With the resulting Ordinary Council Meeting Schedule for the year being:

- **Tuesday, 20 January 2026**
- **Thursday, 5 February 2026**
- **Tuesday, 31 March 2026**
- **Tuesday, 28 April 2026**
- **Tuesday, 26 May 2026**
- **Tuesday, 30 June 2026**
- **Tuesday, 28 July 2026**
- **Tuesday, 25 August 2026**
- **Tuesday, 29 September 2026**
- **Tuesday, 27 October 2026**
- **Tuesday, 24 November 2026**
- **Tuesday, 15 December 2026**

2. That all 2026 Ordinary Council Meetings be held in the Council Chambers, Shire Administration Centre, 26 Winfield Street, Morawa, commencing at 5:30 pm, with the following exceptions:

- **Tuesday, 20 January 2026: Commencing at 5:00 pm as an all-virtual meeting.**
- **Thursday, 5 February 2026: Commencing at 6:00 pm.**
- **Tuesday, 29 September 2026: Commencing at 1:30 pm, with an invitation extended to representatives of the Morawa District High**

School to attend.

- **Tuesday, 24 November 2026: Commencing at 5:30 pm as an all-virtual meeting.**

CARRIED BY SIMPLE MAJORITY 6/0

PURPOSE

Council is requested to adopt an Ordinary Meeting date for January 2026 to ensure full compliance with Local Government Financial Management Regulations.

LEVEL OF SIGNIFICANCE

Medium – Compliance with legislation

CONSULTATION

Senior Management Team
Department of Local Government, Industry Regulation and Safety

LEGISLATION AND POLICY CONSIDERATIONS

Local Government (Administration) Regulations; Regulation 12

12. Publication of meeting details (Act s. 5.25(1)(g))

- (1) In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.*
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
 - (a) ordinary council meetings;*
 - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*
- (3) Any change to the meeting details for a meeting referred to in sub regulation (2) must be published on the local government's official website as soon as practicable after the change is made.*
- (4) If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.*

Local Government Act 1995:

*Division 2 — Council meetings, committees and their meetings and
electors' meetings Subdivision 1 — Council meetings*

5.3. Ordinary and special council meetings

- (1) *A council is to hold ordinary meetings and may hold special meetings.*
- (2) *Ordinary meetings are to be held not more than 3 months apart.*
- (3) *If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.*

5.4. *Calling council meetings*

An ordinary or a special meeting of a council is to be held —

- (a) *if called for by either —*

- (i) *the mayor or president; or*
- (ii) *at least $\frac{1}{3}$ of the councillors,*

in a notice to the CEO setting out the date and purpose of the proposed meeting; or

- (b) *if so decided by the council.*

5.5. *Convening council meetings*

- (1) *The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.*
- (2) *The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.*

Local Government (Financial Management) Regulations; Regulation 34 & 35.

34 . *Financial activity statement required each month*

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month.*

35 . *Financial position statement required each month*

- (1) *A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —*

(a) the financial position of the local government as at the last day of the previous financial year; or

(b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.

- (2) *A statement of financial position must be —*

(a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and

(b) recorded in the minutes of the meeting at which it is presented.

STRATEGIC COMMUNITY PLAN 2022 - 2032

Be future focused in all we do:

1. Ensure the Shire and its assets are well resourced and sustainable.

FINANCIAL AND RESOURCES IMPLICATIONS

Nil.

RISK MANAGEMENT CONSIDERATIONS

There is a risk of non-compliance with the FM Regulations if an Ordinary Council Meeting is not held to present the November Monthly Financial Report in January.

CONCLUSION

That meeting dates be considered and advertised as per resolution of Council.

ATTACHMENTS

Nil

Item 7 Closure

7.1 Date of Next Meeting

The next Ordinary E- Meeting of Council will be held on Tuesday 20 January 2026 at 5.00pm.

7.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 05.02pm.