



Minutes of the West Arnhem Regional Council Minjilang Local Authority
Monday, 25 November 2024 at 10:00 am
Minjilang Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Nagarbin declared the meeting open at 10:27 am, welcomed all in attendance and did an Acknowledgement of Country.

APPOINTED MEMBERS PRESENT

Chairperson	Matthew Nagarbin
Member	Shane Wauchope
Member	Clint Wauchope
Member	Charles Yirrawala
Member	David Makings

ELECTED MEMBERS PRESENT

Mayor	James Woods
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STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director of Community and Council Services	Fiona Ainsworth (via video)
Governance Advisor	Jasmine Mortimore
Council Services Manager Minjilang	Damian Sandilands
General Manager Technical Services	Garth Borgelt
Senior Council Services Manager	Rick Mitchell
Senior Projects Manager	Clem Beard (via video)
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)

3 APOLOGIES AND ABSENCES

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Apologies, Leave of Absence and Absence Without Notice.

MIN43/2024 RESOLVED:
On the motion of Member Makings
Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY:

1. Notes the absence of Audrey Lee, Josephine Cooper and Elizabeth Williams;
2. Notes the apology received from Josephine Cooper and Elizabeth Williams;
3. Determines Josephine Cooper and Elizabeth Williams are absent with permission of the Authority;
and
4. Determines Audrey Lee is absent without permission of the Authority.

CARRIED

4 ACCEPTANCE OF AGENDA

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Acceptance of Agenda.

MIN44/2024 RESOLVED:
On the motion of Member Yirrawala
Seconded Member Makings

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Minjilang Local Authority meeting held on 25 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Disclosure of Interest of Members or Staff.

MIN45/2024 RESOLVED:
On the motion of Member S Wauchope
Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY received no declarations of interest as listed for the Minjilang Local Authority meeting held on 25 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
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Title:	Confirmation of Local Authority Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Confirmation of Local Authority Meeting Minutes.

MIN46/2024 RESOLVED:

**On the motion of Member Yirrawala
Seconded Member Makings**

THAT THE LOCAL AUTHORITY adopted the minutes of the 9 September 2024 Minjilang Local Authority as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	NT Police - Law and Order Update
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on NT Police - Law and Order Update.

MIN48/2024 RESOLVED:

**On the motion of Member Makings
Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY

1. Notes the presentations on Law and Order Update by NT Police; and
2. Thanks Chris Harden Acting Senior Sergeant for West Arnhem District.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Finance Report for the period ending 31 October 2024
Author:	Corey White, Management Accountant

The Local Authority considered a report on Finance Report for the period ending 31 October 2024.

MIN47/2024 RESOLVED:

**On the motion of Member S Wauchope
Seconded Member C Wauchope**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Finance Report for the period ending 31 October 2024*; and
2. Receive and note the Minjilang Local Authority Certification of the 2023-24 Local Authority Project Funding.

CARRIED

Agenda Reference:	8.2
Title:	Review of Action Items
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Review of Action Items.

MIN49/2024 RESOLVED:

**On the motion of Member Makings
Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Review of Action Items*; and
2. Review the outstanding action items and give approval for completed items to be removed from the register, including action item 2 and action item 3.

CARRIED

Agenda Reference:	8.3
Title:	Animal Management Program
Author:	Clem Beard, Projects Manager Technical Services

The Local Authority considered a report on Animal Management Program.

MIN50/2024 RESOLVED:

On the motion of Member Makings

Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Animal Management Program*; and
2. Approves a total of \$12,389.40 from future Minjilang Local Authority funding for the next 3 years towards the animal management program as per breakdown below:
 - \$3,853.74 from 2025-2026 Minjilang Local Authority funding.
 - \$4,123.51 from 2026-2027 Minjilang Local Authority funding.
 - \$4,412.15 from 2027-2028 Minjilang Local Authority funding.

CARRIED

Agenda Reference:	8.4
Title:	Proposal to Develop By-Laws for Minjilang Community
Author:	Ben Heaslip, Information Advisor

The Local Authority considered a report on Proposal to Develop By-Laws for Minjilang Community.

MIN51/2024 RESOLVED:

On the motion of Member S Wauchope

Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Proposal to Develop By-Laws for Minjilang Community*; and
2. Request the report be tabled at the next scheduled local authority meeting.

CARRIED

Agenda Reference:	8.5
Title:	Australia Day Event 2025
Author:	Damian Sandilands, Minjilang Council Services Manager

The Local Authority considered a report on Australia Day Event 2025.

MIN52/2024 RESOLVED:

On the motion of Member Yirrawala

Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Australia Day Event 2025*; and
2. Nominate application for the National Australia Day Council Grant with the event name as Australia Day and date on 26 January 2025.

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Incoming and Outgoing Correspondence.

MIN53/2024 RESOLVED:

On the motion of Member C Wauchope

Seconded Member Makings

THAT THE LOCAL AUTHORITY receive and note the attached items of incoming and outgoing correspondence.

CARRIED

Agenda Reference:	9.2
Title:	CSM Operations Report on Current Council Service
Author:	Damian Sandilands, Minjilang Council Services Manager

The Local Authority considered a report on CSM Operations Report on Current Council Service.

MIN54/2024 RESOLVED:

On the motion of Member C Wauchope

Seconded Chairperson Nagarlbini

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *CSM Operations Report on Current Council Service*; and
2. Investigate installing CCTV camera outside the Creche.

CARRIED

Agenda Reference:	9.3
Title:	Minjilang Cemetery Update
Author:	Sara Fitzgerald, Waste and Resource Coordinator

The Local Authority considered a report on Minjilang Cemetery Update.

MIN55/2024 RESOLVED:

On the motion of Member Yirrawala

Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY receive and note the report titled *Minjilang Cemetery Update*.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

MIN56/2024 RESOLVED:

**On the motion of Member Yirrawala
Seconded Member Makings**

THAT THE LOCAL AUTHORITY recorded no questions from Members.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on Thursday 13 March 2024.

12 MEETING DECLARED CLOSED

Chairperson Nagarbin declared the meeting closed at 12:17 pm.

This page and the preceding pages are the minutes of the Minjilang Local Authority Meeting held on 25 November 2024.

[Click here](#) to view the agenda for the Minjilang Local Authority Meeting held on 25 November 2024.