



**MINUTES
OF THE
SPECIAL MEETING
OF COUNCIL
HELD ON**

24 July 2026

Council Chambers

Honour Avenue

Wyalkatchem

Commencement: 9:09am

Closure: 9:15am

Preface

When the Chief Executive Officer approved these Minutes for distribution they are in essence “*Unconfirmed*” until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The “*Confirmed*” Minutes are then signed off by the Presiding Member.

Unconfirmed Minutes

These unconfirmed minutes were approved for distribution on the 24 July 2026.



Tom Kettle
Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten days of this meeting.

DISCLOSURE OF INTEREST

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

Impartiality Interest:

As per the Shire of Wyalkatchem Code of Conduct for Council Members, Committee Members, and Candidates for Election, and to maintain transparency, it is important to disclose all interests, including impartiality interests which include interests arising from kinship, friendship and membership of associations. If it is possible that your vote on a matter may be perceived as impartial, you should disclose your interest. Having disclosed the interest, you may declare your objectivity on the matter, and remain in the Chamber, and chair, or move/second, speak and vote on the matter.

Disclosing an Interest:

Disclosures must be made, in writing, to the Chief Executive Officer prior to the meeting, or prior to consideration of the item in which an interest exists.

If you disclose a Financial or Proximity Interest, you must leave the room while the matter is discussed and voted on. Only after a decision has been reached may you return to the meeting, at which time the Presiding Person will inform you of Council's decision on the matter.

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1. DECLARATION OF OPENING

The Presiding Member, Cr Petchell declared the meeting open at 9:09am.

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Nil

2.2. Declaration of Public Question Time opened

Public Question Time opened at 9:09am.

There were no public questions.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 9:09am.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Cr Christy Petchell	President and Presiding Member
Cr Mischa Stratford	Deputy President
Cr Christopher Loton	
Cr Justin Begley	
Cr Tracy Dickson	via TEAMS
Cr Rod Lawson Kerr	

Tom Kettle	Chief Executive Officer
Aldo Lamas	Manager Works

3.2. Visitors

Nil

3.3. Apologies

Cr Stephen Gamble	
Claire Trenorden	Manager Corporate Services

3.4. Approved Leave of Absence

Nil

3.5. Applications for Leave of Absence

Nil

4. OBITUARIES

Nil

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Nil

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

Nil

6.2. Impartiality Interests

Cr Loton and Tom Kettle declared an impartiality interest in item 9.1.1.

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member thanked Councillors for their attendance at the Special Meeting.

8. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

9. REPORTS

9.1. CORPORATE AND COMMUNITY SERVICES

Cr Loton and Tom Kettle declared an impartiality interest in item 9.1.1.

9.1.1. Consideration of request from Wyalkatchem Golf Club

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	22 July 2026
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

SUMMARY

To consider a request from the Wyalkatchem Golf Club for the Shire to undertake mowing works in preparation for the Club's 100 Year Anniversary celebrations while ensuring compliance with the Local Government Act 1995.

BACKGROUND

The Wyalkatchem Golf Club is preparing for its 100 Year Anniversary celebrations on the 31 July to 1 August 2026 and has requested assistance from the Shire to undertake mowing and slashing works at the Golf Club grounds to ensure the facility is presented to a suitable standard for the event.

The Council has not adopted a specific fee and charge for the provision of tractor and slasher services to community groups on a wet hire basis (operator, plant and fuel supplied by the Shire) at this time.

To ensure transparency, consistency and appropriate cost recovery, it is proposed that Council adopt a fee and charge for future community group requests for this service.

A quotation has been prepared for the works requested by the Golf Club based on the proposed fee and charge.

The Golf Club has also requested that Council consider providing the service as a contribution towards the Club's centenary celebrations as a fee waiver.

COMMENT

The establishment of a formal fee and charge will ensure that future requests for assistance involving Shire plant and labour are transparently costed and equitably assessed.

The proposed wet hire rate has been calculated to recover the direct costs associated with the provision of the tractor, slasher, fuel, operator and administration associated with delivering the service. The proposed rate of \$180.00 has been developed with reference to Wheatbelt Local Governments (Mingenew and Narrogin) who currently provide this service within their fees and charges.

It is estimated that the work may take up to two working days (16 hours), however will be completed as expeditiously as possible and before the event start date on 31 August 2026.

Based on the proposed rate and estimated time, the total fee waiver would equal \$2,800.00.

While Council may elect to waive the fee on this occasion, adoption of the fee and charge provides a clear basis upon which community assistance can be measured and reported. It is also important to note that this amount exceeds the CEO's current delegation and future requests of this nature will require a decision of the Council.

The Golf Club's 100 Year Anniversary is a significant community event with 200 attendees registered at the time of writing. The event recognises a century of sporting, social and volunteer contribution to the Wyalkatchem community. Council may therefore consider that waiving the fee represents an appropriate one-off concession in recognition of this milestone.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.16 permits Council to impose fees and charges for goods and services provided by the local government.

Section 6.12 allows a local government to write off, waive or grant concessions in relation to money owed to the local government.

POLICY IMPLICATIONS

Shire Policy 9.8 Community Assistance Grant Scheme and 9.9 Community Budget Requests, do not adequately address this request due to the fee and charge requirement.

FINANCIAL IMPLICATIONS

Should Council adopt the proposed fee and charge and honour the fee waiver request the financial implication is \$2,800.00

The works can be undertaken within existing operational resources, noting there will be a minor impact on scheduled maintenance works.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before the Council generally accords with the Shire's desired outcome, as expressed in the revised Shire of Wyalkatchem Strategic Community Plan 2024-34.

Pillar 2 Community	Statement of Strategic Outcome: Our community is inclusive, it is a place where people feel valued and have access to opportunities to build their own capacity, lead healthy lifestyles and stay connected.
Goal No.	GOAL 5. A safe and healthy community for all ages
5.10	Support sporting clubs, local clubs and associations to deliver their activities, competitions and services

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(86/2026) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council:

- 1. Adopts a fee and charge of \$180 per hour (GST inclusive) for the wet hire of the Shire tractor and slasher for community groups, effective immediately;*
- 2. Notes the quotation of \$2,800 (GST inclusive) for mowing and slashing works at the Wyalkatchem Golf Club in preparation for its 100 Year Anniversary celebrations; and*
- 3. Grants a one-off community concession by waiving the quoted amount of \$2,800 in recognition of the Wyalkatchem Golf Club's contribution to the community and its 100 Year Anniversary celebrations.*

CARRIED 6/0

*Voted for: Cr Petchell, Cr Stratford, Cr Lawson Kerr, Cr Loton, Cr Begley,
Cr Dickson*

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

13. MATTERS BEHIND CLOSED DOORS

Nil

14. CLOSURE OF THE MEETING

There being no further business, the Presiding Member closed the meeting at 9:15am.