



**MINUTES**  
**ORDINARY COUNCIL MEETING**  
**27<sup>th</sup> NOVEMBER 2025**

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## 1. NOTICE OF MEETING.

I hereby give notice that an Ordinary Meeting of Council was held on:

Date: 27<sup>th</sup> November 2025  
Time: 3.00 pm  
Location: Council Chambers  
22 Cameron Road, Batchelor NT 0845

Any member of Council and staff who may have a conflict of interest or perceived conflict of interest regarding any item of business to be discussed at a Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

The Ordinary Meeting of Council was open to the public and adhered to COVID Safety Plan requirements, including optional wearing a mask, appropriate physical distancing, and health, and hygiene requirements.

The meeting was recorded for minuting purposes only.



Natasha Chapman

Acting Chief Executive Officer.

### **RESOLUTION 2025/12/16/003**

That the Public Minutes of the Ordinary General Meeting held on 27<sup>th</sup> November 2025 be confirmed they are a true and correct record of the meeting.

**Moved:** Clr. Strettles

**Seconded:** Clr. Morrison

**Carried**



# MINUTES

## ORDINARY GENERAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, BATCHELOR ON 27<sup>th</sup> NOVEMBER 2025

The President of the Council, Mr. Ross McGorman declared the meeting open at 3:03 pm and welcomed all in attendance.

### **2. ACKNOWLEDGEMENT OF COUNTRY**

*I acknowledge the Traditional Owners of the land commonly referred to as Coomalie. I pay my respects to their Elders, past, present and emerging.*

### **3. PERSONS PRESENT**

#### **ELECTED MEMBERS PRESENT**

President	Ross McGorman
Deputy President	Chris Whatley
Councillor	Sharon Beswick
Councillor	Mae Mae Morrison
Councillor	Greg Strettles
Councillor	Alan Roe - from 5pm.

#### **STAFF PRESENT**

Acting Chief Executive Officer	Natasha Chapman
Council and Community Services Manager	Emma Dunne
Executive Services Coordinator	Stacey Shooter

#### **VISITORS PRESENT – Via Electronic Means**

Dept of Housing, Local Gov. & Comm Devlp.	Somanath Gnaneswarran
Dept of Housing, Local Gov. & Comm Devlp.	Hania Rehman

#### 4. APOLOGIES AND LEAVE OF ABSENCE.

**Date:** 27<sup>th</sup> November 2025  
**Author:** Natasha Chapman, Acting Chief Executive Officer.  
**Attachments:** Nil.

##### PURPOSE

This report is to table for Council's record any apologies and requests for leave of absence received for the Ordinary General Meeting held on 17<sup>th</sup> November 2025.

##### RESOLUTION 2025/11/27/001

That Council;

a) receives and notes the apology of Cllr. Roe's absence for part of the Ordinary General Meeting held 27<sup>th</sup> November 2025 (3pm – 5pm); and

b) notes the President has leave arrangements from 20/12/2025 to 03/01/2026.

**Moved:** Cllr. Beswick

**Seconded:** Deputy President Whatley

**Carried**

#### 5. ELECTRONIC MEETING ATTENDANCE.

**Date:** 27<sup>th</sup> November 2025  
**Author:** Natasha Chapman, Acting Chief Executive Officer.  
**Attachments:** Nil.

##### PURPOSE

This report is to table, for Council's record, any requests, and permissions for Electronic Attendance.

Nil

## 6. DECLARATION OF INTEREST

**Date:** 27<sup>th</sup> November 2025

**Author:** Natasha Chapman, Acting Chief Executive Officer.

**Attachments:** Nil.

### PURPOSE

Members and Staff are required to disclose an interest in a matter under consideration by the Council at a meeting of the Council by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the member or staff member must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the issue. The Council may elect to allow the member or staff member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

### RESOLUTION 2025/11/27/002

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 27<sup>th</sup> November 2025.

Clr. Beswick declared an interest at Item **23.1 CODE OF CONDUCT COMPLAINT.**

**Moved:** Clr. Beswick

**Seconded:** Clr. Morrison

**Carried**

## 7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

Nil

## 8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

Nil

## 9. PETITION – COUNCILLOR CODE OF CONDUCT

Nil



## 10. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS.

### 10.1 CONFIRMATION OF THE OCTOBER OGM DRAFT MINUTES 2025.

**Date:** 27<sup>th</sup> November 2025

**Author:** Natasha Chapman, Acting Chief Executive Officer.

**Attachments:** [October OGM DRAFT Public Minutes 2025.](#)

#### PURPOSE

Minutes of the Ordinary General Meeting held on 21<sup>st</sup> October 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

#### RESOLUTION 2025/11/27/003

That the Minutes of the Ordinary General Meeting held on 21<sup>st</sup> October 2025 be confirmed they are a true and correct record of the meeting.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Strettles

**Carried**

## 11. PRESIDENT REPORT

**Date:** 27<sup>th</sup> November 2025

**Author:** Ross McGorman, President

**Attachment:** [NIL](#)

#### PURPOSE

To update Council on the activities of the President since the last Ordinary General Meeting (OGM) for the period of October and November 2025.

#### RESOLUTION 2025/11/27/004

That Council receives and notes the President's Report for the period of October and November 2025.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Morrison

**Carried**

## 12. CHIEF EXECUTIVE OFFICERS REPORT.

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	Nil

### PURPOSE

To update Council on the activities of the Chief Executive Officer since the last Ordinary General Meeting (OGM) for the period of October and November 2025.

### RESOLUTION 2025/11/27/005

That Council receives and notes the Chief Executive Officers Report for the period of October and November 2025.

**Moved:** Clr. Strettles

**Seconded:** Clr. Beswick

**Carried**

### 13. FINANCE REPORTS

#### 13.1 MONTHLY FINANCE REPORT

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Natasha Chapman, Acting Chief Executive Officer
<b>Attachment:</b>	Nil

#### PURPOSE

To provide a summary of the financial position of Council for the period ending 31<sup>st</sup> October 2025. In accordance with the *Local Government (General) Regulations 2021 – Part 2 Division 7*, the preceding month's financial report must be presented to Council. Regulation 17(1) of the *Local Government (General) Regulations 2021* requires a monthly report from the Chief Executive Officer to provide council with the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

#### RESOLUTION 2025/11/27/006

That Council;

- a) notes the Chief Executive Officer (CEO) certifies to the best of her knowledge, information, and the belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and
- b) receives and notes the monthly financial report for October 2025.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Morrison **Carried**

#### RESOLUTION 2025/11/27/007

That Council approves the creation of opening balances for the below Reserve accounts by transferring the funds from the accumulated surplus/retained earnings equity account to each Reserve account:

- Asset Renewal Reserve: \$200,000
- Batchelor Playground Reserve: \$2,500
- Disaster Recovery Reserve: \$50,000
- Election Expenses Reserve: \$39,000
- Waste Management Reserve: \$100,000

**Moved:** Deputy President Whatley

**Seconded:** Clr. Beswick **Carried**

## 14. REPORTS REQUIRING DECISIONS OF COUNCIL.

### 14.1 CCGC STRATEGIC PLAN 2023-27 – FIRST BIENNIAL REPORT 2025-2026

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	<a href="#">First Biannual Report of the Coomalie Shire Strategic Plan 2023-2027</a>

#### PURPOSE

The Coomalie Community Government Shire Plan 2025-2026 requires the Chief Executive Officer to report biannually to Council on the progress of the Strategic Plan 2025 -2026 referenced in the Coomalie Shire Plan 2025- 2026.

#### RESOLUTION 2025/11/27/008

That Council receive and note the CCGC Strategic Plan 2023-2027, First Biannual Report for 2025-2026.

<b>Moved:</b>	Clr. Strettles	
<b>Seconded</b>	Deputy President Whatley	<b>Carried</b>

### 14.2 NOMINATIONS FOR LGANT REPRESENTATIVE ON THE NT PLACE NAMES COMMITTEE

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Natasha Chapman, Acting Chief Executive Officer
<b>Attachment:</b>	<a href="#">Terms of Reference and Nomination forms for the NT Place Names Committee</a>

#### PURPOSE

This report requires Council to consider nominating an elected member to the NT Place names Committee who will represent the Local Government Sector of the NT.

#### RESOLUTION 2025/11/27/009

That Council;

- a) receive and note the report titled Nominations for the LGANT Representative on the Place Names Committee; and
- b) confirm no nominations were put forward for the LGANT Representative on the Place Names Committee.

<b>Moved:</b>	Clr. Beswick	
<b>Seconded:</b>	Clr. Morrison	<b>Carried</b>

### 14.3 NOMINATIONS FOR THE NT WATER SAFETY ADVISORY COUNCIL

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Natasha Chapman, Acting Chief Executive Officer
<b>Attachment:</b>	<a href="#">Terms of Reference for the NTWSAC AND Nomination Form</a>

#### PURPOSE

This report is for Council to consider nominating for a position on the Minister for Sport's NT Water Safety Advisory Council.

#### RESOLUTION 2025/11/27/010

That Council;

- a) receive and note the report titled Nominations for the NT Water Safety Advisory Council Report; and
- b) Nominates Clr. Strettles to represent Council on the NT Water Safety Advisory Council.

**Moved:** Clr. Beswick

**Seconded:** Clr. Morrison

**Carried**

### 14.4 COMMUNITY GRANTS PROGRAM 2025–26

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Andrew Roberts, Community Services Coordinator
<b>Attachment:</b>	<a href="#">2.4 Coomalie Community Grants Policy</a>

#### PURPOSE

To seek Council approval to open the Coomalie Community Grants Program for the 2025–26 financial year in accordance with Policy 2.4 Coomalie Community Grants Policy, which provides governance for the provision of grants, donations, sponsorships, scholarships, and in-kind community support.

#### RESOLUTION 2025/11/27/011

That Council:

- a) receive and note the report titled Community Grants Program 2025-26; and
- b) approves the opening of the Coomalie Community Grants Program for the 2025–26 financial year;
- c) authorises the Chief Executive Officer to convene a Community Grants Assessment Panel in accordance with Section 4.2(d) of Policy 2.4.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Strettles

**Carried**

#### 14.5 REVIEW OF 2.6 DELEGATIONS POLICY

<b>Date:</b>	27 <sup>th</sup> November 2025
<b>Author:</b>	Natasha Chapman, Acting Chief Executive Officer
<b>Attachment:</b>	<b>Reviewed policy with track changes</b>

#### PURPOSE

To seek Council's endorsement of the reviewed 2.6 Delegations Policy.

#### RESOLUTION 2025/11/27/012

That Council;

a) adopt the reviewed 2.6 Delegations Policy as amended below:

- page 12 of the policy, row 3 & 4 to include the wording "within budget" at the end of the activity description.

**Moved:** Clr. Morrison

**Seconded:** Clr. Beswick

**Carried 4/1 (Clr. Beswick)**

#### Discussion Summary:

- Queries raised around procurement thresholds for officers. Clarification regarding expenditure up to identified thresholds must be within previously approved annual budget and/or project budget.
- Alignment of procurement thresholds, specifically the CEO, to the *Local Government (General) Regulations 2021* procurement processes and thresholds.
- Wording amendment in resolution was agreed to reflect and provide clarity around staff approvals to be within budgeted limits.

## 15. REPORTS FOR RECEIVING AND NOTING.

### 15.1 REVIEW OF ACTIONS FOR THE NOVEMBER OGM 2025

**Date:** 27<sup>th</sup> November 2025

**Author:** Natasha Chapman, Acting Chief Executive Officer.

**Attachments:** [Actions for the November OGM 2025](#)

#### RESOLUTION 2025/11/27/013

That Council;

- a) receives and notes the Actions for the November OGM 2025;
- b) removes items 8 & 9; and
- c) adopt the inclusion of a summary of debate and key points raised in the minutes per action item# 8.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Strettles

**Carried**

#### Discussion Summary:

- Discussion regarding the trial of agenda paper distribution to Adelaide River was raised and President ruled it to cease.
- Formal adoption of the inclusion of a 'Discussion Summary' in the minutes for items where significant debate occurred, or points not within the agenda paper distributed influence the decision of council.

## 15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

**Date:** 27<sup>th</sup> November 2025  
**Author:** Natasha Chapman, Acting Chief Executive Officer.  
**Attachments:** [Complaints and compliments tables.](#)

### PURPOSE

To update Council on complaints and compliments received during October and November 2025 period.

#### RESOLUTION 2025/11/27/014

That Council receives and notes the Complaints and Compliments Register during October and November 2025.

**Moved:** Clr. Strettles

**Seconded:** Deputy President Whatley

**Carried**

## 16. CORRESPONDENCE AND INFORMATION.

### 16.1 INCOMING AND OUTGOING MAIL.

**Date:** 27<sup>th</sup> November 2025  
**Author:** Natasha Chapman, Acting Chief Executive Officer.  
**Attachment:** [Incoming and outgoing correspondence tables.](#)

### PURPOSE

Council is provided with items of correspondence both received and sent during the months of October and November 2025.

#### RESOLUTION 2025/11/27/015

That Council receives and notes the items of incoming and outgoing correspondence as tabled for October and November 2025 period.

**Moved:** Clr. Morrison

**Seconded:** Clr. Strettles

**Carried**



## 17. COUNCILLOR REPORTS.

### Motion:

#### RESOLUTION 2025/11/27/16

That Council is to receive a progress report on paper roads in the Shire at the December OGM.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Beswick

**Carried**

## 18. USE OF THE COMMON SEAL.

Nil

## 19. LATE ITEMS AND URGENT BUSINESS.

Nil

## 20. GENERAL BUSINESS.

### Motion:

#### RESOLUTION 2025/11/27/17

That Council;

a) reach out to the Adelaide River School, Batchelor School and the Adelaide River Show Society to offer a contribution of \$200.00 each for Christmas related events; and

b) Seeks a further report in the new year for future events.

**Moved:** Deputy President Whatley

**Seconded:** Clr. Morrison

**Carried**

## 21. CONFIDENTIAL ITEMS.

#### RESOLUTION 2025/11/27/018

That Council close the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021*.

**Moved:** Clr. Beswick

**Seconded:** Clr. Strettles

**Carried**

**Procedural Notes:**

The Department visitors left the meeting at 4:35pm.

The meeting was closed to the public at: 4:37pm.

Clr. Roe arrives at the meeting 4:45pm.

The confidential meeting opened at: 5:05pm.

**21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE 21<sup>ST</sup> OCTOBER 2025**

**CONFIDENTIAL:** Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

**21.2 REVIEW OF CONFIDENTIAL ACTIONS FOR THE NOVEMBER OGM 2025**

**CONFIDENTIAL:** Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

**21.3 AMANGAL INDIGENOUS VILLAGE, ADELAIDE RIVER**

**CONFIDENTIAL:** Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

**21.4 CONFIDENTIAL – RUM JUNGLE REHABILITATION PROJECT DEED OF VARIATION –  
FRAMEWORK AGREEMENT**

**CONFIDENTIAL:** Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

**Procedural Note:**

The Council & Community Services Manager and the Executive Services Coordinator left the meeting at 5:46pm.

**Procedural Note:**

Council determined to consider Item 22.2 before 22.1.

**22. RESTRICTED CONFIDENTIAL**

**22.2 APPOINTMENT OF THE INDEPENDENT MEMBER TO THE CEO EMPLOYMENT AND REMUNERATION ADVISORY PANEL**

**CONFIDENTIAL:** Regulations 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

**Procedural Notes:**

Council determined to discuss Item 23.1 Code of Conduct Complaint before Item 22.1.

**23. CONFIDENTIAL LATE ITEM**

**23.1. CODE OF CONDUCT COMPLAINT**

**CONFIDENTIAL:** Regulations 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

**MOTION:**

**RESOLUTION CONF2025/11/27/025**

That Council approves to extend the meeting for another 30 minutes (to 8:30pm) to complete discussions of the final agenda item.

**Moved:** Deputy President Whatley

**Seconded:** President McGorman

**Carried**

**Procedural Notes:**

Council returned to Item 22.1.

**22.1 CHIEF EXECUTIVE OFFICER CONTRACT REVIEW**

**CONFIDENTIAL:** Regulations 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

**24. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL.**

NIL

**25. RE-OPEN MEETING TO THE GENERAL PUBLIC.**

**RESOLUTION CONF2025/11/27/027**

That Council re-opens the meeting to the general public in accordance with Regulation 51 of *the Local Government (General) Regulations 2021*

**Moved:** President McGorman

**Seconded:** Deputy President Whatley

**Carried**

**Procedural Note:**

The meeting was reopened to the public at 8:29pm

**26. NEXT MEETING.**

The next Ordinary Meeting of Council is scheduled to be held on **16<sup>th</sup> December 2025 at 3:00pm.**

**27. CLOSURE OF MEETING.**

The meeting closed at 8:29pm.