



**MINUTES**  
**SPECIAL COUNCIL MEETING**  
**26<sup>TH</sup> JUNE 2025**

## Contents

1. NOTICE OF MEETING .....	3
2. ACKNOWLEDGEMENT OF COUNTRY .....	4
3. PERSONS PRESENT .....	4
4. APOLOGIES AND LEAVE OF ABSENCE .....	5
5. ELECTRONIC MEETING ATTENDANCE.....	5
6. DECLARATION OF INTEREST OF MEMBERS OR STAFF .....	6
7. REPORTS REQUIRING DECISIONS OF COUNCIL.....	7
7.1 CERTIFICATION OF THE ASSESSMENT RECORD.....	7
7.2 2025-26 DECLARATION OF RATES AND CHARGES. ....	8
7.3 2025-26 FEES AND CHARGES SCHEDULE .....	9
7.4 2025-26 BUDGET.....	9
7.5 2025-26 SHIRE PLAN .....	10
8. CONFIDENTIAL ITEMS .....	10
8.1 USE OF THE COMMON SEAL – DISCHARGE AN87.....	11
9. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL .....	11
10. RE-OPEN MEETING TO THE GENERAL PUBLIC .....	11
11. CLOSURE OF MEETING.....	11

## 1. NOTICE OF MEETING

I hereby give notice that a Special Meeting of Council was held on:

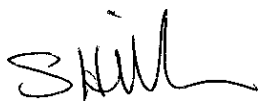
Date: 26<sup>th</sup> June 2025  
Time: 3.00 pm  
Location: Council Chambers  
22 Cameron Road, Batchelor NT 0845

Any member of Council 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 Special Meeting of Council will be open to the public and will adhere to COVID Safety Plan requirements, including wearing a mask, appropriate physical distancing, and health, and hygiene requirements.

The meeting will be recorded for minuting purposes only.

*A copy of the agenda can be found on Council's website, alternatively a copy can be obtained from the Council Office.*



Chief Executive Officer.

### RESOLUTION 2025/07/15/003

That the Minutes of the Special Meeting held on 26<sup>th</sup> June 2025 be confirmed by Council as a true and correct record of the meeting.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

# MINUTES

## SPECIAL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 26<sup>TH</sup> JUNE 2025

The Official Administrator of the Council, Mr. Mark Blackburn, declared the meeting open at 3:00 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**

Official Manager

Mr. Mark Blackburn

#### **STAFF PRESENT**

Chief Executive Officer

Sharon Hillen

Corporate Services Manager

Shaun Hardy

Council & Community Services Manager

Emma Dunne

Executive Services Coordinator

Stacey Shooter

#### **VISITORS PRESENT**

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

**Date:** 26<sup>th</sup> June 2025  
**Author:** Sharon Hillen, 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 Special Meeting held on 26<sup>th</sup> June 2025.

Nil

#### **5. ELECTRONIC MEETING ATTENDANCE**

**Date:** 26<sup>th</sup> June 2025  
**Author:** Sharon Hillen, 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 OF MEMBERS OR STAFF

<b>Date:</b>	26 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachments:</b>	Nil

### PURPOSE

Members 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 must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the vote on the issue. The Council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

### RESOLUTION SPEC2025/06/26/001

That Council notes there are no declarations of interest for the Special Council Meeting held 26<sup>th</sup> June 2025.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 7. REPORTS REQUIRING DECISIONS OF COUNCIL

### 7.1 CERTIFICATION OF THE ASSESSMENT RECORD

<b>Date:</b>	26 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	Nil

#### PURPOSE

To accept the Certification of the Assessment Record before declaring the Rates and Charges for the 2025-26 financial year.

<b>RESOLUTION SPEC2025/06/26/002</b>		
That Council;		
a) notes the Chief Executive Officer (CEO), in accordance with Regulation 29 of the <i>Local Government (General) Regulations 2021</i> , certifies that, to the best of the CEO's knowledge, information, and belief, the Assessment Record is a comprehensive record of all rateable land within the Coomalie Community Government Council area; and		
b) accepts the signed Certification of the Assessment Record as included in this report and tabled at the Special Council Meeting of 26 <sup>th</sup> June 2025.		
<b>Moved:</b>	Official Manager	
<b>Seconded:</b>	Official Manager	<b>Carried</b>

## 7.2 2025-26 DECLARATION OF RATES AND CHARGES.

<b>Date:</b>	17 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	<b>2025-26 Declaration of Rates and Charges</b> <b>Gazettal Notice on Conditional Rating</b>

### PURPOSE

This report seeks Council approval to Declare the Rates and Charges for the 2025-26 financial year.

<b>RESOLUTION SPEC2025/06/26/003</b>	
That Council;	
a) receives and notes the report entitled Declaration of Rates and Charges 2025-26 ;	
b) declares to raise \$1,762,018.05 in General Rates and Charges for the 2025-26 financial year to be paid in four (4) instalments as amended due on:	
1.	26 <sup>th</sup> September 2025
2.	28 <sup>th</sup> November 2025
3.	30 <sup>th</sup> January 2026
4.	<del>27<sup>th</sup> March 2026</del> <b>7<sup>th</sup> April 2026</b>
and;	
c) declares to publish the notice as per section 241(1) of the <i>Local Government Act 2019</i> .	
<b>Moved:</b>	Official Manager
<b>Seconded:</b>	Official Manager <b>Carried</b>

### 7.3 2025-26 FEES AND CHARGES SCHEDULE

<b>Date:</b>	17 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	<a href="#">2025-26 Fees and Charges Schedule</a>

#### PURPOSE

For Council to approve the 2025-26 Fees and Charges Schedule, an appendix to the Coomalie Community Government Council Shire Plan 2025-26.

<b>RESOLUTION SPEC2025/06/26/004</b>	
That Council;	
a) adopts the 2025-26 Fees and Charges; and	
b) publishes the 2025-26 Fees and Charges on its website.	
<b>Moved:</b>	Official Manager
<b>Seconded:</b>	Official Manager <b>Carried</b>

### 7.4 2025-26 BUDGET

<b>Date:</b>	26 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer Shaun Hardy, Corporate Services Manager
<b>Attachment:</b>	<a href="#">2025-26 Budget Tables</a>

#### PURPOSE

To adopt the 2025-26 Budget and Long-Term Financial Plan.

<b>RESOLUTION SPEC2025/06/26/005</b>	
That Council;	
a) adopts the 2025-26 Budget and Long-Term Financial Plan; and	
b) publishes the Budget on Council's website and in a newspaper circulating generally in the area and notify the Agency in writing in accordance with section 203(4) of the <i>Local Government Act 2019</i> .	
<b>Moved:</b>	Official Manager
<b>Seconded:</b>	Official Manager <b>Carried</b>

## 7.5 2025-26 SHIRE PLAN

<b>Date:</b>	26 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	<a href="#">Shire Plan 2025-26</a>

### PURPOSE

For Council to approve and adopt the Shire Plan 2025-26.

#### RESOLUTION SPEC2025/06/26/006

That Council;

a) adopts the Shire Plan 2025-26 in accordance with section 35 of the *Local Government Act 2019*; and

b) provides the Agency with a copy of the Shire 2025-26 Plan in accordance with section 35 of the *Local Government Act 2019*.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 8. CONFIDENTIAL ITEMS

#### RESOLUTION SPEC2025/06/26/007

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

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

### Procedural Note:

The meeting was closed to the public at 3:36 pm.

The confidential session opened at 3:38 pm.

### 8.1 USE OF THE COMMON SEAL – DISCHARGE AN87.

**CONFIDENTIAL:** Regulations 51(1) (b) information about the personal circumstances of a resident or ratepayer.

#### RESOLUTION CONFSPEC2025/06/26/008

That Council;

a) pursuant to Section 38(2)(a)(b) of the *Local Government Act 2019*, requests the use of its Common Seal to be affixed to Section 83 Form 48 - Discharge of Statutory Charge for property AN87; and

b) moves this decision into open business.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

### 9. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL

Nil

### 10. RE-OPEN MEETING TO THE GENERAL PUBLIC

#### RESOLUTION CONFSPEC2025/06/26/009

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

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

#### Procedural Note:

The meeting was re-opened to the public at 3:42 pm.

### 11. CLOSURE OF MEETING

The meeting closed at 3:43 pm.