



**MINUTES**  
**ORDINARY COUNCIL MEETING**  
**16<sup>TH</sup> SEPTEMBER 2025**

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## 1. NOTICE OF MEETING.

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

Date: 16<sup>th</sup> September 2025  
Time: 3.06 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.

*A copy of the agenda can be found on Councils website, or a copy can be obtained from the Council Office.*



Chief Executive Officer.

### **RESOLUTION 2025/10/21/004**

That the Minutes of the Ordinary General Meeting held on 16<sup>th</sup> September 2025 be confirmed as a true and correct record by Council with an amendment:

- Resolutions 2025/09/16/004 and 2025/09/16/007 record that resolution was 'Carried 5/1'

**Moved:** Clr. Morrison

**Seconded:** President McGorman

**Carried**

# MINUTES

## ORDINARY GENERAL COUNCIL MEETING

### HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 16<sup>TH</sup> SEPTEMBER 2025

The Chief Executive Officer of the Council, Mrs. Sharon Hillen, declared the meeting open at 3:06 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**

Councillor	Sharon Beswick
Councillor	Ross McGorman
Councillor	Mae Mae Morrison
Councillor	Alan Roe
Councillor	Greg Strettles
Councillor	Chris Whatley

##### **STAFF PRESENT**

Chief Executive Officer	Sharon Hillen
Corporate Services Manager	Natasha Chapman
Council and Community Services Manager	Emma Dunne
Executive Services Coordinator	Stacey Shooter

##### **VISITORS PRESENT**

Department of Housing, Local Government and Community Development staff.

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

<b>Date:</b>	16 <sup>th</sup> September 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer.
<b>Attachments:</b>	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 16<sup>th</sup> September 2025.

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

<b>Date:</b>	16 <sup>th</sup> September 2025.
<b>Author:</b>	Sharon Hillen, Chief Executive Officer.
<b>Attachments:</b>	Nil.

#### **PURPOSE**

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

Nil
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## **6. FIRST MEETING OF COUNCIL – INAUGURATION AND INDUCTION**

### **6.1 ELECTED MEMBERS DECLARATION OF OFFICE**

<b>Date:</b>	16 <sup>th</sup> September 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachments:</b>	Nil

#### **PURPOSE**

For each Elected Member to make a declaration of office.

#### **For Noting:**

All Elected Members signed the Declaration of Office.

## 6.2 ELECTED MEMBERS CODE OF CONDUCT

<b>Date:</b>	16 <sup>th</sup> September 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachments:</b>	<b>Code of Conduct and Policy 1.10 Elected Members Code of Conduct &amp; Complaints</b>

### PURPOSE

Council is required to adopt the Code of Conduct as set out in Schedule 1 of the *Local Government Act 2019*.

### RESOLUTION 2025/09/16/001

That Council;

- a) adopts the Elected Members Code of Conduct & Complaints Policy as provided in Schedule 1 of the *Local Government Act 2019*;
- b) requires that each Elected Member sign the Code of Conduct; and
- c) directs the Chief Executive Officer to publish the Code of Conduct on the Council website, pursuant to Section 119 of the *Local Government Act 2019*.

**Moved:** Clr. Strettles

**Seconded:** Clr. McGorman

**Carried**



### 6.3 TITLE OF PRINCIPAL MEMBER AND APPOINTMENT OF PRINCIPAL MEMBER

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachments:** Nil

#### PURPOSE

Council must nominate the title of the Principal Member and appoint the Principal Member at the first meeting of Council.

#### RESOLUTION 2025/09/16/002

That Council decides by resolution the Principal Member of Coomalie Community Government Council has the title of President.

**Moved:** Clr. Morrison

**Seconded:** Clr. Whatley **Carried**

#### RESOLUTION 2025/09/16/003

That Council pursuant to Section 95(7) of the *Local Government Act 2019*, resolves to conduct the appointment of the Principal Member by show of hands.

**Moved:** Clr. Roe

**Seconded:** Clr. Strettles **Carried**

***The Chief Executive Officer called for nominations and the following nominations were received:***

#### VOTES

\* Clr. Beswick nominates Clr. Beswick 1

\* Clr. Whatley nominates Clr. McGorman 5

#### RESOLUTION 2025/09/16/004

That Council pursuant to Section 61(2) of the *Local Government Act 2019*, appoints Clr. McGorman as President of Coomalie Community Government Council.

**Moved:** Clr. Beswick

**Seconded:** Clr. Strettles **Carried 5/1**

#### 6.4 APPOINTMENT OF DEPUTY PRINCIPAL MEMBER

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachments:** Nil

#### PURPOSE

Council must appoint the Deputy Principal Member at the first meeting of Council.

#### RESOLUTION 2025/09/16/005

That Council pursuant to Section 62(2) of the *Local Government Act 2019*, resolves that the position of Deputy Principal Member will be appointed for a fixed term of 24 months of Council.

**Moved:** Clr. Whatley

**Seconded:** Clr. Strettles **Carried**

#### RESOLUTION 2025/09/16/006

That Council pursuant to Section 95(7) of the *Local Government Act 2019*, resolves to conduct the appointment of the Deputy Principal Member by a show of hands.

**Moved:** Clr. Roe

**Seconded:** Clr. Whatley **Carried**

***The Chief Executive Officer called for nominations and the following nominations were received:***

#### VOTES

\* Clr. Beswick nominates Clr. Beswick 1

\* Clr. Morrison nominates Clr. Whatley 5

#### RESOLUTION 2025/09/16/007

That Council pursuant to Section 61(3) of the *Local Government Act 2019*, appoints Clr. Whatley as Deputy President of Coomalie Community Government Council.

**Moved:** Clr. Morrison

**Seconded:** President McGorman **Carried 5/1**

#### PROCEDURAL NOTE:

**3:20pm** – The Chief Executive Officer vacated the Chair and President McGorman assumed chairing the meeting.

## 6.5 NATURE AND TIMING OF COUNCIL MEETINGS

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachments:** [Council Policy 1.07 Meetings of Council](#)

### PURPOSE

Council must set the schedule for the holding of Ordinary General Meetings for its term at its first meeting.

#### RESOLUTION 2025/09/16/008

That Council pursuant to Section 90(3)(b) of the *Local Government Act 2019*, resolves to set its schedule of Ordinary General Meetings as the Third Tuesday of each month commencing at 15:00HRS.

**Moved:** President McGorman

**Seconded:** Clr. Morrison

**Carried**

## 6.6 POLICY TO ALLOW CHAIRPERSON TO EXERCISE CASTING VOTE

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachments:** [Council Policy 1.07 Meetings of Council](#)

### PURPOSE

Council must establish by resolution at its first meeting a policy to allow the Chairperson to exercise a casting vote.

#### RESOLUTION 2025/09/16/009

That Council pursuant to Section 95(6) resolves that the Chairperson shall have a casting vote.

**Moved:** Clr. Beswick

**Seconded:** DP. Whatley

**Carried**

**6.7 APPOINTMENT OF MEMBERS TO THE RISK MANAGEMENT AND AUDIT COMMITTEE.**

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachments:** [Risk Management and Audit Committee Terms of Reference](#)

**PURPOSE**

Council must establish by resolution and maintain a Risk Management and Audit Committee and appoint its members in accordance with the Terms of Reference.

**RESOLUTION 2025/09/16/010**

That Council;

a) consistent with the current terms of Reference appoint the following Elected Members to the Risk Management and Audit Committee;

1. Clr. Beswick; and
2. Deputy President Whatley

b) requests the Chief Executive Officer provides a further report to the October 2025 Ordinary General Meeting at which Council can appoint the new Independent Chairperson.

**Moved:** Clr. Beswick

**Seconded:** President McGorman

**Carried**

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

**Nil**

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

**RESOLUTION 2025/09/16/011**

**That Council moves Item 21.2 Myrtle Fawcett Park Toilet Block to public.**

**Moved:** Clr. Beswick

**Seconded:** Clr. Strettles

**Carried**

**9. PETITIONS, DEPUTATIONS AND QUESTIONS WITH NOTICE.**

Nil

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

**10.1 CONFIRMATION OF THE MINUTES 19<sup>TH</sup> AUGUST 2025 OGM.**

**Date:** 19<sup>th</sup> August 2025

**Author:** Sharon Hillen, Chief Executive Officer.

**Attachments:** [Unconfirmed Public Minutes 19<sup>th</sup> August 2025.](#)

**PURPOSE**

Minutes of the Ordinary General Meeting held on 19<sup>th</sup> August 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

**RESOLUTION 2025/09/16/012**

That the Minutes of the Ordinary General Meeting held on 19<sup>th</sup> August 2025 be noted by Council.

**Moved:** Clr. Strettles

**Seconded:** DP. Whatley

**Carried**

## 10.2 CONFIRMATION OF THE SPECIAL MEETING MINUTES 29<sup>TH</sup> AUGUST 2025.

**Date:** 19<sup>th</sup> August 2025

**Author:** Sharon Hillen, Chief Executive Officer.

**Attachments:** **Unconfirmed Special Meeting Minutes 29<sup>th</sup> August 2025.**

### PURPOSE

Minutes of the Special Meeting held on 29<sup>th</sup> August 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

#### RESOLUTION 2025/09/16/013

That the Minutes of the Special Meeting held on 29<sup>th</sup> August 2025 be noted by Council.

**Moved:** President McGorman

**Seconded:** Clr. Strettles

**Carried**

## 11. OFFICIAL MANAGER REPORT

**Date:** 16 September 2025

**Author:** Mark Blackburn, Official Manager

**Attachment:** **NIL**

### PURPOSE

To update Council on the activities of the Official Manager since the last Ordinary General Meeting (OGM) for the period 1 - 31 August 2025.

#### RESOLUTION 2025/09/16/014

That Council receives and notes the Official Manager's Report for the period of 1 – 31 August 2025.

**Moved:** Clr. Strettles

**Seconded:** Clr. Beswick

**Carried**

## 12. CHIEF EXECUTIVE OFFICERS REPORT.

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachment:** Nil

### PURPOSE

To brief Council on the monthly activities of the Chief Executive Officer (CEO) and key operational information from the August 2025 period.

#### RESOLUTION 2025/09/16/015

That Council receives and notes the Chief Executive Officer Report for the August 2025 period.

**Moved:** Clr. Beswick

**Seconded:** DP. Whatley

**Carried**

## 13. MONTHLY FINANCE REPORT.

**Date:** 16<sup>th</sup> September 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
Natasha Chapman, Corporate Services Manager  
**Attachment:** Nil

### PURPOSE

To provide a summary of the financial position of Council for the period ending 31<sup>st</sup> August 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 2025/09/16/016

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 August 2025.

**Moved:** Clr. Beswick

**Seconded:** Clr. Morrison

**Carried**

**14. REPORTS REQUIRING DECISIONS OF COUNCIL.**

Nil

**15. REPORTS FOR RECEIVING AND NOTING.**

Nil

**16. CORRESPONDENCE AND INFORMATION.**

Nil

**17. COUNCILLOR REPORTS.**

Nil.

**18. USE OF THE COMMON SEAL.**

Nil.

**19. LATE ITEMS AND URGENT BUSINESS.**

Nil.



## **20. GENERAL BUSINESS.**

### **21.2 MYRTLE FAWCETT PARK TOILET BLOCK**

#### **RESOLUTION 2025/09/19/017**

That Council,

a) receives and notes the report Myrtle Fawcett Park Toilet Block and the Project background, including the approved scope of works and the requirement to demolish the old, non-compliant toilet block; and

b) notes that the Contractors for the Myrtle Fawcett Park Toilet Block demolition will return to the site to continue this task.

**Moved:** Clr. Strettles

**Seconded:** Clr. Morrison

**Carried 5 For/1 Against**

**Against: Clr. Beswick**

#### **Motion:**

Clr. Beswick requests a report to go to the October OGM presenting the following:

The alleged evidence of obstruction of the demolition scheduled for 7<sup>th</sup> September 2025 at Myrtle Fawcett Park as accused in agenda item 21.2 of the September 2025 OGM.

**Moved:** Clr. Beswick

**Seconded:** Not seconded

**Not Carried**

## **21. CONFIDENTIAL ITEMS.**

#### **RESOLUTION 2025/09/16/019**

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

**Moved:** DP. Whatley

**Seconded:** Clr. Strettles

**Carried**

#### **PROCEDURAL NOTE:**

The meeting was closed to the public at: 4:41pm.

The confidential meeting opened at: 4:43pm.

**21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE 19<sup>TH</sup> AUGUST 2025 OGM.**

**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 MYRTLE FAWCETT PARK TOILET BLOCK**

**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.

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

Nil

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

**RESOLUTION CONF2025/09/16/021**

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

**Moved:** Clr. Morrison

**Seconded:** Clr. Roe

**Carried**

**PROCEDURAL NOTE:**

The meeting was reopened to the public at 5:00pm.

**24. NEXT MEETING.**

The next Ordinary Meeting of Council is scheduled to be held on **Tuesday 21<sup>st</sup> October 2025 at 3:00pm.**

**25. CLOSURE OF MEETING.**

The meeting closed at 5:02pm.