



**SPECIAL COUNCIL MEETING
MINUTES
29TH AUGUST 2025**

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1. NOTICE OF MEETING

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

Date: 29TH August 2025
Time: 2.00 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 was open to the public and adhered to COVID Safety Plan requirements, including 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 Council's website, alternatively a copy can be obtained from the Council Office.

A handwritten signature in black ink, appearing to read 'S Hill', with a long horizontal flourish extending to the right.

Chief Executive Officer.

MINUTES

SPECIAL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 29TH AUGUST 2025

The Official Administrator of the Council, Mr. Mark Blackburn, declared the meeting open at 2:00pm 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

Natasha Chapman

Council & Community Services Manager

Emma Dunne

Executive Services Coordinator

Stacey Shooter

VISITORS PRESENT

4. APOLOGIES AND LEAVE OF ABSENCE

Date: 29th August 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 29th August 2025.

Nil

5. ELECTRONIC MEETING ATTENDANCE

Date: 29th August 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

Date: 29th August 2025
Author: Sharon Hillen, Chief Executive Officer
Attachments: 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 SPEC2025/08/29/001

That Council notes there are no declarations of interest as listed for the Special Council Meeting held 19th August 2025.

Moved: Official Manager

Seconded: Official Manager

Carried

7. REPORTS REQUIRING DECISIONS FROM COUNCIL

7.1 ACQUITTAL OF COMMUNITY PLACES FOR PEOPLE GRANT 2022-23 – ACTIVATING MYRTLE FAWCETT PARK

Date:	29 th August 2025
Author:	Natasha Chapman, Corporate Services Manager
Attachment:	Acquittal CPP 2022-23

PURPOSE

An acquittal of the Community Places for People Grant (CPP) 2022-23 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION SPEC2025/08/29/002

That Council;

- a) receives and notes the report entitled Acquittal of Community Places for People Grant 2022-23 – Activating Myrtle Fawcett Park; and
- b) forwards the acquittal report for the Community Places for People Grant 2022-23 – Activating Myrtle Fawcett Park to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025; and
- c) requests the Chief Executive Officer write to the Department of the Chief Minister and Cabinet to seek to retain the committed funds and obtain an extension to complete the outstanding project works by 30 September 2025.

Moved: Official Manager

Seconded: Official Manager

Carried

7.2 PARTIAL ACQUITTAL OF COMMUNITY PLACES FOR PEOPLE GRANT 2023-24 – ADELAIDE RIVER CEMETERY PRECINCT

Date: 29th August 2025
Author: Natasha Chapman, Corporate Services Manager
Attachment: [Acquittal CPP 2023-24](#)

PURPOSE

An acquittal of the Community Places for People (CPP) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION SPEC2025/08/29/003

That Council;

- a) receives and notes the report entitled Partial Acquittal of Community Places for People Grant 2023-24 – Adelaide River Cemetery Precinct; and
- b) forwards the acquittal report for the Community Places for People Grant 2023-24 – Adelaide River Cemetery Precinct to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025.

Moved: Official Manager

Seconded: Official Manager

Carried

7.3 ACQUITTAL OF IMMEDIATE PRIORITY GRANT 2023-24 – BACKHOE REPLACEMENT

Date: 29th August 2025
Author: Natasha Chapman, Corporate Services Manager
Attachment: [Acquittal IPG 2023-24 Backhoe](#)

PURPOSE

An acquittal of the Immediate Priority Grant (IPG) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION SPEC2025/08/29/004

That Council;

- a) receives and notes the report entitled Acquittal of Immediate Priority Grant 2023-24 – Backhoe Replacement; and
- b) forwards the acquittal report for the Immediate Priority Grant 2023-24 – Backhoe Replacement to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025.

Moved: Official Manager

Seconded: Official Manager

Carried

7.4 ACQUITTAL OF WASTE AND RESOURCE MANAGEMENT GRANT 2023-24

Date:	29 th August 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Acquittal WaRM 2023-24

PURPOSE

An acquittal of the Waste and Resource Management Grant (WaRM Grant) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION SPEC2025/08/29/005

That Council;

- a) receives and notes the report entitled Acquittal of Waste and Resource Management Grant 2023-24; and
- b) forwards the acquittal report for the Waste and Resource Management Grant 2024-25 to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025; and
- c) requests the Chief Executive Officer write to the Department of the Chief Minister and Cabinet to seek to retain the committed funds and obtain an extension to complete the outstanding project works 31 October 2025.

Moved: Official Manager

Seconded: Official Manager

Carried

7.5 ACQUITTAL OF IMMEDIATE PRIORITY GRANT 2023-24 – COOMALIE COMMUNITY SAFETY THROUGH SOCIAL INFRASTRUCTURE

Date:	29 th August 2025
Author:	Natasha Chapman, Corporate Services Manager
Attachment:	Acquittal IPG 2023-24 Social Infrastructure

PURPOSE

An acquittal of the Immediate Priority Grant (IPG) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION SPEC2025/08/29/006

That Council;

- a) receives and notes the report entitled Acquittal of Immediate Priority Grant 2023-24 – Coomalie Community Safety Through Social Infrastructure; and
- b) forwards the acquittal report for the Immediate Priority Grant 2023-24 – Coomalie Community Safety Through Social Infrastructure to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025; and
- c) requests the Chief Executive Officer write to the Department of the Chief Minister and Cabinet to seek to retain the unspent funds and obtain an extension to complete the outstanding project works.

Moved: Official Manager

Seconded: Official Manager

Carried

7.6 PARTIAL ACQUITTAL OF WASTE AND RESOURCE MANAGEMENT GRANT 2024-25

Date: 29th August 2025

Author: Natasha Chapman, Corporate Services Manager

Attachment: [Acquittal WaRM 2024-25](#)

PURPOSE

An acquittal of the Waste and Resource Management Grant (WaRM Grant) 2024-25 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION SPEC2025/08/29/007

That Council;

- a) receives and notes the report entitled Partial Acquittal of Waste and Resource Management Grant 2024-25; and
- b) forwards the acquittal report for the Waste and Resource Management Grant 2024-25 to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025.

Moved: Official Manager

Seconded: Official Manager

Carried

8. CONFIDENTIAL ITEMS

Nil

9. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL

Nil

10. RE-OPEN MEETING TO THE GENERAL PUBLIC

Nil

11. CLOSURE OF MEETING

The meeting closed at 2:16pm.

DRAFT