



## AGENDA

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### ANNUAL GENERAL MEETING OF ELECTORS'

Wednesday 7 February 2024, commencing 6.00pm

Council Chambers, 33-37 Macpherson Street, Carnamah

#### Notice of Meeting

Dear Councillor,

The next Annual General Meeting of Electors' will be held on Wednesday, 7 February 2024 in the Shire of Carnamah's Council Chambers, 33-37 Macpherson Street, Carnamah commencing at 6.00pm.

The attached Agenda is presented for your consideration.

*Ian Walsh*

Ian Walsh  
Acting Chief Executive Officer

25 January 2024

*Unlocking the past, securing our future*

*We reflect on the spirit of the people who settled this country and developed the land; along with the service personnel and volunteers whose sacrifices have enabled us to enjoy the lifestyle we are accustomed.*

In accordance with the Provisions of the *Local Government Act 1995, Part 5 Division 2*, Electors of the Shire of Carnamah are hereby notified that Council has resolved to hold its Annual General Meeting of Electors' on **Wednesday, 7 February 2024 at 6.00pm** in the Shire of Carnamah Council Chambers, 33-37 Macpherson Street, Carnamah.

The business to be conducted at the meeting will include:

- Presentation of the 2022/23 Annual Report incorporating Annual Financial Report for the year ended 30 June 2023; and
- General Business.

Copies of the Annual Report are available for viewing and collection at:

- Shire of Carnamah Administration Office – Carnamah (Mondays to Fridays from 8.00am to 4.00pm excluding public holidays);
- Shire of Carnamah Administration Office – Eneabba (open on Thursdays from 10.00am to 2.00pm); and
- Shire of Carnamah's website.

**Any questions requiring detailed information are to be submitted seven days prior to the meeting. Questions to be taken from the floor at the President's discretion.**

For further information please contact Rachael Moore, Executive Coordinator, on telephone 9951 7000 or email [shire@carnamah.wa.gov.au](mailto:shire@carnamah.wa.gov.au).

*Ian Walsh*

Ian Walsh  
**Acting Chief Executive Officer**

25 January 2024

# ANNUAL GENERAL MEETING OF ELECTORS'

## PROCEDURE

Regulation 18 states that the procedure to be followed at an Annual General Meeting of Electors' is to be determined by the Presiding Person at the meeting. In accordance with clause 5.30 of the Local Government Act 1995, the Shire President is to preside at the meeting, and has determined the procedure to be followed as below.

All present are required to sign the attendance register upon entry to the Council Chamber, including name and address. Speakers must be electors of the Shire of Carnamah. No audio-visual recordings are to be undertaken without permission from the Shire President.

The order of proceedings will be as follows:

1. Declaration of opening and welcome
2. Record of Attendance, Present and Apologies received
3. Confirmation of Minutes from previous meeting
4. Reports - Annual Report
5. General Business
6. Closure of meeting

During general business, questions, motions or statements may only relate to the matters that affect the local government and will be accepted at the discretion of the Shire President.

### **Electors proposing motions to the meeting**

Proposed motions should be submitted no later than 24 hours prior to the meeting via email to [shire@carnamah.wa.gov.au](mailto:shire@carnamah.wa.gov.au) or in writing at the Administration Office in Carnamah.

Motions from the floor may be ruled out of order at the discretion of the Shire President. The Shire President will call for a mover and seconder for a motion. No motion is open to debate until it has been seconded. Only one motion shall be received at a time. Upon a motion being proposed, the Shire President will call for speakers to address the meeting. When addressing the meeting, a speaker is to:

- a) State their full name.
- b) Address the meeting through the Shire President.
- c) Limit the question/statement to fact, (not opinion or supposition)

The mover of a motion has the right of reply and closes the debate.

### **Voting at the meeting**

Once a motion has been moved and seconded, the Shire President will ask for a vote on the motion from the electors. Each Elector has one vote, but it's not compulsory. Voting is determined by a show of hands. A simple majority carries the vote.

### **Decisions made at the meeting**

The decisions of this meeting are not binding on the Shire of Carnamah Council. All decisions made at the meeting will be presented to Council for its consideration at its next Ordinary Meeting of Council. Minutes of this meeting will be available on the Shire's website as soon as practicable after the meeting, and before the next Ordinary Council meeting.

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# ANNUAL GENERAL MEETING OF ELECTORS'

7 FEBRUARY 2024

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## 1.0 DECLARATION OF OPENING

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### 1.1 Opening

#### Acknowledgement of Country

*The Presiding Person acknowledges the Traditional Owners of Country throughout Australia and their continuing connection to land, waters and community; and pays respect to Elders past, present and emerging.*

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## 2.0 RECORD OF ATTENDANCE

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### 2.1 Present

### 2.2 Apologies

Robert Paull, Chief Executive Officer

Rachael Moore, Executive Co-Ordinator

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## 3.0 CONFIRMATION OF MINUTES

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### 3.1 Annual General Meeting of Electors' 21 June 2023

Attachment 1 – [Unconfirmed Minutes](#) Annual General Meeting of Electors' 21 June 2023

#### RECOMMENDATION

That the Minutes of the Annual General Meeting of Electors' held on Wednesday 12 June 2023 be accepted as a true and accurate record.

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## **4.0 REPORTS**

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### **4.1 2022/23 Annual Report**

Attachment 2 – [2022/2023 Annual Report](#)

#### **RECOMMENDATION**

That the 2022/23 Annual Report, including the audited Annual Financial Report for the year ended 30 June 2023, be received.

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## **5.0 GENERAL BUSINESS**

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Consistent with section 5.27 (3) of the Local Government Act (1995) and regulation 15 of the Local Government (Administration) Regulations 1996, Electors are invited to raise any general business or motions.

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## **6.0 CLOSURE OF MEETING**

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