



Minutes of the West Arnhem Regional Council Minjilang Local Authority  
Monday, 25 March 2024 at 10:00 am  
Council Chambers

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**1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING**

**Chairperson Matthew Nagarlbin declared the meeting open at 10:00, welcomed all in attendance and did an Acknowledgement of Country.**

**APPOINTED MEMBERS PRESENT**

Chairperson	Matthew Nagarlbin
Member	Shane Wauchope
Member	Clint Wauchope
Member	Charles Yirrawala
Member	David Makings

**ELECTED MEMBERS PRESENT**

Mayor	James Woods
Deputy Mayor	Elizabeth Williams
Councillor	Henry Guwiyul

**STAFF PRESENT**

Chief Executive Officer	Andrew Walsh
Governance and Risk Advisor (acting)	Jasmine Mortimore
Council Services Manager Minjilang	Cathy Makings
General Manager Technical Services (acting)	Clem Beard
Finance Manager (acting)	Corey White

### 3 APOLOGIES AND ABSENCES

<b>Agenda Reference:</b>	<b>3.1</b>
<b>Title:</b>	<b>Apologies and Leave of Absence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Apologies and Leave of Absence.

**MIN1/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY received and noted Member's apology for Audrey Lee for the Local Authority meeting held on 25 March 2024.

**CARRIED**

<b>Agenda Reference:</b>	<b>3.2</b>
<b>Title:</b>	<b>Absent without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Absent without Notice.

**MIN2/2024 RESOLVED:**  
**On the motion of Member Yirrawala**  
**Seconded Member Makings**

THAT THE LOCAL AUTHORITY received and noted no Member's absences without notice for the Local Authority meeting held on 25 March 2024.

**CARRIED**

### 4 ACCEPTANCE OF AGENDA

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Acceptance of Agenda.

**MIN3/2024 RESOLVED:**  
**On the motion of Member Yirrawala**  
**Seconded Member Makings**

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Minjilang Local Authority meeting held on 25 March 2024.

**CARRIED**

### 5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Disclosure of Interest of Members or Staff.

**MIN4/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY received no declarations of interest as listed for the Minjilang Local Authority meeting held on 25 March 2024.

**CARRIED**

## **6 CONFIRMATION OF PREVIOUS MINUTES**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Local Authority Meeting Minutes</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

The Local Authority considered a report on Confirmation of Local Authority Meeting Minutes.

### **MIN5/2024 RESOLVED:**

**On the motion of Member S Wauchope  
Seconded Member Makings**

THAT THE LOCAL AUTHORITY adopted the minutes of the 15 September 2023 Minjilang Local Authority as a true and correct record.

**CARRIED**

## **7 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Review of Action Items.

### **MIN6/2024 RESOLVED:**

**On the motion of Cr Guwiyul  
Seconded Member Yirrawala**

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled *Review of Action Items*

**CARRIED**

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Finance Report for the period ended 29 February 2024</b>
<b>Author:</b>	<b>Corey White, Accountant</b>

The Local Authority considered a report on Finance Report for the period ended 29 February 2024.

### **MIN7/2024 RESOLVED:**

**On the motion of Member C Wauchope  
Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled *Finance Report for the period ended 29 February 2024*; and
2. Received and noted the attachment entitled *2022 – 2023 Local Authority Project Funding Certification Minjilang DOS*
3. Queried if LA funds can be used for the purchase of laptops / tablets for meetings.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.3</b>
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<b>Title:</b>	<b>Trailer Screen Options for Local Authority</b>
<b>Author:</b>	Clem Beard Acting General Manager Technical Services

The Local Authority considered a report on Trailer Screen Options for Local Authority.

**MIN8/2024 RESOLVED:**  
**On the motion of Cr Guwiyul**  
**Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled cost estimate to purchase a trailer screen; and
2. Approve the administration to apply for appropriate grants funding when available.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.4</b>
<b>Title:</b>	<b>Minjilang New Cemetery Works</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

The Local Authority considered a report on Minjilang New Cemetery Works.

**MIN10/2024 RESOLVED:**  
**On the motion of Member C Wauchope**  
**Seconded Member Makings**

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled *Minjilang New Cemetery Works*; and
2. Approve naming of the cemetery Minjilang Cemetery.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.5</b>
<b>Title:</b>	<b>Purchase of Sea Container for Storage at Basketball Court - Minjilang</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

The Local Authority considered a report on Purchase of Sea Container for Storage at Basketball Court - Minjilang.

**MIN11/2024 RESOLVED:**  
**On the motion of Member Yirrawala**  
**Seconded Member Makings**

THAT THE LOCAL AUTHORITY:

1. Received and noted the report entitled *Purchase of Sea Container for Storage at Basketball Court - Minjilang*; and
2. Approve the purchase of a ventilated Sea Container and Certification for up to \$40,000.00.

**CARRIED**

## **8 DEPUTATIONS AND PRESENTATIONS**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Presentations and Visitors - National Indigenous Australians Agency</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Presentations and Visitors - National Indigenous Australians Agency.

**MIN9/2024 RESOLVED:**  
**On the motion of Member C Wauchope**

## Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY

1. Notes the presentation on update on Community Development Program by the National Indigenous Australians Agency.
2. Thank the presenters from National Indigenous Australians Agency - Gretl Turkish, Allira Grixti and Gill Jones.
3. Request detailed information on CDP program and projects in West Arnhem including accredited training, consultations, and outcomes.
4. Invite ALPA to attend the next scheduled local authority and council meeting to increase information sharing within communities.

**CARRIED**

## 9 RECEIVE AND NOTE REPORTS

<b>Agenda Reference</b>	<b>10.1</b>
<b>Title:</b>	<b>CSM Operations Report on Current Council Services</b>
<b>Author:</b>	<b>Cathy Makings, CSM Minjilang</b>

The Local Authority considered a report on CSM Operations Report on Current Council Services.

**MIN12/2024 RESOLVED:**

**On the motion of Member Yirrawala  
Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY received and noted the report entitled *CSM Operations Report on Current Council Services*.

**CARRIED**

## 10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Local Authority Member Questions with or without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

**MIN13/2024 RESOLVED:**

**On the motion of Member Makings  
Seconded Member Yirrawala**

THAT THE LOCAL AUTHORITY recorded for action the following questions from Members.

1. Chairperson raised revising the handshake in WARC logo.
2. Raised concerns with new Power and Water 4G prepaid meters and
3. Requested Power and Water come to next scheduled Local Authority and then plan a community presentations to explain changes.

**CARRIED**

## 11 NEXT MEETING

The next meeting is scheduled to take place on 30 May 2024.

## 12 MEETING DECLARED CLOSED

Chairperson Matthew Nagarlbin declared the meeting closed at 11:51.

This page and the preceding pages are the minutes of the Minjilang Local Authority held on Monday 25 March 2024.

