



AGENDA

ANNUAL GENERAL MEETING OF ELECTORS

TO BE HELD ON

MONDAY, 3 FEBRUARY 2025

COMMENCING AT 5.00 PM

COUNCIL CHAMBERS





**SHIRE OF THREE SPRINGS
ANNUAL ELECTORS MEETING
NOTICE PAPER**

President and Electors,

I inform you that the Annual General Meeting of Electors is called for Monday,
3 February 2025, in the Council Chambers, 132 Railway Road, Three Springs commencing at
5pm.

**Keith Woodward PSM
Chief Executive Officer**

23 January 2025

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Three Springs for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Three Springs disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement occurring during Council/Committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Three Springs during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Three Springs. The Shire of Three Springs warns that anyone who has an application lodged with the Three Springs Shire Council must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Three Springs in respect of the application.

Agenda for Annual Electors Meeting to be held Monday 3 February 2025



AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at:

Acknowledgement of Country:-

The Shire of Three Springs acknowledges the traditional owners of this land – the Southern Yamatji people, and their continuing connection to land, water and community. We pay our respects to them and their cultures, and to elders both past, present and emerging.

2. Recording of Attendance

	Attendance	Apologies	Approved Leave of Absences
Madam President			
Mrs. Nadine Eva			
Mr. Jim Heal			
Mrs. Jenny Mutter			
Mrs. Julia Ennor			
Mr. Chris Connaughton			
Chief Executive Officer			
Deputy Chief Executive Officer			
Executive Secretary			

3. Confirmation of Minutes of Annual Electors Meeting held on 5 February 2024

That the Minutes of the Council meeting are confirmed as true and accurate record of proceedings.					
		Date	Moved	Seconded	Vote
3.1	Confirmation of Minutes of Annual Electors Meeting held 5 February 2024 and signed at the Ordinary Council Meeting 27 March 2024.	06/02/2024			

4. Business Arising

5. Annual Report 2023/2024

5.1 Presidents Report

5.2 Chief Executive Officer's Report (Includes Statutory Reports)

5.3 Annual Financial Statement

5.4 Auditor's Report / Management Report

6. General Business

Consistent with Section 5.27 (3) of the *Local Government Act 1995 and Regulation 15 of the Local Government (Administration) Regulations 1996*, Electors in attendance at the Annual General Meeting of Electors are invited to raise matters of general business.

7. Closure



MEETING PROCEDURES

1. The President shall preside over the meeting, in accordance with section 5.30(1) of the Local Government Act 1995.
2. An Elector has a right to one vote, but does not have to vote.
3. Only Electors may speak with the approval of the President.
4. Notice of Motions and questions should be lodged in writing with the Shire of Three Springs at least two working days before the meeting. This will ensure matters are appropriately dealt with at the meeting.
5. When addressing the meeting, a person, unless unable to do so, shall:
 - a) Stand and speak to the meeting
 - b) State their name and address for recording in the Minutes.
 - c) Address the meeting through the President.
6. The President will determine questions relating to order and procedure that are not listed above.
7. An Elector may move a Motion at the meeting which will only be considered if it has a Seconder.
8. Motions carried at this meeting are not binding on the Council, although Motions carried are presented at the next Ordinary Council Meeting for noting or for consideration.
9. Voting is determined by a show of hands or other form of open voting determined by the President.
10. A simple majority carries the vote.
11. Minutes of this meeting will be available for inspection by members of the public.
12. To ensure the Electors Meeting remains respectful and productive, participants are reminded that all comments and discussions must be conducted in a manner that upholds the dignity and professionalism of the meeting. Publicly making slanderous or defamatory comments about staff, their work practices, or standards—whether directly or implied—will not be tolerated. Such comments undermine the principles of fairness and respect, as staff members are not present to provide context or defend themselves. Attendees are encouraged to submit any concerns in writing prior to the meeting, allowing the organization to address matters factually and appropriately. These measures ensure the meeting remains focused on constructive dialogue and community outcomes.