

Ordinary Council Meeting

Minutes

Tuesday 17 March 2026



Minutes of the Ordinary Council Meeting
Held on Tuesday, 17 March 2026 at the
Parkes Council Chamber, 2 Cecile Street, Parkes

Present:

Cr Neil Westcott	Councillor (Chairperson)
Cr Marg Applebee	Councillor (Deputy Chair)
Cr William Jayet	Councillor
Cr Ken McGrath	Councillor
Cr Doug Pout	Councillor
Cr George Pratt	Councillor
Cr Matthew Scherer	Councillor
Cr Glenn Wilson	Councillor

Council Officers in Attendance:

Mr Kent Boyd PSM	General Manager
Mr Andrew Francis	Director Infrastructure and Sustainability
Mr Logan Hignett	Director Operations
Mr Anthony McGrath	Director Customer, Corporate Services and Economy
Mr Jaco Barnard	Chief Financial Officer
Mrs Veronica Shaw	Manager Governance, Risk and Corporate Performance
Mrs Nikki Bevan	Procurement, Contracts and Insurance Coordinator (Minute Secretary)

NOTES

The meeting commenced at 3.00pm and concluded at 4.31pm.

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1 OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 17 March 2026 open and welcomed Councillors, Council Officers and members of the public attending and listening to the meeting.

The Mayor advised attendees that the meeting was being recorded and streamed live on the internet, to enhance the accessibility of Council meetings to the broader Parkes Shire community, and that the recording will be archived and made available on Council's website.

The Mayor asked that attendees ensure that mobile phones and other electronic devices were turned off or in silent mode for the duration of the meeting.

The Mayor further advised that all care would be taken to maintain privacy, however, as a visitor in the public gallery, members of the public should be aware that their presence may be recorded.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following Acknowledgement of Country:

Parkes Shire Council acknowledges the Traditional Custodians of the Wiradjuri Country and recognises and respects their cultural heritage, beliefs and continuing connection with the lands and rivers of the Parkes Shire.

Council pays its respects to Elders past, present and emerging and extends this respect to all First Nations peoples in the Parkes Shire.

3 PRAYER

The General Manager read the Prayer:

O God,
Guide the Council in the way of Thy divine wisdom,
We Pray through Jesus Christ, Our Lord,

AMEN

A moment's silence was observed for Peak Hill community member and friend of Parkes Shire Council, Danny O'Leary, following their recent passing. Council also extended their condolences to Councillor Louise O'Leary and their family at this time.

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Cr Louise O'Leary and Cr Joy Paddison are apologies for this meeting and were previously approved for leave at the Ordinary Council Meeting on 17 February 2026 (OCM 033/26).

5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 17 FEBRUARY 2026

MOTION

Moved: Cr Doug Pout
Seconded: Cr Marg Applebee

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 17 February 2026 appended at *Annexure A*.

7 DISCLOSURES OF INTERESTS

The Mayor reminded Councillors and Council Officers of their obligation under Council's Code of Conduct to disclose and manage any conflicts of interest they may have in matters being considered at the meeting, and invited Councillors and Council Officers to disclose any such interests.

Cr Marg Applebee disclosed a significant non-pecuniary interest in relation to item 18.2 Request for temporary suspension of Alcohol-Free Zone Cooke Park: Homegrown and Light up Parkes Events. No action was required as the item was passed as part of 9.1 Adoption of Multiple items of Business The reason provided was: Event Organiser.

8 URGENT BUSINESS

The Mayor advised that the following urgent item of business had been submitted by Council Officers, and invited a motion to enable the addition of the late items to the meeting agenda.

1. 18.2 – Request for Temporary Suspension of Alcohol-Free Zone Cooke Park: Homegrown and Light up Parkes Events

8.1 URGENT BUSINESS

RESOLVED OCM 056/26

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Accept the urgent report 18.2 – Request for Temporary Suspension of Alcohol-Free Zone Cooke Park: Homegrown and Light up Parkes Events on the basis that the event organisers need support from Council to assist with timely planning for the events.

CARRIED

9 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

The Council may, at any time, resolve to adopt multiple items of business, as recommended in the report, by way of a single resolution. The Chairperson must list the items of business to be adopted and ask Councillors to identify any individual items of business listed by the Chairperson that they intend to vote against the recommendation made in the Business Paper, or that they wish to speak on (13.2).

At 3:07 pm, Cr Glenn Wilson joined the meeting.

9.1 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

MOTION

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council adopt the recommendations as listed in the Agenda for the following items and that the order of business be adjusted accordingly.

- 10.1 Meetings, Functions and Events Attended by Mayor and Councillors
- 13.1 Minutes of the Audit, Risk And Improvement Committee Meeting held on 25 February 2026
- 13.2 Minutes of the Extraordinary Road and Place Naming Committee Meeting held on 26 February 2026
- 13.3 Minutes of the Plant Procurement Advisory Committee Meeting held on 10 March 2026
- 13.4 Minutes of the Parkes Sports Council Meeting held on 10 March 2026
- 15.2 Request for Financial Assistance - Trundle Town Improvement Reserve - Trundle CWA Insurance
- 15.3 Request to Use Trundle Town Improvement Reserve to Support a Community Movie Night at the Trundle Pool
- 15.4 Request for Financial Assistance - Peak Hill Town Improvement Reserve - Peak Hill AIF Hall Electricity
- 15.7 Adoption of Council Policies
- 17.2 Transfer of Crown Road - Morrissey Way and Henderson Street, Parkes
- 18.1 February 2026 Building Statistics Update
- 18.2 Request for temporary suspension of Alcohol-Free Zone Cooke Park: Homegrown and Light up Parkes Events
- 19.3 Reappointment of Independent Member to Audit, Risk and Improvement Committee

10 MAYORAL MINUTE(S)

10.1 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

RESOLVED OCM 057/26

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 13 February to 11 March 2026.

CARRIED

10.2 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS**RESOLVED OCM 058/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 12 March 2026 through to 15 April 2026:

CARRIED

11 NOTICES OF MOTION/QUESTIONS WITH NOTICE

Nil

12 COUNCILLOR REPORT(S)

Nil

13 REPORTS OF COMMITTEES**13.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 25 FEBRUARY 2026****RESOLVED OCM 059/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and confirm the Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday 25 February 2026 appended at *Annexure A*.
2. Receive and note the Chairperson's summary of key points as follows:
 - (a) In relation to the Waste to Energy project that has been proposed, notwithstanding the current formal position of Council regarding the matter, ARIC's advice is that management:
 - (i) Formally identify the project as a strategic risk on its risk register, and subsequently
 - (ii) Take steps to risk-assess the situation if the project should ultimately go ahead: both in terms of impacts to be managed and opportunities to be explored.
 - (b) Financial Improvement Plan (FIP) development at this stage would support good governance
 - (c) An Internal Audit on Rangers Services has been completed
 - (d) Internal Audit Contract is due for renewal in June

CARRIED

13.2 MINUTES OF THE EXTRAORDINARY ROAD AND PLACE NAMING COMMITTEE MEETING HELD ON 26 FEBRUARY 2026**RESOLVED OCM 060/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and confirm the Minutes of the Extraordinary Road and Place Naming Committee Meeting held on Thursday 26 February 2026 appended at *Annexure A*.

CARRIED**13.3 MINUTES OF THE PLANT PROCUREMENT ADVISORY COMMITTEE MEETING HELD ON 10 MARCH 2026****RESOLVED OCM 061/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and confirm the Minutes of the Plant Procurement Advisory Committee Meeting held on Tuesday 10 March 2026 appended at *Annexure A*.

CARRIED**13.4 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 10 MARCH 2026****RESOLVED OCM 062/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 10 March 2026 appended at *Annexure A*.

CARRIED

14 REPORTS OF THE GENERAL MANAGER**14.1 LEAVE OF ABSENCE REQUEST FROM COUNCILLOR KENNY MCGRATH****RESOLVED OCM 063/26**

Moved: Cr Doug Pout
Seconded: Cr Ken McGrath

That Council:

1. Grant Councillor Kenny McGrath a leave of absence from Saturday 21st March to Saturday 18th April 2026 as he will be away on annual leave.

CARRIED**14.2 SUNRISE MINE PROJECT VOLUNTARY PLANNING AGREEMENT (VPA) VARIATION****RESOLVED OCM 064/26**

Moved: Cr William Jayet
Seconded: Cr Marg Applebee

That Council:

1. Receives and notes the report.
2. Supports the Draft Deed of Variation in principle.
3. Places the Draft Deed of Variation (*Annexure A*) and the Explanatory Note on public exhibition for not less than 28 days, in accordance with the EP&A Act and Regulation.
4. Receive a future report on any public submissions before adopting the Draft Deed of Variation.
5. Agrees that Lachlan Shire Council and Forbes Shire Council must also have resolved to adopt and sign the same Deed before it is executed.
6. Authorises the Mayor and General Manager to execute the Deed upon completion of exhibition, consideration of submissions, and after confirmation that Lachlan Shire Council (LSC) and Forbes Shire Council (FSC) have also adopted the Deed.

CARRIED**14.3 INVESTMENTS AND BORROWINGS REPORT AS AT 28 FEBRUARY 2026****RESOLVED OCM 065/26**

Moved: Cr George Pratt
Seconded: Cr Marg Applebee

That Council:

1. Receive and note the Statement of Investments and Borrowings as at 28 February 2026.

CARRIED

14.4 MONTHLY FINANCIAL REPORT AS AT 28 FEBRUARY 2026**RESOLVED OCM 066/26**

Moved: Cr Doug Pout
Seconded: Cr Marg Applebee

That Council:

1. Receive and note the year-to-date financial reports for the period up to 28 February 2026.

CARRIED**15 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****15.1 MAJOR PROJECTS AND CURRENT WORKS - CUSTOMER, CORPORATE SERVICES AND ECONOMY - FEBRUARY 2026****RESOLVED OCM 067/26**

Moved: Cr Doug Pout
Seconded: Cr Ken McGrath

That Council:

1. Receive and note the status report of Major Projects within Parkes Shire Council's Customer, Corporate Services and Economy Directorate.

CARRIED**15.2 REQUEST FOR FINANCIAL ASSISTANCE - TRUNDLE TOWN IMPROVEMENT RESERVE - TRUNDLE CWA INSURANCE****RESOLVED OCM 068/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and note the information from the Trundle Progress Association.
2. Provides public notice of its intention to provide \$1,595.58 in financial assistance to the Trundle Branch of the CWA for their Building and Contents Insurance.
3. Approve the allocation of \$1,595.58 from the Trundle Town Improvement Fund Reserve to support the purchase of an honour board for the Trundle CWA, subject to no formal submissions being received that do not support the allocation.

CARRIED

15.3 REQUEST TO USE TRUNDLE TOWN IMPROVEMENT RESERVE TO SUPPORT A COMMUNITY MOVIE NIGHT AT THE TRUNDLE POOL**RESOLVED OCM 069/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Approve the allocation of up to \$700 from the Trundle Town Improvement Fund Reserve to support a movie night at the Trundle Pool.

CARRIED**15.4 REQUEST FOR FINANCIAL ASSISTANCE - PEAK HILL TOWN IMPROVEMENT RESERVE - PEAK HILL AIF HALL ELECTRICITY****RESOLVED OCM 070/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and note the information from the Peak Hill CCC.
2. Provides public notice of its intention to provide \$1,200 in financial assistance to the Peak Hill CCC for the electricity costs of the Peak Hill AIF Hall for a period of 12 months and purchase of fire safety equipment up to \$500.
3. Approve the allocation of \$1,700 from the Peak Hill Town Improvement Fund Reserve to support the Peak Hill CCC to cover the electricity costs and fire safety equipment for the Peak Hill AIF Hall, subject to no formal submissions being received that do not support the allocation.

CARRIED**15.5 2027 PARKES ELVIS FESTIVAL - PLANNING UPDATE****RESOLVED OCM 071/26**

Moved: Cr George Pratt
Seconded: Cr William Jayet

That Council:

1. Receive and note the information about the planning for the 2027 Parkes Elvis Festival.

CARRIED

15.6 PARKES CBD VIBRANCY STRATEGY 2026 – FINAL ENDORSEMENT AND PUBLIC FEEDBACK OUTCOMES**RESOLVED OCM 072/26**

Moved: Cr William Jayet

Seconded: Cr Marg Applebee

That Council:

1. Endorse the Parkes CBD Vibrancy Strategy 2026, included as *Annexure A*, as the final adopted strategy following the conclusion of the public feedback period.
2. Note the Summary of Public Feedback and Council Responses, acknowledging that while feedback has been considered in full, no amendments to the Strategy are recommended.

CARRIED**15.7 ADOPTION OF COUNCIL POLICIES****RESOLVED OCM 073/26**

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That Council:

1. Adopt the Fraud and Corruption Prevention, Business Continuity and Contractor Management Policies included as *Annexure A-C* to this report.
2. Publish the adopted policies on Council's Website and intranet if required.

CARRIED**16 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY****16.1 MAJOR PROJECTS AND CURRENT WORKS - INFRASTRUCTURE AND SUSTAINABILITY - FEBRUARY 2026****RESOLVED OCM 074/26**

Moved: Cr Doug Pout

Seconded: Cr Marg Applebee

That Council:

1. Receive and note the Infrastructure and Sustainability Major Projects and Current Works Report for February 2026, appended at *Annexure A*.

CARRIED

17 REPORTS OF THE DIRECTOR OPERATIONS

17.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS - FEBRUARY 2026

RESOLVED OCM 075/26

Moved: Cr William Jayet

Seconded: Cr George Pratt

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for February 2026, appended at *Annexure A*.

CARRIED

At 4:03 pm, Cr Doug Pout left the meeting.

At 4:06 pm, Cr Doug Pout rejoined the meeting.

17.2 TRANSFER OF CROWN ROAD - MORRISSEY WAY AND HENDERSON STREET, PARKES

RESOLVED OCM 076/26

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That:

1. Council supports the transfer of the crown section of Forbes Road, between Morrissey Way and Henderson Street, Parkes to Council.
2. The seal of council be affixed to the appropriate documentation as required.

CARRIED

17.3 CLOSURE OF PART OF ROAD RESERVE OF SALEYARDS ROAD, PARKES

RESOLVED OCM 077/26

Moved: Cr Neil Westcott

Seconded: Cr Marg Applebee

That:

1. Council endorse the closure of part of the road reserve of Saleyards Road, Parkes, (as shown in figure 1 below), subject to confirmation of the land being road reserve through a Historical Land Tenure Search.
2. That after acquisition the land be amalgamated into the larger ~15ha lot shown in Figure 1 below.
3. That the seal of Council be affixed to the appropriate documentation to facilitate the recommendation as required.

CARRIED

18 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**18.1 FEBRUARY 2026 BUILDING STATISTICS UPDATE****RESOLVED OCM 078/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and note the February 2026 Building Statistics Report.

CARRIED**18.2 REQUEST FOR TEMPORARY SUSPENSION OF ALCOHOL-FREE ZONE COOKE PARK: HOMEGROWN AND LIGHT UP PARKES EVENTS****RESOLVED OCM 079/26**

Moved: Cr Doug Pout
Seconded: Cr William Jayet

That Council:

1. Receive and note the report by Director Customer, Corporate Services and Economy on the temporary suspension of the alcohol-free zone in Cooke Park for the events taking place in March and April 2026.
2. Suspend the alcohol-free zone from Cooke Park between 9am to 2pm on the Saturday 21 March 2026, for the Homegrown Parkes event.
3. Suspend the alcohol-free zone from Cooke Park between 5pm to 9:30pm on the Saturday 18 April 2026, for the Light Up Parkes event.
4. Provide a public notice of the suspension of the alcohol-free zone in Cooke Park between 9am to 2pm on the Saturday 21 March 2026 and 5pm to 9:30pm on the Saturday 18 April 2026.

CARRIED

19 CONFIDENTIAL MATTERS**RESOLVED OCM 080/26**

Moved: Cr Doug Pout
Seconded: Cr George Pratt

That Ordinary Council Meeting:

1. Moves into Closed Session to deal with the matters below, which are classified as confidential under section 10A(2) of the *Local Government Act 1993* for the reasons specified:

19.1 PSC2026/015 – SUPPLY AND PLACEMENT OF ASPHALT

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

19.2 2026/017 - SUPPLY OF ASPHALT - BOGAN ROAD & MCCLINTOCKS LANE, PARKES

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

19.3 REAPPOINTMENT OF INDEPENDENT MEMBER TO AUDIT, RISK AND IMPROVEMENT COMMITTEE

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

2. Exclude the media and public from the meeting on the basis that the business to be considered is classified as confidential, pursuant to 10A(1), 10(2) and 10A(3) of the *Local Government Act 1993*.
3. Withhold reports and correspondence relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act 1993*.
4. Make public resolutions made by the Council in Closed Session after the conclusion of the Closed Session, and record such resolutions in the minutes of the Council meeting.

CARRIED

At 4.14pm, the Meeting went into Closed Session.

RESOLVED OCM 081/26

Moved: Cr Doug Pout
Seconded: Cr Marg Applebee

That Ordinary Council Meeting:

1. Resume in Open Session and note the Mayor's report on Confidential Resolutions.

CARRIED

At 4.29pm, the Council in Closed Session returned to Open Session.

20 REPORT OF CONFIDENTIAL RESOLUTIONS

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

19.1 PSC2026/015 – SUPPLY AND PLACEMENT OF ASPHALT**RESOLVED OCM 082/26**

Moved: Cr Ken McGrath
Seconded: Cr Marg Applebee

That:

1. Accept the quotation submitted by Civil Independence Industries Pty Ltd for Contract PSC2026/015 – Supply and Placement of Asphalt, for the sum of \$209,420.00 (GST exclusive).

CARRIED**19.2 2026/017 - SUPPLY OF ASPHALT - BOGAN ROAD & MCCLINTOCKS LANE, PARKES****RESOLVED OCM 083/26**

Moved: Cr Ken McGrath
Seconded: Cr William Jayet

That:

1. Accept the quotation submitted by Civil Independence Industries Pty Ltd for the supply and placement of asphalt at the intersection of Bogan Road and McClintock's Lane, Parkes, for the sum of \$792,000.00 (GST exclusive) under the LGP 213.3 contract.

CARRIED

19.3 REAPPOINTMENT OF INDEPENDENT MEMBER TO AUDIT, RISK AND IMPROVEMENT COMMITTEE**RESOLVED OCM 084/26**

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That Council:

1. Confirm the reappointment of Mr Tony Harb as an Independent Voting Member of the Audit, Risk and Improvement Committee for a term of four (4) years, commencing 01 June 2026 and concluding 31 May 2030 subject to continuing to meet eligibility requirements prescribed under the Local Government (General) Regulation 2021.

CARRIED**21 CONCLUSION OF MEETING**

The meeting concluded at 4.31pm.

This is the final page of the minutes comprising 18 pages numbered 1 to 18 of the Ordinary Council Meeting held on Tuesday, 17 March 2026 and confirmed on Tuesday, 21 April 2026.

MAYOR