

# Ordinary Council Meeting

Minutes

Tuesday 21 April 2026



**Minutes of the Ordinary Council Meeting**  
**Held on Tuesday, 21 April 2026 at the**  
**Parkes Council Chambers, 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 Louise O'Leary	Councillor
Cr Joy Paddison	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
Mrs Annalise Teale	Director Planning and Community Services
Mr Luke Nash	Acting Chief Financial Officer
Mrs Veronica Shaw	Manager Governance, Risk and Corporate Performance (Minute Secretary)
Mrs Dorothy Bables	Business Support Officer

**NOTES**

The meeting commenced at 3:03 and concluded at 5:33pm.

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## 1 OPENING OF MEETING

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The Mayor declared the Ordinary Council Meeting of Tuesday 21 April 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.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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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.*

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## 3 PRAYER

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The General Manager read the Prayer:

O God,  
Inspire Council to make wise decisions,  
Grant Integrity to face the truth,  
Courage to make difficult choices,  
And compassion for the needs of others,  
We pray through Jesus Christ, Our Lord.

AMEN

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## 4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Nil

## 5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil

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## 6 CONFIRMATION OF MINUTES

### 6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 17 MARCH 2026

#### **RESOLVED OCM 056/26**

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 March 2026 appended at *Annexure A*.

**CARRIED**

## 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.

Nil interests were disclosed.

## 8 URGENT BUSINESS

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

## 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, byway 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).

### 9.1 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

#### **RESOLVED OCM 057/26**

Moved: Cr William Jayet  
Seconded: Cr Doug Pout

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.
- 12.1 International Women's Day (IWD) Luncheon held in Sydney on 6 March 2026.
- 12.2 ALGWA Conference NSW held in Blacktown on 26 – 28 March 2026.
- 13.1 Minutes of the Rural Roads Advisory Committee Meeting held on 26 March 2026.
- 13.2 Minutes of the Extraordinary Local Traffic Forum Meeting held on 31 March 2026.

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- 13.3 Minutes of the Extraordinary Council Meeting held on 7 April 2026.
  - 13.4 Minutes of the Parkes Sports Council Meeting held on 9 April 2026.
  - 15.3 Civic Reception – NSW PSSA U12 Boys Rugby League State Championships
  - 15.5 Adoption of Council Policy – Procurement and Contracts Management Framework.
  - 17.2 Road Closure and Sale to Adjoining Owner – Council Road between Andrew Stewart Road and Emerton Road.
  - 18.1 March 2026 Building Statistics Update.

**CARRIED**

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## **10 MAYORAL MINUTE(S)**

### **10.1 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS**

#### **RESOLVED OCM 058/26**

Moved: Cr William Jayet  
Seconded: Cr Doug Pout

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 12 March to 15 April 2026.

**CARRIED**

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### **10.2 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS**

#### **RESOLVED OCM 059/26**

Moved: Cr George Pratt  
Seconded: Cr Marg Applebee

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 16 April 2026 through to 13 May 2026:

**CARRIED**

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### **10.3 ENERGY FROM WASTE (EFW) - OPPOSITION ACTION PLAN**

#### **RESOLVED OCM 060/26**

Moved: Cr Neil Westcott  
Seconded: Cr William Jayet

That Council:

1. Adopt the Energy from Waste (EfW) Opposition Action plan in principle as a guide for Councils actions opposing the EfW facility.
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**CARRIED**

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**10.4 SUPPORT FOR CAMPAIGN TO INCREASE FEDERAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT****RESOLVED OCM 061/26**

Moved: Cr Marg Applebee

Seconded: Cr Doug Pout

That Council:

1. Notes the Country Mayors Association of NSW "Invest in Us" campaign advocating for increased Commonwealth Financial Assistance Grants to Local Governments. The campaign seeks to restore at least 1% of total Commonwealth taxation revenue for local Councils across Australia
2. Recognises the critical role Local Government plays in delivering essential services and infrastructure that underpin community wellbeing, economic vitality, and national resilience.
3. Supports the campaign's core message: 'Invest in us so we can invest in them.'
4. Commits to participating in the campaign by:
  - a. Sharing campaign materials through Council communication channels
  - b. Engaging with local media and community stakeholders to raise awareness.
  - c. Lobbying Federal representatives to support the funding increase.
5. Requests the Mayor to write to the relevant Prime Minister, Treasurer, Federal Minister for Local Government, the Shadow Minister for Local Government, our local Member of Parliament and Senator expressing Council's support for the campaign and urging their commitment to the proposed funding increase.

**CARRIED**

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**10.5 NSW COUNTRY MAYORS ASSOCIATION HONOUR PAST LEADERS****RESOLVED OCM 062/26**

Moved: Cr Neil Westcott

Seconded: Cr Marg Applebee

That Council:

1. Note the information in the report.
2. Write a letter to Emeritus Mayor Ken Keith OAM congratulating him on receiving the honour of Patron of the Country Mayors Association.

**CARRIED**

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**11 NOTICES OF MOTION/QUESTIONS WITH NOTICE**

Nil

**12 COUNCILLOR REPORT(S)****12.1 INTERNATIONAL WOMEN'S DAY (IWD) LUNCHEON HELD IN SYDNEY ON 6 MARCH 2026****RESOLVED OCM 063/26**

Moved: Cr William Jayet  
Seconded: Cr Doug Pout

That Council:

1. Note the information provided by Deputy Mayor Marg Applebee following her attendance at the LGNSW International Women's Day (IWD) Luncheon in Sydney on 6 March 2026 representing the Parkes Shire Community.

**CARRIED****12.2 ALGWA CONFERENCE NSW HELD IN BLACKTOWN ON 26 - 28 MARCH 2026****RESOLVED OCM 064/26**

Moved: Cr William Jayet  
Seconded: Cr Doug Pout

That Council:

1. Note the information provided by Cr Paddison following her attendance at the ALGWA Conference in Blacktown on 26 – 28 March 2026 representing the Parkes Shire Community.

**CARRIED****13 REPORTS OF COMMITTEES****13.1 MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE MEETING HELD ON 26 MARCH 2026****RESOLVED OCM 065/26**

Moved: Cr William Jayet  
Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Rural Roads Advisory Committee Meeting held on Thursday 26 March 2026 appended at *Annexure A*.

**CARRIED****13.2 MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC FORUM MEETING HELD ON 31 MARCH 2026****RESOLVED OCM 066/26**

Moved: Cr William Jayet

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Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Extraordinary Local Traffic Forum Meeting held on Tuesday 31 March 2026 appended at *Annexure A*.

**CARRIED**

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**13.3 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 7 APRIL 2026**

**RESOLVED OCM 067/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Extraordinary Council Meeting held on Tuesday 7 April 2026 appended at *Annexure A*.

**CARRIED**

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**13.4 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 9 APRIL 2026**

**RESOLVED OCM 068/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Thursday 9 April 2026 (Sports Grants Selection Sub-Committee) appended at *Annexure A*.

**CARRIED**

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**13.5 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 14 APRIL 2026**

**RESOLVED OCM 069/26**

Moved: Cr Louise O'Leary

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 14 April 2026 appended at *Annexure A*.
2. Review the situation with lack of suitable public toilets at Woodward Oval and advise whether there is funding for temporary facilities until a new facility can be built and that a new facility be prioritised.

**CARRIED**

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Director Operations left the meeting at 3:42pm.

Director Operations returned to the meeting at 3:44pm.

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**14 REPORTS OF THE GENERAL MANAGER****14.1 FUEL SECURITY – BUSINESS CONTINUITY PREPAREDNESS****RESOLVED OCM 070/26**

Moved: Cr Marg Applebee

Seconded: Cr Joy Paddison

That Council:

1. Notes the national fuel security context and associated risks to local government operations.
2. Notes that Council has developed a Fuel Disruption Action Plan as part of its Business Continuity Planning framework.
3. Notes the financial and operational impacts associated with rising fuel costs and potential fuel supply disruption.
4. Acknowledges that Council is prepared to implement fuel reduction and continuity measures should fuel availability or supply reliability deteriorate.

**CARRIED****14.2 INVESTMENTS AND BORROWINGS REPORT AS AT 31 MARCH 2026****RESOLVED OCM 071/26**

Moved: Cr Doug Pout

Seconded: Cr George Pratt

That Council:

1. Receive and note the Statement of Investments and Borrowings as at 31 March 2026.

**CARRIED****14.3 MONTHLY FINANCIAL REPORT AS AT 31 MARCH 2026****RESOLVED OCM 072/26**

Moved: Cr Marg Applebee

Seconded: Cr Ken McGrath

That Council:

1. Receive and note the year-to-date financial reports for the period up to 31 March 2026.

**CARRIED****15 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****15.1 MAJOR PROJECTS AND CURRENT WORKS - CUSTOMER, CORPORATE**

**SERVICES AND ECONOMY - MARCH 2026****RESOLVED OCM 073/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

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

**CARRIED**

At 3:58 pm, Cr Doug Pout left the meeting.

At 4:00 pm, Cr Doug Pout rejoined the meeting.

**15.2 DRAFT OPERATIONAL PLAN AND BUDGET 2026-2027 FOR PUBLIC EXHIBITION****RESOLVED OCM 074/26**

Moved: Cr Doug Pout

Seconded: Cr Marg Applebee

That Council:

1. Endorse the [Draft Operational Plan and Budget 2026-2027](#) for public exhibition, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.
2. Place the [Draft Operational Plan and Budget 2026-2027](#) on public exhibition for 28-days.
3. Report to Council after the public exhibition period advising any submissions received, including a recommended response, before the report is finally adopted by Council.

**CARRIED**

At 4:09 pm, Cr George Pratt left the meeting.

At 4:15 pm, Cr George Pratt rejoined the meeting.

**15.3 CIVIC RECEPTION - NSW PSSA U12 BOYS RUGBY LEAGUE STATE CHAMPIONSHIPS****RESOLVED OCM 075/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

1. That Council approve the hosting of a Civic Reception on Wednesday 17 June 2026 to welcome the captains and coaches attending the NSW Primary School Sports Association (PSSA) U12 Boys Rugby League State Championships to be held in Parkes from 15–18 June 2026.

**CARRIED****15.4 INTERNAL COMMITTEE CHANGES - SPORT AND RECREATION ADVISORY COMMITTEE AND SPORTS COUNCIL**

**RESOLVED OCM 076/26**

Moved: Cr William Jayet  
Seconded: Cr Marg Applebee

That Council:

1. Adopt the Internal Committee delegates and amendments in the Internal Committee Details document attached at Annexure A.
2. Approve the removal of the Sport and Recreation Advisory Committee and that its functions be incorporated into the Sport Council as set out in the Internal Committees at Annexure A.
3. Communicate the Internal Committee changes to relevant parties.
4. Advertise to seek community representatives for appointment to the various advisory committees as required.

**CARRIED****15.5 ADOPTION OF COUNCIL POLICY - PROCUREMENT AND CONTRACTS MANAGEMENT FRAMEWORK****RESOLVED OCM 077/26**

Moved: Cr William Jayet  
Seconded: Cr Doug Pout

That Council:

1. Adopt the Procurement and Contracts Management Framework included as *Annexure A* to this report.
2. Publish the adopted policy 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 - MARCH 2026****RESOLVED OCM 078/26**

Moved: Cr Doug Pout  
Seconded: Cr William Jayet

That Council:

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

**CARRIED**

At 4:27 pm, Cr Louise O'Leary left the meeting.

**16.2 WASTE EDUCATION UPDATE OCTOBER 25 TO MARCH 26**

**RESOLVED OCM 079/26**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That Council:

1. Note and receive the information contained within the report.

**CARRIED**

At 4:28 pm, Cr Louise O'Leary rejoined the meeting.

**17 REPORTS OF THE DIRECTOR OPERATIONS****17.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS - MARCH 2026****RESOLVED OCM 080/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

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

**CARRIED****17.2 ROAD CLOSURE AND SALE TO ADJOINING OWNER - COUNCIL ROAD BETWEEN ANDREW STEWART ROAD AND EMERTON ROAD****RESOLVED OCM 081/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

1. Approve the closure and sale of the unformed road reserve between Emerton Road and Andrew Stewart Road.
2. Require a four (4)-metre-wide easement for stormwater along the full length of the road reserve, adjacent to Lots 123 and 21 DP 750179.

**CARRIED****17.3 OPEN SPACE STRATEGY - COMMUNITY ENGAGEMENT****RESOLVED OCM 082/26**

Moved: Cr Ken McGrath

Seconded: Cr William Jayet

That:

1. Council notes the [Parkes Shire Open Spaces Review of Submissions Report 2026](#) and the finalised [Parkes Shire Open Spaces Strategy 2026](#).

2. Council resolves to adopt the finalised Parkes Shire Open Spaces Strategy 2026, including the changes to Section 13.2 Reclassification of Open Space that removes Ken Turner Park and includes the statement 'Any proceeds from Reclassification of Open Space is to be reinvested in open spaces and initiatives in the Parkes Shire.'
3. Council publishes notice of its adoption of the Parkes Shire Open Spaces Strategy 2026, along with a link to the adopted Strategy and the Parkes Shire Open Spaces Review of Submissions Report 2026.
4. Council supports the reuse of the name 'Beryl Logan' at an appropriate open space location within the Parkes Shire at a future time, subject to the relevant naming processes.

**CARRIED**

#### **17.4 NATIONAL HEAVY VEHICLE REGULATOR (NHVR) CONDITIONS 3 MONTH TRIAL UPDATE**

##### **RESOLVED OCM 083/26**

Moved: Cr Ken McGrath

Seconded: Cr Marg Applebee

That Council:

1. Receive and note the information contained in this report; and
2. Endorse the amendment to the time-of-day operating condition applied to NHVR permits for Class 2 vehicles on Council roads; and
3. Note that Council will continue to monitor heavy vehicle operations and may review conditions if required.

**CARRIED**

#### **17.5 BUSHMAN'S DAM FLOOD REPAIR PROJECT - COMMUNITY ENGAGEMENT**

##### **RESOLVED OCM 084/26**

Moved: Cr William Jayet

Seconded: Cr George Pratt

That:

1. Council note the outcomes of the community consultation process for the Bushman's Dam Flood Repair Project and endorse the revised design approach, including modification to excavation depth and retention of the existing island, to balance flood mitigation outcomes with visual amenity and environmental considerations.

**CARRIED**

At 5:10 pm, Cr Ken McGrath left the meeting.

At 5:13 pm, Cr Ken McGrath rejoined the meeting.

## **18 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**

#### **18.1 MARCH 2026 BUILDING STATISTICS UPDATE**

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**RESOLVED OCM 085/26**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

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

**CARRIED**

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**18.2 PEAK HILL PRESCHOOL - EXEMPTION OF 7.12 DEVELOPER CONTRIBUTIONS****RESOLVED OCM 086/26**

Moved: Cr Louise O'Leary

Seconded: Cr Joy Paddison

That:

1. That Council support request from the Peak Hill Preschool Kindergarten Incorporated to waive the 7.12 Developer Contributions.

**CARRIED**

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**18.3 SHOPPING TROLLEYS- TOWN PRESENTATION AND PUBLIC SAFETY****RESOLVED OCM 087/26**

Moved: Cr Ken McGrath

Seconded: Cr Doug Pout

That Council:

1. Receive and note the information contained within the report.

**CARRIED**

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At 5:30 pm, Cr George Pratt left the meeting.

At 5:32 pm, Cr George Pratt rejoined the meeting.

**19 CONFIDENTIAL MATTERS**

Nil

**20 REPORT OF CONFIDENTIAL RESOLUTIONS**

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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.

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Nil

## 21 CONCLUSION OF MEETING

The meeting concluded at 5:33pm.

This is the final page of the minutes comprising 17 pages numbered 1 to 17 of the Ordinary Council Meeting held on Tuesday, 21 April 2026 and confirmed on Tuesday, 19 May 2026.



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MAYOR