

ORDINARY MEETING

MINUTES

THURSDAY 23RD OCTOBER 2025

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Thursday 23rd October 2025 commencing at 8:55 am

Present:

COUNCILLORS

GJ Whiteley	Chair and Mayor
SJ Derrett	Deputy Mayor
AE Wass	
RL McKay	
PJ Heuston	
AJ Brewer	
P Serdity	
DJ McCloskey	
RA Jackson	
ME Kelly	
DDW Cleasby	

STAFF MEMBERS

G Woodman	General Manager (GM)
B Pascoe	Divisional Manager Finance & Administration (DMFA)
S Otieno	Divisional Manager Engineering Services (DMES)
M Stephens	Manager Health and Development Services
J Burtenshaw	Executive Assistant (EA) (Minute Taker)
J Shepherd	Trainee Administration Officer (TAO) (Observer)

ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was made by the Mayor.

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

An apology was tendered on behalf of Councillor Kinsey who was absent due to external commitments, and it was **MOVED** Derrett/McKay that the apology be accepted and a leave of absence for the member concerned be granted.

Carried
321.10.25

CONFIRMATION OF MINUTES

MOVED Wass/Serdity that the Minutes of the Ordinary Meeting of Council held on Thursday, 25th September 2025 be adopted as a true and correct record of that meeting.

Carried
322.10.25

DISCLOSURES OF INTERESTS

Nil.

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MAYORAL MINUTE(S)

Nil.

REPORTS OF COMMITTEES

Airport Operations Committee

(C14-3.12)

MOVED McCloskey/Heuston that the Minutes of the Airport Operations Committee Meeting held on Wednesday, 8th October 2025 be received and noted.

Carried
323.10.25

Warren Public Arts Committee

(C14-3.29)

MOVED Jackson/Derrett that the Minutes of the Warren Public Arts Committee Meeting held on Monday, 13th October 2025 be received and noted and the following recommendation be adopted:

Item 5.1 Review of the Warren Shire Council Public Art Master Plan (P13-1, C14-3.29)

GM – A
Chk Lst

That:

2. The reviewed Warren Shire Council Public Arts Master Plan be resubmitted to the Committee with the changes clearly shown in red.

Carried
324.10.25

Roads Committee

(C14-3.28)

MOVED McCloskey/Wass that the Minutes of the Roads Committee Meeting held on Tuesday, 14th October 2025 be received and the following recommendations be adopted:

Item 5.1 Cost Estimate – Water Supply to Murray Farm at Inglewood Road

(R4-22, R4-1.35, R4-1.90)

DMES – A
Chk Lst

1. That it is noted that it is feasible to supply water to Lot 63 DP42232 and Lot 64 DP42232, both owned by Mrs. Helen Murray;
 2. That Council instructs Mrs. Helen Murray to remove the existing public gate at the start of the Inglewood Road near the intersection with SR35 Bourbah Road, on condition that Mrs. Jo Stewart, Mrs. Jamee Wykes and company pay for replacing the gate with a stock grid. If the condition is not met, then the public gate would stay in place;
 3. That both parties be notified of the intended resolution after the October 2025 Council Meeting; and
 4. That Council defer Item 2 to the December Council Meeting and an additional Roads Committee meeting be set for the 5th November 2025 to allow interested parties to put forth a presentation to that meeting.
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REPORTS OF COMMITTEES

CONTINUED

Roads Committee

Continued

Item 5.5 Local Roads Loam and Gravel Re-Sheeting Program (R4-1)

DMES – A
Chk Lst

That Council undertakes the following Local Roads Loam and Gravel Re-sheeting Program for 2025/2026:

- SR65 Old Warren Road, Segment 36 at a cost of \$137,437.50;
- SR98 Colane Road, Segment 12 at a cost of \$101,797.50; and
- SR23 Gradgery Lane Segment 00, 2km from RR333 Carinda Road at a cost of \$197,377.50.

Carried
325.10.25

Manex

(C14-3.4)

MOVED Serdity/Heuston that the Minutes of the Manex Meeting held on Thursday, 16th October 2025 be received and noted.

Carried
326.10.25

DELEGATES REPORTS

Item 1 Ordinary Meeting of the Castlereagh Macquarie County Council (C15-1)

MOVED Whiteley/Derrett that the Ordinary Minutes of the Castlereagh Macquarie County Council Meeting held on Monday, 25th August 2025 be received and noted.

Carried
327.10.25

Item 2 North Western Library Co-operative

(L2-5)

MOVED Serdity/Heuston that the Minutes of the North Western Library Co-operative Annual General Meeting held on Wednesday, 10th September 2025 be received and noted.

Carried
328.10.25

At this point in the meeting, the time being 9.26 am Councillor Heuston left the meeting room.

Item 3 NSW PLA Central West Zone Library Meeting

(L2-7)

MOVED Serdity/Derrett that the Minutes of the NSW PLA Central West Zone Meeting held on Friday, 19th September 2025 be received and noted.

Carried
329.10.25

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DELEGATES REPORTS

CONTINUED

Item 4 Warren Interagency Support Services (C3-9)

MOVED Derrett/Serdity that the Minutes of the Warren Interagency Support Services Meeting held on Monday, 13th October 2025 be received and noted.

At this point in the meeting the time being 9.29 am, Councillor Heuston returned to the meeting room.

Carried
330.10.25

POLICY

General Manager

Item 1 Warren Shire Council Code of Meeting Practice (C14-2)

MOVED Serdity/Cleasby that:

1. The information be received and noted;
2. The Draft Warren Shire Council Code of Meeting Practice 2026 be placed on public exhibition for a minimum of 28 days; and
3. Subject to no adverse submissions being received within a period of at least 42 days, the Draft Warren Shire Council Code of Meeting Practice 2026, as amended be adopted commencing on 1st January, 2026.

Carried
331.10.25

MORNING TEA

At this point in the meeting, the time being 9.47 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.06 am with Councillor McKay being an apology for the remainder of the meeting.

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

MOVED Serdity/Heuston that the information be received and noted and that the items marked with an asterisk (*) be deleted.

Carried
332.10.25

In recognition of Warren being a healthy town and to keep awareness of a healthy lifestyle, Council will be standing while dealing with Item 2 of the General Manager's report.

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 2 Committee/Delegates Meetings (C14-2)

MOVED Serdity/Cleasby that the information be received and noted.

Carried
333.10.25

Item 3 Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1)

MOVED Wass/Cleasby that the information be received and noted.

Carried
334.10.25

Item 4 Warren Shire Community Christmas Party 2025 (D3-1.8)

MOVED Cleasby/Wass that:

1. The information be received and noted;
2. Council allocates \$30,000 from available working funds in the 2025/2026 Estimates to the Warren Shire Community Christmas Party 2025 to ensure that the Event goes ahead.; and
3. Funding the Event in 2025/2026 be on a one-off basis with future Events only going ahead on the basis of full funding through appropriate grants, donations and in-kind contributions.

Carried
335.10.25

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – September 2025 (B1-10.16)

MOVED Serdity/Derrett that at the Statements of Bank and Investments Balances as at 30th September 2025 be received and noted.

Carried
336.10.25

Item 2 Statement of Rates and Annual Charges (R1-4)

MOVED Jackson/Heuston that the Statement of Rates and Annual Charges information as at 14th October 2025 be received and noted.

Carried
337.10.25

Item 3 Works Progress Reports – Finance & Administration Projects (C14-7.1, C9-1)

MOVED Jackson/Cleasby that the information be received and noted.

Carried
338.10.25

GM – A
Chk Lst

DMFA – N

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 4 Warren Shire Librarian's Operations Report (L2-2)

MOVED Serdity/Heuston that the information be received and noted.

Carried
339.10.25

Item 5 Internally Restricted Funds as at 30th June 2025 (A1-5.43)

DMFA – N **MOVED** Wass/Derrett that Council resolve to adopt the revised list of Internally Restricted Funds as at 30th June 2025, which have been compiled as part of the 2024/25 Annual Financial Statements process, currently subject to final Audit Certification.

Carried
340.10.25

Item 6 September 2025 Quarterly Review Reporting Including Carryovers (A1-5.44)

DMFA – N **MOVED** Serdity/McCloskey that the amendments to the itemised budget adjustments as listed in the September 2025 Quarterly Budget Review Statement be approved.

Carried
341.10.25

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item 1 Works Progress Reports - Roads (C14-7.2)

MOVED McCloskey/Wass that the information be received and noted.

Carried
342.10.25

Item 2 Works Progress Reports – Town Services (C14-7.2)

MOVED Derrett/Kelly that the information be received and noted.

Carried
343.10.25

Item 3 Works Progress Reports – Plant (P2-3)

MOVED Wass/Derrett that the information be received and noted.

Carried
344.10.25

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MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

Item 1 Development Application Approvals (B4-9)

MOVED Brewer/Cleasby that the information be received and noted.

Carried
345.10.25

Item 2 Works Progress Reports – Health and Development Services (C14-7.3)

MOVED Wass/Kelly that the information be received and noted.

Carried
346.10.25

Item 3 Local Environmental Plan Review (P15-31.6)

MHD – A
Chk Lst

MOVED Heuston/Cleasby that:

1. The information be received and noted;
2. Council adopt the post consultation changes to the Planning Proposal as outlined in the report; and
3. Subject to the mapping changes being checked and endorsed by National Parks and Wildlife, Council proceeds with the amendment to the Warren Local Environmental Plan 2012 for various housekeeping amendments to finalisation and that Council recommends to the Department of Planning, Housing and Infrastructure as planning proposal authority, to exercise its functions as plan making authority under section 3.36(2) of the Act, subject to the conditions of the Gateway Determination [Department reference PP-2025-217].

Under the provisions of the Local Government Act 1993 as amended Section 375A(3) a division was called.

FOR	AGAINST
Councillor Whiteley	
Councillor Wass	
Councillor Derrett	
Councillor Cleasby	
Councillor Brewer	
Councillor Jackson	
Councillor McCloskey	
Councillor Kelly	
Councillor Serdity	
Councillor Heuston	

Carried
347.10.25

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MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

CONTINUED

Item 4 Club House Hotel 138 Dubbo Street Warren – Fire Upgrade
(H2-6.27, L3-9.2/10)

MOVED Serdity/Kelly that the information be received and noted.

Carried
348.10.25

NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

MATTERS OF URGENCY

Nil.

CONFIDENTIAL MATTERS

MOVED Wass/Derrett that the Council proceed into the Committee of the Whole Closed Council, the time being 11.05 am to consider matters in accordance with **Section 10A(2)(d)(i)** and **Section 10A(2)(g)** of the Local Government Act.

Section 10A(2)(d)(i) - The matters and information are commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it).

Section 10A(2)(g) - The matters and information are advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Carried
349.10.25

MOVED Wass/Derrett that the press and the public are to be excluded from the Committee of the Whole Closed Council in accordance with **Section 10A(2)(d)(i)** and **Section 10A(2)(g)** of the Local Government Act.

Section 10A(2)(d)(i) - The matters and information are commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it).

Section 10A(2)(g) - The matters and information are advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Carried
350.10.25

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CONFIDENTIAL MATTERS

CONTINUED

Council resumed in Open Council at 11.26 am.

REPORT OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES

Item 1 Evaluation of Submissions Tender: "Netwaste Tender for Collection and Recycling Scrap Metal F4459"
(C13-101, G2-5.4)

DMES – A
Chk Lst

MOVED Wass/Kelly that:

1. The information be received and noted; and
2. Access Recycling is endorsed as the preferred Supplier to undertake the regional Tender for 'Collection and Recycling of Scrap Metal F4459' for participating NetWaste Councils.

Carried
351.10.25

Item 2 Deacon Drive Dwellings – District Court Matters
(S1-8.2/52, S1-8.2/58, P16-18.25, P6-18.26)

MOVED Kelly/Derrett that the information be received and noted.

Carried
352.10.25

There being no further business the meeting closed at 11.28 am.

THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 4TH DECEMBER 2025 AS BEING
A TRUE AND CORRECT RECORD.

MINUTE No. .12.25

.....
GENERAL MANAGER

.....
MAYOR