



# AGENDA

## ANNUAL GENERAL MEETING

### Friday, 8 November 2019

<b>Venue:</b>	Moree Plains Shire Council Chamber – Level 2, Max Centre 30 Heber Street, Moree	<b>Date:</b>	Friday, 8 November 2019
<b>Chair:</b>	Mayor Peter Petty - Tenterfield	<b>Time:</b>	<b>10.00 am (EDST)</b> (Tea/Coffee from 9.45 am)
<b>File Ref:</b>	NAM2019440		

<b>1.</b>	<b>Meeting Open</b>
<b>2.</b>	<b>Apologies</b>
<b>3.</b>	<b>Minutes of 2018 AGM held 9 November (Tenterfield) (attached)</b>
	<b>RECOMMENDATION</b> That the Minutes of the Annual General Meeting held 9 November 2018 be received and accepted.
<b>4.</b>	<b>Chairperson's Report – Cr Peter Petty - tabled</b>
	<b>RECOMMENDATION</b> That the Chair's Report be accepted.
<b>5.</b>	<b>Audited Financial Report as at 8 November 2019</b>
	<b>RECOMMENDATION</b> That the Meeting notes that the Constitution adopted on 17 February 2017 requires the financial report to be distributed 21 days before the Annual General Meeting (Item 12 (i)), however tabling of the documents is deemed satisfactory on this occasion.  <b>RECOMMENDATION</b> That the Audited Financial Report be accepted.
<b>6.</b>	<b>Items Listed</b>
	<ul style="list-style-type: none"> <li>• Election of Chairperson</li> <li>• Election of Deputy Chairperson</li> <li>• Election of Secretary/Treasurer</li> </ul>

- Setting of Annual Membership Fees (currently \$500)
- Meeting Dates for 2020 – second Friday every 3 months
  - Currently set for Balonne Shire Council – February 2020
  - Gwydir Shire Council – May 2020
  - Goondiwindi Regional Council – August 2020
  - Tenterfield Shire Council – November 2020
- Meeting Dates for 2021 – second Friday every 3 months
  - Inverell Shire Council – February 2020
  - Southern Downs Regional Council – May 2020
  - Walgett Shire Council – August 2020
  - Moree Plains Shire Council – November 2020

**RECOMMENDATION**

That meeting times commence at 10am local time.

<b>7.</b>	<b>General Business</b>
<b>8.</b>	<b>Next AGM – 13 November 2020 at Tenterfield</b>
<b>9.</b>	<b>Meeting Closed</b>



## Minutes – Annual General Meeting 09 November 2018 – Tenterfield Shire Council

Venue:	Council Chambers, 247 Rouse St, Tenterfield	Date:	09 November 2018
Chair:	Cr John Coulton, Gwydir	Time:	11am NSW time 10am QLD time
Attendees:	Cr J Coulton, Robyn Phillips	Gwydir Shire Council	
	Cr Peter Petty, Cr Greg Sauer, Terry Dodds	Tenterfield Shire Council	
	Cr Richard Marsh, Matthew Magin	Balonne Shire Council	
	Cr S Ritchie, Angus Witherby	Moree Plains Shire Council	
	Cr Kate Dight, Michael Bryant	Inverell	
	Cr Joan White	Goondiwindi	
	Cr , Cr Ian Woodcock, Cr M Martinez, Mike Urquhart	Walgett	
	Cr Neil Mickeljohn	SDRC	
	Linda Keeshan (QDP&C), Andrew Fraser (WaterNSW)	Guest Speakers	
	Cr Jamie Chaffey and Cr John Campbell	Gunnedah Shire Council guests	
	Damon Meadows	QLD Dept LG	
File ref:	S1242		

<b>1</b>	<b>Meeting Opened 11.02am</b>	
1.1	Mayor Peter Petty (Tenterfield) welcomed delegates and visitors. Chairman Cr Coulton took the Chair.	
<b>2</b>	<b>Apologies</b>	
2.1	Cr Frances Young, Max Eastcott	Gwydir Shire Council
2.3	Lester Rodgers	Moree Plains Shire Council
2.4	Cr Brian Murray	Tenterfield
2.5	<b>Moved</b> Tenterfield that the Apologies be accepted, <b>Seconded</b> Inverell	
	<b>Carried</b>	

<b>3</b>	<b>Minutes of 2017 AGM held 17 November Moree (attached) moved Walgett Seconded Tenterfield</b>
3.1	<b>Moved</b> Walgett that the minutes be accepted, <b>Seconded</b> Tenterfield <b>Carried</b>
<b>4</b>	<b>Chairperson's report – Cr John Coulton</b>
4.1	Cr Coulton presented his Chairman's report (attached) <b>Moved</b> the report be accepted Gwydir <b>Seconded</b> Inverell <b>Carried</b>
<b>5</b>	<b>Financial Report as at 30 September 2018 - tabled</b>
5.1	Audited financial operating statement was presented showing a total equity of \$35,695.26 <b>Moved</b> the Financial report be accepted Tenterfield <b>Seconded</b> Balonne <b>Carried</b>
<b>6</b>	<b>Items listed</b>
6.1	In line with Section 10.v of the Border Regional Organisation of Councils' Constitution, Gwydir Council resigned after having served the maximum 3 year term of Office. Cr Coulton presented Robyn Phillips with a gift and thanked her for her work.
6.2	Outgoing Chairman Cr John Coulton acted as Returning Officer.
6.3	Nominations were called for the election of Chairperson <b>Gwydir</b> nominated Cr Peter Petty (Tenterfield) <b>Seconded</b> – Southern Downs Regional Council Cr Petty accepted the nomination. There were no further nominations. Cr Petty was duly elected.
6.4	Election of Deputy Chairperson <b>Tenterfield</b> nominated Cr K Dight (Inverell) <b>Seconded</b> – Goondiwindi Cr Dight accepted the nomination. There were no further nominations. Cr Dight was duly elected.
6.5	Election of Secretary/Treasurer – Tenterfield Tenterfield nominated Noelene Hyde and Sarah Jarrett to share the position. <b>Seconded</b> SDRC <b>Carried</b>
	Cr Petty now Chaired the meeting and thanked Gwydir for their efforts over the last three years.
6.6	Setting of annual membership fees (currently \$500 pa) <b>Moved</b> SDRC that the fees remain at \$500 per member council per year. <b>Seconded</b> Inverell <b>Carried</b>
6.7	Meeting for dates for 2019/2020 – the second Friday every 3 months: Inverell Shire Council 08 Feb 2019 Southern Downs Regional Council - 10 May 2019 Walgett Shire Council – 09 August 2019 Moree Shire Council – 08 November 2019 To be followed by: Balonne Shire Council - February 2020

	<p>Gwydir Shire Council - May 2020  Goondiwindi Regional Council - August 2020  Tenterfield Shire Council - November 2020  <b>Moved</b> Gwydir that the above meeting dates and venues be accepted and that meeting times commence at 10am LOCAL TIME.  <b>Seconded</b> Goondiwindi <span style="float: right;"><b>Carried</b></span></p>
6.8	Exec council will arrange speakers for each meeting, with host council responsible for 1 presentation.
6.9	<p><b>Moved</b> Southern Downs Regional Council that the Signatories for all bank accounts be Cr Peter Petty, Terry Dodds and Noelene Hyde  <b>Seconded</b> Inverell  Minutes will need to be presented to Warwick Credit Union and NAB <span style="float: right;"><b>Carried</b></span></p>
<b>7</b>	<b>General Business</b>
7.1	BROC Roads Group - deferred
<b>8</b>	<b>Next AGM – 08 November 2019 in Moree</b>
<b>9</b>	<b>Meeting Closed – 11.25am</b>

<b>Action Item Log:</b>			
<b>Officer</b>	<b>Item</b>	<b>Listed</b>	<b>Outcome</b>

7 November 2019

**To Whom It May Concern**

I, Igor Ivannikov, an independent Financial Consultant have reviewed attached financial statements of the Border Regional Organisation of Councils which include:

- 1) Statement of Income and Expenditure for the period 1 October 2018 to 30 September 2019;  
and
- 2) Statement of Assets and Equity as at 30 September 2019.

I confirm that accounts are prepared on a cash basis and represent true and fair view of actual facts.



Igor Ivannikov MPhil (UNE), CA, FCCA  
Local Government Financial Consultant  
[livannikov100@gmail.com](mailto:livannikov100@gmail.com)  
0412932174



## *Birthplace of Our Nation*

7 November 2019

**To Whom It May Concern**

I have prepared for the Border Regional Organisation of Councils:

- 1) The attached Statement of Income and Expenditure for the period 1 October 2018 to 30 September 2019; and
- 2) The attached Statement of Assets and Equity as at 30 September 2019

To the best of my knowledge and belief, these accounts represent a true and fair view of the financial activities and position of the Border Regional Organisation of Councils for the year ended 30 September 2019.

**Paul Della**  
**Manager Finance & Technology**  
**Tenterfield Shire Council**

*All correspondence should be addressed to:*

**The General Manager**  
**Tenterfield Shire Council**

247 Rouse Street (PO Box 214) TENTERFIELD NSW 2372

Telephone: (02) 6736 6000 Facsimilie: (02) 6736 6005 email: [council@tenterfield.nsw.gov.au](mailto:council@tenterfield.nsw.gov.au) website: [www.tenterfield.nsw.gov.au](http://www.tenterfield.nsw.gov.au)

ABN: 85 010 810 083



Border Regional Organisation of Councils			
Statement of Income and Expenditure for the period 1 October 2018 to 30 September 2019			
	2019		2018
	\$		\$
<b>INCOME</b>			
Membership Fees	4,000.00		4,000.00
Interest	540.51		684.98
<b>TOTAL INCOME</b>	<b>4,540.51</b>		<b>4,684.98</b>
<b>EXPENDITURE</b>			
Flights, accomodation and hire car for guest speaker (MDA)	-		780.15
Flowers for Alice Colbran	-		100.00
Accommodation and Meals for guest speaker	320.00		201.00
Website development, registration , domain and hosting costs	197.34		582.34
Donation - Friendly Faces Helping Hand Donation	1,000.00		-
Bank Fees	-		6.50
<b>TOTAL EXPENDITURE</b>	<b>1,517.34</b>		<b>1,669.99</b>
<b>SURPLUS</b>	<b>3,023.17</b>		<b>3,014.99</b>

Border Regional Organisation of Councils			
Statement of Assets and Equity as at 30 September 2019			
	2019		2018
	\$		\$
<b>CURRENT ASSETS</b>			
Choice account 400379187 -S6 Warwick Credit Union	0.18		0.18
NAB Transaction Account 69-022-2187	7,592.43		15,109.04
Fixed term Deposit 42-388-8697 NAB	10,052.36		-
Fixed term deposit 100005924-I2 Warwick Credit Union (due 22 October 2019)	21,073.46		20,586.04
<b>TOTAL CURRENT ASSETS</b>	<b>38,718.43</b>		<b>35,695.26</b>
<b>NON CURRENT ASSETS</b>			
<b>TOTAL NON CURRENT ASSETS</b>	<b>38,718.43</b>		<b>35,695.26</b>
<b>TOTAL ASSETS</b>	<b>38,718.43</b>		<b>35,695.26</b>
<b>TOTAL EQUITY</b>	<b>38,718.43</b>		<b>35,695.26</b>