



**CARPENTARIA SHIRE**  
*Outback by the Sea*

***ORDINARY MEETING***  
***MINUTES***

***20 MAY, 2026***

**CONFIRMED MINUTES**

**TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
1	OPENING OF MEETING .....	7702
2	RECORD OF ATTENDANCE .....	7702
3	CONDOLENCES .....	7702
4	DISCLOSURE OF INTERESTS.....	7703
5	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS .....	7704
6	BUSINESS ARISING FROM PREVIOUS MEETINGS .....	7704
7	RECEPTION OF PETITIONS & DEPUTATIONS.....	7704
8	MAYORAL MINUTES.....	7704
9	COUNCILLOR MONTHLY UPDATE .....	7706
10	MATTERS OF WHICH NOTICE HAS BEEN GIVEN .....	7706
11	REPORTS FROM THE CHIEF EXECUTIVE OFFICER .....	7707
	11.1 Monthly Report - CEO .....	7707
	11.2 Local Resilience Action Plan.....	7707
	11.3 Burial Fees for Children.....	7708
12	REPORTS FROM CHIEF OPERATING OFFICER .....	7709
	12.1 Chief Operating Officer Report .....	7709
	12.2 Monthly Financial Report - April 2026 .....	7709
	12.3 Fees and Charges - 2026/2027 .....	7710
13	REPORTS FROM EXECUTIVE MANAGER COMMUNITY DEVELOPMENT & TOURISM.....	7711
	13.1 Community Development, Tourism & Regional Prosperity Matters of Interest Report.....	7711
	13.2 Community Donations and Support .....	7711
14	REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES ....	7712
	14.1 DOE Report.....	7712
	14.2 NDRRA/QDRF Report.....	7713
	14.3 Water and Waste Monthly Report.....	7714

**CONFIRMED MINUTES**

---

14.4	Building and Planning Report .....	7714
14.5	Development Application I/2606 - Reconfiguration of a Lot (One into Five Lots) – Wren Constructions – 9 Thompson Street, Normanton (Lot 9 on RP809898) .....	7715
<b>15</b>	<b>CLOSURE OF MEETING .....</b>	<b>7717</b>

## CONFIRMED MINUTES

---

### 1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:01am**.

### 2 RECORD OF ATTENDANCE

#### Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor - Via Tele-Link up
Cr AM Murphy	
Cr GW Smerdon	
Cr CP Schafer	
Cr LJ Henry	Via Tele-Link up
Cr JE O'Brien	

#### Staff

Ms Anne Andrews	Chief Executive Officer
Ms Jacinda Sceresini	Executive Officer, Governance, Projects & Communications
Mr Andrew Shaw	Chief Operating Officer
Ms Amanda Farraway	Executive Manager Community Development & Tourism
Mr Michael Wanrooy	Director of Engineering

*The following officers attended the meeting as indicated in the minutes*

Mr Francis Puthuppallil	Finance Manager
Mr Joe Beddows	Manager Water and Waste
Mr John Martin	Consultant Engineer - ERSCON

Councillor Henry participated in the meeting by teleconference with Council's approval pursuant to section 254K(1) of the *Local Government Act 2009*. Councillor Henry indicated by audio that he could hear the proceedings and all other members.

### 3 CONDOLENCES

A minute's silence was held for the passing of the following community members:

- ❖ Mrs Margaret Tucker
- ❖ Mr Collis Casey
- ❖ Mr Franklin Casey
- ❖ Mr Mervin Edwards (Jnr)

## CONFIRMED MINUTES

---

### 4 DISCLOSURE OF INTERESTS

I, **Councillor Henry** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 13.2 – Community Donations and Support. The nature of my interest is as follows:

- (i) I am the President of the Normanton Stingers Rugby League Football Club and a team who participates in the Battle of the Gulf Cluster as requested a fee waiver.

In accordance with section 150EM of the Local Government Act 2009, Councillor Henry dealt with this declarable conflict of interest by disconnecting from the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor O'Brien** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 14.5 – Development Application I/2606 – Reconfiguration of a Lot (One into Five Lots) – Wren Constructions – 9 Thompson Street, Normanton (Lot 9 on RP809898). The nature of my interest is as follows:

- (i) I own a vacant block of land the applicant is storing equipment on..

In accordance with section 150EM of the Local Government Act 2009, Councillor O'Brien dealt with this declarable conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor Murphy** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 14.5 – Development Application I/2606 – Reconfiguration of a Lot (One into Five Lots) – Wren Constructions – 9 Thompson Street, Normanton (Lot 9 on RP809898). The nature of my interest is as follows:

- (i) I do occasional work for Wren Constructions.

In accordance with section 150EM of the Local Government Act 2009, Councillor Hawkins dealt with this declarable conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

## CONFIRMED MINUTES

---

### 5 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 22 April 2026, as previously circulated to Councillors.

#### COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Schafer

*That the Minutes of the Ordinary Council Meeting held 22 April 2026 be confirmed.*

**CARRIED 7/0**

**Resolution No. 0526/001**

### 6 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

### 7 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

### 8 MAYORAL MINUTES

#### Budget Estimates

The Mayor advised that an email was received from Sue confirming that budget estimates must be submitted by close of business today.

#### Restocking Support and Funding Update

The Mayor advised that discussions are continuing with several departments and committees, including the Department of Infrastructure, Agriculture, Home Affairs, and the Department of Environment Committee. Key matters raised include:

- Restocking priority — Restocking for Carpentaria remains a major focus.
- Industry outlook — Further clarification will be sought regarding the long-term future of commercial fishermen and the broader industry.

Council will continue advocating for restocking support and funding. At this stage, no update has been received on the status of restocking funding applications.

## **CONFIRMED MINUTES**

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### **NWQROC Summit Planning**

The Mayor informed the North West Regional Organisation of Councils (NWQROC) is progressing plans to convene a summit involving the Minister for Primary Industries, Mr Tony Perrett, along with key industry and government stakeholders.

### **NWQROC Meeting – Karumba (6 & 7 May 2026)**

The Mayor, Deputy Mayor and Chief Executive Officer attended the North West Queensland Organisation of Councils (NWQROC) meeting held recently in Karumba. Discussions centred on the future direction of the ROC, with a strong emphasis on ensuring that the organisation continues to maintain a clear community-focused approach.

Work is ongoing to streamline a coordinated plan to address several identified issues, (408 items referenced).

### **Emergency and Disaster Management Update**

Emergency and Disaster Management personnel arrived prior to the ROC meeting. A series of site visits were undertaken, during which bridge infrastructure issues were discussed.

It was noted that most flood gauges are managed by the Bureau of Meteorology (BOM). Concerns were raised regarding the current accuracy and reliability of flood gauge data.

### **Lilyvale Power Update**

The Chief Executive Officer received feedback from Ergon Energy regarding the Lilyvale power application. Progress continues with both Queensland Energy and Ergon Energy on advancing the application process. At this stage, no confirmed timeline has been provided for the delivery of power supply to Lilyvale.

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## CONFIRMED MINUTES

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### 9 COUNCILLOR MONTHLY UPDATE

#### Councillor Smerdon:

##### School Bypass Program

- A review of the School Bypass Program is currently underway.
- The program was originally due for review in 2019.
- The program has been in operation for approximately 25 years.
- Eligibility for the program is based on specific criteria, including student numbers and other relevant factors.
- A strong turnout of parents and community members was noted.
- Additional details can be obtained from the Principal of Normanton State School.

##### Rodeo Meeting

- Additional wheelie bins have been requested for the upcoming Rodeo event.
- A large turnout is anticipated, increasing waste management requirements.
- The Director of Engineering is investigating availability additional bins.
- Additional waste collection services may be required during the event to manage increased waste volumes.

### 10 MATTERS OF WHICH NOTICE HAS BEEN GIVEN

Nil.

#### ATTENDANCE:

Councillor Schafer left the meeting room at 9:43am.  
The Finance Manager entered the meeting room at 9:44am.  
Councillor Schafer re-entered the meeting room at 9:45am.

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## CONFIRMED MINUTES

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### 11 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 11.1 MONTHLY REPORT - CEO

**Executive Summary:**

This report provides Councillors with an update of the business of the Department of the CEO for April 2026 – May 2026 and forward planning for May – June 2026.

**Recommendation:**

***For information only.***

#### 11.2 LOCAL RESILIENCE ACTION PLAN

**Executive Summary:**

The Local Resilience Action Plan (LRAP) is a strategic tool that captures and prioritises resilience-building projects based on local needs, aligns them with broader strategies, and provides a pathway to seek and secure resilience funding. It includes key projects identified in Council's Corporate and Operational Plans, disaster response, Council reports, community consultation, and Councillor briefings. Council must produce an LRAP to be eligible for QRA funding. It is also a useful document to capture other priorities and ensure that projects are identified for future funding discussions.

**Recommendation:**

***That Council notes the Local Resilience Action Plan.***

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## CONFIRMED MINUTES

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### 11.3 BURIAL FEES FOR CHILDREN

#### Executive Summary:

The current Schedule of Fees and Charges include a standard burial fee only. No burial fees exist for infants or children, resulting in a significant gap in the pricing structure.

This report proposes the introduction of new burial fee categories for infants, children aged 2–8 years, and children aged 9–16 years, effective from the 2026/2027 Schedule of Fees and Charges.

The introduction of these fees will ensure fairness, transparency, and consistency in service provision. A review of the proposed fee for children aged 2–8 years is also recommended to ensure equitable pricing across all child age groups.

A previous report to Council (19 July 2023) recommended the inclusion of child burial fees; however, these fees were not incorporated into the adopted Schedule. This omission has resulted in operational uncertainty and inconsistency in the application of burial charges.

Introducing a structured fee schedule for infants and children will align Council's pricing with industry norms and ensure a transparent and equitable approach for families.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

***That Council amend the 2026/2027 Schedule of Fees and Charges so that:***

- ***Burial for children under 2 years of age is provided at no charge; and***
- ***Burial fees for children aged 2–16 years are set at 50% of the adult burial fee.***

**CARRIED 7/0**

***Resolution No. 0526/002***

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## CONFIRMED MINUTES

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### 12 REPORTS FROM CHIEF OPERATING OFFICER

#### 12.1 CHIEF OPERATING OFFICER REPORT

**Executive Summary:**

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Operating Officer portfolio.

***Recommendation:***

***For information only.***

**NOTATION:**

Audit Committee Representation

- Primary representatives – Councillor Hawkins and Councillor O'Brien
- Alternate representatives – Councillor Murphy and Councillor Smerdon

**ADJOURNMENT:**

The meeting adjourned for morning tea at 10:25am.

The meeting resumed at 10:48am.

### 12.2 MONTHLY FINANCIAL REPORT - APRIL 2026

**Executive Summary:**

Presentation of the financial report for 30 April 2026 is required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget. The contents of the report include:

1. Key Highlights
2. Operating Result
3. Cash Position
4. Trade and Receivables
5. Investments
6. QTC Loans
7. Sales, contracts and recoverable works

**COUNCIL RESOLUTION**

Moved Cr Schafer

Seconded Cr Henry

## CONFIRMED MINUTES

***That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 30 April 2026.***

**CARRIED 7/0**

***Resolution No. 0526/003***

### 12.3 FEES AND CHARGES - 2026/2027

#### **Executive Summary:**

As part of Council's annual budget setting process, the fees and charges for the next financial year need to be developed and set by Council. This report recommends that Council set the fees and charges effective from the next financial year (from 1 July 2026) in accordance with the attached fees and charges schedule.

#### Childcare Fees Review

- Updated figures are pending; amendments to the childcare fees will be required once figures are reviewed.
- Six weeks' notice to parents is required following adoption of the updated fees.
- Revised childcare fees are expected to be presented at the June Meeting.

#### Fees and Charges Amendments

- Page 77 – Main Hall: Remove reference to urn/hot water.
- Page 79 – Sports Oval: Remove lighting charges (applies to both no-for-profit organisations and sporting groups)

### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr O'Brien

#### ***That Council:***

- 1. Defer the adoption of Childcare fees as they are still to be confirmed.***
- 2. A Special Meeting will be required to adopt the final Fees and Charges Schedule.***
- 3. This Agenda Item lay on the table until all fees and charges are available.***

**CARRIED 7/0**

***Resolution No. 0526/004***

#### **ATTENDANCE:**

The Finance Manager left the meeting room at 11:11am.

## CONFIRMED MINUTES

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### 13 REPORTS FROM EXECUTIVE MANAGER COMMUNITY DEVELOPMENT & TOURISM

#### 13.1 COMMUNITY DEVELOPMENT, TOURISM & REGIONAL PROSPERITY MATTERS OF INTEREST REPORT

**Executive Summary:**

This report provides updates to Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

**Recommendation:**

*For Information Only.*

**ATTENDANCE:**

Councillor Henry left the meeting at 11:29am.  
The Manager Water and Waste entered the meeting room at 11:29am.

#### 13.2 COMMUNITY DONATIONS AND SUPPORT

**Executive Summary:**

During the period since the April 2026 meeting of Council, the requests listed in this report have been received for consideration in the Carpentaria Shire Council Community Donations and Support Program.

**COUNCIL RESOLUTION**

Moved Cr Schafer

Seconded Cr O'Brien

***That Council:***

- 1. Notes the fee waiver approved under the delegation of the Chief Executive Officer since the April 2026 meeting of Council***
- 2. Considers the fee waivers submitted to Council since the April 2026 meeting of Council.***

**CARRIED 6/0**

***Resolution No. 0526/005***

**NOTATION:**

That the Normanton Stingers Rugby League Football Club be allocated six (6) bins.

## CONFIRMED MINUTES

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### **ATTENDANCE:**

Councillor Henry re-connected to the meeting at 11:34am.  
The Consultant Engineer entered the meeting room at 11:42am.

### **14 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES**

#### **14.1 DOE REPORT**

##### **Executive Summary:**

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Engineering's portfolio.

##### ***Recommendation:***

***For information only.***

##### **NOTATION:**

The Director of Engineering is requested to investigate and report on the matter raised by Councillor O'Brien regarding the updated value of variations for the Mitchell River Bridge.

### **ATTENDANCE:**

The Chief Executive Officer left the meeting room at 12:05pm.  
The Chief Executive Officer re-entered the meeting room at 12:06pm.

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## CONFIRMED MINUTES

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### 14.2 NDRRA/QDRF REPORT

#### **Executive Summary:**

**QRA22:** Submission 6 (Dunbar – Kowanyama Road REPA and Betterment) has been submitted for acquittal. Responses have been provided to recent expenditure and scope related queries raised by QRA.

**QRA23:** Final outcome reports have been received for two (2) submissions and final payment to Council is expected shortly. Two (2) remaining submissions have been submitted for acquittal and are currently undergoing closeout assessment by QRA.

**QRA24:** REPA and Betterment have a total RV of approx. \$70.6million (construction budget of \$51.8million) and is 61% complete with an expenditure ratio of 1.11. Approximately \$2.1million of REPA works remain to be completed by 30 June 2026, and a further \$6.6million by 31 December 2026. Setout for programmed 2026 construction season scope is currently in progress. Crews have begun progressively mobilising to camps around the Shire to commence remaining works once emergency works have been completed to enable heavy vehicle access. Three (3) crews are currently working from Donors Camp, Stirling Camp and the Depot, with a further three (3) crews to mobilise shortly. Approximately \$16million in Betterment scope remains to be constructed prior to submission deadlines. The current QRA Cash Flow for road restoration/betterment is approximately \$19million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$26million in advance.

**QRA25:** QRA25 REPA submissions have a total RV of approx. \$73.8million (construction budget of \$55.6million) and is 5% complete with an expenditure ratio of 1.00. QRA25 scope has been programmed to be constructed in conjunction with QRA24 scope where possible to reduce camp and establishment costs. QRA24 scope will be prioritised to ensure submission deadlines are met. A final outcome has been received for the secondary Emergency Works submission (Approx. \$1.2million) and payment to Council is expected shortly.

**QRA26:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2025. Damage pickup and Emergency Works are in progress throughout the Shire on roads that are currently accessible and will continue in the coming months as more areas become accessible. Damage assessments are in progress with submissions currently being prepared. Scope has been identified to be rolled over into QRA26 submissions due to significant additional damage.

**Recommendation:**

**For Information Only.**

#### **ATTENDANCE:**

The Consultant Engineer left the meeting room at 12:12pm.

## CONFIRMED MINUTES

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### 14.3 WATER AND WASTE MONTHLY REPORT

#### **Executive Summary:**

This report has been prepared to provide Council with an overview of actions completed and underway within the Water and Waste Department throughout April 2025.

The following items of interest are presented in further detail within the report:

- Water Industry Update
- Normanton-Karumba Water Supply Scheme
- Operations Update
- Maintenance and Upgrades
- Sewer Update
- Waste Services

#### ***Recommendation:***

***For Information Only.***

#### **ATTENDANCE:**

The Manager Water and Waste left the meeting room at 12:27pm.

### 14.4 BUILDING AND PLANNING REPORT

#### **Executive Summary:**

The report is to advise Council of relevant planning and building activities within the Shire for the month of April 2026.

#### ***Recommendation:***

***For Information Only.***

#### **ATTENDANCE:**

Councillor Murphy left the meeting room at 12:30pm.

Councillor O'Brien left the meeting room at 12:30pm.

## CONFIRMED MINUTES

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### 14.5 DEVELOPMENT APPLICATION I/2606 - RECONFIGURATION OF A LOT (ONE INTO FIVE LOTS) – WREN CONSTRUCTIONS – 9 THOMPSON STREET, NORMANTON (LOT 9 ON RP809898)

#### Executive Summary:

Council is in receipt of an application for a development permit for a reconfiguration of a lot to create 5 new lots (each 809-810 square metres) from 1 existing lot. The property within residential zone is located at 9 Thompson Street Normanton, formally described as Lot 9 on RP809898. The proposed development is code assessable and complies or can be conditioned to comply with all specific benchmarks and relevant matters as per the attached report.

#### COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Smerdon

***That Council resolve in accordance with the Planning Act 2016, that the applicant be notified that the application for a development permit for reconfiguring a lot at 9 Thompson Street Normanton formally described as Lot 9 on RP809898 is approved, subject to the conditions detailed below:***

#### ***Reasons for Approval***

***The proposed development is code assessable and complies or can be conditioned to comply with all applicable assessment benchmarks, including:***

- ***Reconfiguring a lot code***
- ***General development code***
- ***State Planning Policy assessment benchmark for natural hazards risk and resilience.***

***It will facilitate residential development that is consistent with the residential zone and the character of the locality.***

#### ***Conditions***

##### ***General***

1. ***The development is to be undertaken substantially in accordance with the following approved plans attached to the development permit:***
  - (i) ***Drawing No. A1 – 3 Rev A dated 18.02.2026***
2. ***All lot numbering on the Plan of Subdivision to be submitted to Council must remain as shown on the approved plans.***
3. ***All future buildings and structures within each lot are to be contained within the building envelope shown on the approved plan. These building envelopes are to***

## CONFIRMED MINUTES

*be marked on the plan of subdivision in accordance with the approved plan.*

### **Services**

4. *All lots are required to drain to a lawful point of discharge to the satisfaction of the Director of Engineering Services or delegate.*
5. *All lots are to be connected to water supply and sewerage infrastructure, constructed to standards stated in Schedule 1, Part 3 of the Carpentaria Shire Planning Scheme. The cost of connection to all services is to be met by the applicant/proponent.*
6. *All lots are to be connected to power and telecommunications sewerage infrastructure, constructed to standards required by the relevant service provider.*
7. *Should any of the Council's assets be damaged during construction, the cost of the reinstatement of all such assets shall be met by the proponent and to the satisfaction of the Director of Engineering Services or delegate.*

### **Easement**

8. *A minimum 3.0m wide easement must be registered against the titles of lots 1-4 in favour of Council over the sewer line traversing the land.*
9. *All easements must be granted at no cost to the Grantee. Draft easement documentation must be submitted to Council for endorsement.*

### **Boundary Encroachments**

10. *All existing and proposed utility services and connections (e.g. electricity, telecommunications, water, sewerage) are to be wholly located within the lot they serve or alternatively included within an easement where location within the lot is not possible.*
11. *All existing structures are fully contained within a single lot. Any existing structure that is not wholly contained within a single lot must be removed.*

### **When Conditions Must Be Complied With**

12. *Unless otherwise stated, all works required by the conditions of this development approval must be completed prior to approval of the Plan of Subdivision.*

CARRIED 5/0

Resolution No. 0526/006

## CONFIRMED MINUTES

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### ATTENDANCE:

Councillor Murphy re-entered the meeting room at 12:33pm.  
Councillor O'Brien re-entered the meeting room at 12:33pm.

### 15 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 12:32pm.*

### MINUTES CERTIFICATE

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor



Date