

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 28 AUGUST 2025 SCHEDULED TO COMMENCE AT 9:00 AM

ATTENDANCE

Mayor Cr W M Taylor chaired the meeting with Deputy Mayor Cr C J O'Neil, Cr J R P Birkett, Cr M K Brumpton, Cr A K Davis, Cr P J Flynn, Cr J M Hancock (by Microsoft Teams), Cr J R Vincent, Chief Executive Officer – Robert Hayward and Kelly Rogers Minutes Officer in attendance.

AS REQUIRED

Deputy CEO, Strategic Roads, Airports & Major Project Services, Director Corporate Services – Brett Exelby, Director Engineering – Seamus Batstone, Director Regional Development, Environment and Planning – Jamie Gorry, Director Roma – Dean Ellwood, Director Warroo – Mathew Gane, Manager - Regional Facilities Management – Leah Cooper, Lead Rates and utilities Billing Officer / System Administrator – Debbie Gelhaar, Lead Local Development Officer – Georgie Adams-Woodall, Project Administration Officer – Tennielle Limpus, (Acting) - Manager - Regional Planning & Building Development – Danielle Pearn, Project Officer – Contract Management Office – Luci Gunning.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.03am.

APOLOGIES

Resolution No. OM/08.2025/27	
Moved Cr Davis	Seconded Cr Birkett
That apologies be received and leave of absence granted for Cr. Seawright for this meeting.	
CARRIED	8/0

CONFIRMATION OF MINUTES

Resolution No. OM/08.2025/28	
Moved Cr O'Neil	Seconded Cr Vincent
That the minutes of the Ordinary Meeting held on 14 August 2025 be confirmed.	
CARRIED	8/0

BUSINESS

OFFICE OF THE CEO

Item Number: 10.1 File Number: D25/83061

SUBJECT HEADING: MONTHLY REPORT | ACTIONS FROM COUNCIL MEETINGS

Officer's Title: Lead Officer – Elected Members and Community Engagement

Executive Summary:

The purpose of this report was to provide Council with an update on the status of Council meeting actions for the month of July 2025.

Resolution No. OM/08.2025/29	
Moved Cr Vincent	Seconded Cr Brumpton
That Council receive and note the Officer's report as presented.	
CARRIED	8/0

Responsible Officer	Lead Officer - Elected Members & Community Engagement
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CORPORATE SERVICES

Item Number: 11.1 File Number: D25/79481

SUBJECT HEADING: AMENDMENT TO DEBTOR MANAGEMENT POLICY

Officer's Title: Lead Rates and Utilities Billing Officer / System Administrator

Executive Summary:

Amendment to the Debtor Management Policy – Withholding Payments to Customers with Outstanding Debts.

Resolution No. OM/08.2025/30	
Moved Cr Brumpton	Seconded Cr Davis
That Council:	
<ol style="list-style-type: none"> 1. Adopt the updated Debtor Management Policy as presented. 2. Rescind all previous versions of the Debtor Management Policy. 3. Upload the updated Debtor Management Policy to Council's public website. 	
CARRIED	8/0

Responsible Officer	Lead Rates and Utilities Billing Officer / System Administrator
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REPORTS - LOCAL AREA DIRECTORS

Declaration of Interest

Item	13.1
Description	Maranoa Christmas Street Party 2025
Declaring Councillor	Cr Amber Davis
Person with the interest Related party / close associate / other relationship	Myself and my husband, Wayne Davis
Particulars of Interest	We own and operate Bessie's Ice-Cream Bus and we will most likely be attending the event.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Davis left the meeting at 9.09am

Declaration of Interest

Item	13.1
Description	Maranoa Christmas Street Party 2025
Declaring Councillor	Cr Meryl Brumpton
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	My Employer WestWind Energy was a sponsor of the event.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Brumpton left the meeting at 9.09am

Item Number: 13.1 **File Number:** D25/83630

SUBJECT HEADING: MARANOA CHRISTMAS STREET PARTY 2025

Officer's Title: Lead Local Development Officer

Executive Summary:

The Maranoa Christmas Street Party is an anticipated event in the Maranoa. It was proposed the 2025 Christmas Street Party take place on Thursday, 4 December from 5pm-8.30pm along McDowall Street between Hawthorne Street and Charles Street.

Resolution No. OM/08.2025/31

Moved Cr O'Neil

Seconded Cr Birkett

That Council:

1. **Host the 2025 Maranoa Christmas Street Party on Thursday, 4 December 2025.**
2. **Approve McDowall Street to be closed from Hawthorne Street to Charles Street from 2.30pm to 10pm on Thursday, 4 December 2025.**
3. **Seek additional sponsorship opportunities for the 2025 Maranoa Christmas Street Party.**
4. **Authorise the Chief Executive Officer, or delegate, to sign funding applications and/or funding agreements relative to the 2025 Maranoa Christmas Street Party, as applicable.**
5. **Form an organising committee comprising of Councillor representatives to include Councillor/s Taylor and Hancock, Council staff, community and business representatives.**
6. **Coordinate a Shop Local campaign, that is drawn in the week before Christmas.**
7. **Coordinate a Christmas luncheon in Roma on Friday 19 December 2025.**
8. **Provide operational support to smaller communities who also host Christmas Events.**

CARRIED

6/0

Responsible Officer

Lead Local Development Officer

At cessation of discussion and decision on the abovementioned item, Councillors Brumpton and Davis returned to the meeting at 9.16am.

Section 150F A (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Peter Flynn, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

REGIONAL DEVELOPMENT, ENVIRONMENT & PLANNING**Item Number:****14.1****File Number: D25/82069****SUBJECT HEADING:****ENDORSEMENT OF COMMUNITY GRANTS AND
EVENTS ASSISTANCE POLICY AND SPONSORSHIP
POLICY****Officer's Title:****Lead Local Development Officer****Executive Summary:**

The Community Grants and Events Assistance Policy and the Sponsorship Policy have undergone a review to improve clarity, streamline application processes, and ensure alignment with Council's strategic priorities.

This report sought Council endorsement of the two policies, which will provide a clear and consistent framework for the ways Council can support community groups with their projects and events.

Moved Cr Davis**Seconded Cr Brumpton****That Council:**

- 1. Adopt the Community Grants and Events Assistance Policy as presented.**
- 2. Adopt the Sponsorship Policy with the following amendment:**
 - Events programs or activities run solely for commercial profit do meet the eligibility criteria.**
- 3. Rescind all previous versions of the abovementioned policies identified in points 1 and 2.**
- 4. Approve the reopening of the Community Grants program for applications following adoption of these policies.**
- 5. Authorise the Chief Executive Officer, or delegate, to make any minor administrative amendments to these policies as required.**
- 6. Upload the adopted policies on Council's public website.**

NO VOTE TAKEN

No vote was taken on the draft motion at that time with Cr O'Neil proposing the following procedural motion:

Resolution No. OM/08.2025/32**Moved Cr O'Neil**

That this lays on the table until later in the meeting [for Council to further consider eligibility criteria implications in line with the intent of the draft motion].

CARRIED**8/0**

Declaration of Interest

Item	14.2
Description	Headspace Roma – Multi-Venue User Agreement
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I am chairperson of the local Headspace Operational Committee and therefore could be seen to have a vested interest in decision on this matter.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Flynn left the meeting at 9.23am.

Item Number: 14.2 **File Number:** D25/55153

SUBJECT HEADING: HEADSPACE ROMA - MULTI-VENUE USER AGREEMENT

Location: Mitchell, Surat, Wallumbilla, Yuleba and Injune

Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council was asked to consider entering into a Multi-Venue User Agreement with RHealth Limited, known as Headspace Roma, for the use of several Council owned facilities across the Maranoa Region.

The agreement would allow Headspace to deliver free, private mental health and well-being services to young people aged 12-25 in various communities.

Resolution No. OM/08.2025/33	
Moved Cr Birkett	Seconded Cr Brumpton
That Council:	
<ol style="list-style-type: none"> 1. Enter into a non-exclusive Multi-Venue User Agreement with RHealth Limited, for use of the Mitchell Youth Hub, Injune Community Centre, Wallumbilla Memorial Hall, Yuleba CWA Building and Surat Youth Zone for a period of three (3) years. 2. Authorise the Chief Executive Officer, (or delegate) to execute the Multi-Venue User Agreement. 	
CARRIED	7/0

Responsible Officer	Leases and Agreements Administration Officer
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At cessation of discussion and decision on the abovementioned item, Cr Flynn returned to the meeting at 9.26am.

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Meryl Brumpton, Cr. Amber Davis, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Declaration of Interest

Item	14.3
Description	Development Application – Material Change of use “Dwelling House” (Domestic Outbuilding) – 173 Edwardes Street, Roma (Ref: 2025/21534)
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself and my daughter Lucy Foley.
Particulars of Interest	I am the owner of the neighbouring block to the block discussed in this application and my daughter and hers husband also own a block neighbouring onto the block being discussed.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Flynn left the meeting at 9.27am.

Item Number: 14.3 **File Number:** D25/82238

SUBJECT HEADING: DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE "DWELLING HOUSE' (DOMESTIC OUTBUILDING) - 173 EDWARDES STREET, ROMA (REF:2025/21534)

Officer's Title: Planning Officer

Executive Summary:

Robbie and Kerri-Ann Pollock trading as RA & KJ Pollock Building Contractors have submitted a Development Application for a Material Change of Use “Dwelling House” (Domestic Outbuilding) located at 173 Edwardes Street, Roma, properly described as Lot 1 on RP194087 (the subject premises). The development site also includes Lot 34 & 35 on RP840803.

The applicants propose the construction of a 353.8m² shed configured to include a 91.0455m² open portion and a 262.75m² enclosed portion. The height of the structure is proposed to reach 5.478m.

Resolution No. OM/08.2025/34

Moved Cr O'Neil

That this lay on the table until later in the meeting. [for officer's to provide an alternate draft motion with conditions should Council wish to consider approval of the application].

CARRIED

7/0

At cessation of discussion and decision on the abovementioned item, Cr Flynn returned to the meeting at 9.34am.

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Meryl Brumpton, Cr. Amber Davis, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number:	14.4	File Number: D25/23269
SUBJECT HEADING:	OPTION TO RENEW - LICENCE AGREEMENT - SURAT WASHDOWN FACILITY	
Officer's Title:	Leases and Agreements Administration Officer	

Executive Summary:

Council received a request from Mandandanji Cultural Heritage Services Pty Ltd, to extend the Licence Agreement for the use of the Surat Washdown Facility by a further three (3) years.

Moved Cr Birkett	Seconded Cr Vincent
<p>That Council:</p> <ol style="list-style-type: none"> Approve the extension of the Licence Agreement with Mandandanji Cultural Heritage Services Pty Ltd for a further three (3) year term in accordance with the terms of the current agreement, until 17 August 2028. Authorise the Chief Executive Officer (or delegate) to determine the annual rental amount, having regard to any additional utilities, maintenance and operational expenses at the premises as a result of this agreement. Authorise the Chief Executive Officer (or delegate), to execute the Licence Agreement. <p>NO VOTE TAKEN</p>	

Responsible Officer	Leases and Agreements Administration Officer
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No vote was taken on the draft motion at that time, with Cr Davis proposing an amendment to point 2 which was accepted by the 'mover' and 'seconder' as follows:

Resolution No. OM/08.2025/35

Moved Cr Birkett

Seconded Cr Vincent

That Council:

1. Approve the extension of the Licence Agreement with Mandandanji Cultural Heritage Services Pty Ltd for a further three (3) year term in accordance with the terms of the current agreement, until 17 August 2028.
2. Authorise the Chief Executive Officer (or delegate) to determine the annual rental amount (including cost recovery and appropriate profit margin), having regard to any additional utilities, maintenance and operational expenses at the premises as a result of this agreement.
3. Authorise the Chief Executive Officer (or delegate), to execute the Licence Agreement.

CARRIED (Cr Flynn requested his vote against the motion be recorded)

7/1

Responsible Officer	Leases and Agreements Administration Officer
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LATE ITEMS

Item Number:

L.1

File Number: D25/75568

SUBJECT HEADING:

MONTHLY FINANCIAL REPORT AS AT 31 JULY 2025

Officer's Title:

**Chief Financial Officer
Director - Corporate Services**

Executive Summary:

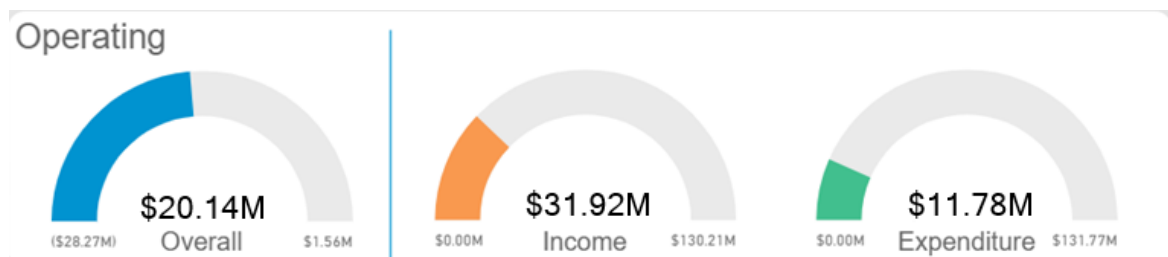
The purpose of this report was to present the monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the period ended 31 July 2025.

Council's operating result for July 2025 year-to-date is a surplus of \$20.14M.

Comparing YTD Actuals to YTD Budget, the variance is a surplus of \$14.96M.

Notable variances are:

- ☐ *Rates income over budget: First half-year billed in late July, was budgeted for in August \$28.7M*



- ☐ *Grants income under budget: Financial Assistance Grants budgeted for in July, was received early last year (\$13.63M)*

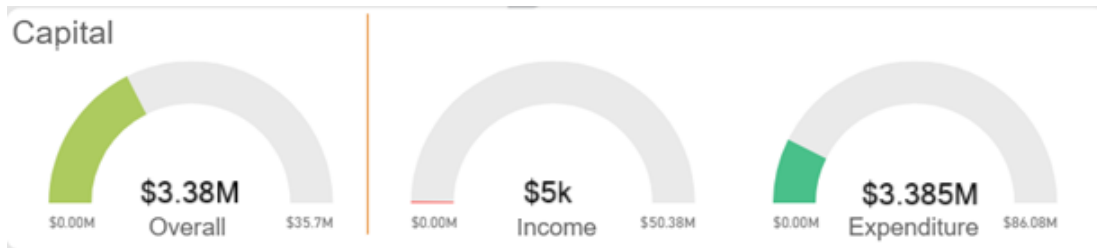
Capital Projects budgeted expenditure consumed is 3.9%

Financial Risks or issues, across operating and capital, requiring Council's awareness are:

- ☐ *There are no significant issues at this time*

Our strategic outlook is favourable. We are on track to achieve budget.

Detailed financial statements are included within the attached report.



Resolution No. OM/08.2025/36

Moved Cr Brumpton

Seconded Cr Vincent

That Council:

1. Note the Monthly Financial Report for the period ended 31 July 2025.
2. Note the following errors-
 - Page 5 of 25 regarding employee costs and
 - Page 7 of 25 regarding cash balance

CARRIED

8/0

Item Number:

L.2

File Number: D25/81814

SUBJECT HEADING:

**AMENDMENTS TO THE MARANOA NURSING
ADVANCEMENT BURSARY FRAMEWORK**

Officer's Title:

Project and Administration Officer

Executive Summary:

This report sought Councils endorse the amendment to The Maranoa Nursing Advancement Bursary Framework.

Resolution No. OM/08.2025/37

Moved Cr O'Neil

Seconded Cr Brumpton

That Council endorse the amendment to the Maranoa Nursing Advancement Bursary Program framework document, with the following amendment:

- ☐ **Page 2 – Change ‘The selection panel chair will be a nurse’ to ‘the selection panel chair will be a councillor’.**

CARRIED

8/0

Responsible Officer

Project and Administration Officer

Declaration of interest

Item	L.3
Description	Development Application - Material Change of Use "Outdoor Sport and Recreation" (Swim School) - 6 Tate Place Roma
Declaring Councillor	Cr Wendy Taylor
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	My Grandson, Kayce attends this swimming school
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/08.2025/38	
Moved Cr Davis	Seconded Cr Vincent
That it is in the public interest that Councillor Taylor participates and votes on agenda item L.3 because a reasonable person would trust that the decision is made in the public interest.	
CARRIED	6/0

Declaration of Interest

Item	L.3
Description	Development Application - Material Change of Use "Outdoor Sport and Recreation" (Swim School) - 6 Tate Place Roma
Declaring Councillor	Cr Cameron O'Neil
Person with the interest Related party / close associate / other relationship	Myself and my Daughters
Particulars of Interest	My Daughters are enrolled for swimming lessons at this school
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/08.2025/39	
Moved Cr Brumpton	Seconded Cr Davis
That it is in the public interest that Councillor O'Neil participates and votes on agenda item L.3 because a reasonable person would trust that the decision is made in the public interest.	
CARRIED	6/0

Item Number:

L.3

File Number: D25/82291

SUBJECT HEADING:

DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE "OUTDOOR SPORT AND RECREATION" (SWIM SCHOOL) - 6 TATE PLACE, ROMA (REF:2025/21479)

Officer's Title:

Planning Officer

Executive Summary:

Kirby Johnstone, owner and operator of Plush Babies Water Education has submitted a development application for a Material Change of Use for "Outdoor Sport and Recreation" (Swim School). The proposal is located at 6 Tate Place, Roma, properly described as Lot 31 on SP200047. The development application is subject to Impact Assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016 ('Planning Act') and any relevant matters prescribed by regulation.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules ('DA Rules') and for a period of 15 Business Days. There were no submissions received during this period.

The procedural requirements set out by the DA Rules to enable Council to make a decision on this application have been fulfilled. The development application is generally consistent with the assessment benchmarks provided by the Planning Act and the Maranoa Planning Scheme; and can be otherwise conditioned to achieve compliance.

Resolution No. OM/08.2025/40

Moved Cr Flynn

Seconded Cr Davis

That:

- 1. The development application for a Material Change of Use- "Outdoor Sport and Recreation" (Swim School) located at 6 Tate Place, Roma, properly described as Lot 31 on SP200047, be approved subject to the listed conditions and general advice-**

Conditions of Approval

Development details

- 1. The approved development is a Material Change of Use – "Outdoor Sport and Recreation" (Swim School) as defined in the Planning Scheme and as shown on the approved plans.**
- 2. The approved development must not commence until a legally binding and enforceable land use agreement is entered into and maintained with the registered owner of adjoining Lot 1 on RP203492. The agreement must permit the use of part of that lot for the provision of sufficient car parking spaces to accommodate the maximum number of clients and staff attending the approved use at any one time. The agreement must also provide for vehicular and pedestrian access to the car parking area from Currey Street.**

The land use agreement must remain in effect for the duration of the approved use. If the agreement is terminated or otherwise ceases to have effect, this development approval will lapse, and the use must cease immediately unless an alternative lawful arrangement is first approved in writing by Council.

- 3. The maximum number of swim school participants visiting the premises at any one time is seven.**

4. No more than five employees not residing on the premises are to be involved in the operation of the business.

Compliance inspection

5. All conditions relating to the establishment of the approved development must be fulfilled prior to the commencement of use, unless noted in these conditions or otherwise permitted by Council.
6. Prior to the commencement of use, the applicant shall contact Council to arrange a development compliance inspection.

Approved plans and documents

7. The approved development is to be carried out in accordance with the following approved plans/documents and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
	Site Plan	n.d

Applicable standards

8. Any works associated with the development must comply with:
 - (a) the development approval conditions;
 - (b) any relevant provisions in the Planning Scheme and the Capricorn Municipal Development Guidelines;
 - (c) any relevant Australian Standard that applies to that type of work; and
 - (d) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Avoiding nuisance

9. No unreasonable nuisance is to be caused to adjoining properties and occupiers by way of noise, smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time.
10. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
11. All lighting shall be directed or shielded to ensure that no glare directly affects nearby properties.

Note: The Queensland Government Environmental Protection Act 1994 includes controls for light nuisances.

12. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.

Refuse storage and collection

13. A sufficient number of waste storage containers must be provided on site at all times to service the use. The waste containers must be screened from view from the street and neighbouring properties and the waste regularly removed from the site to prevent unsightly accumulation of waste.

Parking

14. Prior to the commencement of the approved use, an Operational Works application must be submitted to and approved by Council for the construction of the car park and associated vehicular access on the adjoining Lot 1 on RP203492, to service the development. All Operational Works must be completed and made available for use prior to the commencement of the approved use.
15. No on-street parking is permitted at the Tate Place frontage of the development site at any time. Signage is to be established on the development site boundary/s to this effect.

Services

16. The approved development is to be connected to Council's reticulated water supply network in accordance with the Water Services Association of Australia (WSAA) publication and the CMDG Design Guidelines – D11 'Water Reticulation', at no cost to Council.
17. The approved development is to be connected to Council's reticulated sewerage disposal system in accordance with the Sewerage Code of Australia and the CMDG Design Guideline - D12 'Sewerage Reticulation', at no cost to Council.
18. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications.

Note: Any renewable energy systems integrated into the development are to contribute to the supply and use of electricity to and from the grid.

19. Connection of the development to a telecommunication service must be undertaken in accordance with the relevant provider's requirements and specifications along with relevant building standards, requirements and specifications.
20. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council's standard designs for such work where such designs exist (iv) the Capricorn Municipal Development Guidelines (CMDG) where it applies (v) any relevant Australian Standard that applies to that type of work and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
21. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Fencing

22. The existing 1.8-metre-high screen fence is to be retained along the full length of the side and rear boundaries of the site (excluding gated pedestrian access at the rear). The fence must be maintained in good order and condition.

Landscaping

23. All landscaping areas on the site are to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and replaced.
24. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.

Advertising signage

25. A maximum of one advertising sign associated with the business is to be displayed on the premises. The sign must not exceed 0.5 m² in size and must be at a height no greater than 1.5 m from ground level measured to the bottom of the sign. The sign is not to be illuminated or in motion.
26. Any advertising signage associated with the approved use must be fully contained within the development site boundaries and must not encroach into adjoining properties or roads.

Stormwater and drainage

27. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties as a result of the development operations.

Operating hours

28. Operating hours are restricted to 7:00am to 6:30pm Monday to Saturday. The development is not permitted to operate on Sundays or Public Holidays.

No cost to Council

29. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
30. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.
31. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council shall be paid prior to the commencement of use.

Latest versions

32. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the time the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

Application documentation

33. It is the developer's responsibility to ensure that all entities associated with the Development Approval have a legible copy of the Decision Notice and the Approved Plans and the Approved Documents bearing 'Council Approval'.

General Advice

- (a) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (b) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (c) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.

Under the Planning Scheme –

Outdoor Sport and Recreation means the use of premises for:

- a) a recreation or sporting activity that is carried on outdoors and requires areas of open space; or
 - b) providing and selling food and drink, change room facilities or storage facilities, if the use is ancillary to the use in paragraph (a).
- (d) The landowner is responsible for maintaining a current Pool Safety Certificate in accordance with the Pool Safety Laws for the duration of the approved use.
- (e) The Environmental Protection Act 1994 states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- (f) The land use rating category may change upon commencement of any new use on the approved lot(s). Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: www.maranoa.qld.gov.au.
- (g) All Aboriginal Cultural Heritage in Queensland is protected under the Aboriginal Cultural Heritage Act 2003 and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- (h) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
- (i) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

2. The development application fee for the related Operational Works application for the construction of a car park on adjoining Lot 1 RP20349 be waived.

CARRIED

8/0

Responsible Officer

Planning Officer

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number:

L.4

File Number: D25/82996

SUBJECT HEADING:

SURAT WATER SCHEDULE

Officer's Title:

Director Warroo

Executive Summary:

As per Resolution No. OM/06.2025/06 this report provided a recommendation for the Surat Watering Schedule for Summer 2025/26.

The watering schedule assists council to manage the Surat water allocation of 350 ML per financial year under the river water extraction licence (51055N), regulated by the Department of Regional Development, Manufacturing and Water (RDMW).

Resolution No. OM/08.2025/41

Moved Cr Hancock

That this lay on the table until later in the meeting. [to allow additional time for Councillors to review the late report].

CARRIED

8/0

Declaration of Interest

Item	C.2
Description	Injune Museum Project – Update on Design Options and Next Steps
Declaring Councillor	Cr Jane Vincent
Person with the interest Related party / close associate / other relationship	Myself, my mother Janice Humphreys is Secretary of Cultural Heritage Injune (CHIPS).
Particulars of Interest	CHIPS is the community Group invested in the Injune Museum.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Hancock dropped out of meeting at 10.15am.

CONFIDENTIAL ITEMS

Resolution No. OM/08.2025/42

Moved Cr O'Neil

Seconded Cr Davis

In accordance with the provisions of Section 254(J(3) of the Local Government Regulation 2012, that Council resolve to close the meeting to the public at [10.15am] to discuss confidential items that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(5) of the Local Government Regulation 2012, the following table provides:

- The matters to be discussed;
- An overview of what is to be discussed while the meeting is closed.

Agenda Item	Matters to be discussed (Reasons to close the meeting under the Local Government Regulation 2012)	Overview
C.1 – Lease over Lot 8 on SP107700	Section 254J(3)(h) negotiations relating the taking of land by the local government under the Acquisition of Land act 1967..	Council is asked to consider accepting a lease area known as Lot 8 on SP107700, as part of the surrounding Reserve for Bore purposes, being Lot 7 on SP222875.
C.2 – Injune Museum Project – Update on Design Options and Next Steps	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	Council and the Cultural Heritage Injune Preservation Society (CHIPS) have been working to progress the fit-out of the Injune Museum. This report outlines and update on the project and presents Council with a proposed delivery model, funding structure, and next steps to enable the delivery the initial stage of the museum project for public use.
C.3 – Hire to Buy Opportunity – Cone Crusher (Roma Quarry)	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government; AND (c)the local government's budget.	Council has the opportunity to purchase a Terex Finlay C-1540RS Cone Crusher, which has been under long term hire since new. The proposed purchase price of \$195,000.00 (excluding GST) presents a cost-effective alternative to continued hire and offers significant operational efficiency gains.

CARRIED

7/0

Cr Hancock returned to the meeting at 10.16am.

Cr Vincent, having previously declared a prescribed conflict of interest in Item C.2 left the meeting at 10.16am prior to discussion on the item.

Cr O'Neil left the meeting at 10.16am and returned at 10.17am.

At cessation of discussion on Item C.2, Cr Vincent returned to the meeting at 10.20am.

Resolution No. OM/08.2025/43	
Moved Cr Davis	Seconded Cr Vincent
That Council open the meeting to the public at 10.24am.	
CARRIED	8/0

Item Number: C.1 **File Number:** D25/82626

SUBJECT HEADING: LEASE OVER LOT 8 ON SP107700

Officer's Title: Manager - Regional Facilities Management

Executive Summary:

Council was asked to consider accepting a lease area known as Lot 8 on SP107700, as part of the surrounding Reserve for Bore purposes, being Lot 7 on SP222875.

Resolution No. OM/08.2025/44	
Moved Cr Birkett	Seconded Cr Vincent
That Council:	
<ol style="list-style-type: none"> 1. Accept the offer from the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development to incorporate Lot 8 on SP107700, including the existing structure, into the surrounding Reserve for Bore Purposes, being Lot 7 on SP222875, at no cost to Council. 2. Authorise the Chief Executive Officer (or delegate) to execute documentation in relation to the transfer. 	
CARRIED	8/0

Responsible Officer	Manager - Regional Facilities Management
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Cr Vincent, having previously declared a prescribed interest in the following Item, left the meeting left the meeting at 10.25am prior to discussion on the matter.

Item Number: C.2 **File Number:** D25/79610
SUBJECT HEADING: INJUNE MUSEUM PROJECT – UPDATE ON DESIGN OPTIONS AND NEXT STEPS
Officer's Title: Project Officer - Contract Management Office
 Regional Arts and Culture Officer
 Local Development Officer (Injune)

Executive Summary:

Council and the Cultural Heritage Injune Preservation Society (CHIPS) have been working to progress the fit-out of the Injune Museum.

This report outlined an update on the project and presented Council with a proposed delivery model, funding structure, and next steps to enable the delivery the initial stage of the museum project for public use.

Moved Cr Brumpton	Seconded Cr O'Neil
<p>That Council:</p> <ol style="list-style-type: none"> 1. Select Arterial Design as the preferred contractor to deliver Stage 1 of the Injune Museum fit-out for the estimated contract sum of \$256,013.46 (GST inclusive). 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the tenderer, noting the estimated contract sum, and execute the contract if the final terms are acceptable. 3. Approve the reallocation of \$30,000 from the Cobb & Co Store Museum Painting Project (WO26039) to the Injune Museum Fit Out (WO25936) Stage 1, noting the painting project can still be delivered within a reduced budget allocation. 4. Accept a contribution of \$85,000 from the CHIPS Group, to be transferred to Council for the purpose of delivering the injune Museum Fit Out Stage 1. 5. Invite the CHIPS Group to meet with Councillors at a future briefing to discuss the project. <p>NO VOTE TAKEN</p>	

No vote was taken on the draft motion at that time with Cr O'Neil proposing the following procedural motion:

<p>Resolution No. OM/08.2025/45</p> <p>Moved Cr O'Neil</p> <p>That this lay on the table until later in the meeting. [For Council to consider further refinement of the draft motion].</p> <p>CARRIED</p>	7/0
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Cr Vincent returned during recess for morning tea.

COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 10.34am

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.07am.

Cr Vincent, having previously declared a prescribed conflict of interest in the following item, left the meeting at 11.07am.

Item Number: C.2 **File Number:** D25/79610

SUBJECT HEADING: INJUNE MUSEUM PROJECT – UPDATE ON DESIGN OPTIONS AND NEXT STEPS

Officer's Title: Project Officer - Contract Management Office
Regional Arts and Culture Officer
Local Development Officer (Injune)

Executive Summary:

Council and the Cultural Heritage Injune Preservation Society (CHIPS) have been working to progress the fit-out of the Injune Museum.

This report outlined an update on the project and presented Council with a proposed delivery model, funding structure, and next steps to enable the delivery the initial stage of the museum project for public use.

A draft motion was put forward earlier during the meeting and not vote was taken at that time. The matter was subsequently laid on the table for Council to consider refinements. Council resumed its deliberations, with Cr Brumpton, as 'mover' of the motion proposing the following amendment, which was accepted by the 'seconder.'

Resolution No. OM/08.2025/46

Moved Cr Brumpton

Seconded Cr O'Neil

That Council:

1. **Accept a contribution of \$85,000 from the Cultural Heritage Injune Preservation Society (CHIPS), to be transferred to Council to deliver Stage 1 of the Injune Museum Fit Out.**
2. **Confirm Council's \$150,000 budget allocation within the 2025/26 budget to deliver Stage 1 of the Injune Museum Fit Out.**
3. **Approve the capital project reallocation of \$30,000 from the Cobb & Co Store Museum Painting (WO26039) to the Injune Museum Fit Out (WO25936), noting the painting project can still be delivered within a reduced budget allocation.**
4. **Select Arterial Design as the preferred contractor to deliver Stage 1 of the Injune Museum fit-out for the estimated contract sum of \$256,013.46 (GST inclusive).**
5. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the tenderer, noting the estimated contract sum, and execute the contract if the final terms are acceptable.**
6. **Invite the CHIPS Group to meet with Councillors at a future briefing to discuss the project.**

CARRIED

7/0

Responsible Officer

Project Officer - Contract Management Office

At cessation of discussion and decision on the abovementioned item, Cr Vincent returned to the meeting at 11.10am.

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number:

C.3

File Number: D25/82757

SUBJECT HEADING:

**HIRE TO BUY OPPORTUNITY - CONE CRUSHER
(ROMA QUARRY)**

Officer's Title:

Director - Engineering

Executive Summary:

Council has the opportunity to purchase a Terex Finlay C-1540RS Cone Crusher, which has been under long term hire since new. The proposed purchase price of \$195,000.00 (excluding GST) presents a cost-effective alternative to continued hire and offers significant operational efficiency gains.

Resolution No. OM/08.2025/47

Moved Cr Hancock

Seconded Cr Birkett

That Council:

- 1. Authorise the Chief Executive Officer (or delegate) to negotiate and issue a purchase order for one Terex Finlay C-1540RS Cone Crusher for \$195,000 (excluding GST), under Section 235(e) of the Local Government Regulation 2012 for the purchase of second-hand goods.**
- 2. Approve a budget transfer of \$195,000 from Work Order 14754 (Quarry Operations) to a new capital works account to fund the purchase.**

CARRIED

8/0

Responsible Officer

Director - Engineering

Item Number: 14.1 File Number: D25/82069

SUBJECT HEADING: ENDORSEMENT OF COMMUNITY GRANTS AND EVENTS ASSISTANCE POLICY AND SPONSORSHIP POLICY

Officer's Title: Lead Local Development Officer

Executive Summary:

The Community Grants and Events Assistance Policy and the Sponsorship Policy have undergone a review to improve clarity, streamline application processes, and ensure alignment with Council's strategic priorities.

This report sought Council endorsement of the two policies, which will provide a clear and consistent framework for the ways Council can support community groups with their projects and events.

A draft motion was initially put forward for this item and no vote was taken at that time. This matter was subsequently laid on the table for Council to consider eligibility criteria implications in line with the intent of the initial draft motion. Council resumed its deliberations, with Cr Davis proposing the following amended motion, which was accepted by the 'seconder':

Resolution No. OM/08.2025/48

Moved Cr Davis

Seconded Cr Brumpton

That Council:

1. Adopt the Community Grants and Events Assistance Policy as presented.
2. Adopt the Sponsorship Policy with the following amendments:

Eligibility Criteria

Amend dot point 4 to state-

Be a commercial entity which can clearly demonstrate that the event will directly benefit the community or communities within the Maranoa region.

Under Ineligible applicants and activities include, but are not limited to:

Remove dot point 1 which states "Events, programs or activities run solely for commercial profit.

3. Rescind all previous versions of the abovementioned policies identified in points 1 and 2.
4. Approve the reopening of the Community Grants program for applications following adoption of these policies.
5. Authorise the Chief Executive Officer, or delegate, to make any minor administrative amendments to these policies as required.
6. Upload the adopted policies on Council's public website.

CARRIED

8/0

Responsible Officer

Lead Local Development Officer

Cr Flynn, having previously declared a prescribed conflict of interest in the following item, left the meeting at 11.14am.

Item Number: 14.3 **File Number:** D25/82238

SUBJECT HEADING: DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE "DWELLING HOUSE" (DOMESTIC OUTBUILDING) - 173 EDWARDES STREET, ROMA (REF:2025/21534)

Officer's Title: Planning Officer

Executive Summary:

Robbie and Kerri-Ann Pollock trading as RA & KJ Pollock Building Contractors have submitted a Development Application for a Material Change of Use "Dwelling House" (Domestic Outbuilding) located at 173 Edwardes Street, Roma, properly described as Lot 1 on RP194087 (the subject premises). The development site also includes Lot 34 & 35 on RP840803.

The applicants propose the construction of a 353.8m² shed configured to include a 91.0455m² open portion and a 262.75m² enclosed portion. The height of the structure is proposed to reach 5.478m.

This item was laid on the table earlier during the meeting. Council resumed its deliberations.

Resolution No. OM/08.2025/49

Moved Cr O'Neil

Seconded Cr Brumpton

That Council defer this decision until the next Ordinary Meeting on 11 September 2025, and undertake a site visit (subject to the approval of the applicant/owners) on Wednesday 10 September 2025.

CARRIED

7/0

Responsible Officer

Planning Officer

At cessation of discussion and decision on the abovementioned item, Cr Flynn returned to the meeting at 11.16am.

Item Number: L.4 **File Number:** D25/82996

SUBJECT HEADING: SURAT WATER SCHEDULE

Officer's Title: Director Warroo

Executive Summary:

As per Resolution No. OM/06.2025/06 this report provided a recommendation for the Surat Watering Schedule for Summer 2025/26.

The watering schedule assists council to manage the Surat water allocation of 350 ML per financial year under the river water extraction licence (51055N), regulated by the Department of Regional Development, Manufacturing and Water (RDMW).

This item had been laid on the table earlier during the meeting to allow additional time for review of the report. Council resumed its deliberations on the matter.

Resolution No. OM/08.2025/50**Moved Cr Birkett****Seconded Cr Vincent****That Council:**

- 1. Receive and note the report**
- 2. Adopt the following schedule for Summer 2025/26.**
 - **(1 September 2025 – 31 March 2026) • Wednesday, Friday and Sunday East may water (5am – 9am & 4pm – 8pm)**
 - **Tuesday, Thursday, and Saturday West may water (5am – 9am & 4pm – 8pm).**
- 3. Continue to provide the community with updates on water consumption levels throughout the year via static signage, print and online communications.**

CARRIED**8/0****Responsible Officer****Director - Warroo****ACKNOWLEDGMENT**

Cr Vincent congratulated and acknowledged Marlene Auld, one of the Roma Visitor Information Centre's dedicated volunteers, who was awarded the 2025 Queensland Volunteer of the Year at the Queensland Visitor Information Centre Awards the week prior.

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 11.21am.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 11 September 2025, at Roma Administration Centre.