



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting
held in the Council Chambers, Litchfield
on Tuesday 19 August 2025 at 6:00pm

Present	Doug Barden Mark Sidey Emma Sharp Kevin Harlan Kris Civitarese Mathew Salter	Mayor (Chair) Deputy Mayor, Councillor South Ward Councillor South Ward Councillor Central Ward Councillor Central Ward Councillor North Ward (Electronically)
Apology	Rachael Wright	Councillor North Ward
Staff	Stephen Hoyne Maxie Smith Geoff Thomas Rebecca Taylor Deb Boyko	Chief Executive Officer Director Corporate and Community Director Infrastructure and Operations Policy & Governance Program Leader Executive Assistant to Mayor and CEO

Public Gallery As per Attendance Register
Streamed Online via YouTube: <https://www.youtube.com/watch?v=sSy2T5m4ArM>

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

On behalf of Council, the Mayor acknowledged the Traditional Custodians of the land on which they meet. The Mayor also conveyed Council's respect to the Elders past, present and future for their continuing custodianship of the land and the children of the land across generations.

2. OPENING OF THE MEETING

The Mayor opened the meeting at 6:00pm

The Mayor advised that an audio and visual recording of the meeting was live streamed to Council's online platform and will remain online for public viewing in accordance with Council's Recording of Council Meetings Policy. By attending the meeting, those present agreed to comply by Council's Recording of Council Meetings Policy. It is noted that there were technical difficulties with the visual component of the recording and the meeting proceeded with Audio only.

3. ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.01 Electronic Attendance

Moved: Cr Harlan

Seconded: Cr Sharp

THAT pursuant to GOV02 Litchfield Council's Meeting Procedures, Council provided permission for the following Councillors to attend the Ordinary Council Meeting electronically:

Cr Salter

ORD2025 11-425 CARRIED (6-0)

3.02 Apologies

Moved: Cr Harlan

Seconded: Cr Civitarese

THAT pursuant to GOV02 Litchfield Council's Meeting Procedures Council accept an apology from Cr Rachael Wright.

ORD2025 11-426 CARRIED (6-0)

3.03 Leave of Absence Previously Granted

Nil

3.04 Leave of Absence Request

Nil

4. DISCLOSURE OF INTEREST

The Mayor advised that any member of Council who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at a Council meeting or a Committee meeting should declare the conflict of interest to enable Council to manage the conflict in accordance with its obligations under the Local Government Act and its policies regarding the same.

4.1 Elected Members

Moved: Mayor Barden

Seconded: Deputy Mayor Sidey

As per Section 115 of the Local Government Act 2019 Cr Harlan disclosed a conflict of interest in the confidential agenda.

ORD2025 11-427 CARRIED (6-0)

4.2 Staff

Nil

5. PUBLIC QUESTIONS

The following public questions were received:

Marissa Clausen

1. Why is council changing the terminology in correspondence once again of rehabilitation on Kentish Road 760 and 800?
The descriptors used to describe an open drain may vary between individuals however the drains functionality does not.
2. Why are particulars of the remediation works to be performed continually changing to suit Council?
The remediation work proposed has remained unchanged for the past 12 months.
3. Why has council not provided the cross-sectional view adjoining 2744 and 2743 of the proposed smaller open drain? Council have provided this with other drain designs.
Being a part of the road reserve asset; design and construction related issues pertaining to the drain remain a Council responsibility. An engineering opinion is not required of landowners.
4. Why has there been a constant delay or no response for council while Rodney was in position.
Review of correspondence records does not support this comment.
5. Why has Council not yet provided their formal Acknowledgement of liability to us for the defective works and the resultant damage caused to our land.
Council has accepted that collateral impact on the referred property occurred during road construction and has been seeking your permission to access the property to facilitate remediation.
6. Why will council not meet with us in a meeting to discuss the rehabilitation?
Council and DLI have held several meetings with yourself in relation to this matter. Following our most recent meeting you granted permission for the contractor to access the referred land for remediation works to proceed.

Tony Pritchard

1. Would like to ask Cr Harlen why he trespassed on his property to delivery propaganda?
Inappropriate question under the policy. Cr Harlen had been delivering fliers.
2. Mayor Barden, there has been a commitment for you to submit reports to the Freds Pass Reserve board, have these been submitted in relation to the new lease and funding agreement?
The reports will be submitted to Freds Pass Reserve board within the next two weeks.

3. After being banned from the waste disposal site, what special conditions are going to be repatriate to him for not being able to use the facility?

This is an administrative matter.

4. Has there been any disciplinary action was taken against a staff member at the recycle centre?

This is an administrative matter.

5. An issue that was raised in May 2024 regarding the bike trailer at the recycle centre, displaying fraudulent charity from the residence, the bike trailer is still there however the request for donations have been omitted and spray painted over. This was raised with the Ombudsman, and they advised to go back to council, which has been done, and no answer has been received.

A response has been previously provided by council to Mr Pritchard in relation to this matter.

6. CONFIRMATION OF MINUTES

6.1 Confirmation of Council Minutes

Moved: Cr Harlan
Seconded: Cr Civitarese

THAT Council confirms the following minutes as a true and accurate record of those meetings:

- Ordinary Council Meeting held Tuesday 15 July 2025, 22 pages; and
- Confidential Council Meeting held Tuesday 15 July 2025, 4 pages.

ORD2025 11-428 CARRIED (6-0)

6.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Cr Sharp
Seconded: Deputy Mayor Sidey

THAT Council receive and note Item 6.02 within the Council agenda, Council Action Sheet / Business Arising from Previous Meetings.

ORD2025 11-429 CARRIED (6-0)

7. PETITIONS

Nil

8. DEPUTATIONS AND PRESENTATIONS

Nil

9. ACCEPTING OR DECLINING LATE ITEMS

Moved: Cr Sharp
Seconded: Deputy Mayor Sidey

THAT the following late reports be accepted and included under Open Section and Confidential Section of the meeting for consideration.

13.04.01 Litchfield Community Library Patronage Statistics
15.01.03 DRAFT: RFT510 - Keleson Road Upgrade: Gravel to Seal

ORD2025 11-430 CARRIED (6-0)

10. NOTICES OF MOTION

Nil

11. MAYORS REPORT

Moved: Mayor Barden
Seconded: Cr Civitarese

THAT Council receive and note Item 11.01 Mayor's monthly report for the period of 16 July 2025 to 19 August 2025.

ORD2025 11-431 CARRIED (6-0)

12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

Nil

13. OFFICERS' REPORTS

13.01 Corporate and Community

13.01.01 Litchfield Council Finance Report – July 2025

Moved: Cr Sharp
Seconded: Deputy Mayor Sidey

THAT Council note the Litchfield Council Finance Report 31 July 2025.
THAT the CEO signs the Finance Report 31 July 2025.

ORD2025 11-432 CARRIED (6-0)

13.01.02 People, Performance and Governance Report – July 2025

Moved: Cr Harlan
Seconded: Cr Civitarese

THAT Council note the People, Performance and Governance Report for July 2025.

ORD2025 11-433 CARRIED (6-0)

13.01.03 Litchfield Community Library Patronage Statistics

Moved: Deputy Mayor Sidey
Seconded: Cr Sharp

THAT Council:

1. receive and notes the report, which shows a significant increase in membership and visitation numbers since the relocation to Coolalinga Central.

ORD2025 11-434 CARRIED (6-0)

13.02 Executive and Community Services

13.02.01 Community Services and Development Monthly Report – July 2025

Moved: Cr Harlan
Seconded: Cr Civitarese

THAT Council note the Community Services and Development Monthly Report for June 2025.

ORD2025 11-435 CARRIED (6-0)

13.03 Infrastructure and Operations

13.03.01 Summary Planning and Development Report – July 2025

Moved: Deputy Mayor Sidey
Seconded: Cr Sharp

THAT Council:

1. receive the Summary Planning and Development Report June 2025; and
2. note for information the responses provided to relevant agencies within Attachment A to R of this report.

ORD2025 11-436 CARRIED (6-0)

14. OTHER BUSINESS

15. CONFIDENTIAL ITEMS

Moved: Cr Harlan
Seconded: Cr Civitarese

THAT Council Pursuant to Section 99 (2) of the *Local Government Act* and Regulation 51(1) of the *Local Government (General) Regulations 2019* the meeting be closed to the public to consider the following Confidential Items:

15.01.01 Confirmation of Confidential Minutes Tuesday 15 July 2025

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(d) information subject to an obligation of confidentiality at law, or in equity.

15.01.02 Fred Pass Reserve Draft Lease

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(d) information subject to an obligation of confidentiality at law, or in equity.

15.01.03 DRAFT: RFT510 - Keleson Road Upgrade: Gravel to Seal

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(c)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

ORD2025 11-437 CARRIED (6-0)

The meeting moved to Confidential Session at 6:45pm.

Moved: Cr Sharp
Seconded: Cr Civitarese

THAT pursuant to Section 93(2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations 2021* the meeting be re-opened to the public.

ORD2025 11-438 CARRIED (6-0)

The meeting moved to Open Session of the meeting at 7:16pm.

16. CLOSE OF MEETING

The Chair closed the meeting at 7:16pm.

17. NEXT MEETING

Tuesday 23 September 2025

18. MINUTES TO BE CONFIRMED

Tuesday 23 September 2025



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Mayor
Rachael Wright



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Chief Executive Officer
Stephen Hoyne