



BOGAN SHIRE COUNCIL

Minutes

Date: Thursday, 28 August 2025

Time: 7.00pm

**Location: Bogan Shire Council
Council Chambers
81 Cobar Street
Nyngan**

**Derek Francis
General Manager**



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**MINUTES OF BOGAN SHIRE COUNCIL
ORDINARY COUNCIL MEETING HELD AT THE BOGAN SHIRE COUNCIL,
COUNCIL CHAMBERS, 81 COBAR STREET, NYNGAN
ON THURSDAY 28 AUGUST 2025 AT 7.00PM**

PRESENT: Councillors Cr G Neill (Chairperson), K Bright, V Boag, R Bootle, J Elias, S Issa, G Jackson, D Menzies, E Stanton

IN ATTENDANCE: D Francis (General Manager), D Wood (Director People and Community Services), S Waterhouse (Director Finance And Corporate Services), C Black (Director Development & Environmental Services), M Salter (Executive Officer)

1 OPENING PRAYER

2 REMEMBRANCES

A minutes silence was observed for the late Mrs Jill Bootle and Mr Robin Black (Moonbar).

3 APOLOGIES

4 DISCLOSURE OF INTERESTS

Cr Jackson

10.5 Tennis Club Committee

Reason: Cr Jackson is nominated for the Secretary of the Tennis Committee.

5 CONFIRMATION OF ORDINARY MINUTES**6.1 MINUTES OF ORDINARY MEETING - 24 JULY 2025****Resolved 175/25**

Moved: Cr Boag

Seconded: Cr Stanton

That the minutes of the Ordinary Council Meeting held at the Bogan Shire Council, Council Chambers, 81 Cobar Street, Nyngan on 24 July 2025, be received and noted.

Business Arising:**10.2 LGNSW ANNUAL CONFERENCE 2025****Resolved 157/25**

Moved: Cr Boag

Seconded: Cr Bootle

That Council send three delegates to attend the LGNSW Annual Conference. Councillors Jackson and Issa, and The Director of Infrastructure Services to attend.

Resolved 176/25

Moved: Cr Bootle

Seconded: Cr Elias

That Cr Neill replace Cr Jackson at the LGNSW Conference, as Cr Jackson has indicated he is unable to attend.

The following discussions and resolutions arose from decisions made in the Closed and Confidential Section of the Meeting, 28 August 2025:

5 CONFIDENTIAL MATTERS

Resolved 172/25

Moved: Cr Jackson

Seconded: Cr Elias

EXCLUSION OF PRESS AND PUBLIC: That Council move into a closed session of Council with the public excluded, in accordance with the *Local Government Act 1993* section 10A(2).

5.1 NYNGAN WAR MEMORIAL POOL - MANAGEMENT CONTRACT

This matter is considered to be confidential under Section 10A(2) of the *Local Government Act 1993*, and discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Resolved 173/25

Moved: Cr Bootle

Seconded: Cr Jackson

That Council enter into a new contract with Mr Scott Bartley for the 2025/2026 swimming season, under terms and conditions consistent with those of the 2024/2025 season agreement. With thanks to Mr Bartley for his continued good work.

Resolved 174/25

Moved: Cr Stanton

Seconded: Cr Bright

INCLUSION OF PRESS AND PUBLIC: That the meeting move into open Council.

6 NOTICE OF MOTION

Nil

7 MAYORAL MINUTES

Nil

8 COMMITTEE MEETING MINUTES

Nil

10 GENERAL MANAGER'S REPORTS**10.1 GENERAL MANAGERS CHECKLIST**

Item	Date	Minute No	Matter	Action Required	Officer	Status
1	21/12/2017	392/17	Increase of train speed through Nyngan	Strong letter of concern and a request to address Council be sent to the relevant rail authorities and a copy to the local member.	GM	Refer below.
	23/11/2023	282/23		That Council respond to Minister Aitchison, with a request that the train speed limit be reduced to 20km/hour, as Council is not in a position financially to provide rail crossing lights.		This matter was drawn to the attention of Minister Aitchison on 12/01/2024 during her visit to Nyngan. Further letters sent to Minister Aitchison and Roy Butler MP. Discussed with Minister Aitchison on 15/07/2024 during her visit to Nyngan. Letter received from Minister Aitchison. TNSW has requested a review of train speeds from UGL.
2	27/02/2025	012/25	Nyngan Emergency Bore	That Council seek tenders for the Nyngan Emergency Bore project as now proposed by NSW Public Works with the following scope of works:	DIS	

Item	Date	Minute No	Matter	Action Required	Officer	Status
				i. Installation of a new bore, with power supply, in the vicinity of the current bore that meets the boundary proximity requirements of the Water Sharing Plan. ii. Installation of pipeline from the new bore site to Nyngan iii. Project design, project management and other associated costs.		UPDATE A tender for the construction of the pipeline from the bore, along Old Warren Road has been published by Public Works. Investigation of a preferred route through Nyngan is in progress.
3	27/05/2021	126/21	Addressing Local Job Vacancies	Council delays the launch of the marketing campaign until progress is made with establishing more housing accommodation in Nyngan.	DPCS	Refer below.
	28/09/2023	207/23		Council provides a budget of \$25,000 for production of videos for the relocation campaign.		Production of Employment video in progress. Production of Health and Education video in progress.

Item	Date	Minute No	Matter	Action Required	Officer	Status
4	25/07/2024	144/24	New Water Treatment Plant Site	That Council does not proceed with building the new Water Treatment Plant on the site adjacent to the substation at the end of Dandaloo Street. That Council constructs the new Water Treatment Plant on the Council owned land at the Raw Water Pump Station at the upper weir.	DIS	In Progress
5	24/10/2024	245/24	Reclassification of Land – 8 Tabratong Street	That Council resolve to: 1. Lodge the Planning Proposal to Reclassify Public Land at 8 Tabratong Street Nyngan with the Department of Planning, Housing and Infrastructure for a Gateway Determination; and 2. Undertake community consultation in accordance with the Gateway Determination.	DDES	Public Exhibition completed. No submissions received. UPDATE A public hearing was held on 18 August 2025 at the Bogan Shire Youth and Community Centre.

Item	Date	Minute No	Matter	Action Required	Officer	Status
6	27/07/2023	160/23	School Exchange Program	The General Manager commence discussions around the future of the Tongling Exchange Program, with a report to Council.	GM	Discussions held with Acting Principal, Nyngan High School.
	25/07/2024	146/24		That Council consider locations that may have economic/industry ties for the School Exchange Program, to enhance the student experience.		
7	26/10/2023	247/23	Before and After School Care, Nyngan	That the Before and After School Care matter be further pursued with the Department of Education, and if necessary, the Minister.	GM	Refer below.
	22/02/2024	009/24		Issue of lack of Before and After School Care in Nyngan be referred to Local Member.		Correspondence sent to Local Member.
	25/07/2024	147/24		That Council request the Local Member to make further contact with the Minister for Education about the lack of Before and After School Care in Nyngan.		Email sent to Local Member in August 2024. Contact, with reminder, made with Local Members Office October 2024.

Item	Date	Minute No	Matter	Action Required	Officer	Status
						GM and DPCS met with officials of Department of Education to discuss community concerns. Local Member has written to Minister for Education and Early Learning and issued a press release.
8	23/11/2023	278/23	Nyngan Year-Round Fishery	That Council provide in principle support for the development of a Memorandum of Understanding with DPI Fisheries for a managed fishery in the Nyngan off-river storages, with a further report to Council to consider a draft Memorandum of Understanding.	DIS	Department of Primary Industries and Regional Development have advised that preparation of a risk assessment and draft Memorandum of Understanding is in progress.
9	27/06/2024	134/24	Nyngan Community Homes	That Council request that Nyngan Community Homes Association presents a satisfactory Business Plan and shows it has the capacity to build planned homes on the land, Council will consider an appropriate arrangement to facilitate the provision of the land which was formerly the Palais Theatre, on the basis of that plan.	GM	Email forwarded to Nyngan Community Homes with Council resolution and to contact the General Manager if further information is required. Business Plan received from Nyngan Community Homes, 01/12/2024 with a request to address Council at a future meeting. Date to be determined in consultation with Mayor.

Item	Date	Minute No	Matter	Action Required	Officer	Status
10	22/08/2024	175/24	Nyngan Tennis Section 355 Committee	That Council: (Establishes a Nyngan Tennis Section 355 Committee. Adopts the attached Nyngan Tennis Section 355 Committee Instrument of Delegation effective from 23 August 2024. Becomes a member of Tennis NSW. Installs the Tennis NSW booking and locking systems for the Nyngan tennis courts and clubhouse. That the General Manager has further discussions with the interim executive of Nyngan Tennis Club about membership, fees and other relevant matters with a further report to Council.	GM	Meeting held with Committee. Further report to Council, August 2025 to finalise Committee arrangements. UPDATE: Report to Council refers. COMPLETED
11	24/07/2025	166/25	Vermont Hill Road	That Council: 1. Install signage on Vermont Hill Road at the boundary, and at		UPDATE: In progress

Item	Date	Minute No	Matter	Action Required	Officer	Status
				Fords Road advising that 'Road not regularly maintained by Bogan Shire Council, May be impassable to conventional vehicles, Use is at drivers risk'. 2. Undertake basic works to the value of \$10,000 on the worst of the scours on Vermont Hill Road.		
12	22/05/2025	105/25	Nyngan RSL sub-Branch Avenue of Remembrance	That Council propose to the Nyngan RSL sub-branch, that Council accept their offer, and plant 70 Populnea or Bimble Box.	DDES	Nyngan RSL sub-branch has accepted Council's proposal. Schools and Nyngan RSL sub-Branch have been invited to participate in planting of the trees and an opening ceremony with Council on 30/7/25. COMPLETED
13	22/05/2025	120/25	Control of Pest Bird Species	- That Council publish information about the Indian Myna and control measures on social media and Council's website, to raise community awareness. - That Council apply for grant funding to promote community		UPDATES: In progress, information/education on the Indian Myna bird will be rolled out along with option to loan a trap from Council. In progress

Item	Date	Minute No	Matter	Action Required	Officer	Status
				participation in managing Indian Myna populations within the Bogan LGA. That Council survey local businesses to determine if there is interest in contributing funds and/or supporting practical efforts to assist in the management of Indian Myna birds.		In progress
14	27/03/2025	045/25	Cobar Water Board Water Supply Agreement	That the General Manager enter into a lease agreement with the Cobar Water Board for Lot 1 DP803368 for a period of 10 years, at an agreed market related rental, with annual rent renew for the purposes of the installation of solar panels and a water pump station. This agreement is subject to a successful negotiation of a Water Supply Agreement with Cobar Water Board.	GM	In progress

Item	Date	Minute No	Matter	Action Required	Officer	Status
15	26/06/2025	139/25	Bogan Shire Youth and Community Centre R4R9 Grant	That the General Manager makes application to vary the approved Resources for Regions 9 Grant project for the Bogan Shire Youth and Community Centre to make provision for: a. Building works – wall protection, internal door installation b. Outdoor sports facilities – pickleball court and table tennis c. Deletion of a fire pit and addition of a BBQ.	GM	UPDATE: Variation request submitted.
16	26/06/2025	148/25	Nyngan Cemetery Unidentified Plots	That the General Manager provide a report to Council on the matter of unidentified cemetery plots at the Nyngan Cemetery.	DIS	Report to future Council Meeting.
17	24/07/2025	168/25	Pangee Street Trees	That Council replace seven Pangee Street trees with Platanus Acerifolia (London Plane trees) this financial year and replace the other seven Pangee Street trees with Platanus Acerifolia (London Plane trees) next financial year.	DIS	UPDATE: The removal and replacement work is scheduled for September 2025.

10.1 GENERAL MANAGERS CHECKLIST**Resolved 177/25**

Moved: Cr Jackson

Seconded: Cr Stanton

That the report relating to the Monthly Checklist be received and those items marked as “Completed” be removed from the Checklist.

10.2 CODE OF MEETING PRACTICE**Resolved 178/25**

Moved: Cr Jackson

Seconded: Cr Bootle

That Council adopts the attached Code of Meeting Practice.

10.3 POLICY AP002 PAYMENT OF EXPENSES AND PROVISIONS OF FACILITIES TO THE MAYOR AND COUNCILLORS**Resolved 179/25**

Moved: Cr Menzies

Seconded: Cr Elias

That the attached policy, AP002 Expenses and Provision of Facilities for Mayor and Councillors, be approved for public exhibition.

10.4 ORGANISATIONAL STRUCTURE**Resolved 180/25**

Moved: Cr Stanton

Seconded: Cr Elias

That Council’s Organisational Structure be as set out in the attachment.

10.5 TENNIS CLUB COMMITTEE

Clr Jackson left the room as he had earlier declared an interest on this matter.

Resolved 181/25

Moved: Cr Bootle

Seconded: Cr Stanton

1. That Council appoints the following as Members of the Nyngan Tennis Section 355 Committee:

- President: Nick Simpson
- Vice President: Wayne Judge
- Secretary: Graeme Jackson
- Treasurer: Cathy Lewis

2. That Council does not charge a lighting fee for court bookings at night for the next twelve months, and then review this matter after twelve months, with a comparative report to Council.

Clr Jackson returned to the room

11 PEOPLE AND COMMUNITY SERVICES REPORTS

11.1 BOGAN SHIRE LIBRARY OPERATIONAL REPORT

Resolved 182/25

Moved: Cr Bright

Seconded: Cr Jackson

That the Bogan Shire Library Report be received and noted.

12 FINANCE AND CORPORATE SERVICES REPORTS**12.1 INVESTMENTS JULY 2025****Resolved 183/25**

Moved: Cr Jackson

Seconded: Cr Stanton

That Council receive and note the Investment Report for July 2025.

12.2 SUMMARY OF RATE AND ANNUAL CHARGES COLLECTION

The Director of Finance and Corporate Services gave the following updates at the meeting:

Rate Collections	2025-2026	2024-2025
Arrears Prior to 01/07/2024	335,556	625,257
First Instalment as at 31/7/2025	754,979	1,199,897
Second Instalment as at 31/7/2025	1,200,816	1,326,926
Third Instalment as at 31/7/202	1,240,941	1,347,145
Fourth Instalment outstanding as at 31/7/2025	1,255,783	1,359,815
Total Arrears	354,326	625,257
Total Outstanding	5,623,603	5,859,040
Monthly Transactions		
Amount Levied & B/Fwd	6,192,744	6,249,484
Add: Adjustments	3,462	7,123
Less: Payments to end of July	1,340,182	-326,180
Less: Rebates	-66,623	-71,387
Add: Postponed	0	0
Gross Total Balance	5,623,603	5,859,040
Arrears of total amount levied %	5.7%	10%

Resolved 184/25

Moved: Cr Boag

Seconded: Cr Jackson

That Council receive and note the Rate and Annual Charges Collection Report for July 2025.

12.3 AUDIT OF 2024/2025 FINANCIAL ACCOUNTS**Resolved 185/25**

Moved: Cr Menzies

Seconded: Cr Bright

That Council refer the 2025 Annual Financial Statements for Audit and that the necessary elected members and staff be authorised to sign the Statement by Councillors and Management on the General Purpose and Special Purpose Financial Statements for the year ended 30th June 2025.

13 INFRASTRUCTURE SERVICES REPORTS

13.1 DEPARTMENTAL ACTIVITY REPORT

Resolved 186/25

Moved: Cr Boag

Seconded: Cr Bright

That the Infrastructure Departmental Report be received and noted.

13.2 AERODROME LIGHTING

Resolved 187/25

Moved: Cr Bright

Seconded: Cr Elias

That The Aerodrome Lighting Report be received and noted.

14 DEVELOPMENT AND ENVIRONMENTAL SERVICES REPORTS

14.1 DEVELOPMENT APPLICATIONS REPORT

Resolved 188/25

Moved: Cr Boag

Seconded: Cr Menzies

That the Development Applications Report be received and noted.

15 PRECIS OF CORRESPONDENCE**15.1 CORRESPONDENCE FROM NYNGAN SHOW SOCIETY****Resolved 189/25**

Moved: Cr Jackson

Seconded: Cr Bright

That the Correspondence received from Nyngan Show Society be noted.

15.2 CORRESPONDENCE FROM NYNGAN LOCAL ABORIGINAL LAND COUNCIL**Resolved 190/25**

Moved: Cr Elias

Seconded: Cr Bootle

That the correspondence received from The Nyngan Aboriginal Land Council (LALC) regarding Nyngan NAIDOC Celebrations 8 – 19 September 2025, be noted.

15.3 CORRESPONDENCE FROM THE NYNGAN BRANCH OF THE COUNTRY WOMENS ASSOCIATION (CWA)**Resolved 191/25**

Moved: Cr Jackson

Seconded: Cr Elias

That the correspondence received from The Nyngan Branch of The Country Women's Association (CWA), be noted.

15.4 CORRESPONDENCE SPONSORSHIP REQUEST TOUR DE OROC**Resolved 192/25**

Moved: Cr Boag

Seconded: Cr Elias

That Council make a donation for the amount of \$500 to the Tour De OROC, for Macquarie Home Stay, in response to correspondence received from Grayden Curry.

15.5 CORRESPONDENCE FROM AARON BENNETT**Resolved 193/25**

Moved: Cr Bootle

Seconded: Cr Jackson

That Council make a donation for the amount of \$500 to the Burns Unit at The Sydney Childrens Hospital, in response to correspondence received from Aaron Bennett.

15.6 CORRESPONDENCE FROM KAUSHIK PATEL

Resolved 194/25

Moved: Cr Bootle

Seconded: Cr Elias

That Council not put a public toilet at the truck parking area on the Mitchell Highway, given that there are public toilets in close vicinity.

15.7 CORRESPONDENCE FROM GILGANDRA NEWSPAPERS PTY LTD

Resolved 195/25

Moved: Cr Boag

Seconded: Cr Elias

That the correspondence received from Gilgandra Newspapers be noted.

16 MEETING CLOSURE

There being no further business, the meeting closed at 8.00pm.

These minutes were confirmed by resolution at a meeting on and were signed as a true record.

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GENERAL MANAGER

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MAYOR