



MINUTES

**Ordinary Council Meeting
Wednesday, 16 July 2025**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 16 JULY 2025 AT 11.00AM**

PRESENT:

Councillors:

Mayor Kathy Duff, Cr Jane Erkens, Cr Linda Little, Cr Danita Potter, Cr Deb Dennien, Cr Heath Sander, Cr Ros Heit

Council Officers:

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Kerri Anderson (General Manager Finance & Liveability), Simon Ginn (Manager Planning & Development), Sam Dunstan (Senior Planning Officer), Jennifer Pointon (Manager Commercial Enterprises and Projects), Michael Hunter (Coordinator Commercial Enterprises), Leanne Petersen (Manager Facilities Parks & NRM), Rebecca Bayntun (Manager Customer Solutions), Kevin Searle (Manager Works and Fleet), Wendy Kruger (Executive Assistant Finance) Helen Floyd (Executive Assistant Mayor), Danielle Gribble (Executive Assistant)

1 OPENING

Mayor Kathy Duff opened the meeting at 11.54am.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

Were conducted at the Special Budget Meeting of today's date.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Was conducted at the Special Budget Meeting of today's date.

5 DECLARATION OF INTEREST

I, Cr Heath Sander inform this meeting that I have a prescribed conflict of interest in relation to **Item 12.3 Contractual Arrangements entered into over \$200,000 (Ex GST)** This prescribed conflict of interest arises because I also sit on the list of contractors with Council, along with my wife, managing Bjelke-Petersen and Boondooma Dams. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

I, Cr Heath Sander inform this meeting that I have a prescribed conflict of interest in relation to **Item 16.2 SBRCQ 24/25-140 Sale and Removal Boondooma Bunkhouse.** This prescribed conflict of interest arises because I also sit on the list of contractors with Council, along with my wife, managing Boondooma Dam. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

Attendance

At 11.57am Sam Dunstan entered the meeting.

I, Cr Danita Potter inform this meeting that I have a declarable conflict of interest in relation to **Item 16.4 Renewal of Lease for Kingaroy Chamber of Commerce and Industry Inc. Hub**. This declarable conflict of interest arises due to my position on the Rotary Satellite Club of Kingaroy Sunrise. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

I, CEO Mark Pitt inform this meeting that I have a declarable conflict of interest in relation to **Item 12.7 Development Permit for Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots) at 19 Boonenne Ellesmere Road Taabinga (and described as Lot 1 on RP175421). Applicant: F Heirdsfield C/- ONF Surveyors**. This declarable conflict of interest arises due to a close associate has made a submission on the application. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

I, CEO Mark Pitt inform this meeting that I have a declarable conflict of interest in relation to **Item 16.4 Renewal of Lease for Kingaroy Chamber of Commerce and Industry Inc. Hub**. This declarable conflict of interest arises due to my position on the Rotary Satellite Club of Kingaroy Sunrise. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

6 DEPUTATIONS/PETITIONS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 18 JUNE 2025**

RESOLUTION 2025/34

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That the Minutes of the Council Meeting held on 18 June 2025 be received and the recommendations therein be adopted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 11.59pm Rebecca Bayntun entered the meeting.

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - DEPUTY MAYOR POSITION

RESOLUTION 2025/35

Moved: Mayor Kathy Duff

Seconded: Cr Jane Erkens

That pursuant to Section 165(3) and 165(4) of the *Local Government Act 2009* Council declare the position of Deputy Mayor vacant.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 12.01pm Danielle Gribble left the meeting.

8.2 NOTICE OF MOTION - DEPUTY MAYOR APPOINTMENT

RESOLUTION 2025/36

Moved: Mayor Kathy Duff

Seconded: Cr Jane Erkens

That pursuant to section 165(5) of the *Local Government Act 2009* Council appoint Cr Ros Heit as Deputy Mayor as of 4 August 2025.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 12.06pm Danielle Gribble entered the meeting.

At 12.06pm Jennifer Pointon entered the meeting.

8.3 NOTICE OF MOTION - UPCOMING LAUGHTER CLINICS AND WINTER WARMERS COMEDY NIGHT

RESOLUTION 2025/37

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That the South Burnett Regional Council supports the upcoming Laughter Clinics and Winter Warmers Comedy night by way of \$3000 and hall hire.

In Favour: Crs Kathy Duff, Linda Little, Danita Potter and Deb Dennien

Against: Crs Jane Erkens, Heath Sander and Ros Heit

CARRIED 4/3

9 COUNCILLOR DIVISIONAL UPDATES

Nil

10 BUSINESS OUTSTANDING**10.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

RESOLUTION 2025/38

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That the Business Outstanding table for the Ordinary Council Meeting be received for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**11 EXECUTIVE SERVICES****11.1 BIEDO UPDATE**

RESOLUTION 2025/39

Moved: Cr Deb Dennien

Seconded: Cr Jane Erkens

That South Burnett Regional Council receive the BIEDO Partnership Report for the period January to March 2025 for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**11.2 DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER UNDER THE WASTE REDUCTION AND RECYCLING REGULATION 2023**

RESOLUTION 2025/40

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That pursuant to *Section 257 of the Local Government Act 2009* South Burnett Regional Council:

1. Delegate the exercise of the powers contained in Schedule 1 of the Instrument of Delegation *Waste Reduction and Recycling Regulation 2023* to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the Instrument of Delegation.
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2. Repeal all prior resolutions delegating the same powers to the Chief Executive Officer.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.3 DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER UNDER THE PUBLIC RECORDS ACT 2023

RESOLUTION 2025/41

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That pursuant to *Section 257 of the Local Government Act 2009* South Burnett Regional Council:

1. Delegate the exercise of the powers contained in Schedule 1 of the Instrument of Delegation *Public Records Act 2023* to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the Instrument of Delegation.
2. Repeal all prior resolutions delegating the same powers to the Chief Executive Officer.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL UNDETECTED WATER LEAKS POLICY - STATUTORY043

RESOLUTION 2025/42

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That the South Burnett Regional Council Undetected Water Leaks Policy – Statutory043 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.5 ADOPTION OF THE SOUTH BURNETT REGIONAL REMOTE PILOTED AIRCRAFT DRONE POLICY - STRATEGIC053

RESOLUTION 2025/43

Moved: Cr Linda Little
Seconded: Cr Deb Dennien

That the South Burnett Regional Council Remote Piloted Aircraft Drone Policy – Strategic053 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ACCEPTABLE REQUESTS GUIDELINES POLICY - STATUTORY004

RESOLUTION 2025/44

Moved: Cr Heath Sander
Seconded: Cr Deb Dennien

That the South Burnett Regional Council Acceptable Requests Guidelines Policy – Statutory004 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.7 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INFORMATION PRIVACY POLICY - STATUTORY038

RESOLUTION 2025/45

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the South Burnett Regional Council Information Privacy Policy – Statutory038 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.8 REQUEST FOR EXEMPTION OF LANDING FEES - KINGAROY SOARING CLUB

RESOLUTION 2025/46

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council exempt landing fees for all registered competitors and tow planes for the State and National Championships.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**Attendance**

At 12.29pm Danielle Gribble left the meeting.

At 12.34pm Danielle Gribble entered the meeting.

11.9 REGIONAL LIFESTYLE MAGAZINE FEATURE

RESOLUTION 2025/47

Moved: Cr Jane Erkens

Seconded: Cr Linda Little

That South Burnett Regional Council note the offer to participate in the Regional Lifestyle Magazine Feature for information and take no further action.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Heath Sander and Ros Heit

Against: Cr Deb Dennien

CARRIED 6/1**Attendance**

At 12:40pm Cr Danita Potter left the meeting.

At 12:41pm Cr Danita Potter returned to the meeting.

At 12.47pm Rebecca Bayntun left the meeting.

At 12.50pm Rebecca Bayntun entered the meeting.

11.10 FEES & CHARGES 25/26 - SALEYARDS AMENDMENTS

RESOLUTION 2025/48

Moved: Cr Deb Dennien

Seconded: Cr Jane Erkens

That South Burnett Regional Council:

1. Amend the below fees and charges in the 25/26 Fees & Charges schedule as recommended by the Saleyards Working Group Committee.

Name	Basis and/or duration	Year 25/26 fee (inc GST)	Current description and application	Revised description and application	Amended 25/26 fee (inc GST)
Yard Fee for Cattle Private	Per head per day	\$2.00	Yard Fee for unloading/ loading/spelling /agistment charges (other than stock offered for sale at Coolabunia Saleyards)	Per head for first day only. Fees resume if cattle are held longer than 14 days.	\$2.00 per head for first day only (max 14 days)
Yard Fee for Cattle Sale	Per head per day	\$1.60	Yard fee for cattle presented at Coolabunia fortnightly store and fat sale.	Cattle presented at the sale that are held over for tick clearing are no longer charged for use of the yards.	\$0.00
Removal and Disposal of Dead Animal	Per head	At Cost	Removal and Disposal of Dead Animal (by contractor)	Work completed by supervisor	\$165.00
Coolabunia Saleyards Replacement NLIS Tag	Per head	\$33.00	Coolabunia Saleyards Replacement NLIS Tag	Labour for application of tag is administered by Livestock agent	\$10.00 (applied by agent)

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 12.52pm Jennifer Pointon left the meeting.

ADJOURN LUNCH

RESOLUTION 2025/49

Moved: Cr Jane Erkens

Seconded: Cr Ros Heit

That the meeting adjourn for lunch at 12.52pm.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2025/50

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the meeting resume at 12.43pm.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12 FINANCE & LIVEABILITY**12.1 ANIMAL MANAGEMENT CENTRE - SURRENDER FEE**

MOTION - WITHDRAWN

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That Council does not charge a surrender fee for the surrender of dogs and cats to SBRC Animal Housing Centre in the 2025-2026 Fees and Charges.

RESOLUTION 2025/51

Moved: Cr Heath Sander
Seconded: Cr Ros Heit

That South Burnett Regional Council include a surrender fee of \$20.00 for the surrender of dogs and cats to South Burnett Regional Council Animal Housing Centre in the 2025/2026 Fees and Charges.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.1.1 QUESTION ON NOTICE - DONATIONS TO ANIMAL MANAGEMENT CENTRE

Cr Jane Erkens:

Can we accept donations at the Animal Management Centre and if so how would they be dealt with?

12.2 MONTHLY FINANCIAL INFORMATION

RESOLUTION 2025/52

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That the monthly Financial Report, including Capital Works as at 30th June 2025 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.2.1 QUESTION ON NOTICE - ACCOUNTS PAYABLE "OTHER" CATEGORY

Cr Heath Sander:

That a complete breakdown for May and June purchases under the 'Other' Category in the accounts payable section of the monthly report also be provided to Councillors as well as a breakdown of the 'Neighbouring Council' category.

Attendance

At 2.04pm Cr Heath Sander having earlier informed the meeting of a prescribed conflict of interest in Item 12.3 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

12.3 CONTRACTURAL ARRANGEMENTS ENTERED IN TO OVER \$200,000 (EX GST)

RESOLUTION 2025/53

Moved: Cr Linda Little

Seconded: Cr Danita Potter

That this report be received for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit

Against: Nil

CARRIED 6/0**Attendance**

At 2:10pm Cr Heath Sander returned to the meeting.

12.4 BLACKBUTT, WONDAI AND MURGON CUSTOMER SERVICE AND LIBRARY OPENING HOURS

RESOLUTION 2025/54

Moved: Cr Ros Heit

Seconded: Cr Heath Sander

That South Burnett Regional Council amend the opening hours for Libraries and Customer Service Centres in Blackbutt, Wondai and Murgon to be open from 8:30am until 4:30pm, excluding Wednesdays when closure is at 4:00pm commencing Monday 18 August 2025.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.5 IN-KIND SUPPORT - BACONFEST 2025

MOTION

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council approve the requested in-kind assistance to 2025 BaconFest.

AMENDMENT

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That South Burnett Regional Council approve in-kind assistance to the value of \$7000 plus refuelling to 2025 BaconFest

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Deb Dennien, Heath Sander and Ros Heit

Against: Cr Danita Potter

CARRIED 6/1

THE AMENDMENT BECAME THE RESOLUTION

RESOLUTION 2025/55

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council approve in-kind assistance to the value of \$7000 plus refuelling to 2025 BaconFest.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.5.1 QUESTION ON NOTICE - POWER TO MEMORIAL PARK

Cr Heath Sander:

Possibility and cost of the connection of extra power to Memorial Park?

Attendance

At 2.37pm Aaron Meahan left the meeting.

At 2.47pm Cr Danita Potter left the meeting.

At 2.48pm Cr Danita Potter returned to the meeting.

At 2.49pm Aaron Meehan entered the meeting.

At 2.50pm Aaron Meehan left the meeting.

At 2.54pm Aaron Meehan entered the meeting.

12.6 DEVELOPMENT PERMIT FOR RECONFIGURING A LOT - SUBDIVISION (1 LOT INTO 2 LOTS) AT 5 MULLERS LANE MURGON (AND DESCRIBED AS LOT 324 ON FY2912). APPLICANT: JOSH REID

MOTION

Moved: Cr Linda Little

Seconded: Cr Ros Heit

That South Burnett Regional Council refuse the Development Application for Reconfiguring a Lot (1 Lot into 2 Lots) at 5 Mullers Lane, Murgon (and described as Lot 324 on FY2912), for the reasons contained herein.

Note: The applicant was advised to consider withdrawing the application within the initial assessment period and correspondence was issued to the applicant within the Information Request period stating Council officer's reservations with the proposal. This position was reiterated during the Decision Period through a Notice of Intention to Refuse Letter, but the applicant opted to proceed.

In Favour: Cr Ros Heit

Against: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander

LOST 1/6

MOTION

Moved: Cr Ros Heit

Seconded: Cr Jane Erkens

That the matter lay on the table until the August Council meeting.

In Favour: Crs Linda Little, Deb Dennien and Ros Heit

Against: Crs Kathy Duff, Jane Erkens, Danita Potter and Heath Sander

LOST 3/4

RESOLUTION 2025/56

Moved: Cr Heath Sander
Seconded: Cr Danita Potter

That South Burnett Regional Council accept the Development Application for Reconfiguring a Lot (1 Lot into 2 Lots) at 5 Mullers Lane, Murgon (and described as Lot 324 on FY2912), for the reasons contained herein.

GENERAL

GEN1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Drawing Title	Prepared by	Job No.	Rev.	Date
Proposed Subdivision	Josh Reid	16	-	02/02/2025

Timing: At all times.

GEN2. All works, including the repair or relocation of services is to be completed at no cost to Council.

COMPLIANCE

GEN3. All conditions of this approval are to be satisfied prior to Council endorsing the Survey Plan, and it is the applicant's responsibility to notify Council to inspect compliance with Conditions.

A fee will be charged, with payment required prior to Council's approval of the associated documentation requiring assessment.

OUTSTANDING FEES

GEN4. Prior to the sealing of the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being a charge over the subject land under any Act in accordance with Schedule 18, Section 69 of the Planning Regulation 2017.

SURVEY MARKS

RAL1. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

PLANNING

RAL2. All development involving the emission of noise, odour and dust from ongoing uses, building and/or construction activities, must ensure that the emissions are in accordance with the requirements of the *Environmental Protection Act 1994*.

Timing: As indicated.

PROPERTY BOUNDARIES

RAL3. All existing on-site structure, dams and sewerage treatment facilities including transpiration and irrigation areas are to be relocated so as not to cross the proposed property boundary.

VALUATION FEES

RAL4. Payment of Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development valuation fees that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$55.00 per lot. However, the actual amount payable will be based on Council's Register of Fees & Charges and the rate applicable at the time of payment.

BUFFER REQUIREMENT

RAL5. Install a landscaped vegetated buffer that must be maintained by the owner at all times along the full length of the:

- eastern property boundary of proposed lot 1;
- southern property boundaries of both proposed lots 1 & 2.

Unless otherwise agree in writing with Council, the buffer must:

- Be a minimum of 5.0m wide (pegged from aforementioned boundary of the lots);

Note:

- This area is not required to be fenced and can be maintained open and accessible.
- Contain random plantings of a variety of tree and shrub species of differing growth habitats, with tree spacings of 4m to 5m, and shrubs (2 – 3 rows) at 2m spacings; and
- Include species which consist of long, rough, fine leaved foliage which facilitates the more efficient capture of spray droplets, and which are fast growing and hardy for trees. All species are to be sourced locally.

Note:

- Coreflute tree guards are recommended for trees and shrubs;
- Foliage for trees should be from the base to the crown; and
- Mixed plantings of trees may be required to ensure there are no gaps in the lower canopy.

The buffer is to be established using native drought tolerant species in accordance with "Branching Out – Your Handy Guide to Tree Planting in the South Burnett".

The buffer must be installed prior to survey plan endorsement.

Maintenance

Plant health	Replace dead or dying stock as required to maintain 100% of the initial planting density	As required
	Inspect planted stock for damage from browsing animals, disease, drought and take necessary treatment to maintain health of plantings.	As required
	Irrigate if prolonged dry periods occur to maintain health and vigour of planted stock	As required

RAL6. At the time of sealing the survey plan the applicant shall provide written confirmation that the planted landscaped vegetated buffer complies with [Council's Branching Out Guide](#) and the planted landscaping on site which includes:

- The extent of the buffer;
- The location and spacing of proposed and any existing trees and shrubs;
- A list of tree and shrub species to be planted; and
- Details about how the buffer will be maintained.

ENGINEERING WORKS

- ENG 1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to Council's endorsement of the Survey Plan unless stated otherwise.
- ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Standard Drawings, relevant Australian Standards, WBBROC Regional Standards Manual and relevant design manuals.
- ENG3. Be responsible for any alteration necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG6. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG7. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

WATER SUPPLY

- ENG8. Connect proposed Lot 1 to Council's reticulated water supply system. The connection shall be designed to meet Council requirements.
- ENG9. Proposed Lot 2 shall provide an onsite water supply.

VEHICLE ACCESS

- ENG10. Construct a gravelled driveway and a crossover generally in accordance with Council's Standard Drawing No. R-004, to each proposed lot.

ROADWORKS – MULLERS LANE

- ENG11. Construct Mullers Lane and Pioneer Lane with a 4m wide pavement on a 6m formation in accordance with the "Access Minor Type Cross Section" contained in the South Burnett Regional Council's *Construction of Unmade Roads Policy*. The extent of the works shall be from the access to the Church on Lot 1 on SP227678 to the access location for proposed Lot 2.

Timing: Prior to sealing of the survey plan.

Comment: This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

TELECOMMUNICATION

ENG12. Provide telecommunications to each proposed lots within the development.

ELECTRICITY

ENG13. Provide an electricity supply to each proposed lot within the development to comply with Ergon Energy's requirements.

ENG14. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

SERVICES - CONNECTIONS

ENG15. Ensure that all services provided to the proposed lots are wholly located within the lot(s) it serves.

EROSION AND SEDIMENT CONTROL - GENERAL

ENG16. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ENG17. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

PROPERTY NOTE

PN1. The following notation applies to proposed Lot 2: This property is not serviced by Council's reticulated water network. At the time of final building approval for a residential dwelling, the owner must provide a potable water supply through connection of the dwelling to a rainwater storage tank, or tanks having a capacity of not less than 45,000 litres.

STANDARD ADVICE

ADV1. Section 85(1)(b) of the *Planning Act 2016* provides that, if this approval is not acted upon within a period of four (4) years the approval will lapse.

ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "*A person who carries out an activity does not harm Aboriginal Cultural Heritage.*" Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.

APPEAL

ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards to Appeal Rights.

ON-SITE WASTEWATER DISPOSAL

ADV4. Future dwellings on the proposed lots must be connected to an on-site wastewater disposal system, in accordance with AS/NZS 1547:2012 *On-site domestic wastewater management*, and the Queensland Plumbing and Waste Water Code.

INFRASTRUCTURE CHARGES

ADV5. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

DEVELOPER INCENTIVE

ADV6. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2027. Eligible development under this scheme is required to be completed by 31 December 2027.

For further information or application form please refer to the rules and procedures available on Council's website.

CONCURRENCE AGENCY

ADV7. The State Assessment Referral Agency (SARA) has imposed conditions on the development permit as attached.

Reason for the decision.

- Supporting additional housing needs and residential development in the region.
- Adjacent to other rural residential blocks.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander

Against: Cr Ros Heit

CARRIED 6/1

ADJOURN AFTERNOON TEA**RESOLUTION 2025/57**

Moved: Cr Jane Erkens

Seconded: Cr Ros Heit

That the meeting adjourn for afternoon tea at 2.57pm.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2025/58

Moved: Cr Ros Heit

Seconded: Cr Danita Potter

That the meeting resume at 3.19pm.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**Attendance**

At 3.19pm Leanne Petersen entered the meeting.

At 3.24pm Aaron Meehan entered the meeting.

At 3.30pm CEO Mark Pitt having earlier informed the meeting of a prescribed conflict of interest in Item 12.7 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

12.7 DEVELOPMENT PERMIT FOR RECONFIGURING A LOT - SUBDIVISION (1 LOT INTO 2 LOTS) AT 19 BOONENNE ELLESMERE ROAD TAABINGA (AND DESCRIBED AS LOT 1 ON RP175421). APPLICANT: F HEIRDSFIELD C/- ONF SURVEYORS

RESOLUTION 2025/59

Moved: Cr Deb Dennien

Seconded: Cr Danita Potter

That Council approve the Development Permit for Reconfiguring a Lot (Subdivision – 1 lot into 2 lots) at 19 Boonenne Ellesmere Road, Taabinga (and described as Lot 1 on RP175421) subject to the following conditions.

GENERAL

GEN1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Drawing Title	Prepared by	Ref No.	Rev.	Date
Proposed Subdivision	ONF Surveyors	12831P/1	-	25/2/25

Timing: At all times.

GEN2. All works, including the repair or relocation of services is to be completed at no cost to Council.

COMPLIANCE

GEN3. All conditions of this approval are to be satisfied prior to Council endorsing the Survey Plan, and it is the applicant's responsibility to notify Council to inspect compliance with Conditions.

A fee will be charged, with payment required prior to Council's approval of the associated documentation requiring assessment.

OUTSTANDING FEES

GEN4. Prior to the sealing of the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being a charge over the subject land under any Act in accordance with Schedule 18, Section 69 of the Planning Regulation 2017.

SURVEY MARKS

GEN5. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

PLANNING

GEN6. All development involving the emission of noise, odour and dust from ongoing uses, building and/or construction activities, must ensure that the emissions are in accordance with the requirements of the *Environmental Protection Act 1994*.

Timing: As indicated.

PROPERTY BOUNDARIES

GEN7. All existing on-site structure, dams and sewerage treatment facilities including transpiration and irrigation areas are to be relocated so they do not cross the proposed property boundary.

VALUATION FEES

RAL1. Payment of Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development valuation fees that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$55.00 per lot. However, the actual amount payable will be based on Council's Register of Fees & Charges and the rate applicable at the time of payment.

ENGINEERING WORKS

ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to Council's endorsement of the Survey Plan unless stated otherwise.

ENG2. Be responsible for any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

ENG3. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

-
- ENG4. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG5. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG6. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).
- ENG7. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

WATER SUPPLY

- ENG8. Connect all lots in the development to Council's reticulated water supply system. Contact Council's Water and Wastewater section to determine where proposed Lot 11 will connect to Council's water network.

ON-SITE WASTEWATER DISPOSAL

- ENG9. Future Dwellings shall be connected to an on-site wastewater disposal system, in accordance with *AS 1547 On-site domestic wastewater management* and the Queensland Plumbing and Waste Water Code.

VEHICLE ACCESS

- ENG10. Construct a gravelled driveway having a minimum width of 4 metres in accordance with Council's Standard Drawing 00049, to access proposed Lot 11. Note that where no table drains exists, a culvert is not required.

Comment: This condition is imposed pursuant to Section 143 of the *Planning Act 2016*.

TELECOMMUNICATION

- ENG11. Provide telecommunications to all lots within the development.

ELECTRICITY

- ENG12. Provide electricity supply to all lots within the development to comply with Ergon Energy's requirements. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

EROSION AND SEDIMENT CONTROL - GENERAL

- ENG13. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
- ENG14. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

ADVICE

- ADV1. The **relevant period** for the development approval (Reconfiguring a Lot) shall be four (4) years starting the day the approval is granted or takes effect. In accordance with Section 85(1)(b) of the *Planning Act 2016* (PA), the development approval for Reconfiguring a Lot

lapses if a plan for the Reconfiguration that is required to be given to a local government is not given.

An applicant may request Council to extend the relevant period provided that such request is made in accordance with Section 86 of the *Planning Act 2016* and before the development approval lapses under Section 85 of the *Planning Act 2016*.

- ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "*A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage.*" Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.
- ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

INFRASTRUCTURE CHARGES NOTICE

- ADV4. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

DEVELOPER INCENTIVE

- ADV5. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2027. Eligible development under this scheme is required to be completed by 31 December 2027. For further information or application form please refer to the rules and procedures available on Council's website.

Concurrence Agency

- ADV6. The State Assessment Referral Agency (SARA) has imposed conditions on the development permit as attached.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 3.32pm CEO Mark Pitt entered the meeting.

12.8 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2025/60

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That the List of Correspondence pending completion of Assessment Report as at 7 July 2025 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**Attendance**

At 3.33pm Simon Ginn left the meeting.

12.9 DELEGATED AUTHORITY REPORTS (1 JUNE 2025 TO 30 JUNE 2025)

RESOLUTION 2025/61

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council note and receive the Delegated Authority Report, for the month of June 2025.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**Attendance**

At 3.34pm Sam Dunstan left the meeting.

At 3.34pm Kerri Anderson left the meeting.

At 3.35pm Kerri Anderson entered the meeting.

13 INFRASTRUCTURE

13.1 REQUEST FOR A COMMUNITY BASED FUN CENTRE IN KINGAROY

RESOLUTION 2025/62

Moved: Cr Danita Potter

Seconded: Cr Linda Little

1. That South Burnett Regional Council liaise with PCYC Murgon, Silver Lining at Fick's Crossing, Queensland Blue Light Association, CTC Youth Services on youth programs and activities that are being developed and implemented in a safe and friendly environment in the South Burnett.
2. Council issue an invitation to the associations listed above to investigate opportunities going forward, along with the presenter of the Ann's Place business plan, and community agents, youth council and Cherbourg representatives from the youth advisory group, and Cherbourg Mayor and CEO.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.2 FUTURE REPLACEMENT OF THE LONE PINE TREE LOCATED IN LAMB STREET, MURGON

RESOLUTION 2025/63

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Approves maintenance and fungi treatment to the existing *Pinus brutia* Gallipoli Pine tree to help prolong its life; and
2. Purchases a replacement *Pinus halepensis* common name Lone Pine tree or Aleppo Pine and plant during September to November 2025; and
3. Approves the future removal when needed of the existing unhealthy Lone Pine tree located in the Lamb Street island opposite Murgon RSL

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 3.52pm Kevin Searle entered the meeting.

At 3.53pm Rebecca Bayntun entered the meeting.

13.3 TRANSFER OF LAND TO SOUTH BURNETT CHILD CARE ASSOCIATION INC, KINGAROY

MOTION

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council:

1. Dispose of part of Lot 86 on RP7951 which is currently leased to the South Burnett Child Care Association Inc, and
2. In accordance with s.236(2) of the *Local Government Regulation 2012*, dispose of the non-current asset other than by way of tender or auction, and transfer freehold title to South Burnett Child Care Association Inc for nil consideration, and
3. In accordance with s.257 of the *Local Government Act 2009*, delegate to the Chief Executive Officer, the power under s.262(3) of the *Local Government Act 2009*, to negotiate and agree the terms and conditions of the contract and finalisation the disposal of the land.

In Favour: NilAgainst: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit**LOST 0/7**

13.4 MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD ON 12 JUNE 2025

RESOLUTION 2025/64

Moved: Cr Heath Sander

Seconded: Cr Jane Erkens

That South Burnett Regional Council receive and note the attached minutes and recommendation of the Traffic Advisory Committee meeting held on 12 June 2025 as amended.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros HeitAgainst: Nil**CARRIED 7/0****Attendance**

At 3.59pm Sam Dunstan entered the meeting.

13.5 APPLICATION FOR PERMIT TO OCCUPY AP6975 ALONG BRADLEYS ROAD, WOOROONDEN

RESOLUTION 2025/65

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That the South Burnett Regional Council:

1. Advises the applicant and the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development that:
 - (a) It supports the application for the permit to occupy of the pump site as shown in Attachment one.
2. Delegates authority under section 257 of the *Local Government Act 2009* to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
 - (a) Execute, as road manager, form Part C '*Statement in relation to an application under the Land Act 1994 over State land*' for the proposed permit to occupy.
3. Council officers assist the applicant with local permits to enable the applicant to utilise the site while the application is being finalised by the Department.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**Attendance**

At 4.00pm Sam Dunstan left the meeting.

13.6 APPLICATION FOR THE SURRENDER OF PERMIT TO OCCUPY FOR A PORTION OF TEN CHAIN ROAD, HIVESVILLE

RESOLUTION 2025/66

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That South Burnett Regional Council:

1. Advise the applicant and the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development that:
 - (a) It supports the application for surrender of the current permit to occupy.
 - (b) It does not support the application of the new owner for the permit to occupy on the basis that the location of the existing fence is interfering with the serviceability of the roadway.
 - (c) Should the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development approve the surrender of the Permit to Occupy and/or the new Permit to Occupy, that there be no cost to Council associated with the permit.

-
2. Delegates authority under section 257 of the *Local Government Act 2009* to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.

(a) Execute, as road manager, form Part C '*Statement in relation to an application under the Land Act 1994 over State land*' for the proposed applications as required.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

14 QUESTIONS ON NOTICE

14.1 QUESTION ON NOTICE - MEMERAMBI SPECIAL RATES LEVY

RESOLUTION 2025/67

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That the response to the question regarding Memerambi Special Rates Levy raised by Councillor Danita Potter be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

14.2 QUESTION ON NOTICE - BREAKDOWN OF RESTRICTED CASH FUNDING

RESOLUTION 2025/68

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That the response to the question regarding Breakdown of Restricted Cash Funding raised by Councillor Heath Sander be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

14.3 QUESTION ON NOTICE - BREAKDOWN OF OUTSTANDING LOANS

RESOLUTION 2025/69

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That the response to the question regarding the breakdown of outstanding loans raised by Councillor Heath Sander be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**15 INFORMATION SECTION**

Nil

16 CONFIDENTIAL SECTION

RESOLUTION 2025/70

Moved: Cr Ros Heit

Seconded: Cr Heath Sander

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

16.1 Potential Purchase of Community Health Building, Kingaroy

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

16.2 SBRCQ 24/25-140 Sale and Removal Boondooma Bunkhouse

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

16.3 Award SBRCQ-24/25-87 DRFA REPA Zone 4 & 5 Unsealed to Undertake Flood Damage Restoration Works

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

16.4 Renewal of Lease for Kingaroy Chamber of Commerce and Industry Inc. Hub

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

16.5 Organisational Development Plan

This matter is considered to be confidential under Section 254J - b of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with industrial matters affecting employees.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 4.06pm Kerri Anderson left the meeting.

At 4.06pm Jennifer Pointon entered the meeting.

At 4.20pm Cr Danita Potter having earlier informed the meeting of a prescribed conflict of interest in Item 16.4 and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed.

At 4.20pm CEO Mark Pitt having earlier informed the meeting of a prescribed conflict of interest in Item 16.4 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed.

At 4.22pm Kevin Searle left the meeting.

At 4.25pm Kevin Searle entered the meeting.

At 4.26pm Rebecca Bayntun entered the meeting.

At 4.30pm Cr Jane Erkens left the meeting.

At 4.32pm Cr Jane Erkens returned to the meeting.

At 4.33pm Cr Danita Potter returned to the meeting.

At 4.34pm CEO Mark Pitt entered the meeting.

At 4.42pm Cr Heath Sander having earlier informed the meeting of a prescribed conflict of interest in Item 16.2 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed.

At 4.43pm Leanne Petersen left the meeting.

At 4.43pm Rebecca Bayntun left the meeting.

At 4.44pm Aaron Meehan left the meeting.

At 4.56pm Cr Heath Sander returned to the meeting.

At 4.59pm Jennifer Pointon left the meeting.

At 5.00pm Lynelle Paterson entered the meeting.

At 5.00pm Lynelle Paterson left the meeting.

At 5.05pm Kevin Searle left the meeting.

At 5.08pm Aaron Meehan entered the meeting.

RESOLUTION 2025/71

Moved: Cr Danita Potter
Seconded: Cr Heath Sander

That Council moves out of Closed Council into Open Council at 5.20pm.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

16.1 POTENTIAL PURCHASE OF COMMUNITY HEALTH BUILDING, KINGAROY

RESOLUTION 2025/72

Moved: Cr Ros Heit
Seconded: Cr Heath Sander

That South Burnett Regional Council delegate to the Chief Executive officer to contact the relevant Minister to progress the discussions in accordance with Council's direction.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 5.21pm Cr Heath Sander having earlier informed the meeting of a prescribed conflict of interest in Item 16.2 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was voted on.

16.2 SBRCQ 24/25-140 SALE AND REMOVAL BOONDOOMA BUNKHOUSE

RESOLUTION 2025/73

Moved: Cr Deb Dennien
Seconded: Cr Linda Little

That South Burnett Regional Council:

Pursuant to *Section 257(1)(b) of the Local Government Act 2009*, delegates to the Chief Executive Officer the power to negotiate, finalise and execute the contract with M & A Family Trust ATF Come Home Pty Ltd. for the disposal of the Boondooma Bunkhouse and Recreation Room for the sale price of five thousand, five hundred dollars (inclusive of GST), in accordance with the terms and conditions in tender SBRCQ 24/25 -140 Sale and Removal of Boondooma Bunkhouse and any other conditions the Chief Executive Officer reasonably considers satisfactory to Council.

In Favour: Crs Kathy Duff, Linda Little, Danita Potter, Deb Dennien and Ros Heit

Against: Cr Jane Erkens

CARRIED 5/1

Attendance

At 5:22pm Cr Heath Sander returned to the meeting.

At 5:22pm Aaron Meehan left the meeting.

16.3 AWARD SBRCQ-24/25-87 DRFA REPA ZONE 4 & 5 UNSEALED TO UNDERTAKE FLOOD DAMAGE RESTORATION WORKS

RESOLUTION 2025/74

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council:

1. Award contract No. SBRCQ-24/25_87 DRFA REPA Zone 4 & 5 Unsealed to Yesberg Earthmoving Unit Trust, subject to submission approval, to the value of \$1,560,890.21 excluding GST.
2. That Yesberg Earthmoving Unit Trust be awarded additional scope to undertake flood repair work within Zone 4 & 5 unsealed road network, related to damage sustained in the Tropical Cyclone Kirrily, associated rainfall and flooding, 25 January - 26 February 2024 & Southern Summer Rainfall and Flooding 9 December 2024 to 14 January 2025, at the discretion of the CEO.
3. A 3 monthly update report be brought back to council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance

At 5.25pm Cr Danita Potter having earlier informed the meeting of a prescribed conflict of interest in Item 16.4 and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was voted on.

At 5.25pm CEO Mark Pitt having earlier informed the meeting of a prescribed conflict of interest in Item 16.4 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was voted on.

At 5.25pm Aaron Meehan entered the meeting.

16.4 RENEWAL OF LEASE FOR KINGAROY CHAMBER OF COMMERCE AND INDUSTRY INC. HUB

RESOLUTION 2025/75

Moved: Cr Jane Erkens

Seconded: Cr Heath Sander

That South Burnett Regional Council lay the matter on the table.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 6/0

Attendance

At 5:26 pm, Cr Danita Potter returned to the meeting.

At 5.26pm CEO Mark Pitt returned to the meeting.

16.5 ORGANISATIONAL DEVELOPMENT PLAN

RESOLUTION 2025/76

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That South Burnett Regional Council adopt the Draft Organisational Development Plan Version dated 16 July 2025 as amended.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

17 CLOSURE OF MEETING

The Meeting closed at 5.27pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 August 2025.

.....
CHAIRPERSON