

Date: 19 February 2026

To: Shire President  
Deputy Shire President  
Councillors  
Community



### **Notice and Agenda – Annual Electors Meeting**

The Annual Electors Meeting of the Shire of Boyup Brook will be held in the Council Chambers on 26 February 2026 at 4:00pm to consider the matter set out in the attached agenda.

A handwritten signature in black ink, which appears to read "Leonard Long". The signature is written in a cursive style with a large, looping initial 'L'.

Leonard Long  
Chief Executive Officer

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**What is a General Electors' Meeting?**

A General Electors' Meeting is an opportunity for members of the community to come together and discuss the work of their local government.

Under the *Local Government Act 1995*, the main purpose of this meeting is to allow electors to:

- Discuss the Shire's Annual Report, including the financial statements and auditor's report.
- Ask questions about the Shire's operations and services.
- Put forward motions relating to the affairs of the local government

**What can happen at the meeting?**

Electors can ask questions and move motions about matters that affect the Shire. If a motion is supported by those present, it is formally recorded and referred to Council for consideration.

**What can't happen at the meeting?**

A General Electors' Meeting does not make binding decisions. It cannot:

- Approve or change the budget
- Award contracts
- Direct staff
- Overturn Council decisions

All formal decisions must be made by Council at an Ordinary or Special Council Meeting.

**Why attend?**

This meeting is an important way for the community to:

- Review how the Shire is performing
- Raise issues of interest or concern
- Provide feedback directly to Council

We encourage all electors to attend and participate in this important community forum.

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## Agenda

### 1. Declaration of Opening

The Presiding Member declared the meeting open at ...pm.

#### Acknowledgement of Traditional Custodians

We acknowledge and pay our respects to the Traditional Custodians of the land on which we meet and work.

The Annual Electors meeting is a public meeting.

The Council Chambers are not a parliament, and Parliamentary Privilege does not apply.

Elected Members and staff risk being held personally liable if their comments are defamatory or breach any duty of confidentiality.

Statements made during the Annual Electors meeting are solely those of the person making them. Nothing expressed at an Annual Electors meeting can be attributed to the Shire, unless it is adopted by a resolution of Council.

The Confirmed Minutes of an Annual Electors meeting is the official record of that meeting. Verbatim Minutes are not required.

Please make sure your mobile phones are turned off or on silent for the duration of the meeting.

This meeting will be audio recorded and made available for public access on the Shire Website.

### 2. Record of Attendance

#### 2.1 Attendance

##### Councillors

Shire President

Deputy Shire President

Councillors

Cr Helen O'Connell

Cr Darren King

Cr Michael Wright

Cr David Inglis

Cr Philip Moore

##### Council Officers

Chief Executive Officer

Executive Officer

Leonard Long

Magdalena Le Grange

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Executive Manager Corporate Services  
Executive Manager Operational Services  
Manager Financial Services  
Manager Community Services

Carolyn Mallett  
Jason Forsyth  
Malcolm Armstrong  
Nicola Jones

**Electors / Public Members**

**2.2 Apologies**

**3. Previous Annual Electors Meeting Minutes Confirmation 27 February 2025**

<p><b>Moved:</b> .....</p>	<p><b>Seconded:</b> .....</p>
<p><b>Officer Recommendation AE 26/02/...</b></p>	
<p><b>That the minutes of the Annual Electors Meeting held on 27 February 2025 be confirmed as being a true and accurate record.</b></p>	
	<p>..... <b>For:</b> <b>Against:</b></p>

**4. Questions on the Annual Report**

**5. Receipt of the Annual Report and Annual Financial Report for 2024/2025**

**Moved: ..... Seconded: .....**

**Officer Recommendation AE 26/02/...**

**That Council:**

**1. Receive the Annual Report and audited Annual Financial Statements for the year ending 30 June 2025.**

**.....**  
**For:**  
**Against:**

**6. General Business**

**7. Closure**

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

\_\_\_\_\_  
Presiding Member

\_\_\_\_\_  
Date

