



MINUTES OF THE SANTA TERESA LOCAL AUTHORITY MEETING HELD IN THE SANTA TERESA COUNCIL OFFICE ON WEDNESDAY 26 NOVEMBER 2025 AT 10:30 AM

1 MEETING OPENING

The meeting was declared open at 10:47AM

2 WELCOME

Chairperson Louise Cavanagh

3 ATTENDANCE, APOLOGIES AND LEAVE

ITEM NUMBER:	3.1
TITLE:	Attendance, Apologies and Leave

Local Authority Members

Chairperson Louise Cavanagh, Member Agnes Alice, Member Robert Kopp, Member Marie Mulladad, Member Leonie Young

Councillors

Councillor Patrick Allen, Councillor Andrew Davis, Councillor Matthew Palmer and President Roxanne Kenny

Via Teams - Councillor Veronica Lynch

Council Employees

Belinda Urquhart – Chief Executive Officer, Libby Taylor – Executive Manager Youth and Community Safety, Ken Satour – Area Manager, Lewis Gittoes – Council Services Coordinator, Ryan Rosenberg – Project Management Office, Shae Thompson – Coordinator Governance (via Teams) and June Crabb – Minute Taker

Guests

Angie Stahl – CEO Red Hot Arts via Teams

Absentees

Member Camilla Hayes

EXECUTIVE SUMMARY

This report is to acknowledge the attendance and to table, for the Authority’s record, any apologies received from Members for this meeting.

STLA2025-51 RESOLVED (Patrick Allen/Leonie Young)

That the Local Authority:

- a) noted the Member’s attendance at this meeting;
- b) tabled apologies received for this meeting; and
- c) recorded the first absence without notice of Member Camilla Hayes, from this meeting.

4 LOCAL AUTHORITY MEMBERSHIP

ITEM NUMBER:	4.1
TITLE:	Local Authority Membership
AUTHOR:	June Crabb, Coordinator Governance

EXECUTIVE SUMMARY

This report provides an overview to the membership of the Santa Teresa Local Authority, identifies any existing vacancies, and records attendance to the previous Authority meeting. It also informs members of any recent legislative changes to appointment procedures introduced under the *Local Government Act 2019*.

STLA2025-52 RESOLVED (Robert Kopp/Andrew Davis)

That the Local Authority:

- a) congratulated Councillors Andrew Davis and Patrick Allen on their re-election;
- b) welcomed newly elected Councillor Veronica Lynch to the Authority;
- c) accepted the nomination received from Annalisa Young; and
- d) submitted the nomination to be endorsed by Council at their December 2025 meeting.

5 COUNCIL CODE OF CONDUCT

ITEM NUMBER:	5.1
TITLE:	MacDonnell Council Code of Conduct

EXECUTIVE SUMMARY

This report contains all of the details about the MacDonnell Council Code of Conduct Policy.

STLA2025-53 RESOLVED (Robert Kopp/Andrew Davis)

That the Local Authority noted the Council Code of Conduct.

6 CONFIRMATION OF MINUTES

ITEM NUMBER:	6.1
TITLE:	Confirmation of Previous Minutes

EXECUTIVE SUMMARY

This report provides the minutes of the previous Santa Teresa Local Authority Meeting held 3 September 2025 to be approved by the Authority.

STLA2025-54 RESOLVED (Agnes Alice/Matthew Palmer)

That the Local Authority confirmed the unconfirmed minutes of the previous Santa Teresa Local Authority Meeting held 3 September 2025 as a true and correct record of the proceedings.

7 ACCEPTANCE OF THE AGENDA

ITEM NUMBER:	7.1
TITLE:	Acceptance of Agenda

EXECUTIVE SUMMARY

Agenda papers are submitted for acceptance by the Members for this Local Authority Meeting.

STLA2025-55 RESOLVED (Agnes Alice/Patrick Allen)

That the agenda papers for this Local Authority meeting as presented, was received for consideration at this meeting.

8 CONFLICT OF INTEREST

ITEM NUMBER:	8.1
TITLE:	Conflict of Interest

EXECUTIVE SUMMARY

This report outlines the minimum standard of behaviour expected of the Local Authority in relation to declaring personal or family financial interest that may impact on the performance of their roles and ability to make objective decisions.

STLA2025-56 RESOLVED (Agnes Alice/Andrew Davis)

That the Local Authority Meeting:

- a) noted the Conflict of Interest Policy; and
- b) that members declared no conflicts of interest.

10 LOCAL AUTHORITY REPORTS AND CORRESPONDENCE

ITEM NUMBER:	10.1
TITLE:	Action Register
AUTHOR:	June Crabb, Coordinator Governance

EXECUTIVE SUMMARY

This report provides a running list of Local Authority action items as raised in previous meetings.

STLA2025-57 RESOLVED (Louise Cavanagh/Andrew Davis)

That the Local Authority:

- a) **noted the updates to the actions as received: and**
- b) **closed all actions:**
 - **Communicate with Penangke Cultural Consultants**
 - **Recruitment of Youth Services Officers**
 - **Behaviour signs for the Rec Hall**
 - **Parents night**

ITEM NUMBER:	10.2
TITLE:	Local Authority Project Register
AUTHOR:	June Crabb, Coordinator Governance

EXECUTIVE SUMMARY

Funding for Local Authority projects is part of a grant received from The Northern Territory Government (NTG) and invested in projects and development to benefit and improve the community.

Examples of acceptable purposes for expenditure include:

- Repairs and maintenance of community assets controlled or owned by the council. e.g. park fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. e.g. trailers, graders, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures/stands.
- Upgrade/enhancement of community facilities, e.g. sporting venues, upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation; upgrade of women's or men's sheds /shelters.
- Festivals or other events – to be conducted only within the Local Authority area LAPF has been provided for.
- Community based programs – including music, art or dance; uniforms for sporting events; or preservation of culture or traditions.

At risk funds' are funds that may include unallocated funds and/or funds that have been allocated but remains unspent.

STLA2025-58 RESOLVED (Patrick Allen/Robert Kopp)

That the Local Authority:

- a) acknowledged that \$75,636.44 are funds at risk of being returned to NTG;
- b) noted the progress updates provided by the Project Management Office:
 - 2206 – Shade and seating at cemetery, anticipating that the project will be completed by the end of 2025.
 - 2233 – Mural with historical timeline and resolved the following:
 - accepted the information presented by the CEO of Red Hot Arts;
 - agreed that rather than painting directly onto the fence, the mural would be created on panels that would be affixed to the fence;
 - requested that the Project Management Office organise a community consultation to identify artists and to gather ideas for the content of the mural;
 - agreed that at least one panel should reflect the history of Santa Teresa.
- c) noted completion and closed the following projects:
 - 2204 – Front Entrance, returning \$6,996.65 to unallocated funds.
 - 2205 – Bin Trailers, returning \$7,549.09 to unallocated funds.

ITEM NUMBER:	10.3
TITLE:	Local Authority Discretionary Funds
AUTHOR:	June Crabb, Coordinator Governance

EXECUTIVE SUMMARY

Each financial year, MacDonnell Regional Council grants a discretionary fund allocation of \$4,000.00 to the Local Authority. These funds cannot be carried over from year to year and must be spent (with goods received) between 1 July and 30 June.

STLA2025-59 RESOLVED (Louise Cavanagh/Agnes Alice)

That the Local Authority:

- a) determined the allocations of their Discretionary funds at this meeting as follows:
 - \$1,000.00 towards the Christmas Lights competition held by AAAC.
 - \$1,000.00 for the children at the school, allowing the Principal to determine how these funds will be spent to benefit the children; and
- b) acknowledged that all funds must be spent with goods received by the 30th June 2026.

11 COUNCIL MANAGED SERVICES REPORTS

ITEM NUMBER:	11.1
TITLE:	Council Services LA Report
AUTHOR:	Ellen Fitzgerald, Administration Officer

EXECUTIVE SUMMARY

This report is an update of Council Delivered Services in Santa Teresa across the area of Local Government Council Services.

STLA2025-60 RESOLVED (Agnes Alice/Andrew Davis)

That the Local Authority noted and accepted the Council Services report.

ITEM NUMBER:	
TITLE:	Youth and Community Safety Report
AUTHOR:	Annaliza Rivera, Senior Administration Officer

EXECUTIVE SUMMARY

This report provides an update on the delivery of services for Community Safety and Youth Services for Santa Teresa.

STLA2025-61 RESOLVED (Agnes Alice/Patrick Allen)

That the Local Authority noted and accepted the Youth Services report.

STLA2025-62 RESOLVED (Andrew Davis/Matthew Palmer)

That the Local Authority noted and accepted the Community Services report.

12 GENERAL COUNCIL BUSINESS ITEMS

ITEM NUMBER:	12.1
TITLE:	General Council Business

EXECUTIVE SUMMARY

The purpose of this report is to give Members the opportunity to discuss General Council Business items.

STLA2025-63 RESOLVED (Robert Kopp/Veronica Lynch)

That the Local Authority noted the following matters

- **Power box outage**
- **The project delivered by Menzies on Head, Health and Healing will no longer be presented at future Local Authority meetings.**
- **Update on the Youth Diversion program**

Minute Note: The CEO will confer with YMCA on the Santa Teresa pool.

13 NON-COUNCIL BUSINESS ITEMS

ITEM NUMBER:	13.1
TITLE:	General Non-Council Business

EXECUTIVE SUMMARY

The purpose of this report is to provide members with the opportunity to raise matters relating to Non-Council Business.

STLA2025-64 RESOLVED (Robert Kopp/Veronica Lynch)

That the Local Authority noted that the CEO will follow up with the Office of Namatjira on the progress of funding for sealing the road.

14 DATE OF NEXT MEETING - WEDNESDAY 11 FEBRUARY, 2026

15 MEETING CLOSED

The meeting terminated at 12:26 pm.

This page and the preceding 6 pages are the minutes of the Santa Teresa Local Authority Meeting held on Wednesday 26 November 2025 and were confirmed Thursday, 26 March 2026.