



Croydon Shire Council

**Confirmed Minutes
Ordinary Meeting 16 October 2025**

Croydon Shire Council



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The meeting commenced at 9:30am.

1. Attendance

Cr TJ Pickering (Chair)

Cr J Evans

Cr AL Pickering

Cr LH Pickering

Cr W Bing Chew

Jacqui Cresswell – Chief Executive Officer

Janette Neander – Office Manager/Executive Assistant

2. Attendance by audio link or audio-visual link

Nil.

3. Apologies

Nil.

4. Confirmation of Minutes

Moved Cr J Evans
Seconded Cr W Bing Chew

That the minutes of the Ordinary Meeting held 18 September 2025 be confirmed.

All in favour Yes
Resolution No. 01-11/2025

5. Business arising from Minutes of previous meeting.

Staff Christmas Party – to be discussed later in the meeting.

6. Officer's Reports

6.1 Chief Executive Officer Reports

Moved Cr TJ Pickering
Seconded Cr AL Pickering

That the Council Update for September 2025 be received.

All in favour Yes
Resolution No. 02-11/2025

6.1.2 Croydon Caravan Park

Moved Cr W Bing Chew
Seconded Cr LH Pickering

That the Caravan Park Report for September 2025 be received.

All in favour Yes
Resolution No. 03-11//2025

6.1.3 Councillor Conference and Meeting Schedule 2025

Noted.

Attendance

Henry Mascarenhas, Director of Infrastructure, entered the room at 9:59am.

6.2 Infrastructure Managers Report

6.2.1 Infrastructure Report

Moved Cr J Evans
Seconded Cr LH Pickering

That the Infrastructure Managers Report for September 2025 be received.

All in favour Yes
Resolution No. 04-11/2025

Attendance

Henry Mascarenhas, Director Infrastructure, left the room at 10:10am.

The meeting adjourned for a break at 10:11am.

The meeting resumed at 10:16am.

Sonya Frost, Director Community, Tourism and Marketing entered the room at 10:16am.

6.3 Community, Tourism and Marketing Managers Report

6.3.1 Community, Tourism and Marketing Report

Action Item

Staff Christmas Party to be held at Rodeo Grounds with Director Community, Tourism & Marketing liaising with Frosty to supply the music and the Rodeo Committee regarding hire of the Jumping Castle.

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That the Tourism and Marketing Report for September 2025 be received.

All in favour Yes
Resolution No.05-11/2025

6.3.2 Childcare Report

Moved Cr LH Pickering
Seconded Cr AL Pickering

That the Childcare Report for September 2025 be received.

All in favour Yes
Resolution No. 06-11/2025

6.3.3 Community Grants Policy Review

Moved Cr TJ Pickering
Seconded Cr AL Pickering

That Council adopts the updated Community Grants policy Version 3, as presented.

All in favour Yes
Resolution No. 07-11/2025

Attendance

Sonya Frost, Director Community, Tourism and Marketing left the room at 10:33am.

The meeting adjourned for morning tea at 10:34am.

The Meeting resumed at 11:18am.

6.4 Corporate Services Manager's Reports

6.4.1 Finance Report

Moved Cr TJ Pickering
Seconded Cr J Evans

That the Finance Report for the period ending 30 September 2025 be received.

All in favour Yes
Resolution No. 08-11/2025

6.4.2 Operational Plan 2025-2026 – 1st Quarter Review

Moved Cr TJ Pickering
Seconded Cr LH Pickering

That Council receives the 2025-2026 Operational Plan Quarterly review for the period ending 30 September 2025.

All in favour Yes
Resolution No. 09-11/2025

6.5 Corporate Services Manager's Report

Moved Cr J Evans
Seconded Cr LH Pickering

That Council adopts the updated Community Grants policy Version 3, as presented.

All in favour Yes
Resolution No. 10-11/2025

6.5.1 New Policy – Sexual and Sex or Gender-based Harassment Policy

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That Council adopts the Sexual and Sex or Gender-based Harassment Policy as presented.

All in favour Yes
Resolution No. 11-11/2025

6.5.2 Working with Related Persons Policy

Moved Cr AL Pickering
Seconded Cr LH Pickering

That Council adopts the Working with Related Persons Policy Version 1, as presented.

All in favour Yes
Resolution No. 12-11/2025

7. Matters of which notice has been given.

Nil.

8. Business which the Mayor wishes to have considered at the meeting without notice.

Nil.

9. Meeting Close

The meeting closed at 12:24pm

Note: At completion of the meeting Councillors left to inspect the recently completed new Council Houses.

Cr TJ Pickering

Mayor