



A Fortunate Place

Shire of Wickepin

Minutes

Albert Facey Homestead Committee

Council Chambers, Wickepin

2 AUGUST 2021



Notice of an Albert Facey Homestead Committee Meeting

Please note that the next Albert Facey Homestead Committee Meeting of the Shire of Wickepin will be held on Monday 2 August 2021 at Council Chambers, Wickepin, commencing at 2.00pm.

Certification: I have perused this agenda and am aware of all recommendations made to council and support each as presented.

A handwritten signature in blue ink, appearing to read "Mark Hook".

Mark Hook
Chief Executive Officer

28 July 2021

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**SHIRE OF WICKEPIN
QUESTIONS FROM THE PUBLIC**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

NAME:

SIGNATURE:

ADDRESS:

TELEPHONE:

MEETING/DATE:

NAME OF ORGANISATION REPRESENTING (if applicable):

QUESTION:

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

The Shire of Wickepin welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

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| <p>Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin Monday 2 August 2021</p> |
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The Chairperson declared the meeting open at 2.03pm.

1. Attendance, Apologies and Leave of Absence (Previously Approved)

| | |
|-------------------|---------------------------|
| Dave Astbury | Chairperson |
| Libby Heffernan | Member |
| Linley Rose | Member |
| Charlotte Astbury | Member |
| Luci Sartori | Member |
| Mark Hook | Chief Executive Officer |
| Mel Martin | Executive Support Officer |

Apologies

| | |
|-------------------|--------|
| Cr Allan Lansdell | Member |
| Karen Rushton | Member |

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputation

5. Declarations of Councillor's and Officer's Interest

6. Confirmation of Minutes

Albert Facey Homestead Committee – 3 May 2021.

Moved L Heffernan / Seconded L Rose

That the minutes of the Albert Facey Homestead Committee held on 3 May 2021 be confirmed as a true and correct record.

Carried 5/0

7. Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.).

| Subject/Action | Officer | Progress | Status | Comment |
|---|---------|--|--------|-------------|
| Thank you letter to be sent to Margaret Fleay | CEO | Letter sent 05/05/2021 | ✓ | Completed |
| That the Weekend opening hours of the Albert Facey homestead be changed to 10.00am – 2.00pm unless by prior arrangement | CEO | Advertise in Watershed | ✓ | Completed |
| That a sign be placed at Harrismith directing people to the Albert Facey Homestead | CEO | Resolved at May Ordinary Council Meeting | ○ | In Progress |
| That a supply of Albert Facey promotional pamphlets be placed at the Harrismith Caravan park | CEO | | ✓ | Completed |
| Thank you letter to be sent to Theatre 180 on behalf of the Albert Facey Homestead Committee and The Shire of Wickepin | CEO | Letter sent 06/05/2021. | ✓ | Completed |

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ = superseded

2.15pm Mel Martin entered the meeting.

8. Financials

8.1 Albert Facey Homestead Municipal Funds

| <u>Albert Facey May 21 - July 21</u> | | |
|---|--|--------------------|
| Date | Description | Income |
| 03/05/2021 | ALBERT FACEY TAKINGS DATE 3/5/2021 O1:OT1 | \$ 254.55 |
| 04/06/2021 | ALBERT FACEY TAKINGS DATE 04/06/2021 O1:OT1 | \$ 122.73 |
| 13/07/2021 | ALBERT FACEY TAKINGS DATE 13/07/2021 O1:OT1 | \$ 127.27 |
| | | \$ 504.55 |
| Date | Description | Expenditure |
| 29/04/2021 | ASHLEY CARON PENELOPE IOW PAY | \$ 83.60 |
| 29/04/2021 | ASHLEY CARON PENELOPE LABOH PAY | \$ 58.52 |
| 29/04/2021 | SMITH JUSTIN DRUMMOND IOW PAY | \$ 94.30 |
| 29/04/2021 | SMITH JUSTIN DRUMMOND LABOH PAY | \$ 66.01 |
| 02/05/2021 | ELIZABETH HEFFERNAN - ALBERT FACEY HOMESTEAD CLEANING | \$ 50.00 |
| 04/05/2021 | LEWIS PETER MARTIN IOW PAY | \$ 53.80 |
| 04/05/2021 | LEWIS PETER MARTIN LABOH PAY | \$ 37.66 |
| 04/05/2021 | HINO 300 SERIES 921 AUTO TRADE ACE PLAN PLANT | \$ 19.50 |
| 04/05/2021 | DEP PLANT | \$ 5.20 |
| 05/05/2021 | EFIRE & SAFETY FIRE EQUIPMENT SERVICE MAY 2021 | \$ 50.00 |
| 11/05/2021 | ASHLEY CARON PENELOPE IOW PAY | \$ 59.72 |
| 11/05/2021 | ASHLEY CARON PENELOPE LABOH PAY | \$ 41.80 |
| 18/05/2021 | LEWIS PETER MARTIN IOW PAY | \$ 40.35 |
| 18/05/2021 | LEWIS PETER MARTIN LABOH PAY | \$ 28.25 |
| 18/05/2021 | HINO 300 SERIES 921 AUTO TRADE ACE PLAN PLANT | \$ 19.50 |
| 18/05/2021 | DEP PLANT | \$ 5.20 |
| 27/05/2021 | ASHLEY CARON PENELOPE IOW PAY | \$ 59.72 |
| 27/05/2021 | ASHLEY CARON PENELOPE LABOH PAY | \$ 41.80 |
| 27/05/2021 | HOLDEN COLORADO 4X4 SINGLE CAB - GARDENER'S UTE PLAN PLANT | \$ 4.00 |
| 27/05/2021 | DEP PLANT | \$ 1.31 |
| 15/06/2021 | LEWIS PETER MARTIN IOW PAY | \$ 26.90 |
| 15/06/2021 | LEWIS PETER MARTIN LABOH PAY | \$ 18.83 |
| 15/06/2021 | HINO 300 SERIES 921 AUTO TRADE ACE PLAN PLANT | \$ 19.50 |
| 15/06/2021 | DEP PLANT | \$ 5.20 |
| 22/06/2021 | MCPEST PEST CONTROL TERMITE INSPECTION TERMITE INSPECTIONS | \$ 73.73 |
| 21/07/2021 | LGISWA PROPERTY INSURANCE 1ST INSTALMENT 2021/2022 | \$ 249.85 |
| | | \$ 1,214.25 |

Moved L Sartori / Seconded C Astbury

That the financial statement tabled for the period ending 31 July 2021 as presented be received.

Carried 5/0

9. Receipt of Reports & Consideration of Recommendations

10. Reports & Information

10.1 Other matters raised by members

Libby Heffernan

- BUSY BEE

A working busy bee to be held at the end of August 2021.

- HOMESTEAD OPENING HOURS SIGN

The opening hours sign on the Albert Facey Homestead to be amended:

As of June 2021 Opening Hours

10am – 4pm Monday to Friday (March – November)

10am – 4pm Friday (December – February)

9am – 2pm Saturday and Sunday (All year round)

Closed Christmas Day, Boxing Day, New Year's Day and Good Friday.

- GARDENS

Libby commended the Shire Gardner's for the work they do at the Homestead.

- WICKEPIN CARAVAN PARK

Libby queried if there will be any upgrades made to the Wickepin Caravan Park. CEO Mark Hook advised that Beryle Holm is the new caretaker for a period of 5 years and Council will decide what upgrades will be done after the Budget is adopted.

- WICKEPIN PLAYGROUND

Libby queried the status of the new playground. CEO Mark Hook advised that it is progressing well and should be completed by October 2021.

- ALBERT FACEY ARTICLE

Libby presented an article that was printed in the Narrogin Observer and The West Australian.

- WESTERN AUSTRALIAN MUSEUM

Will be attending the Albert Facey Homestead on the 12 August 2021 to capture 3 images that represents the house / era / Albert Facey Family. Ideas of images:

- Record player
- Black desk
- Long John's on clothes line
- Handmade chair
- Tea chest
- Cake mixer

- MARKET DAY – 4 SEPTEMBER 2021

The Albert Facey Homestead will be opened from 10am-12pm.

Lucy Sartori will place signage in the Hall advising of the opening times.

- WALKING TRAILS

Libby has updated the walking trail map of Wickepin and will print a number of copies to be placed in the Homestead.

Linley Rose

- CBH

Linley queried the status of the CBH units. CEO Mark Hook advised that he is still in discussion with CBH but units will not be constructed by Harvest 2021-2022.

- THEATRE 180

Linley queried if there has been any follow up with Theatre 180 in relation to Wickepin hosting the HMAS Sydney production. CEO Mark Hook and ESO will follow up and report back to the Committee.

Dave Astbury

- EXISTING PLAYGROUND

Dave queried what will happen to the existing playground once the new playground is complete. CEO Mark Hook advised that at this stage the existing playground will remain where it is.

Mark Hook

- DARREN FARQUHAR

Mark advised that Darren Farquhar and his Family will be visiting Wickepin in the near future and would like to view where the painting is displayed that he donated. Whilst Darren and his Family are in town they will also visit the Albert Facey Homestead.

11. Urgent Business

12. Closure

The next Albert Facey Homestead Committee Meeting will be held on 1 November 2021.

There being no further business the Chairperson declared the meeting closed at 2.45pm.

Actions Requested from meeting

| <i>Subject/Action</i> | <i>Officer</i> |
|------------------------------|-----------------------|
| | |
| | |