



A Fortunate Place

Shire of Wickepin

# Agenda

Albert Facey Homestead Committee  
Council Chambers, Wickepin

## 2 NOVEMBER 2020



## 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 November 2020 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.

Mark Hook  
Chief Executive Officer

30 October 2020

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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.

<b>NAME:</b>	
<b>SIGNATURE:</b>	
<b>ADDRESS:</b>	
<b>TELEPHONE:</b>	
<b>MEETING/DATE:</b>	
<b>NAME OF ORGANISATION REPRESENTING (if applicable):</b>	

<b>QUESTION:</b>

## 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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**Agenda of an Albert Facey Homestead Committee Meeting to be held in Council Chambers, Wickepin –  
Monday 2 November 2020 commencing at 2pm.**

The Chairperson declared the meeting open at

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

Dave Astbury	Chairperson
Cr Allan Lansdell	Member
Libby Heffernan	Member
Linley Rose	Member
Helen Warrilow	Member
Margaret Fleay	Member
Charlotte Astbury	Member
Luci Sartori	Member
Karen Rushton	Member
Mark Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer
Michelle Hetherington	Community Development Officer

**Leave of Absence (Previously Approved)**

**Apologies**

**Nomination**

A nomination has been received from Karen Rushton to be a member of the Albert Facey Homestead Committee.

**Recommendation:**

That Karen Rushton be appointed as a member of the Albert Facey Homestead committee.

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

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

**6. Confirmation of Minutes**

Albert Facey Homestead Committee – 3 August 2020

**Moved / Seconded**

That the minutes of the Albert Facey Homestead Committee meeting held on 3 August 2020 be confirmed as a true and correct record.

**Carried**

## 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
Volunteers		A notice to be placed on Facebook and committee members to be proactive in trying to recruit volunteers.	✓	

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

○ = in progress    ✓ = completed    ✕ =superseded

## 8. Financials

### 8.1 Albert Facey Homestead Municipal Funds

#### **Albert Facey July 2020 - October 2020**

Date	Description	Income
23/07/2020	ALBERT FACEY TAKINGS DATE 23/07/2020	300.00
03/08/2020	ALBERT FACEY DONATION DATE 03/08/2020	18.18
07/08/2020	ALBERT FACEY TAKINGS DATE 07/08/2020	102.09
31/08/2020	ALBERT FACEY TAKINGS DATE 31/08/2020	44.18
09/09/2020	ALBERT FACEY TAKINGS DATE 09/09/2020	45.45
10/09/2020	ALBERT FACEY TAKINGS DATE 10/09/2020	162.50
02/10/2020	ALBERT FACEY TAKINGS DATE 02/10/2020	169.00
14/10/2020	ALBERT FACEY TAKINGS DATE 14/10/2020	72.73
		<b>914.13</b>

Date	Description	Expenditure
20/07/2020	LGISWA INSURANCE 20/21 1ST INSTALMENT	231.05
06/08/2020	MCCOLL PAY	22.51
14/08/2020	WICKEPIN HOTEL AND HARVEST CAFE THANK A VOLUNTEER MONTHLY VOUCHER	54.55
17/08/2020	ELIZABETH HEFFERNAN CLEANING AUGUST, 2020	40.00
21/08/2020	NARROGIN CARPETS & CURTAINS 6M HESSIAN	43.64
21/08/2020	ASHLEY CARON PENELOPE IOW PAY	35.24
21/08/2020	ASHLEY CARON PENELOPE LABOH PAY	24.67
31/08/2020	WICKEPIN NEWSAGENCY CATERING FOR THE ALBERT FACEY HOMESTEAD COMMITTEE - VOLUNTEERS	11.36
31/08/2020	WICKEPIN NEWSAGENCY CATERING ALBERT FACEY HOMESTEAD COMMITTEE - VOLUNTEERS	34.00
18/09/2020	ASHLEY PAY	79.85
05/10/2020	LGISWA PROPERTY INSURANCE 2020/2021 2ND INSTALMENT	231.05
06/10/2020	DEPARTMENT OF FIRE AND EMERGENCY (DFES) EMERGENCY SERVICES LEVY 2020/2021	84.00
12/10/2020	HAVE A GO NEWS ADVERTISING - ALBERT FACEY 20YR CELEBRATION ADVERTISING	295.00
12/10/2020	ELIZABETH HEFFERNAN CLEANING 11/10/2020 CLEANING	40.00
		<b>1226.92</b>



## 9. Receipt of Reports & Consideration of Recommendations

## 10. Reports & Information

### 10.1 Other matters raised by members

#### Libby Heffernan

- Possible framing of the donated spoon.
- Fig tree needs a new sign.
- Access to the homestead on the weekend with the closing time of 2pm.
- Another key cut?
- Homestead being left unlocked. Can a small laminated sign be added to the key ring as a reminder?

## 11. Urgent Business

## 12. Closure

The next Albert Facey Homestead Committee Meeting will be held in February 2021.

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