



A Fortunate Place

Shire of Wickepin

# Agenda

## Albert Facey Homestead Committee

Council Chambers, Wickepin

# 3 FEBRUARY 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 4 May 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 January 2020

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## 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 held in Council Chambers, Wickepin – Monday 3 February 2020**

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
Mark Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer
Diana Blacklock	Community Development Officer

**Leave of Absence (Previously Approved)**

**Apologies**

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

**4.1 Election of Chairperson**

Dave Astbury stood down as Chairperson and CEO Mr Mark Hook took the Chair. The CEO called for nominations for Chairperson.

\_\_\_\_\_ nominated \_\_\_\_\_, \_\_\_\_\_ accepted the nomination verbally.

There being no further nominations \_\_\_\_\_ was elected as Chairperson of the Albert Facey Homestead Committee for the ensuing two years.

\_\_\_\_\_ took the chair as the Presiding Member.

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

**6. Confirmation of Minutes**

Albert Facey Homestead Committee – 04 November 2019.

**Moved / Seconded**

That the minutes of the Albert Facey Homestead Committee held on 4 November 2019 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
Check on booklets for the homestead print more if required	CEO	Unknown	○	
SMS messages to be sent to Dave Astbury, Charlotte Astbury, Helen Warrilow and Margaret Fleay regarding meetings	ESO	SMS reminder for February meeting sent 14 January 2020.	✓	Reminder placed in ESO calendar to send SMS one week before each meeting

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 November 2019 - January 2020

Date	Description	Income
05/11/2019	ALBERT FACEY TAKINGS TO 05/11/19	181.82
23/01/2020	ALBERT FACEY TAKINGS TO 23/01/2020	113.64
		<b>295.46</b>

Date	Description	Expenditure
12/11/2019	JIM'S PEST CONTROL ANNUAL TREATMENT	130.12
18/11/2019	SHIRE OF PINGELLY DIRECTIONAL SIGN	65.13
26/11/2019	EFIRE & SAFETY NOV 2019 FIRE EQUIPMENT SERVICE	145.00
06/01/2020	ELIZABETH HEFFERNAN CLEANING	50.00
		<b>390.25</b>



**9. Receipt of Reports & Consideration of Recommendations**

**10. Reports & Information**

**10.1 Other matters raised by members**

**11. Urgent Business**

**12. Closure**

The next Albert Facey Homestead Committee Meeting will be held on 4 May 2020.

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

**Actions Requested from meeting**

<b><i>Subject/Action</i></b>	<b><i>Officer</i></b>