



A Fortunate Place

Shire of Wickepin

Minutes

Albert Facey Homestead Committee
Council Chambers, Wickepin

3 AUGUST 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 3 August 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

29 July 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.

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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Agenda of an Albert Facey Homestead Committee Meeting to be held in Council Chambers, Wickepin – Monday 3 August 2020 commencing at 2pm.

The Chairperson declared the meeting open at 2.16pm

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

Dave Astbury	Chairperson
Libby Heffernan	Member
Linley Rose	Member
Helen Warrilow	Member
Margaret Fleay	Member
Charlotte Astbury	Member
Luci Sartori	Member
Mark Hook	Chief Executive Officer
Mel Martin	Executive Support Officer
Michelle Hetherington	Community Development Officer

Leave of Absence (Previously Approved)

Apologies

Cr Allan Lansdell Member

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 February 2020

Moved L Sartori / Seconded L Rose

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

Carried 7/0

Business Arising from Minutes

Lucy Sartori – Curtains are hung in the Homestead – some minor adjustments need to be made. Lucy is also making a floor mat for the children's room.

Linley Rose – Thanked Lucy and Libby for all their hard work and time they have been contributing to the Homestead.

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
Curtains	L Sartori	To be hung using rod and brackets.	✓	
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 February 2020 - June 2020

Date	Description	Income
24/02/2020	ALBERT FACEY TAKINGS DATE 24/02/2020	81.82
23/03/2020	ALBERT FACEY TAKINGS DATE 23/03/2020	59.09
		140.91

Date	Description	Expenditure
11/03/2020	MCPEST PEST CONTROL TERMITE INSPECTION FEBRUARY 2020	72.18
19/05/2020	ELIZABETH HEFFERNAN ALBERT FACEY HOMESTEAD	50.00
20/05/2020	EFIRE & SAFETY FIRE EQUIPMENT SERVICE MAY 2020	50.00
28/05/2020	ELIZABETH HEFFERNAN CLEANING ALBERT FACEY HOMESTEAD	30.00
19/06/2020	LUCINDA SARTORI CURTAINS - FACEY HOMESTEAD CURTAINS	578.53
		780.71

Moved L Heffernan / Seconded D Astbury

That the financial statement tabled for the period ending 30 June 2020 as presented be received.

Carried 7/0

9. Receipt of Reports & Consideration of Recommendations

10. Reports & Information

Michelle Hetherington, CDO – Updated the committee on the A Fortunate Life production by Theatre 180. It is anticipated that the theatre production will be opened in Wickepin on 20 March 2021 at the town hall. Discussions are ongoing between the CDO, CEO and Theatre 180. It was suggested that the committee showcase the Homestead on the day - Suggestions on how to integrate this will be continually discussed.

10.1 Other matters raised by members

CEO Mark Hook

A painting has been donated to the Shire of Wickepin on a permanent basis for as long as the Shire wishes to publicly display the painting. Original painting is by Audrey June Pitman – Donated by Darren and Danielle Farquhar.

Moved L Rose / Seconded L Heffernan

That the Albert Facey Homestead Committee recommends to council that:

1. The painting be accepted by the Shire and displayed in an appropriate public building.
2. A letter of appreciation to be sent to Darren and Danielle Farquhar.
3. An inventory of all public artefacts and donations within the Shire is to be completed.
4. That the Albert Facey Homestead Committee propose using the room adjacent to the History room at the Town Hall as a display room for all artefacts / donations.

Carried 7/0

Dave Astbury

Two handpieces have been donated to the Shire of Wickepin by Marty Mahar to be put on display to reflect the memory of the “sheep and wool men that made Wickepin proud”.

Moved L Heffernan / Seconded L Sartori

That the Albert Facey Homestead Committee recommends to council that:

1. The hand pieces stay within the Shire of Wickepin and they be given to the Townscape & Cultural Planning Committee.
2. That a display cabinet be purchased to house the handpieces.
3. A letter of appreciation to be sent to Marty Mahar.

Carried 7/0

Linley Rose

Advised that the Wickepin Primary School Year 1 and 2 students have been learning about Albert Facey and recently went on an excursion to visit the Homestead. The Wickepin Primary School donated \$20.00 to the Albert Facey Homestead.

Linley also nominated Jean Chalmers of the Wickepin Newsagency for the “thank a volunteer monthly voucher”.

Moved L Rose / Seconded L Heffernan

That a \$60.00 voucher be purchased from the Wickepin Hotel and presented to Jean Chalmers of the Wickepin Newsagency for the “thank a volunteer monthly voucher”.

Carried 7/0

It was also acknowledged that the Albert Facey Homestead has been in the Wickepin Townsite for 20 years. An idea was raised to hold an Open Day in acknowledgement of the Homestead.

Moved D Astbury / Seconded L Sartori

That CDO Michelle Hetherington, Linley Rose and Libby Heffernan form a subcommittee and arrange an informal celebration to acknowledge the 20 year anniversary of the Albert Facey Homestead being located in Wickepin.

Carried 7/0

Libby Heffernan

Suggested she would be available to volunteer her time on an on-call basis if visitors would like to look through the Historical Buildings in town.

11. Urgent Business

12. Closure

The next Albert Facey Homestead Committee Meeting will be held on 2 November 2020.

There being no further business the Chairperson declared the meeting closed at 3.10pm.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>
Administration Officer to be reminded to collect the Albert Facey Homestead money from the Wickepin Newsagency on a regular basis.	ESO
Tuesday 18 August 2020 – Committee afternoon tea – objective is to encourage more volunteers to join the Albert Facey Homestead Committee / maintenance roster. Wickepin Newsagency will be notified and coffee supplied for attendees.	CDO
Hang painting donated by Darren and Danielle Farquhar and a thank you letter to be sent.	CEO
Handpieces to be given to the Townscape & Cultural Planning Committee and a thank you letter be written to Marty Mahar.	CEO
An inventory of all public artefacts within the Shire of Wickepin to be completed.	Albert Facey Homestead Committee
Purchase a \$60.00 voucher from the Wickepin Hotel.	CEO
Albert Facey Homestead – 20 year Anniversary.	CDO