

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed by out of session motions
since the preceding Parish Council meeting on 22 January 2018**

1. *Resolution dated 25 January 2018:*

Alison Kershaw moved that, in regard to the Amalgamation of Lots 230 and 4 Price Street on Crown Lease 1012/1925 now numbered document N105593, that:

1. Parish Council accept Graham Kershaw's recommendation of Andrew LeFort of Denmark Survey and Mapping as the preferred surveyor, and accepts the quote provided to Graham Kershaw Architect on 1st December 2017 for \$3228 + GST (as indicated under Item 2 of the quote).
2. Parish Council agrees to accept Department of Planning, Lands and Heritage fees of up to \$646.00 (incl GST), and associated Landgate registration fees of up to \$165.80.

Seconded: Sally Prickett. Carried.

2. *Resolution dated 30 January 2018:*

The Rector moved that we donate \$500 to the Diocese of Kapsabet, in Kenya through the Bunbury Diocese for the urgent repair or replacement of the fire damaged school for which the Kenyan Diocese is responsible.

Seconded: Victoria Castiglione. Carried.

3. *Amended Resolution dated 5 February 2018:*

Alison Kershaw moved that, in regard to the Amalgamation of Lots 230 and 4 Price Street on Crown Lease 1012/1925 now numbered document N105593, Alison Kershaw moved that:

1. Parish Council accept Graham Kershaw's recommendation of Andrew LeFort of Denmark Survey and Mapping as the preferred surveyor, and accepts the quote provided to Graham Kershaw Architect on 1st December 2017 for \$7241 + GST as indicated under Item 2, Stages 1 and 2, of the quote.
2. Parish Council agrees to accept Department of Planning, Lands and Heritage fees of up to \$646 (incl GST) and associated Landgate registration fees of up to \$165.80.

Seconded: Victoria Castiglione. Carried.

4. *Resolution dated 14 February 2018:*

Harold Luxton moved that Parish Council recommend that the Annual Meeting of Parishioners expresse its appreciation to Gary Schwab for his work as Honorary Auditor and the Annual Meeting of Parishioners re-appoints him Honorary Auditor for 2018.

Seconded: Victoria Castiglione. Carried.

Resolutions of the Parish Council held on Monday 19 March 2018

1. Judy Ross moved that the Minutes of the meeting held on Monday, 22 January 2018 be accepted. Seconded: Sally Prickett. Carried.
2. The Rector, noting that the present Treasurer, Harold Luxton, had resigned, moved that Chris Prickett be appointed Treasurer of the Anglican Parish of Denmark-Walpole. Seconded: Judy Ross. Carried.
3. The Treasurer moved that Parish Council accept the list of payments for verification, submitted by the previous Treasurer for the period 1 January to 28 February 2018. Seconded: Alison Kershaw. Carried.
4. Anticipating that the parish may need up to \$1,000 per calendar month for provision of emergency relief, for the period that Boniface Care has funded the parish (either 4 months or 10 months depending on when the grants are made), the Rector noted that the the parish is happy to return the current balance to Boniface Care to be redistributed. The Rector moved that the Treasurer be asked to seek clarification from Boniface Care and make the appropriate repayment. Seconded: Vince Ross. Carried.
5. Chris Prickett (Treasurer), noting that the parish operates three accounts - ACF Current account, ACF Online Savings Account & Bendigo Bank Clearing account moved that the following persons be removed from the list of authorised signatories:
 - *ACF Current account (BSB 706 001; a/c 3000 4673)*: Harold Luxton, Sally Prickett and Geoff Hill.
 - *ACF Online Savings account (BSB 706 001; a/c 3000 4674)*: Harold Luxton, Sally Prickett and Geoff Hill.
 - *Bendigo Bank Clearing account, Walpole (BSB 633 000; a/c 127 507 606)*: Harold Luxton and Sally Prickett.Seconded: Alison Kenworthy. Carried.
6. The Treasurer moved that the following persons be added to the list of authorised signatories and that Alison Kershaw remain as a signatory of the following accounts:
 - *ACF Current account (BSB 706 001; a/c 3000 4673)*: Chris Prickett (Treasurer), Alison Kershaw (Warden), Judy Ross (Warden) and Alison Kenworthy (member of the Parish Council)
 - *ACF Online Savings account (BSB 706 001; a/c 3000 4674)*: Chris Prickett (Treasurer), Alison Kershaw (Warden), Judy Ross (Warden) and Alison Kenworthy(member of the Parish Council)
 - *Bendigo Bank Clearing account, Walpole (BSB 633 000; a/c 127 507 606)*: Chris Prickett (Treasurer) and Alison Kershaw (Warden).Seconded: Judy Ross. Carried.
7. The Treasurer moved that Chris Prickett (Treasurer) and Alison Kershaw (Warden) be authorised to have internet access and authority to make electronic fund transfers on the ACF Current account, the ACF Online savings account and the Bendigo Bank Clearing account. Seconded: Alison Kenworthy. Carried.
8. Noting that the outgoing Treasurer had been authorised to make electronic fund transfers from the ACF Current and ACF Online Savings Accounts to settle accounts for payment without

electronic verification by a second person, (and was required to provide a list of such payments for verification at each Parish Council meeting), Alison Kershaw moved that the new Treasurer be also so authorised and required. Seconded: Alison Kenworthy. Carried.

9. The Treasurer, noting that receipts from St George's Walpole are deposited in the Bendigo Bank Clearing account at Walpole, moved that the Treasurer, Chris Prickett, be authorised, subject to electronic verification by Alison Kershaw, to periodically transfer accumulated funds electronically from the Bendigo Clearing account to the ACF Online Savings account. Seconded: Judy Ross. Carried.
10. The Treasurer moved that, in the event the Treasurer is unavailable for a prolonged period of time due to absence or incapacitation, Alison Kenworthy be appointed as an interim Treasurer until a permanent replacement is nominated. In addition, Plan Phoenix (which deals with this matter) be updated accordingly & tabled for ratification at the next parish council meeting. Seconded: Vince Ross. Carried.
11. Sally Prickett moved that the parish donate \$400 to Wheelchairs for Kids Inc., and that this charity be made the new focus for the desk charity tin in the Mustard Seed op shop. Seconded: Chris Prickett. Carried.
12. Alison Kenworthy moved that the parish donate \$200 to Action Aid to assist in providing a safe room in schools and sanitary supplies for girls in Kenya to enable them to continue their education after the commencement of their menstrual periods. Seconded: Jenny Ross. Carried.
13. Sally Prickett moved that the parish donate \$400 to Denmark Primary School for children to attend the school camp and that the school should determine how the amount is to be spent. Seconded Alison Kenworthy. Carried.

**Resolutions of the Parish Council passed by out of session motion
since the preceding Parish Council meeting on Monday 19 March 2018**

1. *Resolution dated 16 April 2018:*

The Treasurer, Chris Prickett, moved that Parish Council:

- authorize Alison Kenworthy to make electronic transfers of funds from the Anglican Community Fund accounts & the Bendigo Bank account (BSB: 633 000; a/c no: 127 507 606) when acting in her capacity as alternative treasurer, and
- any one signatory on these accounts - that is, Chris Prickett or Alison Kenworthy - is authorized to make such transfers.

Seconded: Vince Ross. Carried.

Resolutions of the Parish Council of the Thursday 10 May 2018

1. Judy Ross moved that the Minutes of the meeting held on Monday, 19 March 2018 be accepted. Seconded: Sally Prickett. Carried.
2. Alison Kenworthy moved that Parish Council accept the list of payments for verification, submitted by the Treasurer for the period 23 March to 30 April 2018. Seconded: Jenny Ross. Carried.
3. The Treasurer moved that the Parish Council accept Rev Sue Lodge-Calvert's offer to purchase the current parish motor vehicle for a sum of \$7,000 conditional on the parish paying for rectification of the following identified faults at a cost not to exceed \$1,000:
 - left hand CV joint knocking
 - minor oil leak around timing cover, and
 - replacement of two worn rear tyres.Seconded: Vince Ross. Carried.
4. The Treasurer moved that the Treasurer's Report be accepted by Parish Council. Seconded: Alison Kershaw. Carried.
5. Chris Prickett moved that the Parish Council —
 - (a) acknowledge the requirement to establish and Oversight Committee, according to the Parochial Statute;
 - (b) nominate the members of the Oversight Committee to be: the parish priest, Sally Prickett as Safe Church representative, Judy Ross as a Warden and another Parish Council member; and
 - (c) undertake to perform the work of the Oversight Committee when a new parish priest is appointed.Seconded: Sara Gunning. Carried.
6. Sally Prickett moved that Parish Council consent to the Mustard Seed Volunteers hosting a fund raising fashion show at the end of October at the Riverside Club to raise funds for HEF. Seconded: Chris Prickett. Carried.
7. Sally Prickett moved that Parish Council consent to the parish running a garage sale stall, during the Great Australian Garage Sale in October 2018, selling collectables and antiques from Mustard Seed donations to raise funds for HEF. Seconded: Judy Ross. Carried.
8. The Treasurer moved that approval be given to spend up to \$500, when he believes sufficient funds are available, to purchase a suitable fireproof filing cabinet to store parish records. Seconded: Alison Kershaw. Carried.
9. The Treasurer moved that Plan Phoenix, as amended and circulated, be approved by Parish Council. Seconded: Vince Ross. Carried.
10. Chris Prickett moved that both the Memorandum of Understanding and the Ministry Covenant for the Locum Priest be accepted. Seconded: Vince Ross. Carried.

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed at the meeting held on the Tuesday 12 June 2018, and by subsequent out of
session motion**

1. Judy Ross moved that Parish Council ask builders to provide a quote to repair the damaged end wall of the hall. Seconded by Sally Prickett. Carried.
2. The Treasurer moved that the expenses as presented in the Treasurer's Report be accepted by Parish Council. Seconded: Judy Ross. Carried.
3. Sally Prickett moved that the Minutes of the meeting held on Thursday, 10 May 2018 be accepted. Seconded Judy Ross. Carried.
4. Chris Prickett moved that the parish pay for the design work done on the Thermomotree. Seconded: Sally Prickett. Carried.
5. In an out of session motion, by email dated 18 June 2018, the Treasurer moved that in view of the revised costing provided by the architect we identify what funds we currently have available and look at options for generating additional income to meet the revised cost including seeking professional fundraising advice. We will then be in a position to re-assess the staging of the project to suit the funding likely to be available. Seconded by Alison Kershaw. Carried.

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed at the meeting held on the Thursday 2 August 2018**

1. Judy Ross moved that the Minutes of the meeting held Tuesday, 12 June 2018 be accepted. Seconded Sally Prickett. Carried.
2. The Treasurer moved that the 2018 Budget be amended to remove \$8,850 from Stipend and \$2,144 from Motor Vehicle expenses and these amounts be transferred to Repairs and Maintenance (R&M). This would give a revised budget figure of \$18,994 for R&M. Seconded by Sally Prickett. Carried.
3. Sally Prickett moved that —
 - (a) Parish Council accept the quote from Choices Flooring of \$3777 for purchase and laying of vinyl floor tiles, with the requested deposit to be paid once a date for installation has been provided, and
 - (b) Parish Council accept the quote from Peter Jervis to paint the Rectory (exterior repaint \$1,600 and interior repaint \$3,800).Seconded by Alison Kenworthy. Carried.
4. Sally Prickett moved that the parish should reduce the annual subscription to the Anglican Messenger by half, by purchasing 10 copies of each magazine for St Leonard's and 5 copies for St George's. Seconded by Chris Prickett. Carried.
5. The Treasurer moved that the expenses as listed in the Treasurer's report be accepted. Seconded by Judy Ross. Carried.

6. Chris Prickett moved that the parish make up the current donations in Wheelchairs for Kids collection box to the amount of \$400 (an addition of \$326.95), being the cost of providing two wheelchairs. Seconded by Judy Ross. Carried.
7. Chris Prickett moved that the priority for construction of the Hall Extension Project be amended to be an updating of the existing facilities and access to these facilities, taking account of the needs of existing parishioners, to a maximum of \$140,000. Seconded by Sara Gunning. Carried.
8. Sally Prickett moved that a second float of \$100 be instigated for the Mustard Seed, being comprised of \$10 notes and \$5 notes to enable change to be provided for \$50 notes. Seconded by Chris Prickett. Carried.

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed at the meeting held on the Friday 31 August 2018**

1. Sally Prickett moved that the Minutes of the two previous meetings held on Thursday, 2 & Thursday, 16 August 2018 be accepted. Seconded Alison Kershaw. Carried.
2. Sally Prickett moved that Parish Council write to the Denmark Village Theatre Inc (DVT) regarding the donation of \$1,000 —
 - (a) explaining that according to the amended program for works for the op shop development and hall extension, it is anticipated that the hall will not be available for theatre productions for some years; and
 - (b) asking whether the DVT would like Parish Council to return the donation at the present, and whether DVT would like to consider making a donation at a later time.
 Seconded by Alison Kershaw. Carried.
3. Alison Kershaw moved that Parish Council adopt the Treasurer's suggestion that stipend savings of \$3,400 be moved to the budget for repairs and maintenance. Seconded by Judy Ross. Carried.
4. Victoria Castiglione moved that Parish Council authorise the Builder, Steve Madaffari, to undertake:
 - (iii) all of the new construction work (including the kitchen extension, ATU waste water treatment unit and toilets), itemised on page 1 of the Scope of Work summary: \$152,000,
 - (iv) the timber disabled ramp from the external works itemised on page 2: \$10,500, and
 - (v) the masonry repairs itemised on page 3: \$7,900.
 The total of \$170,400 to be met by the HEF funds currently available and supplemented by funds available in the online savings account.
 Seconded by Alison Kershaw. Carried.

**Resolutions of the Parish Council passed by out of session motions
subsequent to Parish Council meeting on Friday 31 August 2018**

1. Resolution passed by out of session motion moved on 17 September 2018

In an out of session motion, Parish Council agree that a fee of \$200 be authorised for payment to the Riverside Club to facilitate the Mustard Seed Fashion Show to be held on Thursday 8th November 2018.

Moved by: Sally Prickett (Secretary & Church Warden)

Seconded by: Victoria Castiglione

Motion Carried.

2. Resolution passed by out of session motion moved on 17 September 2018

In an out of session motion, Parish Council agree that 500 glass jars and lids be purchased from Plasdene Glass Pak and delivered by Denmark Haulage to the MS at a cost of approximately \$494.50

Moved by: Sally Prickett (Secretary & Church Warden)

Seconded by: Victoria Castiglione

Motion Carried.

3. Resolution passed by out of session motion on 19 September 2018

That Parish Council revise Resolution 4 carried on August 31 2018, and accept the revised Scope of Works and Quote from builder Steve Madaffari dated 19th September 2018 which comprises:

New construction work (including kitchen extension, ATU waste water treatment unit, toilets, new deck: \$152,000

Timber disabled ramp from the external works: \$10,500

Masonry repairs : \$7,900

Earthworks and demolition, paving and landscaping: \$15,300

Repair and replacement of existing verandah decking and balustrades: \$8,000 Total: \$193,700

Moved by: Alison Kershaw (Stipendiary Lay Minister & Church Warden)

Seconded by: Judy Ross (Church Warden)

Motion Carried.

NOTE

Sally Prickett agreed to the motion issued on the 19th of September by Alison Kershaw, noting that the remaining architect's fee of \$7,200 would be paid from HEF as funds become available. This has been discussed and agreed with Graham Kershaw who will provide a letter to that effect.

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed at the meeting held on the Friday 19 October 2018**

1. Revd Rodger Bull moved that the Minutes of the previous meeting held on Friday, 31 August 2018 be accepted. Seconded Sally Prickett. Carried.
2. Revd Rodger Bull moved that Parish Council agree to accept the offer of an interest free loan of \$20,000 for a term of four years from 1 Dec 2018, to be repaid at an amount of \$1,250 quarterly, with repayments to commence from 31 Mar 2020. The purpose of the loan is to augment the funds needed to pay for the St Leonard's Hall Extension Project. The Agreement is to be executed by two Wardens and Diocesan Trustees in accordance with Diocesan policies. Seconded by Judy Ross. Carried.
3. Revd Rodger Bull moved that Parish Council authorise:
 - (1) the Treasurer to make progress payments to the builder utilising funds, as required, from the Edna Brown Bequest, the Parish Development Fund, the ACF Current account, ACF Online Savings account and the interest free loan of \$20,000; and
 - (2) the Treasurer and an authorised signatory to request the ACF to make electronic fund transfers to the builder's account as required and subsequently ratified by Parish Council as per normal practice.Seconded by Judy Ross. Carried.
4. Revd Rodger Bull moved that the expenses as listed in the Treasurer's report be accepted. Seconded by Judy Ross. Carried.
5. Sally Prickett moved that —
 - (i) \$500 be donated to the ABM Indonesian Tsunami Appeal for Sulawesi Relief;
 - (ii) \$300 be donated to Samaritan's Purse domestic disaster relief plan to raise \$100,000 in order to reach a total of 1,000 farming families with \$200 grocery gift cards; and
 - (iii) \$300 be donated to the Foundation for Ministry for struggling parishes within the Bunbury Diocese.Seconded by Judy Ross. Carried.

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed at the meeting held on the Monday 26 November 2018**

1. Sally Prickett moved that the Minutes of the previous meeting held on 19 October 2018 be accepted. Seconded Alison Kershaw. Carried.
2. Alison Kershaw moved that as an expression of support for the CRC's Community Christmas Lunch, and the work they do for the community, that the Parish undertake to donate \$250 to the CRC by taking a retiring collection and making up the difference to a total of \$250. Seconded by Sally Prickett. Carried.
3. Sally Prickett moved that all the reports presented to Parish Council be accepted. Seconded by Judy Ross. Carried.

4. Alison Kershaw noting:
 - (a) the Ministry Covenant between the Parish, the Locum Priest, Revd Rodger Bull and the Diocese is to be reviewed in November 2018; and
 - (b) the budget for 2019 will potentially be in significant deficit due to the costs of installing a new parish priest;moved that Parish Council instruct the Wardens to consult the Diocese and advise that from 1st January 2019, the Parish would prefer to employ the services of supply priests, together with services of extended communion or morning prayer led by licensed lay ministers as needed, until a new Parish Priest is installed. We acknowledge with gratitude Rodger's service to the Parish during this interregnum. Seconded by Victoria Castiglione. Carried.
5. Sally Prickett moved that the expenses as listed in the Treasurer's report be accepted. Seconded by Judy Ross. Carried.
6. Victoria Castiglione moved that —
 - (i) local schools be contacted to ascertain whether they would like to receive the piano, currently in the parish Committee room, as a donation to be used either for the Music in Schools program, or used by a student who is unable to afford to purchase a piano, and that we undertake to pay \$250 to tune the piano if the recipient is financially disadvantaged;
 - (ii) secondly, the piano be offered to the parishioners;
 - (iii) thirdly, the piano be offered to the community through the Bulletin; and
 - (iv) once a recipient has been found, a notice be placed in the pew sheet noting with gratitude the gift of the piano from the original donor, the number of years it has been used within the Parish, and the fact that it is now being provided to another user.Seconded by Alison Kershaw. Carried.
7. Revd Rodger moved that PC notes the email from Cheryl Norman of the Bunbury Diocese, dated 21 November 2018, in relation to the need to follow Diocesan Human Resources policies, including checking with the Diocesan Secretary regarding the Permission to Officiate for any prospective supply priests. Seconded by Alison Kershaw. Carried.

**Resolutions of the Parish Council of the Anglican Parish of Denmark-Walpole
passed at the meeting held on the Monday 14 January 2019**

1. Sally Prickett moved that the Minutes of the previous meeting held on 26 November 2018 be accepted, subject to corrections. Seconded by Judy Ross. Carried.
2. Sally Prickett moved that the expenses for the period 21 November to 31 December 2018 be accepted. Seconded by Alison Kenworthy. Carried.
3. Judy Ross moved that:
 - (ii) the Draft Budget for 2019 be accepted, subject to the amounts allocated for —
 - repairs and maintenance to buildings being reduced to \$5,000
 - travel and accommodation costs being increased to \$1,400
 - expenses for Hall Extension (St Leonard's) being increased for February to \$31,100, the total being increased to \$97,700; and
 - (iii) the Draft Budget as accepted be presented for approval to the Annual Meeting of Parishioners (AMP).Seconded by Alison Kenworthy. Carried.