



APPENDICES

BUSHFIRE ADVISORY COMMITTEE MEETING

To be held

Wednesday, 11th June 2025
Commencing at 7.00pm

At

Shire of Dardanup
Administration Centre Eaton
1 Council Drive - EATON

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [disk or emailed]
Upon request.

**ANNUAL GENERAL MEETING
FERGUSON VOLUNTEER BUSHFIRE BRIGADE
2nd April 2025
69 GARDINCOURT DRIVE, HENTY**

MEETING OPENED AT 6.03 pm

PRESENT:

BRIGADE MEMBERS

Anthony Congdon (Chairperson)	Lyndon Skeers (FCO)
Jane Skipworth (Secretary/Treasurer)	Graeme Mitchell
Steve Watts	Doug Wells
Gus Stuart	Jane Fry
Jeff Jackson	Jim Brussen
Lisa Watts	Mal Woods
Mike Linfoot	Mick Leonard
Phil Smith	Ric Stacey
Steve Miller	Tony Albertson
Sue Williams	Wayne Fry
Chris Lines	Kevin Robinson
Lisa Watts	

GUESTS

Ricky Southgate
Chris Hynes (CBFCO)
Dallas Brennan (Shire of Dardanup)
Maxine Bourne
Tammy Howard

APOLOGIES:

Rob Webster	Tyrrell Gardiner
Jim Campbell-Clause	Astrid Fox-Slater
Murray Pearse	Colin Johnston

CONFIRMATION OF 2024 MINUTES:

The minutes of the previous meeting held on 26th March 2024 were accepted as a true and accurate record.

Moved: Gus Stuart, **Seconded:** Jane Fry

REPORTS:

FCO REPORT: Presented by Lyndon Skeers - **ATTACHED**

CAPTAINS REPORT: Presented by Anthony Congdon – **ATTACHED**

TREASURER/FINANCIAL REPORT: Presented by Jane Skipworth - **ATTACHED**

- Jane confirmed that all income for the year has been received from the can recycling system. Thanks to Doug Wells for his work.

REPORTS ACCEPTED BY: Gus Stuart, **SECONDED:** Graeme Mitchell

Anthony Congdon declared all Officer positions vacant. Dallas Brennan (Emergency Management Officer) was declared returning officer and called for nominations for all positions:

ELECTION OF OFFICE BEARERS

FCO: Lyndon Skeers

Nominated: Jane Skipworth, **Seconded:** Graeme Mitchell **ACCEPTED**

CAPTAIN: Anthony Congdon

Nominated: Lyndon Skeers, **Seconded:** Ric Stacey **ACCEPTED**

1st LIEUTENANT: Graeme Mitchell

Nominated: Ric Stacey, **Seconded:** Lyndon Skeers **ACCEPTED**

2nd LIEUTENANT: Robert Webster

Nominated: Graeme Mitchell, **Seconded:** Dave Nicholas **ACCEPTED**

3rd LIEUTENANT: Steve Watts

Nominated: Lyndon Skeers, **Seconded:** Anthony Congdon **ACCEPTED**

TRAINING OFFICER: David Nicholas

Nominated: Sue Williams, **Seconded :** Jane Fry **ACCEPTED**

ELECTION OF OFFICE BEARERS (cont'd)

EQUIPMENT OFFICER: Jane Fry

Nominated: Steve Watts,

Seconded: Gus Stuart

ACCEPTED

SECRETARY/TREASURER: Jane Skipworth

Nominated: Anthony Congdon,

Seconded: Gus Stuart

ACCEPTED

COMMUNICATIONS OFFICER: Jane Skipworth

Nominated: Phil Smith,

Seconded: Graeme Mitchell

ACCEPTED

ALL OFFICE BEARERS WERE ELECTED UNOPPOSED.

GENERAL BUSINESS:

Dallas Brennan thanked Brigade members for their work throughout the year. Update on proposed shed extensions, one tender received that was not within budget. Proposal to complete building in two stages. First stage to include slab, relocation of water tank, external construction including windows, roller door and cladding, first fixing, plumbing and electrical. Feedback is encouraged, the project must be started by 30th June 2025 in order to retain funding.

Chris Hynes, Chief Bushfire Control Officer addressed the meeting:

- Thanked Ferguson members for their work throughout the season
- Acknowledged the importance of the BART system and members willingness to help out other Brigades.

Ricky Southgate

Thank you to members and their families

Acknowledged the importance of local knowledge provided by Ferguson members

Acknowledged the efficient running of the Brigade as a whole and their willingness to take on extra work

MEDALS WERE PRESENTED TO THE FOLLOWING MEMBERS:

MAL WOODS

DOUG WELLS

STEVE MILLER

RIC STACEY

BRIAN ALLEN (ACCEPTED BY DALLAS BRENNAN ON HIS BEHALF)

MEETING CLOSED: 6:43pm

Ferguson BFB FCO Report 2025 02/04/2025

Every member, their family and this community for helping us to do this with all of there support

Grants received : Atco for the recycling shed and South 32 for new radios

Community outreach Virtual Reality night as well as property inspections

Extra Training A number of members have completed extra training including Advanced Bushfire Fighting, Crew Leader, Sector Commander, Remote firefighting Ground controller and driving

The WAFS Conference in Perth we had 3 people attend this year, nominations are now open for this year

Thank you to the following members for their contributions this season:

Steve Miller and Dave Prosser, for providing dirt to level the carparking area.

Doug Wells For keeping an eye on the shed and carrying out regular recycling runs.

Steve Watts cleaning and maintaining the ute, including monthly checks

Ric Stacey Organising training. Thank you for all you have done for this brigade and we hope you will continue to do so.

Rob Webster Maintaining the yards, helping with leadership, Applying for grants

Graeme Mitchell leadership, helping with training and working on the bush fire ready planning

Jane Everything she quietly does behind the scene's and is the one that keeps us all in line

Anthony for all of his work sorting crews, applying for grants, answering the phone from me at 2am. And so on

Chris Hynes thanks for his leadership and support of our brigade and for all of the time he puts into what he does

Ricky For the support and backing he gives us, and for standing up for us volunteers while getting himself in trouble from his bosses

Dallas Brennan for his support of the Brigade

Lyndon Skeers
Fire Control Officer

Ferguson Bushfire Brigade - Annual Report 2024/2025

Captain's Message

As Captain of the Ferguson Bushfire Brigade, I am proud to present our annual report for the 2024/2025 season. This year has been marked by growth, challenges, and achievements that reflect the commitment of our volunteer firefighters.

Community Engagement & Membership

Our brigade has experienced continued growth in membership, strengthening our ability to serve community. This success is attributed mainly to the outstanding efforts of Jane, Rob, and Graeme, who have championed bushfire preparedness initiatives throughout Ferguson and surrounding areas. Their community engagement work has increased our membership and enhanced local awareness of fire safety and prevention measures.

Operational Response

Throughout this season, our brigade has responded to numerous incidents across the region. Our teams have turned out to fires both within the Shire of Dardanup and in neighboring shires, sometimes traveling considerable distances to provide support. This regional service continues to be highly valued by communities throughout the Southwest.

Your dedication as a member, donating your time to protect lives and property, cannot be overstated. Your professionalism in challenging conditions exemplifies the true spirit of our volunteer bushfire service.

Technological Advancements

The adoption of new technologies has significantly enhanced our operational capabilities this season. The integration of BART (Bushfire Automated Reporting Technology) and FireMapper software has improved our coordination and effectiveness, particularly during night operations and in difficult terrain. These tools have streamlined our fire fighting processes, allowing for more efficient resource allocation and improved safety for our firefighters.

Leadership & Brigade Structure

Our Lieutenant and Officer structure has proven extremely effective throughout the season, with each Lieutenant taking ownership of key functional areas within the brigade. Rob Webster has been instrumental in pursuing funding opportunities, submitting numerous grant applications with remarkable success. Most recently, his efforts secured funding for an upgrade to our communications systems, including new handheld radios that will significantly enhance our operational capabilities.

Graeme Mitchell has worked diligently to develop a comprehensive training program that meets the Shire's new and more rigorous Workplace Health and Safety requirements. This work has been conducted in close collaboration with Ric Stacey, who has represented our brigade at numerous

Brigades Working Group meetings, contributing to developing a training framework that addresses our specific needs while meeting regulatory standards.

I am particularly pleased with the continued success of our roster system, which has proven helpful in maintaining operational readiness while respecting the personal commitments of our volunteers. The roster is not designed to be a handbrake on members' lives but rather a tool to ensure everyone gets an opportunity to participate, maintain their skills, and share the responsibility of brigade duties. This approach has resulted in more consistent attendance at training sessions, improved skills retention, and reduced the burden on any single individual.

Challenges

This season has presented unique challenges, most notably increased suspicious fire activity within our area. The recent spate of deliberately lit fires, including those we responded to last night, has put additional pressure on our resources and volunteers. As members of the community, I'd encourage you to report any suspicious actions you see, particularly while travelling in the evenings at the moment.

Infrastructure Development

I am pleased to report some progress in our infrastructure improvement plans. Lyndon has worked extensively with the Shire of Dardanup to secure grant funding for the extension of our fire shed. This funding has now been approved, with construction expected to commence before the end of this financial year. This expansion will improve our operational capacity and provide improved facilities for training and equipment maintenance.

Special Recognition

I want to extend a special vote of thanks to Ric Stacey, who has served and led this brigade for many years in various capacities including Captain, Fire Control Officer, and most recently as Training Officer. As Ric steps down from his official duties, we acknowledge his enormous contributions to the Ferguson Bushfire Brigade. His leadership, expertise, and dedication have shaped our brigade and left a lasting legacy that has, in many ways, shaped the culture we enjoy today. We are all deeply grateful for his service and commitment to our community's safety.

Looking Forward

As we look to the future, the Ferguson Bushfire Brigade remains a strong, community-driven organisation. We will continue to invest in training, equipment, and community engagement to ensure we meet the evolving challenges of bushfire management.

I would like to express my sincere gratitude to all our volunteers, their families, and the wider community for their unwavering support throughout this challenging season.

Ant Congdon
Captain, Ferguson Bushfire Brigade
April 2025

Ferguson Volunteer Bush Fire Brigade

Treasurer's Report to 1st April 2025

OPENING BALANCE 25th March 2024 **\$5103.66**

INCOME/DEPOSITS

Can Recycling	\$ 1376.30
Polo shirts	\$ 56.00
Starlink payments reimbursed	\$ 1946.00

TOTAL **\$ 3378.30**

EXPENSES

Refreshments (Light Tanker drinks and snacks, shed drinks fridge)	\$ 18.00
Social expenses	\$ 1085.84
Building improvements/training equipment, Sundries, incl. sign for recycling shed	\$ 390.80
Starlink Payments	\$1807.00

MISCELLANEOUS Fuel payment to be reimbursed	\$ 134.88
--	-----------

TOTAL **\$3436.52**

CLOSING BALANCE **\$5045.44**

Jane Skipworth
TREASURER



SHIRE OF DARDANUP
UPPER FERGUSON VOLUNTEER BUSHFIRE BRIGADE

AGM MEETING MINUTES 2025

Meeting Date: Friday 11 April 2025
Meeting Time: 1830 hrs
Venue: Upper Ferguson Bushfire Station

AGENDA:

1. **Attendees:** Grant Ratcliffe, Ryan Gibbs, Clinton Float, Helen Humphreys, David Humphreys, Ben Gardiner, Caitlin Bailey, Allison Bailey, Rod Bailey, Craig Halstead, Mark Titchener, Shaun Tellini, Tom Roberts, Barry Gibbs, Chris Hynes
2. **Apologies:** Will Poots, Tim Fearon, Beverley Gardiner, Josh Ratcliffe, Geoff Gibs, Nick Tellini-Mazza
3. **Previous Minutes** (motion for adoption)
Accept Caitlin Bailey
Second Ryan Gibbs
4. **Business Arising from Previous Minutes** (outstanding matters only)
 - Banking changed to Bendigo – Completed
 - Dashcam for Truck - David researching units as price and models have changed
 - Honor board – David sourcing printing/engraving so it can be completed
 - Removal of valve handles on tanks (and place in pump box)– Rod to action
 - Removal of (old) overhead standpipe - Needs further investigation to terminate water supply before standpipe can be removed; Equipment Officer to action.
5. **Office Bearer Reports**
 - 5.1. Captains Report
Ryan presented. Refer to attached report.
 - 5.2. Secretary Report
Helen presented. Refer to attached report.

5.3. Treasurer Report

David presented on behalf of Geoff (Treasurer). Refer to attached report. Of note was Grant's generous donation of the FCO funds from the Shire (\$500) to the brigade. The Brigade does have funds available for improvements and Members are encouraged to consider what items are need (e.g., upgrade of lights within the station, new/reliable handheld UHF, etc.).

5.4. Training Officers Report

Dave presented. Refer to attached report.

5.5. Equipment Officers Report

Rod Bailey presented. Refer to attached report. It was also noted that PPE ordered in Sep/Oct using the old QR codes were not processed and should be re-ordered. The Brigade won't know until June/July whether its request for low bay lights has been approved. Thanks to those that turned-out and help during the busy bee, which was a success.

5.6. FCO Report

Grant presented - nothing more to report re Brigade business. Grant went on to: Welcome Chris Hynes to the UF AGM. Wish Happy Birthday to Allison. Reiterate that we had a quiet year (incident wise) but going forward an increase in participation as well as attendance at training is necessary.

6. General Business

6.1. Member Turn-out/Availability – The Captain stressed this season's challenge in obtaining sufficient members to turn-out to incidents. Something must change as this is not sustainable. While it is appreciated that many of the fires are away from our immediate locality, members are strongly encouraged to make themselves available. Further consideration will be given to this issue by the Brigade leadership.

6.2. Fuel Card – will be distributed based on member's level of involvement as per last AGM agreed position. Ryan will review participation and assign fuel accordingly.

6.3. Other

- i) Permits and Restricted Burning – Ongoing until further notice. Ground conditions still very dry.
- ii) Request received from Richard Benny to burn his back paddock. Grant advised Richard is willing to contribute to the Brigade to get the job done. Members were supportive provided ground conditions and weather is right. Grant to liaise and initiate arrangements.
- iii) Spring into Action in 2025 will be called 'Branch Out'. Chris encouraged members to get involved and support this activity. He advised activities are not targeted at those who know everything as it is aimed to be a fun day to encourage member collaboration and familiarity. The Ferguson Brigade will coordinate, supported by Kaitlin Southgate and Chris Hynes.

- iv) QR Codes. Members advised to use the new QR codes. Also, to be sure to provide the log number in the Log Book for truck maintenance items.
- v) The Old Bedford – Chris advised it is down in Bridgetown and he is trying to obtain photos. The team there are currently working on preparing it for display in the Volunteer BFB Museum.
- vi) Communications BART – Members encouraged to continue to monitor and acknowledge messages. Members noted that there was a lack of audible alert during a recent incident in the middle of the night, which was unusual. It was suggested that a software update on i-phones may explain the lack of notification/alarm on the BART system. The need for members to respond to the BART system was reiterated. Ryan stressed that it's okay to press RED as this lets him know that notifications are being receiving. Ryan will endeavour to copy and paste notifications to the WhatsApp group.
- vii) Max Kerr did not receive notification of the AGM, which was distributed via email. He stressed his disappointment for not having been on the distribution list. An apology for the unintended oversight was provided.

7. Election of Office Bearers (commencing 1 July 2025)

Brigade Position	Member	Nominated	Seconded	Accepted (yes/no)
FCO	G. Ratcliffe	R. Gibbs	C. Float	Yes
Captain	R. Gibbs	G. Ratcliffe	H. Humphreys	Yes
Secretary	D. Humphreys	R. Gibbs	R. Bailey	Yes
Treasurer	D. Humphreys	R. Gibbs	R. Bailey	Yes
Lieutenant 1	C. Float	B. Gardiner	G. Ratcliffe	Yes
Lieutenant 2	B. Gardiner	D. Humphreys	G. Ratcliffe	Yes
Lieutenant 3*	D. Humphreys	C. Float	G. Ratcliffe	Yes
Equipment Officer	S. Telini	D. Humphreys	C. Float	Yes
Training Officer	R. Bailey	R. Gibbs	D. Humphreys	Yes
Communications Officer	NOT REQUIRED - Now serviced through BART			

** Note: Nick Telini-Mazza has expressed an interest in filling a more senior role within the brigade. It was agreed that once Nick has completed the necessary minimum training requirements (e.g., Advanced Firefighting and Crew Leader) then he would be supported in filling the role of 3rd Lieutenant (and David would willingly step aside).*

AGM Close
7:20PM

**Upper Ferguson BFB
2024 AGM Officer Reports**

Captain's Report (Ryan Gibbs)

1. Turnouts

- Since the previous AGM there have been 5 x turnouts by 6 x volunteers – the truck has been out for 20 hours this season.
- None of these incidents was in our Primary Brigade area.
- The total person/hours contributed directly attending fire grounds stands at 46.5.
- Many thanks to those who have volunteered time both crewing the truck as well as contributions made in support roles.

2. Crew Capacity

- Finding available crew has been a challenge this season even though it has been quiet. We have plenty of competent and skilled people on the register but it has been hard to crew the truck when required.
- I question whether we can find a more effective way of having people available for turnouts? Should we consider a roster system as other brigades do?
- I will also put on the record that there is little incentive for people to volunteer their time when considering the training burden and compliance requirements placed on the BFB by DFES/Shire. I suggest that without incentive we will only see volunteer numbers reduce. It won't be good for anyone to have millions of dollars in equipment sitting idle for lack of operators to use them.

3. Dardanup Shire/DFES

- We are in a much better position with the Shire with an active and engaged EMO (Dallas Brennan) while our Dardanup Chief has continued to be easy to deal with.
- Those responsible for our area at DFES (Ricky Southgate) have continued to be excellent to deal with.

Other notes;

- Truck attended a school excursion for the Yr11 Bunbury Catholic College Geography students studying Bushfire and mitigation at Wellington Forest with Dave Humphreys.
- We propose to maintain a monthly training night during the off-season and are open to suggestion on when this should be – for example a Friday evening with the footy and BBQ as an incentive?
- Fuel Card – it was proposed and accepted at the previous AGM that the fuel card be allocated on a pro-rata approach for those attending training and turning out. I will compile a list and inform those eligible in coming weeks.
- Please consider taking an active role on the committee this season.

Secretary's Report (Helen Humphreys)

- Nothing substantive to report, that is not covered by the Captain or Officer Bearers.
- Minimal correspondence received; primarily updates and engagement from Shire and DFES.
- The 2025 W-AFAC Conference is a three-day development program targeting volunteers. It commences Tuesday, 26 August through to Friday, 29 August 2025 and held at the Perth Convention and Exhibition Centre. If interested speak with Ryan as there is an opportunity to proposed potential participants from the Dardanup Brigades.
- Old QR codes no longer work. Be sure to use the new QR codes (on notice board).
- Volunteer ID cards supplied to members that have attended training/provided photos. Note, if you do not have one that is current then see David.
- Installation of the Brigade Honour Board is yet to occur (David has committed to action).

Treasurer's Report (David Humphreys on behalf of Geoff Gibbs)

- After an arduous process UFBFB finally succeeded in closing its bank account with Wespac and all funds were transferred to Bendigo (17 July 2024).
- Current Bank Account signatories are Ryan Gibbs (Captain), Helen Humphreys (Secretary) and David Humphreys (Training Officer).
- Opening balance as of 12 April 2024 was \$5,922.77
- Current balance as of 11 April 2024 is \$7,778.98
- Total credits received were \$6,045.70
- Key sources of funds since last AGM included:
 - \$500 from G. Ratcliffe (FCO contribution)
 - \$500 from S. Gibbs for burn-off assistance
 - \$2,200 from Forest Product Commission for Grant to run Plantation Forestry Training
 - \$2,807 from South 32 for Grant to purchase equipment (e.g., Pressure washer, Air hose reel, Portable hose reel and hose, Blower).
 - \$33.70 Containers for Change
- Total Debits (funds spent) was \$4,187.49
- Interest was \$0.
- Fees were \$2. Note, a monthly service fee of \$15 was being charged but this was successfully challenged, and all service fees reimbursed.
- Items that remain to be purchased are:
 - Dashcam and additional whiteboard (2023 Western Power Grant funds)
 - Residual funds from FPC Grant (\$901), which will likely go towards UHF radios
 - Brigade polo shirts, caps and hoodies (as discussed and agreed by Brigade Leadership)
- Brigade members should continue to give consideration on how funds should be used.
- Brigade members should continue to look for grant/sponsorship opportunities.

Training Officer's Report (David Humphreys)

- Joint brigade training with JCB recommenced 27 October 2024. This continued successfully until mid-December. However, after a break over the festive season, it had been a challenge to recommence/gain member participation.
- It has been suggested that training should continue all year but be held once per month on a regular night.
- Training Officers from all Dardanup Brigades held coordination meetings every few months. An overarching Lesson Plan for all priority areas were developed. However, the frequency of these meetings has also waned. Without a dedicated Training Coordinator for the whole of Shire this effort is dependent of a select few to keep driving this initiative.
- R. Gibbs and D. Humphreys attend a 3-day SW Region Workplace Trainer Assessor course and are now certified to deliver the foundation training (Bushfire Safety Awareness and Firefighting Skills).
- 2025 South West Region Training Calendar (current as of 2 April) has been released (displayed on Notice Board). Members should review this Calendar and book ASAP any additional training necessary. See Training Officer for assistance with booking courses/navigating eAcademy.
- In addition to Brigade member training, the successful Dardanup BFB Cadets program continued. Again, ~11 cadets from across Dardanup participated for in a 12-session program. The 2025 Cadet program recommences end of April 2025, at Dardy Central. Please encourage any new potential 'future' brigade members to get involved.

Equipment Officer's Report (Rodney Bailey)

- Appliance was serviced at start of fire season with no major issues.
- The only problem the truck had was a split foam induction line, which will be fixed when fire season winds down.
- PPE orders seem to be filled. Any outstanding PPE will need to be followed up. Also, any damaged or old PPE will need to be replaced asap.
- Rubbish bins seem to be working as well as the recycling thanks to Dave.
- The rodent blocks and bait boxes seem to be working (spare baits are under the laundry sink). Need to check that the Station is now being included in the Shire pest management program and being carried out.
- Thanks to all who helped with the busy bee on the 27/11/24 weekend.



WEST DARDANUP BUSH FIRE BRIGADE

**Minutes for the Annual General Meeting held at 3:00pm on the
5th April 2025 at the Fire Station on Garvey Road**

Opened: Meeting opened 3.10pm

Present: Neil Dyer, Rob Allen, Wayne Morris, Bill and Christine Ricetti, Lee Hutton, Shayne Griffin, Jaymen Hutton, Sean Child, Daniel (v/c)

Visitors: Nil

Apologies: Peiter, Lewis, Lorena Hutton, Gary Mader

Minutes of the last AGM 14 April 2024

Moved: Bill

Seconded: Wayne

That the minutes of the meeting held on 14th April 2024 be confirmed as true and correct record.

Business Arising

Security Camera's for station raised at 2024 AGM still in progress.

Correspondence

Inwards: Thank you letter from Capel for assisting at recent incident.

Outwards:

Moved Rob

Seconded Caroline

Reports**Financial Report***See attachment 1*

Incoming total \$ 5963.94

Outgoing total \$ 5874.28

Moved: Shayne **Seconded:** Bill**Fire Control Officer Report.***See attachment 2***Captains Report:***See attachment 3***Equipment Officer Report**

Verbal report provided. 1.4 has been a good addition. The seasonal needed some work. Bill thanked members for looking after the appliances, with cleaning and washing.

Training Officers Report*Attachment 4***Election of Office Bearers**

Position	Nominee	Mover	Seconder
FCO	Neil	Rob	Bill
Captain	Rob	Wayne	Caroline
Secretary/Treasurer	Christine	Bill	Neil

Lieutenants

Nominations for Lieutenants were received for Peiter, Wayne, Shayne, Jaymen and Charles. Decision was made for Capitan to discuss with Nominee's outside of meeting to determine rank.

1st Lieutenant	Wayne		
2nd Lieutenant	Jaymen		
3rd Lieutenant	Shayne		
4th Lieutenant	Charles		
5th Lieutenant	Peiter		
Training Officer	Shayne	Charles	Neil
Comm Officer	Charles	Shayne	Rob
Equipment Officer	Wayne	Shayne	Neil
Maintenance Officer	Bill	Rob	Lee
Committee (three people)	Wayne, Jaymen and Shayne		

General Business:

1. Nominations for 2025 W-AFAC required by the 25 May 25, for Conference on 26 – 29 August. Expressions of interest welcomed. *attachment 5*
2. Controlled Burning in the area near Railway Road raised. Brigades can do mitigation for the shire. Neil to apply to the shire. Please see *attachment 6* below documentation regarding responsibilities and liabilities.
3. No news on a new appliance for the station. DFES is not obliged to provide a new truck. It is a Shire responsibility.
4. Motion made and carried to Donate \$100.00 to Cadets.
5. Motion made and carried to Change bank from Commonwealth to Bendigo.

Meeting Closed: 4.14 pm.

West Dardanup Bushfire Brigade

Captains Report

2024/2025

Thank you to all our members for another safe year.

Thank you again for everyone that gets involved in the general maintenance around the station. From the yards to the bins and general upkeep.

This season (so far) we have attended 23 incidents with around 50 crews deployed. Around 10 of these within our own locality. Again we have received the seasonal appliance & this has seen a decent amount of the work. Turnout response each time has been fantastic with good numbers to fill 2 crews when needed.

Again this year DFES have supplied us with a fuel voucher for our members. This is setup ready to go now.

Training has been continuing well & more members are getting involved here which is great to see. Thanks Shayne for the hard work you are putting in here. There is a lot that goes on in the background that we don't see to get to where we are now.

Thanks Bill, the appliances are kept in great condition. Always a lot of work put into the seasonal appliance when it arrives to make sure its in good order for our crews. Your knowledge & dedication is much appreciated.

This season has seen some hard work in events & fundraising. Bunnings & Dardanup Fete sausage sizzles, Qube donation, Spring into action. Big thanks to those that got involved & helped with organizing these events.

Through these events we have managed to improve our station with new lockers & storage shelving, 2way radios for working crews & TV for our BART display. All these seem to be working well.

The Shire inductions, training & attendance requirements are going along smoothly. We have been able to keep up to date on this. Thanks to Shayne for the effort that you had put into keeping these records in order.

With our season still ongoing, thanks again to all our team, Stay safe & keep up the great work.

Rob Allen

Captain

FCO report 2024/25

I would like to start by thanking everyone for allowing me to fill one of the leadership roles in the West Dardanup volunteer bush fire brigade. I am proud to be a member of what I believe is a high functioning brigade and this belief is reinforced the by positive feedback I have received.

This year has seen some active members move away and leaving the Brigade, but it is reassuring to see new members filling the gap. Hopefully with the development of the area continuing at a steady rate there will be an abundance of people stepping up to serve the community.

This year we were again fortunate enough to be entrusted with a 2.4 high season tanker in addition to out 1.4. The addition of this vehicle for the season has meant the brigade has been busy with both local incidents and at incidents outside of the Shires of Dardanup. There were slightly less jobs responded to this year however it has still been a busy season.

Training has continued throughout the season to ensure all members are skilled to the required standard. Thanks to Shayne, Charles, Wayne and Rob the training program has been varied and has introduced some practical activities that has made the sessions more interesting than just sitting in the office listening to someone talking. We are fortunate to have the people we have involved in managing our training because it is important we continue the training at the same level, so we all have the necessary skills when attending an incident to do the job in a professional manner.

Thanks to everyone involved in the fundraising undertaken this year. Both the Bunnings sausage sizzle and the Dardanup visitor centre events ran smoothly thanks to a committed team and the money raised was able to go towards the purchase and installation of the new lockers at the station.

I really appreciate the efforts all the members have made to make this a great Brigade, and I would like to thank a couple of people who contribute quietly behind the scenes. Firstly, a big thanks to Pieter for mowing and whipper snipping around the outside of the station and Bill for continuing to take responsibility for ensuring the trucks are always ready for service.

In conclusion I would like to thank everyone in the Brigade for their continued contribution towards the brigade and thank the Shire and DFES there contributions and look forward to working with everyone in the future



West Dardanup Volunteer Bush Fire Brigade

Care of PO Box 169, Dardanup WA 6236

Email: manager@alliftlifting.com.au

4th April 2025

Re: Training Officers Report 2025 AGM

During my term as training officer for West Dardanup VBFB it has been eventful to say the least,

The Dardanup Training officers' group has been working hard behind the scenes to implement the shires policies and rules in relation to minimum training for BFB positions and also minimum training attendance,

Whilst some of these things are not favorable amongst our volunteers it is a requirement to ensure we are all playing by the same rule book. Our brigade has been very accepting of these changes and have gone above and beyond in completing this online training and in-person DFES training in a timely manner, which has made West Dardanup VBFB the Brigade with the highest percentage of compliance, so thanks to all those who have made this happen.

We still have a very small number of Volunteers who require online modules and DFES run courses to meet the minimum requirements to adhere to DFES requirements and the Shire Requirements for their leadership roles and the volunteer roles.

Training Night attendance has been great and wish to thank those long serving Volunteers who attend and contribute positively to these nights.

We have had a number of new starters begin with the brigade who are getting actively involved in not just fire fighting activities but also the busy bees which is great to see.

We have also sadly lost some members due to moving out of the shire and I wish to thank these past members- Warren & Amanda Gunning and Scott Dennis,

A Big thanks to Rob, Neil, Wayne, Pieter, Bill and Charles for always helping at training nights.

Best wishes

Shayne Griffin

Training Officer

West Dardanup

Volunteer Bush Fire Brigade.

April 2024 to April 2025

INCOME

Month	Westpine	Fundraising	Spring Into Acti Burns	Cash for Cans	Sundries	Total	
April							
May							
June							
July							
August	\$3,000.00			\$300.00	\$12.60	\$3,312.60	
September			\$750.00		\$43.10	\$20.00	\$813.10
October			\$1,000.00				\$1,000.00
November		\$1,995.80					\$1,995.80
December		\$1,974.88					\$1,974.88
January					\$29.20		\$29.20
February							
March					\$68.60		\$68.60
April							
May							
June							
Total		3970.68	1750	3300	153.5	20	9194.18

EXPENSES

Month	AGM/Events	Fundraising	Donations	Spring into Act	Westpine Bur Equipment	Total
April						
May	\$177.30		\$200.00			\$377.30
June						
July						
August					\$499.00	\$499.00
September						
October				\$1,131.63	\$1,500.00	\$2,631.63
November	\$102.00	\$708.04			\$750.00	\$1,309.06
December	\$470.71					\$2,436.10
January						\$2,906.81
February						
March						
April						
May						
June						
Total	750.01	708.04	200	1131.63	2250	4244.16
						9283.84

Opening Balance 1/4/24 \$5963.94

Closing Balance 03/4/25 \$5874.28

Fundraising Income
 Visitor Centre - 433.70
 Bunnings - 1562.10 + 1974.88 (card) = 3536.98

Equipment Expenses
 Screen 499
 Racking 924
 Sandpit Road socket and instalation 385.06
 Lockers 2436.10

Minutes of the Burekup Bushfire Brigade AGM held

10th April 2025

1. Welcome and Apologies

Meeting Open: Meeting declared open at 6.06pm

Attendees: Scott Bradby, Clay Rose, Rhys Tatham, Peter Davies, Mick Breheny, Mark Bremner, Katrina Davies, Sally Barnden, Tony Jenour, Tim Coleman, Ron Wooding, David Stohl & Mike Lloyd

Apologies: Chris Jenour, Murray Murfitt, Kendall Foster, Tom Foster, Tom Davies, Mark Crispin, Stuart Heasman, Mark Clarke, Chris Hynes, Ryan Massimini

2. Confirmation of Minutes

The Minutes of the AGM held 26.03.24, as presented, be confirmed as a true and correct record.

Moved: Katrina Davies Seconded: Tony Jenour

3. Committee Reports

3.1 Captain's Report : presented by Scott Bradby

Thank you everyone for coming along tonight. I'd like to thank everyone for their efforts over the last 12 months. I'd also like to thank the committee for keeping everything going and all the extra time they have dedicated to the brigade and the community.

I'd like to welcome our new members to the brigade. The last 12 months has seen several new members join up and complete basic training, becoming active fire fighters. We are happy to have them join the team.

We have seen some members leave the brigade over the last year and I'd like to wish them all the best for the future and thank them for their service – in particular I'd like to extend my thanks to Kendall and Tom who have both provided many years of dedicated service to the brigade.

Shire-wise, it has been a reasonably quiet fire season compared to previous years, but the brigade has responded to many requests outside of area and I thank those that travelled far and wide to support other communities.

Thank you to those that made themselves available to attend training to keep our skill set current as per the Shire's expectations. Thanks also to Chris for facilitating this training and to the people who ran the training. I can't stress enough how important this training is to maintain our safety on the fire ground as well as helping us respond to fires in an efficient and timely manner.

I'd like to thank Rhys, our first lieutenant and one of our most active members, for all the efforts he has put in all year as well as his cash for cans initiative that has raised over \$1,000 so far.

We trialled the new Iveco fire truck in April last year, which included members using it actively at a fire east of Collie. We were able to provide extensive feedback to DFES regarding this truck.

We were successful in securing a grant to celebrate National Volunteer Week last year which we were able to use for a function that was held at Evedon Park for brigade members and their family. This is a good chance acknowledge and thank our families for the support they give us throughout the year.

Thank you all. Let's hope we have a quiet fire season in 25-26.

S Bradby added to this report that all trucks released will have long range fuel tanks. He also made comment of the importance of informing police/crime stoppers of any suspicious activity, with particular emphasis on arson that we may witness.

3.2 FCO Report – presented by Clay Rose

A quiet fire call out season in Dardanup shire, thanks to everyone who turned out to help surrounding shires.

A big concern is the increase in arson/suspicious ignitions throughout Dardanup, Bunbury & Capel. WAPOL & DFES are working to apprehend the offender/offenders but need leads.

C Rose added to his report that should any arson be suspected call crime stoppers and reiterated the importance of reporting any suspicions. He made mention of the leadership meeting recently held at council and that Burekup was scheduled for 2029 for vehicle replacement. Currently 10 call outs for the year. PPE expenditure is up to \$1000 per person so large outlay for each person. The importance of keeping PPE on site when members leave was mentioned.

3.3 Treasurers Report – presented by Katrina Davies

Burekup Bushfire Brigade
FY 2024 - 2025

AGM - 10 April 2025

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD TOTAL
INCOME													
Donations/Grants					\$ 750.00	\$ 60.00							\$ 810.00
Shire Reimburesment							\$ 350.00						\$ 350.00
Sale of Items					\$ 270.00								\$ 270.00
T-Shirt Sale		\$ 24.00											\$ 24.00
Can Recycling			\$ 26.90	\$ 126.30	\$ 124.60	\$ 140.30	\$ 108.10	\$ 228.80	\$ 112.50				\$ 867.50
	\$ -	\$ 24.00	\$ 26.90	\$ 126.30	\$ 1,144.60	\$ 200.30	\$ 458.10	\$ 228.80	\$ 112.50	\$ -	\$ -	\$ -	\$ 2,321.50
EXPENSES													
Office /Stationery			\$ 15.40										\$ 15.40
Shed Maintenance			\$ 65.00										\$ 65.00
Turn Out Food													\$ -
Social Expenses			\$ 265.98					\$ 259.93					\$ 525.91
Telstra													\$ -
Truck Maintenance													\$ -
Clothing													\$ -
Community Events								\$ 349.95					\$ 349.95
	\$ -	\$ -	\$ 346.38	\$ -	\$ -	\$ -	\$ -	\$ 609.88	\$ -	\$ -	\$ -	\$ -	\$ 956.26

Burekup Bushfire Brigade
Income & Expenditure
FY 2024 - 2025

AGM - 10 April 2025

DATE	DESCRIPTION	INCOME	EXPENSE	BALANCE
01.07.2024	Opening Balance			\$9,802.16
28.08.2024	DC M.Bremner 2 x Burekup BFB shirts	\$ 24.00		\$9,826.16
16.09.2024	DD R.Tatham reimbursement for fridge repair/report		\$ 65.00	\$9,761.16
16.09.2024	DD Burekup Store account: alcohol & postage stamps		\$ 281.38	\$9,479.78
24.09.2024	DC Cash for cans recycling	\$ 26.90		\$9,506.68
22.10.2024	DC Cash for cans recycling	\$ 126.30		\$9,632.98
06.11.2024	CD Sale of fridge & pump	\$ 200.00		\$9,832.98
20.11.2024	DC Donation from Wespine for burn carried out	\$ 750.00		\$10,582.98
26.11.2024	DC Cash for cans recycling	\$ 124.60		\$10,707.58
30.11.2024	CD Sale of battery charger	\$ 50.00		\$10,757.58
30.11.2024	CD Sale of desks	\$ 20.00		\$10,777.58
19.12.2024	DC Donation from BDCC collection tin	\$ 60.00		\$10,837.58
23.12.2024	DC Cash for cans recycling	\$ 140.30		\$10,977.88
15.01.2025	DC Cash for cans recycling	\$ 108.10		\$11,085.98
23.01.2025	DC Payment of Inv 001 2025 Shire of Dardanup	\$ 350.00		\$11,435.98
05.02.2025	DC Cash for cans recycling	\$ 228.80		\$11,664.78
28.02.2025	DD R.Tatham reimbursement for Busy Bee food		\$ 127.95	\$11,536.83
28.02.2025	DD S.Barnden reimbursement for Xmas event lollies		\$ 349.95	\$11,186.88
28.02.2025	DD Burekup Store account: alcohol		\$ 131.98	\$11,054.90
11.03.2025	DC Cash for cans recycling	\$ 112.50		\$11,167.40

CD : Cash Deposit to account

DC : Direct Credit to account

DD : Direct Deposit to account

So far this financial year we have increased our bank balance by \$1365.24

Thanks for this goes largely to Rhys Tatham who organised the Cash for Cans bin and arranges for it to be emptied as required.

I would like to propose that we update the signatories on the Brigade bank account after each AGM to allow for the incoming Captain, First Lieutenant, Secretary and Treasurer to be the authorised.

Motion: That the incoming Captain, First Lieutenant, Secretary and Treasurer elected at the AGM are listed as designated signatories on the Burekup Bushfire Brigade account.

Moved: Scott Bradby

Seconded: Peter Davies

Acceptance of Committee Reports

Moved: Tony Jenour

Seconded: Rhys Tatham

4. Election of New Committee

All positions declared open, nominations received and voted on as follows:

4.1 FCO

Nominated: Clay Rose

Moved: Sally Barnden

Seconded: P Davies

Clay Rose accepted nomination

4.2 Captain

Nominated: Scott Bradby

Moved: Kat Davies

Seconded: Tony Jenour

Scott Bradby accepted nomination

4.3 1st Lieutenant

Nominated: Rhys Tatham

Moved: Kat Davies

Seconded: Clay Rose

Rhys Tatham accepted nomination

4.4 2nd Lieutenant

Nominated: Pete Davies

Moved: Tony Jenour

Seconded: Scott Bradby

Pete Davies accepted nomination

4.5 3rd Lieutenant

Nominated: Chris Jenour Moved: Scott Bradby Seconded: Mick Breheny
Chris Jenour accepted nomination

4.6 Training Officer

Nominated: Rhys Tatham Moved: Scott Bradby Seconded: Pete Davies
Rhys Tatham accepted nomination

4.7 Appliance Maintenance

Nominated: Scott Bradby Moved: Kat Davies Seconded: Ronnie
Scott Bradby accepted nomination

4.8 Station Maintenance

Nominated: Rhys Tatham Moved: Scott Bradby Seconded: Clay Rose
Rhys Tatham accepted nomination

4.9 Secretary

Nominated: Sally Barnden Moved: Scott Bradby Seconded: Mark Bremner
Sally Barnden accepted nomination

4.10 Treasurer

Nominated: Katrina Davies Moved: Pete Davies Seconded: Tim Coleman
Katrina Davies accepted nomination

Congratulations to the 2025/26 Committee

5. New Business

6. Other Business / Late Items

6.1 Scott Bradby noted that we need to work as a team to encourage younger people to enter the brigade and learn roles to replace outgoing and ageing members. The brigade has been signing up new members but have also lost some that have moved out of town or become inactive. The membership is possibly better than it was 12 months ago. Training coming up so it is important to get the new members to complete these trainings prior to the next fire season to maintain momentum and have people ready.

6.2 The 2025 W-AFAC Conference coming up August 26-29th 4 members can attend. No longer at the Crown but at the Perth Convention and Exhibition Centre. The

following members were nominated to attend: Mark Bremner, Sally Barnden, Mick Breheny, Ron Wooding

6.3 Jenny, who does the gardening has requested that we donate some money toward getting some soil conditioner/mulch for the brigade garden. Could someone please liaise with Jenny to discover what she actually requires for the garden and confirm with the committee for approval.

ACTION: Mark Bremner.

6.4 Anzac Service Scott Bradby and Clay Rose will attend. Sheath has been purchased. Thank you Katrina Davies for organising this. 8.45am at River Valley Primary School Friday April 11th.

7. Meeting Close:

Scott Brady declared the meeting closed at 6.36pm

Dardanup Central 2025 AGM

Meeting date: 6pm Sunday the 6th of April 2025

Meeting commenced: 6pm

Venue: Dardanup Central Bush Fire Station shed

Present: Brendon Putt, Wayne and Kate Cross, Anke, Maddy, Chloe- Hynes, Henny Royendyk, Finn Dau, Ruby Trevathan, Rodney Bailey, Marcus & Caleb Sainsbury, Jacob Dobrich, Matt and Korena Meijer, Brett Gathercole, Anna Dobrich, Shannon Cumming.

Welcome to country: Dardanup Central wishes to acknowledge that this meeting is held on the traditional lands of the Noongar people. In doing this we recognize and respect their continuing culture and contribution they make to the life of the region and pay our respect to past present and emerging.

Apologies: Declan and Luke Busher. Emma Murdoch and Maddison Piggott. Jamie Retallack. Caitlin and Allison Bailey, Dave Dobrich, Jamie Terkildsen, Ethan Putt.

Observers /Special guest: Chris Hynes.

Bank balance: \$7,061.53

Previous minutes: read true and correct : Mover: Henny Royendyk- Seconder Kate Cross

Business Arising from previous minutes: Rod Bailey and Peter Jaz Names to be added to life Membership Board.

Captains report: Welcome everyone to the 2025 AGM.

A big thank you to all our members and office bearers for all the hard work over the season. This will be my last Captains Report as I will be standing down.

A special thanks to our FCO Brendon for all your hard work and advice over the years. Although it's been a hot summer we have been very lucky in the Dardanup Shire with not too many big fires. Thanks to everyone who have given up there time to go out to the call outs. Also a big thank you to Finn for another outstanding year as our Brigade Trainer. Thanks to Matt, who has continued on his great work with the cash for cans programme which helps finance nights like these with drinks and food, cheers Matt. Along with Fire Call outs, Central has been active in the community attending the Bull and Barrel, visits to Dardanup Primary for the colour fun run and info sessions with the kids. Also a big thanks to members who are helping with the

cadets programme at Dardanup Central along with other Brigade members. Also a big welcome and thanks to all the new members who have had their first year with us. and lastly a special thanks to my lovely wife Kate for supporting me over the years.

Training officer report: Firstly, I'd like to thank all present members and families for attending this year's Dardanup Central Bush Fire Brigade AGM. I appreciate everyone's efforts this year, from responding to emergency incidents not only in our own fire district, but also to assist neighbouring shires. I'd also like to extend my gratitude to the Brigade Leadership and Executive Group, after a lot of early mornings and long (and sometimes sleepless) nights, we made it through another season.

The 2024 Training Season was ultimately a complete 180° from my last report. The Shire was successful in gaining 6 DFES Trainer – Assessors, endorsed to deliver the Bushfire Safety Awareness and Firefighting Skills courses. The first set of courses were held over 3 days in August, containing 8 of our own recruits, 3 from West Dardanup and a member from Ferguson. Due to this, our members were trained in a timely manner in their own shire, with nearly all attending an incident. We also had volunteers complete courses such as Ground Controller, Plantation Firefighting, Advanced Bushfire and Crew Leader to name a few.

For our brigade trainings, we adopted a “back-to-basics” approach by completing simple yet important firefighting tasks. Topics covered included radios and communications, RUI and asset protection, drafting and pump operations, bushfire theory and crew protection. Attendance by members remained steady at sessions, but we do wish to see some old and familiar faces come down and get back into it. We also held sessions with our neighbours in West Dardanup, with feedback from both brigades being nothing but positive. We have also been invited to train with Burekup more often this coming season, reinforcing the idea that we would like to train with each shire brigade at least once per calendar year. This is important for us to work towards building long-lasting relationships with other brigades and learning new skills off each other.

Not everything went to plan either, with courses getting cancelled and numerous issues with shire inductions. According to my latest sheet, 94% of our active list has completed their induction, which still leaves 3 uncompleted. Now at 100%. We thank everyone for their patience and understanding during that period, which seems to be over at this point. Due to popular feedback, we will trial some Sunday training and barbecue sessions in the near future, which may increase training attendance.

Suggestions are always welcome and if anyone would like to run a session, please let me know. Thank you all for a great season, we hope to see everyone back down at the station over the Winter period.

Brendon – Thanked Finn for all work and efforts for the report

Treasurer's Report: received- Closing Balance provided \$7,061.53

Equipment Officers Report: This year was better communication Wayne and Finn texting as stuff arrived it ran more smoothly this year as each item come in. Shire had a block on funding half way through the year for a period of time, but has been pretty good and smooth overall.

Communications Report: apologised for lack of attendance on his part, Updated on the teams support program regarding setup on the new iPad.

Secretary Report- Ruby mentioned approval for a new iPad and teams software thanks to Jacob for the assistance with obtaining this sponsorship with RIO Tinto. Thanks to Brett for all hard work with mounting the iPad and donating a mounting device to the brigade. All other applications made for funding were unsuccessful this past year but being new year we will send out some new ones for this season.

FCO report : Another busy season with many highlights, there were many good times this year with Ruby and Anke Hynes attending the Defes awards conference, Bull and Barrel, we also did a demonstration for the Dardanup pre-primary thankyou Henny, Ruby. The season itself, we have had 23, OOO calls for crews and many relief crews, great to see our new members gaining experience with myself and many of our senior members injured our new members really had to step up and did a great job. A big thankyou to Matt Meijer for his recycling for the brigade has produced \$652.70 since the last AGM, plus Matt is a regular at training plus many fire call outs thank you. We also acknowledge the great work Kate Cross has done as brigade treasury for Dardanup Central plus the Cadets. Jacob Dobrich for his hard work in securing funds from Rio Tinto for new iPad plus Microsoft Teams program, and Brett for donation and instalment of mounting bracket. There are many hard-working people in the brigade which make it such a wonderful place to be involved, special thanks to Anke, Ruby, Kate, Jacob, Finn, Henny. Wayne Cross Is stepping down as captain which he has done wonderful Job, organizing crews, equipment, faults of station, DfES fuel allowance we

have worked hard together over many years with plenty of banter and jokes. We have enough material on Waynes bogging adventures or mishaps for a short movie. You have made many late nights lots of fun thanks Wayne on behalf of all members.

General Business- Wayne bought up the printer is now on the new laptop, and have gone back to the old email address. Now we scan first reports and send them to ourselves.

Finn- New appliance for Dardanup Central-put on a 4 year back log- Finn keep update on the timeline of these appliance.

Shire asked for funding for Active members- to receive another allocation of PPE. All PPE gear to keep on station.

Chris Hynes- NEW QR Code get rid of the old ones. Keep one person managing in and out ANKE to maintain.

Matt- a Level certificate to Ferguson Valley Farm Stay- Anke will create and laminate- Matt to present to Ferguson Farm Stay.

Marcus- Hoodies- 2 options Active members only 50/50 contribution member and the brigade to fund the cost of the Hoodie.

Brendon – Put forward a motion for jackets and jumpers for active Members and 50/50 contribution. – put to vote was majored carried.

Awards Nominations:

Alex Poad Honour board Nominations: no nominations for the Board no one meet criteria.

Laurie Hynes Award- Wayne spoke to brigade – This award is selected by the Captain, FCO and Anke Hynes. The member for outstanding service for the 2024/2025 year. Before we announce this year's winner I would like to recognise two members for outstanding service as first year members to the brigade: Brett Gathercole and Jamie Terkildsen a big thank you to your commitment this year. This year's award goes to Matt Meijer. Matt joined our brigade on the 9th of March 2014, and has been an outstanding member for our brigade for 11 years. During this time Matt has made himself available to help out when asked or just fixed things when they needed fixing, a real nothing is too much trouble attitude. Matt started our Cans for Cash program in 2020, organizing the bins and collecting them and taking them away earning us over \$2000 with all the money going to the brigade, a huge commitment. A truly outstanding Fire brigade member and worthy winner for this years Laurie Hynes award.

Dardanup Central Honorary life membership nominations: Brendon- Nominated
Wayne Cross- Brendon

- Wayne Cross

Brendon invited Chris Hynes to Present Medals- First Medal to Cynthia- The can do lady and lets us know if hasn't been done. Next long service medal is Matt Meijer- yes man attitude. Jacob Dobrich – awarded 5 years of service Medal.

Election of Office bearers- All positions declared Vacant, nominations for new positions received and accepted:

FCO- : Mover- Jacob Dobrich -Seconder-Henny- Brendon Putt accepted.

Captain- : mover-Brendon Putt -Seconder-Marcus Finn Dau accepted.

1st lieutenant Mover-Finn Dau seconder-Anna Dobrich- Jacob Dobrich accepted.

2nd Lieutenant Mover -Brendon Putt Seconder- Cinthya Royendyk – Marcus Sainsbury accepted.

3rd Lieutenant Mover- Anke Hynes seconder-Cinthya Royendyk – Matt Meijer accepted.

Secretary Mover –Cynthia Roydendyk seconder- Marcus Sainsbury-Ruby Trevathan accepted.

Treasurer Mover Rodney Bailey - seconder- Anke Hynes Cinthya Roydendyk accepted.

Training Officer – Mover Brendon Putt – seconder- Cinthya Royendyk Brett Gathercole accepted.

Equipment Officer - Mover Brett Gathercole seconder- Brendon Putt Anke Hynes accepted.

Communications: Mover Brendon Putt seconder- Marcus Sainsbury-Jacob Dobrich accepted.

Maintenance Crew: Mover – Brendon Putt Seconder Ruby Trevathan- Accepted as a collective Ethan Putt, Henny Royendyk, Matt Meijer.

Brendon Put forward the motion that because of change in Treasurer that Kate Cross to be removed as treasurer from the Dardanup Central Volunteer Bush fire Brigade cheque account 10627742 as an authorised officer.

That Cinthy Royendyk to be added to the Dardanup Central Volunteer Bush fire brigade account 10627742 cheque Account as a signatory and authorized officer in the position of treasurer.

Kate Cross moved the motion and Brett Gathercole as the seconder for the motion.

Meeting declared finished and closed at 6.55pm.

Ioshua Crooked Brook Volunteer Bush Fire brigade.
Annual General Meeting
6th April 2025
Minutes

Captain Chris Bouteloup opened the meeting at 15.05 and welcomed all.

Attendees: Chris Bouteloup, Jeff Duncombe, Kim Brown, John Ronzio, Greg Treasure, Andrew White, Laurence O'Connor, Deb White, Sue Campbell

Apologies:, Matty Hawkes, Liz Anderson, Peter Rose, Kate MacGregor

Annual Reports

1. The FCO Report was verbal and presented to the meeting.

Motion: That the FCO Report be accepted

Moved: Chris Bouteloup

Seconded: Laurence O'Connor

Result: Motion carried

2. The Captain's Report was presented to the meeting.

Motion: That the Captain's Report be accepted

Moved: Jeff Duncombe

Seconded: Kim Brown

Result: Motion carried

3. The Treasurer's Report was presented to the meeting.

Motion: That the Treasurer's Report be accepted

Moved: Chris Bouteloup

Seconded: Jeff Duncombe

Result: Motion carried

4. Election of Officers for 2024/2025

All positions were declared vacant (noting that the FCO position requires ratification by the Bush Fire Advisory Committee (BFAC).

The following nominations were received, endorsed unopposed and unanimously accepted by all present.

FCO	Jeff Duncombe (no change)
Captain:	Chris Booteloup (no change)
1st Lieutenant:	John Ronzio
2nd Lieutenant:	Not filled
3rd Lieutenant:	Not filled
Secretary:	Andrew White (no change)

Treasurer:	Laurance O'Connor (no change)
Training:	Greg Treasure
Equipment:	Kim Brown (no change)

5. General Business:

- 5.1. The **Volunteers Fuel Card** has caused some issues and had to be replaced. The funds need to be before 30 June or the funds become unavailable.
- 5.2. In contradiction to the Shire accepting the use of the Fire Shed for Community Meetings and low key events, following subsequent discussions with DFES, the Shire has advised the fire shed can only be used for emergency related functions. This advice is also in contradiction to the purpose stated in the Request for Tender issued to NWSM, the company which constructed the fire shed. Further follow up is required.
- 5.3. **Grant requests** were successfully made to the Shire of Dardanup, for:
 - relocation of the hot water service, the installation of plumbing for a washing machine and for a washing machine.
 - Purchase and installation of a CCTV system.
- 5.4. The meeting noted the **work performed by Kim Brown** in producing an outstanding lecturn to be used for the sign-in book.

The meeting was closed at 15:39

FCO Report

I would like to thank everyone involved with the Brigade for their efforts during the year.

I attended 4 BFAC meetings at the Dardanup Shire.

We attended quite a few fires and thankfully they were only small fires.

Some were deliberately lit.

We were able to send a crew to all call outs we were asked to attend.

Special mention to Kim Brown for the work he's done and the new stand he made for the sign in book.

I can't wait to get the new 1.4. The extra water capacity and extra room in the cab will be awesome.

We all need to respond to Bart messages with a thumbs up or down as that makes it easier to find a crew.

Captains Report

Firstly I would like to say thank you for Jeff for doing a great job as FCO, Andrew and Laurence for the behind the scenes paperwork and all members for continuing to give up their time to volunteer. For a small group such as this everyone has put in to assist. It was great to see a good turn out to the inaugural annual dinner I believe it is important to acknowledge past and present members contributions.

As a brigade we have been active, and it is excellent to see we have decreased our turn out time a fact that has been noted by brigades around us.

Our membership has remained stable, and I believe will continue to ebb and flow around the same numbers as people move in and out of the valleys. Saying this we all look eagerly towards the end of the calendar year when we have been promised a new 1:4 which would provide more seats and therefore opportunities.

The physicals of the station continue to improve each 'busy bee' and we owe much gratitude to Kym for making and donating the beautiful bit of art we use for our occurrence book stand.

As a Brigade there are plenty of ideas still to explore with discussions around stand pipe improvement, how we are going to honour members on the new honour board, a photo wall and more.

The interaction between the Brigade and the Shire has again been mixed and we strive to push some challenges with maintenance issues such as the replacement of damaged doors and ceiling.

On a more positive note, the camera system we received funding for will be installed in the next few weeks, thanks to Andrew for his work on this. The Shire is also continuing to push to ensure elected persons have the relevant qualifications, a fact we will need to continue to improve on as a Brigade.

Lastly, I would like to say thanks to Pete Rose for his work as the Training Officer as he moves onto his new challenges in Perth, we wish him good luck for the future.

Joshua Crooked Brook Bush Fire Brigade

2024/2025 AGM Finance Report: 05 April 2025

Bank: Opening balance as at 10/04/2024	\$	7,598.72
Closing balance as at 09/04/2025	\$	8,087.18
Net movement	\$	488.46

Inflows for period:

10/05/2024	Contribution: M Hawkes Fuel donation	- \$500.00
7/06/2024	Deposit: L O'Connor: Petty Cash Sweep	- \$128.00
7/06/2024	Contribution: L O'Connor Fuel donation	- \$60.00
21/08/2024	Deposit: Shire of Dardanup, Inv 1-2024, Controlled Burn Panizza Road - Dardanup Shire Depot Block	- \$1000.00
16/10/2024	Deposit: Westpine Burn	- \$750.00
20/12/2024	Deposit: Shire of Dardanup, Grant pmt for the movement of the HW system & purchase of washing machine at the brigade shed	- \$3947.99
30/3/2025	Deposit: L O'Connor: Petty Cash Sweep	- \$225.00

Total: \$ 6,610.99

Outflows for Period

10/06/2024	C Bouteloup Reimbursement – 2x cartons, after-training drinks	- \$100.00
10/6/2024	C Bouteloup Reimbursement – (11/5/24) carton, after-training drinks	- \$64.00
31/08/2024	West Dardanup BFB: Inv 109, Pmt to assist with burn	- \$300.00
27/10/2024	Studio Milton: Inv 1362, Purchase of Jarrah Honour Board	- \$1180.00
26/11/2024	Anderson Plumbing: Inv 1120, Work to reallocate HW system & preparation of washing machine installation at brigade shed	- \$3494.99
26/11/2024	C Bouteloup Reimbursement: Bin & liners + consumables	- \$49.77
8/12/2024	C Bouteloup Reimbursement: fronting the bill for the JCB dinner & award ceremony held 6/12/24 Boyanup Tavern, 23x meals @ 1 meal PP & 5x shared sides for tables	- \$870.00
13/02/2025	C Bouteloup Reimbursement – After training consumables	- \$23.77
15/3/2025	A White – 12V Battery for Fire shed Generator	- \$40.00

Total: \$ (6,122.53)

Net Movement: \$ 488.46

Notes:

- a) No interest received
- b) Brigade fuel card has been activated, total funds of \$1,000 to be disbursed by 30 June 2025
- c) Petty cash as at 30/03/2025 = \$40.85

Treasurer

Laurance O'Connor

Waterloo BFB AGM minutes 02 April 2025

Start 1814 hrs

Apologies: Andre Schonfeldt, Tyrrell Gardiner, Bondi Neil, Leon Jackson, Julie and Kane Robinson, Michael Anderson, Patrick Hughes, James Hynes, Heath Hynes, Alissa Scott, Colin Hynes, Kingsley Palmer and Gerry Savage.

Present: Kaitlin, Danni & Jake Southgate, Tiarlie Wareham, Chris Locke, Garry Edwards, Peter Bass, Mark Webb, Shaelah Rose, John Wheat, Terri Lewis, Sandy Hynes, Jeremy Gunson, Davis Barbetti, Karin & Alan Charlton Byron Albertson, Robert Drennan, Karalee Beavan, Dillan Seinor and Annette

Stone.

2024 minutes past by 1. Tiarlie Wareham

2. Kaitlin Southgate

Shire Rep: Thank you to all on behalf of the Shire for your tireless efforts in protecting our community.

FCO. Thankyou to all for attending and for your great teamwork and cooperation.

For the old members for your mentoring of our new members and the ability to stand back and guide them when needed. Congratulations.

Fires – has been some suspicious activity lately and unfortunately escalating resulting in larger fires. Be aware and if possible, try not to disturb point of origin.

Captain: Big Thankyou to all members and their families for their contribution.

Financial Report: Attached.

Information for our new members: ***Explanation of the CDF Community Account.***

The Waterloo District has always been a community minded with everyone welcomed warmly.

In its day it had many different community groups CWA, Young Farmers group, Cricket Club, Progress Society, Vietnam Veterans etc.

As members aged, and the youngster's moved away these different groups folded with lack the of volunteers. They had money left from their many fundraising efforts. Together they decided to create a community account, to preserve the community's resilience.

As Waterloo BFB was one for the last voluntary community groups they were asked to manage this account. With the express instructions that this money be used for anyone in the district that was going through hardship, eg- your house burns down \$1000.00 gifted to get you clothes, food, accommodation etc.

In the spirit of our Community 12years ago, a young member fell seriously ill and required intensive treatment in Perth. The Waterloo Community banded together and held a number of fundraisers to help support this family. The family didn't use all the money that was raised, so the extra was donated back to the Waterloo BFB with the same instructions. Save the money and Support other members of the community when in need.

General Business: Thankyou to the Brigade for the Guard of Honor that was conducted at Vinny Hynes funeral. It was a wonderful sign of respect. From Theresa Hynes and family.

- Changing account from CDF to Commonwealth Bank. CDF have a 31 day notice before withdrawing money.
- The Dog Club are having a country wide competition happening in April and request mowing of the rec grounds. Garry Edwards will do the mowing and Laurence Hynes will attend with the fast attack.
- Stage 1 of fencing and hanging of the new gate will be happening on Saturday 5th April if anyone would like to attend.
Rob has GPS points of corner posts that will be used.
It is hoped that in the future it will again become a central location for sporting activities.
- The Brunswick Ag Society has approached a few members to see if the Brigade is interesting in helping out at the Rodeo, this is held at the Brunswick Oval in Nov. It would involve wetting down the arena and water for the toilets. Harvey Shire is ok with Waterloo crossing the border, and we would receive a donation. Waterloo interested and will be kept updated.

Correspondence – In

National Volunteer Grant Acceptance: Kaitlin submission for the Branch Out event that Ferguson will be running.

W.A. Fire Museum & Heritage group request for support

Condolences letter from Roelands Olive Hill VBFB

- Out
Submission for LGGS – water filtration system.

Meeting Closed 1848hrs

Waterloo Bushfire Brigade

30/3/2025

Financial reports 24/25

Commonwealth Cheque Account

Opening balance as of the 12/4/2024.

\$2,041.98

Income		Expenditures	
Field rent	250.00	Food and beverage	1,130.57
Donation	1,750.00	Gifts and flowers	108.75
Reimbursement Shire of Dardanup	321.93	Station supplies	91.50
		Technology	559.00
		Lease	118.06
		Reimburse for the Shore of Dardanup	320.93
Total	2,321.93	Total	2,333.81

Closing balance as of 30/3/2025.

\$2,030.10

CDF Fire Brigade Account 1483

Opening balance 11/1/24.

\$16,471.74

Interest.

\$865.99

Closing balance as of 11/1/25.

\$17,337.73

CDF Community Account 8476 now 81093

Opening balance 23/11/23.

\$13,266.87

Interest.

\$663.36

Closing balance as off 23/11/24.


\$13,930.23

Petty cash.

\$265.55

Grand total

\$33,563.61



Terri Lewis

Treasure

BUSHFIRE SERVICES WESTERN AUSTRALIA
WELLINGTON MILLS VOLUNTEER BUSHFIRE BRIGADE
AGM 2025

MINUTES OF MEETING 28.03.2025

MEETING OPENED 5.32PM

PRESENT Keith Higham, Michael Milligan, Brigitte Milligan, Rob Doherty, Russell Harvie, Karen Jorgensen, Bowe Wilson, Brent Italiano, Colin Beard, Alan Brookes, Wayne Joyce, Lois Doherty, Vicki Cartwright, Allen Cartwright

APOLOGIES Simon Wesley Ian Bridge Tim Fearon, Eric Jorgensen, Pete Beard, Eric Jorgensen, Pete Beard, Max Kerr, Adam Monk, Matt Denton, Kathy Graham, Geoff Jones, Barbara Jones, Sherryl McDonald, Stuart Brandreth

Proxy votes given by Eric Jorgensen, Jane Reid , Brad Reid

MINUTES PREVIOUS MEETING

Accepted by Colin and Keith

TREASURERS REPORT WAYNE JOYCE

- Report submitted
- Balance \$5278.83
- Still waiting on money to come in from the Shire of Dardanup for roadside burns completed

Report accepted by Rob and Keith

FCO REPORT RUSSELL HARVIE

- To date it has been a quiet year. There have been zero callouts locally
- There is a reluctance to send the 1.4 to fires at present, preferring the 2.4
- Three new crew members have been trained up. Wayne Quentin and Peter. There are four more to undergo training when it is available
- Thank you to Brent for doing a fantastic job with the training
- Roadside burns – looking to repeat in 2025
- Special thanks to Wayne. Karen and Colin. Colin has done a sensational job
- Thank you to Dallas Brennan at the shire for his prompt level of response

Report accepted by Brent and Colin

CAPTAIN KEITH HIGHAM

- Reiterate much of what Russ has said
- Conducted a very successful roadside burn

- Have attended one out of district fire near the prison
 - Brent has done a stellar job with training.
 - Thank you to Colin for the first aid training
 - Lots of new people in the district. The Bushfire Ready program has helped to maintain a community level of fire preparedness
 - Shire of Dardanup has extended its prohibited burn season to 11 April, with it likely to go beyond easter
- Report accepted by Russ and Rob

GENERAL BUSINESS

- From Matt Denton has asked from an environmental point of view could tapes be removed when they are no longer needed
- From Peter Beard – BART system- being abused by other operators. Messages sent that don't relate to fires. Russell responded that this has been dealt with at BFAC
- Colin has placed a fire blanket on the wall at the front of the shed
- Broken stand pipe for 1.4. contractors in Collie- once order is approved will send thru

Meeting closed 5.48pm

FIRE CONTROL OFFICER

Russell Harvie	Nominated by Keith Higham	elected unopposed
----------------	---------------------------	-------------------

CAPTAIN

Keith Higham	Nominated by Russell Harvie	elected unopposed
--------------	-----------------------------	-------------------

LIEUTENANT

Brent Italiano	Nominated by Russell Harvie	elected unopposed
----------------	-----------------------------	-------------------

LIEUTENANT

Peter Beard	Nominated by Russell Harvie	elected unopposed
-------------	-----------------------------	-------------------

LIEUTENANT

Tim Fearon	Nominated by Russell Harvie	elected unopposed
------------	-----------------------------	-------------------

TREASURER

Wayne Joyce	Nominated by Karen Jorgensen	elected unopposed
-------------	------------------------------	-------------------

SECRETARY

Karen Jorgensen	Nominated by Keith Higham	elected unopposed
-----------------	---------------------------	-------------------

COMMUNICATIONS

Michael Milligan	Nominated by Russell Harvie	elected unopposed
------------------	-----------------------------	-------------------

COMMUNICATIONS

Simon Wesley	Nominated by Russell Harvie	elected unopposed
--------------	-----------------------------	-------------------

TRAINING OFFICER

Brent Italiano	Nominated by Russell Harvie	elected unopposed
----------------	-----------------------------	-------------------

MAINTENANCE

Colin Beard	Nominated by Keith Higham	elected unopposed
-------------	---------------------------	-------------------

BUSHFIRE READY CO ORDINATOR

Rob Doherty	Nominated by Russell Harvie	elected unopposed
-------------	-----------------------------	-------------------

This is a true and accurate account of 2025 AGM



Chairperson
Russell Harvie



ELECTION OF EQUIPMENT OFFICER

I Keith Higham hereby Nominate Colin Beard to the position of **Equipment Officer** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 25 (year) and ending 30 JUNE 26 (year).

Signed

Nominating Person

Equipment Officer

The Brigade Equipment officer has the following specific functions-

- Responsibility for the custody, management and maintenance of all protective clothing, equipment and appliances provided by the local government to the bush fire brigade &/or the brigade's owned equipment, in good order and condition.

Storage of Equipment

- The Equipment Officer may store all of the equipment of the bush fire brigade at a place approved by the BFCO.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.8 of the Shire of Dardanup Bushfire Constitution.

Signed

Nominee

Nominee

Date: 17-4-25



ELECTION OF LIEUTENANT

I Russell Horne hereby Nominate Peter Beard to the position of **Lieutenant** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 25 (year) and ending 30 JUNE 26 (year).

Signed

A handwritten signature in blue ink, appearing to be "Russell Horne", written over a horizontal line.

Nominating Person

Lieutenant

- In the absence of the Captain the most senior Lieutenant present assumes the responsibilities and duties of that officer and takes ultimate responsibility for the successful performance of all Brigade activities;
- The Brigade may increase or decrease the number of Lieutenants to meet their specific operational requirements, up to a maximum of four Lieutenants;
- Lieutenants must be ranked in seniority.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.7 of the Shire of Dardanup Bushfire Constitution.

Signed

A handwritten signature in blue ink, appearing to be "Peter Beard", written over a horizontal line.

Nominee

Date: 17/04/2025.



ELECTION OF LIEUTENANT

I Russell Harvie hereby Nominate Tim FEARON to the position of **Lieutenant** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 25 (year) and ending 30 JUNE 26 (year).

Signed

Nominating Person

Lieutenant

- In the absence of the Captain the most senior Lieutenant present assumes the responsibilities and duties of that officer and takes ultimate responsibility for the successful performance of all Brigade activities;
- The Brigade may increase or decrease the number of Lieutenants to meet their specific operational requirements, up to a maximum of four Lieutenants;
- Lieutenants must be ranked in seniority.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.7 of the Shire of Dardanup Bushfire Constitution.

Signed

Nominee

Date: 17th April 2025



ELECTION OF SECRETARY

I Keith Higham hereby Nominate Aaren Jorgensen to the position of **Secretary** for the **Wellington Mills Central Volunteer Bush Fire Brigade** for the period commencing 1 JULY 2025 (year) and ending 30 JUNE 2026 (year).

Signed

Nominating Person

Secretary

The Secretary is to –

- be in attendance at all meetings and keep a correct minute and account of the proceedings of the bush fire brigade in a book which shall be open for inspection by brigade members at any reasonable time;
- answer all correspondence or direct it appropriately, and keep a record of the same;
- perform all necessary secretarial work including correspondence, reporting and filing of documents belonging to the brigade;
- prepare and send out all necessary notices of meetings;
- receive membership nomination forms;
- receive donations and other monies on behalf of the bush fire brigade, and remit them to the Treasurer upon receipt;
- maintain a register of all current brigade members which will include each brigade member's contact details and type of membership;
- provide no later than 15 May in each year, a report to the Chief Bush Fire Control Officer detailing the name, contact details and type of membership of each brigade member;
- Forward all minutes and reports to the Shire of Dardanup for recoding;
- Forward AGM minutes and reports to the Shire of Dardanup by 15 May each year.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.5 of the Shire of Dardanup Bushfire Constitution.

Signed

Nominee

Date: 28.3.25



ELECTION OF BUSH FIRE CONTROL OFFICER

I Keith Higham hereby Nominate Russell Horrie to the position of **Bush Fire Control Officer** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 25 (year) and ending 30 JUNE 26 (year).

Signed

Nominating Person

Bush Fire Control Officer

A Bush Fire Control Officer (BFCO) is appointed by Council, upon recommendation by the Bush Fire Brigade and Chief Bush Fire Control Officer, under the Act.

With completion of the relevant training the Bush Fire Control Officer is to –

- Preside over all Brigade meetings and ensure meeting procedures are followed at all times. (In the absence of the BFCO, the Captain is to preside over the meeting. In the absence of both the meeting may elect another person to preside at the meeting).
- Provide leadership and direction to the Captain, Lieutenants, other Committee members and fire fighters to implement the objectives of the Brigade.
- Act as spokesperson for the Brigade, specifically at the Bush Fire Advisory Committee (BFAC), and generally on public relations and other matters, in conjunction with the Shire of Dardanup.
- Issue permits to burn as authorised under the Act within their area of the district.
- Inspect and report on fire hazards within their district and in the Shire of Dardanup.
- Carry out any duties prescribed under the Act and so authorised by the Shire of Dardanup.
- Take overall charge of fire suppression activities, and/or ensures the principles of the Incident Management System are being adhered to during wildfire suppression or during hazard reduction programs.



ELECTION OF BUSH FIRE CONTROL OFFICER

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.3 of the Shire of Dardanup Bushfire Constitution.

Signed

A handwritten signature in blue ink, consisting of a large, stylized 'C' followed by a series of loops and a horizontal line.

Nominee

Date: 28/3/2025



ELECTION OF CAPTAIN

I Russell Harne hereby Nominate Keth Hylam to the position of **Captain** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 25 (year) and ending 30 JUNE 26 (year).

Signed

Nominating Person

Captain – Role and Responsibilities

The Brigade Captain: -

- Supports the BFCO to promote the objectives of the Brigade when, and wherever, the possibility occurs;
- Supports the BFCO and may direct the Brigade activities during wildfire suppression or during hazard reduction burning programs;
- In the absence of a BFCO may take overall charge of fire suppression activities, and/or ensures the principles of the Incident Management System are being adhered to during wildfire suppression or during hazard reduction programs;
- Assists the BFCO to provide leadership for the Brigade and related administration;
- Ultimately undertakes responsibility for the proper management and maintenance of Brigade property and equipment;
- Is to deputise for the Bush Fire Control Officer at Bushfire Advisory Committee meetings when required.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.4 of the Shire of Dardanup Bushfire Constitution.

Signed

Nominee

Date: 28/3/2025.



ELECTION OF TREASURER

I Karen Jorgensen hereby Nominate Wayne Joyce to the position of **Treasurer** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 2025 (year) and ending 30 JUNE 2026 (year).

Signed

Nominating Person

Treasurer

The Treasurer is to –

- receive donations and deposits from the Secretary, and deposit all monies to the credit of the bush fire brigade's bank account;
- pay accounts as authorized by the Committee;
- keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- be the custodian of all monies of the bush fire brigade;
- report on the financial position at meetings of the bush fire brigade or Committee;
- Regularly inform the Secretary of the names of those brigade members who have paid their membership.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.6 of the Shire of Dardanup Bushfire Constitution.

Signed

Nominee

Date:

26/3/2025



ELECTION OF BUSH FIRE COMMUNICATIONS OFFICER

I Russell Horvici hereby Nominate Michael Mulligan to the position of **Bush Fire Communications Officer** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 25 (year) and ending 30 JUNE 26 (year).

Signed

A handwritten signature in blue ink, appearing to read "Russell Horvici", written over a horizontal line.

Nominating Person

Bush Fire Communications Officer

- Responds to emergencies under direction of the BFCO;
- Informs the community of fire events;
- Communicates information as directed on fire suppression, prevention and awareness, including Shire and BFAC information such as timing of deadlines for installation of firebreak, permit periods and related restrictions or extensions;
- Supports the Secretary to communicate activities related to the Brigade.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.10 of the Shire of Dardanup Bushfire Constitution.

Signed

A handwritten signature in blue ink, appearing to read "Michael Mulligan", written over a horizontal line.

Nominee

Date: 28/3/25

1. The Board of Directors of the Corporation shall have the authority to declare dividends on the common stock of the Corporation.

2. The Board of Directors of the Corporation shall have the authority to declare dividends on the common stock of the Corporation.



ELECTION OF LIEUTENANT

I Russell Harvie hereby Nominate Brent Italiano to the position of **Lieutenant** for the **Wellington Mills Volunteer Bush Fire Brigade** for the period commencing 1 JULY 2025 (year) and ending 30 JUNE 2026 (year).

Signed

A handwritten signature in blue ink, appearing to be "Russell Harvie", written over a horizontal line.

Nominating Person

Lieutenant

- In the absence of the Captain the most senior Lieutenant present assumes the responsibilities and duties of that officer and takes ultimate responsibility for the successful performance of all Brigade activities;
- The Brigade may increase or decrease the number of Lieutenants to meet their specific operational requirements, up to a maximum of four Lieutenants;
- Lieutenants must be ranked in seniority.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.7 of the Shire of Dardanup Bushfire Constitution.

Signed

A handwritten signature in blue ink, appearing to be "B. Italiano", written over a horizontal line.

Nominee

Date: 28-03-2025

WELLINGTON MILLS BUSH FIRE BRIGADE

2024/2025 RECEIPTS AND PAYMENTS ACCOUNT

WESTPAC - COMMUNITY SOLUTIONS CHEQUE ACCOUNT

01 Jul 2024 OPENING BALANCE \$ 0.01

BENDIGO BANK ACCOUNT

01 Jul 2024 OPENING BALANCE \$ 10,090.07

RECEIPTS:

01 Jul 2024 INTEREST	\$ 14.29
18 Jul 2024 WA RECYCLING - COMMUNITY FUNDRAISING	\$ 50.60
01 Aug 2024 INTEREST	\$ 12.32
01 Aug 2024 RECYCLING DONATION MR GEOFFREY MICHAEL	\$ 45.00
20 Aug 2024 WA RECYCLING - COMMUNITY FUNDRAISING	\$ 12.70
01 Sep 2024 INTEREST	\$ 11.31
01 Oct 2024 INTEREST	\$ 9.54
02 Oct 2024 RECYCLING DONATION MR GEOFFREY MICHAEL	\$ 25.00
01 Nov 2024 INTEREST	\$ 8.52
01 Dec 2024 INTEREST	\$ 8.08
05 Dec 2024 RECYCLING DONATION	\$ 117.10
01 Jan 2025 INTEREST	\$ 7.98
13 Jan 2025 RECYCLING DONATION	\$ 72.10
01 Feb 2025 INTEREST	\$ 6.91
04 Feb 2025 RECYCLING DONATION	\$ 32.20
11 Feb 2025 RECYCLING DONATION	\$ 90.70
01 Mar 2025 INTEREST	\$ 6.26

TOTAL RECEIPTS

\$ 530.61

PAYMENTS:

29 Jul 2024 COLIN BEARD VEHICLE MAINTENANCE PARTS ONLY	-\$ 1,010.00
09 Sep 2024 VEHICLE REGISTRATION - FIRE FIGHTING UTE	-\$ 1,017.60
17 Sep 2024 BUNBURY TYRE & EXHAUST - FIRE FIGHTING UTE	-\$ 880.00
28 Sep 2024 COLIN BEARD VEHICLE MAINTENANCE PARTS ONLY	-\$ 419.00
22 Nov 2024 ROB DOHERTY MISC REIMBURSEMENT	-\$ 395.63
22 Nov 2024 FIONA CLEMENTS CATERING REIMBURSEMENT	-\$ 100.50
27 Nov 2024 COLIN BEARD SNAKE KITS & MEDICAL SUPPLIES	-\$ 65.29
02 Jan 2025 SYKES ENGINEERING - WIRING GENERATOR	-\$ 984.44
28 Jan 2025 COLIN BEARD SERVICE HONDA PUMP	-\$ 53.00
24 Feb 2025 COLIN BEARD CHAINSAW SERVICE	-\$ 64.00
26 Feb 2025 COLIN BEARD RAMPS	-\$ 130.00
06 Mar 2025 RECYCLING SHARE TO WMCA	-\$ 81.40
25 Mar 2025 COLIN BEARD NEW AIR PRESSURE GAUGE	-\$ 100.00
25 Mar 2025 COLIN BEARD LPG REFILL	-\$ 41.00

TOTAL PAYMENTS

-\$ 5,341.86

NET CASH FLOW

-\$ 4,811.25

CLOSING BALANCE - WMBFB - Business Account - Bendigo Bank

\$ 5,278.82 ✓

CLOSING BALANCE - Westpac Bank

\$ 0.01

TOTAL CLOSING BALANCE

\$ 5,278.83

BANK RECONCILIATION

28 Mar 2025 Balance per Online - WMBFB - Business Account - Bendigo Bank

\$ 5,278.82 ✓

Balance per bank statement - Westpac Bank

\$ 0.01

TOTAL CLOSING BALANCE

\$ 5,278.83

Deposits not yet recorded on Bank Statement

Future committed funds

-\$ 5,000.00 (To Fund WMCA Fire Ute Expenses)

Balance per Receipts and Payments Account

278.83



ELECTION OF BUSH FIRE TRAINING OFFICER

I Russell Horne hereby Nominate Brent Italiano to the position of
Bush Fire Training Officer for the Wellington Mills **Volunteer Bush Fire Brigade** for the period
 commencing 1 July 25 (year) and ending 30 June 2026 (year).

Signed:

Nominating Person

Brigade Fire Training Officer (BFTO)

The Brigade Fire Training Officer (BFTO) is elected by the Brigade and is responsible to the Local Government Fire Training Coordinator and is part of the Training Committee, and has the following specific functions—

- To organise regular training sessions within the Brigade;
- To encourage and facilitate Brigade members to undertake training;
- To provide liaison between Brigade members and the LGFTC/Training Committee;
- To forward any training related records to the Local Government Fire Training Co-ordinator (LGFTC).
- Is responsible to the LGFTC whose role is: -
 - To ensure that members of the Brigades receive training that is consistent with the Act and the policies of the Shire of Dardanup and DFES;
 - To encourage and facilitate Brigade members to undertake training;
 - To encourage suitably experienced members of the Brigades to become Trainers;
 - To chair meetings of the Training Committee;
 - To represent the Brigades on any training committee requested.

I accept this Nomination and agree to fulfil all its responsibilities as listed at Section 3.7 of the Shire of Dardanup Bushfire Local Law.

Signed:

Nominee

Date: 28-03-2025.



ELECTION OF COMMUNICATIONS OFFICER

I Russell Harvie hereby Nominate SIMON WESLEY to the position of **Communications Officer** for the WELLINGTON MILLS Volunteer Bush Fire Brigade for the period commencing 1 July 25 (year) and ending 30 June 26 (year).

Signed

Nominating Person

Communications Officer

The Brigade Communications Officer is elected by the Brigade and is part of the Brigade Committee of Management and has the following specific functions and responsibilities —

- ensure that the brigades communications and call out system operates effectively and fits into the Local Government communications network;
- to control the use of communications equipment by members of the brigade;
- undertake the responsibility for the maintenance of communications equipment and where necessary, for the repair or replacement;
- to test the brigade's communications equipment on a regular basis;
- assist in the training of members of the brigade in the use of communications equipment; and
- liaise with communications officers in other brigades.

Declaration	I accept this Nomination and agree to fulfil all its responsibilities as Communications Officer.	
	Signature:	Date: 17/04/2025