



**John Edwards (Chairperson), Steve Eccles (Vice chairperson), P Stockings, K Godfrey, V Whall, J Geytenbeek, A Sherriff, J Makins, D Lewis, R Hoyle, H Tatchell, L Taylor, D Weekley, J Marten, S Slack, W Gripton, R Boord, L Rule, B Rule, M Cockraad, A Parker, A Brooks-West, M Wilkin, L Tilbrook, B Gripton, B Bazeley, M Bazeley, M Parks, R Gray, C Weekley, K Molyneux, J Douglas, N Boulton, J Robinson, N Gray, M Trainer, N Mulholland, F Mitchelton, R Hutchin, D Hedly, K Collins, J Douglas, M Johnson, A Johnson, B Bockman, C Bockman, J Braund, B Braund, G Robinson, D Warren, P Hannan, J Trainer, T Austin, J Oldland, J Vanderhoven, J Hillock, R Goody, J Klingberg, B Klingberg, B Sherriff, K Warren, J Weekley, C Tatchell, H Tatchell, J Brown, T Ashley, L Ashley, D Bland, M White, K Dawes, P Bartram, P Bartram, K George, S Cornwell, A Edwards, D Boundy, J Hancock, G Weekley, K Haddow, N Haddow, C Brown, T Braund, S Wilkin, A Hughes, C Mulholland, J Robyn, J Hooper, J Tatchell, L Edwards, G Stapp, D Higgins, S Simmons, S Gray, C Lane, P Hunt, J McEwin, T Brown, P Gray, B Fynney, J Tatchell, H Stockings, A Van Der Veer, D Goody, P Geytenbeek, G Warren, C Parker, Cr D Braund, K Taylor, P Harris, C Crouch, N Forbes, K Sweeney, J Forbes (YP Financial Services), D Sweeney (Minute Taker).**

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|-----------------------------------|---|
| 1. <u>WELCOME, MEETING OPEN</u>   | 7.37pm. Chairperson John Edwards welcomed everyone and visitors to the meeting and thanked them for their attendance.   |
| 2. <u>APOLOGIES</u>               | R and D Griffiths, T Buttfield (Chairperson, Stansbury Progress Association), J Ewer, D Ewer, K Barlow, T Barlow, S Thompson.                                 |
| 3. <u>VISITORS</u>                | Mayor R Agnew, Deputy Mayor S Hoyle, Cr A Meyer, Solicitor J Fitzpatrick (appointed as Issuing Officer), Steve Cornwell (Group Officer Southern Yorke SES).   |
| 4. <u>CONFIRMATION OF MINUTES</u> | 2017 AGM Minutes were available for perusal by meeting attendees.<br>Special Meeting 22 January 2018 Minutes were available for perusal by meeting attendees. |

**Moved: Peter Bartram                      Seconded: Keryn Dawes**

**That the minutes of the Edithburgh Progress Association Annual General Meeting, held on 22 August 2017 meeting as circulated, be taken as read and confirmed as a true record.**

**CARRIED**

#02 (14/8/2018)

**Moved: Peter Bartram****Seconded: Keryn Dawes**

**That the minutes of the Edithburgh Progress Association Special Meeting held on 22 January, 2018 as circulated, be taken as read and confirmed as a true record.**

**CARRIED****5. MATTERS ARISING**

Nil.

**6. REPORTS****ITEM #: 5.1 CHAIRPERSON'S REPORT.***Report read at meeting by J Edwards.*

Chairperson John Edwards presented the Chairperson's Report to the meeting.

Welcome to the Annual General Meeting of the Edithburgh Progress Association.

- Darryl and Andrew Lewis approached Progress in September 2017 with a vision to paint a large mural at the Tidal Pool. Progress supported this initiative and Darryl and Andrew designed, planned and painted and, in early 2018, Council employees installed the new mural at the Tidal Pool. This project was a fantastic collaboration between Darryl, Andrew, Progress, Council and the local School children who supplied 300 handprints. We can all agree it has been a fantastic addition to the Pool and a point of interest for tourists. A huge thank you to both Darryl and Andrew for their inspiration.
- The Hermannsburg Aboriginal Art Exhibition was an initiative of John Edwards and Roger Hogben. This Art Exhibition featured works from 2<sup>nd</sup> generation Hermannsburg school artists including water colours and dot paintings. The Exhibition took 6 months to organise and coordinate and was held in the Institute over the Australia Day weekend in January - \$517.10 was raised for the Tidal Pool. Well done to all involved.
- A Day at the Burgh held their inaugural event in November 2016 and was again a huge success last November. The 2017 event saw a very colourful event with flags, umbrellas and bunting and a major sponsor came on board – AGL. AGL has again confirmed their sponsorship for the 2018 event, with a commitment of \$3,000. Well done to all the volunteers who work tirelessly for months to organise this event. Organisation and promotion is well underway for 2018! It is truly wonderful to see Edithburgh come alive and bring a boost to our local economy.
- A \$2,500 grant was received from Yorke Peninsula Council to be put towards solar lighting on the Town Entrance Signs which will be installed shortly.
- The Edithburgh markets held in the Institute every 2<sup>nd</sup> Sunday of the month are doing very well. Progress has supported this initiative by paying for the Hall Hire and replacement signage. Pat Bartram is doing wonders with her lamington sales as a fundraiser for the Edithburgh Tidal Pool's ongoing upgrades. Thanks so much Pat.



- Edithburgh Progress made contact with the Friends of Yorketown Hospital. They forwarded the Hospital's wish list to Progress and a donation was subsequently made of a Visiano LED Ceiling Mounted Examination Light (\$3,159.20). We know this will go to very good use and are pleased to have been able to make this donation.
- Edithburgh Progress Association also contributed \$10K as an extra allocation to Council to help complete the new fencing at the tidal pool and \$5K contribution towards bitumising the carpark.
- The Matthew Flinders Plaque and Memorial upgrade was also completed in the last half of 2017. A huge thank you to Laurie Grech for your hard work and dedication to this job.
- A motion of confidence was moved praising the work done by the Administration and Finance Officers.
- Progress also purchased a second hand ute for the Floral Park. The Park is a wonderful place to take a walk and is beautifully maintained by volunteers, so well done to you all.
- A new Defibrillator is now located at Barbara Freidenfelt's carport at Sultana Point. Thank you Barbara for allowing the defibrillator to be placed at your home.
- Edithburgh Community Grants - \$1,220 was donated to Seafarers Flying Angel Centre (Memorial Garden). \$830 donated to the Edithburgh Museum – Flinders Memorial and ventilation for the sheds and \$950 donated to Edithburgh Tennis Club for Rainwater Tank replacement.
- New Caravan Park Managers have been appointed. This was a lengthy process but it was worth the wait. Jo and Phillip Medson will be taking on the role next week, commencing 20 August. A HUGE thank you to our Relief Management team, Ken and Lisa Taylor. We offered them a 6 week term to manage the park which turned into four and a half months, but we are extremely grateful for the assistance that you have brought to the park.
- Terri Thiel has been living in Edithburgh for the past 12 years with sons Cale and Brodie. Cale was selected in the first XI cricket team to tour Sri Lanka at the end of June for 2 weeks. Edithburgh Progress contributed \$750 towards the cost of Cale's trip as per our Sponsorships policy.
- The Sculpture Exhibition held at the Edithburgh Institute which was part of the three-tiered Yorke Peninsula Art Exhibition held over the Easter Weekend attracted around 1000 visitors to Edithburgh and was a fantastic boost to Edithburgh's businesses and other attractions.
- Channel 7 Adelaide and The Today Show both did live weather crosses from Edithburgh during 2017-2018 and highlighted the town and the new mural at the Tidal Pool for all of SA and Australia to see.



- Our annual Volunteer Morning Tea was again held this year at the Location Café during Volunteer Week on 25 May 2018 thanking all volunteers in and around Edithburgh for their huge contributions to the Edithburgh community. The Premier's Certificate for Outstanding Volunteer Service was awarded to two of our Committee members – Keryn Dawes and Peter Bartram. Without volunteers like Keryn and Peter and all of you who have contributed years of dedicated service to a number of organisations within Edithburgh and the surrounding school communities, our rural communities would not exist. So again, thank you to the many volunteers who work tirelessly for the benefit of Edithburgh and the community.

The past nine months have been tough for all involved at Progress with the Committee facing several challenges during this time. In March 2018, a Planning Day was held with all Members where new ideas and initiatives were discussed. The meeting generated many positive outcomes and thoughts for new town projects, community events, grants and community asset upgrades.

But most importantly, Progress want and will work towards building community spirit and involvement. An ideas flyer is being circulated to all residents with a post office box, asking your thoughts and ideas on how to help improve Edithburgh and the surrounding areas. This is the first step towards building a better community where we all work together for the same outcome – a better Edithburgh.

Finally, thank you Ann for all your patience and support this year.

#### **ITEM #: 5.2 PROGRESS FINANCIAL REPORT**

*Report read by J Forbes at meeting.*

The 2016/17 Financial Statements have been audited by Dean Withers and Associates – please refer to reports provided which include :-

- Auditor's Report
- Committee's Report
- Statement by Members of the Committee
- Balance Sheet with comparisons against 15/16
- Profit and Loss with comparisons against 15/16
- Notes to the Financial Statements

The total net profit for 2017/18 was \$85,068 compared to \$57,070 from the previous year.

Income overall increased by \$61,000 and I note the following variances that need to be considered when comparing years:-

Commercial income from the caravan park was similar to last year with only an \$817 increase. I will report on the analysis of this later in my report.

Grants received for 2017/18 include :-



- \$50,000 incentive payment from Top Parks for remaining a Top Park member with the amalgamation of Top Tourist and Discovery Parks.
- \$2,500 Council Community Grant to go towards Solar Lighting for the Town Entrance signs (which will be installed soon).
- \$3,000 AGL Grant for the Day at the Burgh as a major Sponsor
- \$17,000 Insurance Claim for the Solar Panels (via Council Insurance Claim which is under Miscellaneous Income)

The four items I just referred to totals \$72,500 compared with 2016/17 when Progress received approximately \$15,000 in grant monies which was for the Tidal Pool Repairs, a \$57,500 increase, roughly the difference overall in the bottom line of total income received.

Operating Expenditure increased by \$27,000 and the following variances are noted :-

- \$3,150 A Consultant was engaged to draft plans for the new Amenities block to replace the very old Ensuite Units. Building Plans have since been completed and once the Engineers Report is received, a Development Application will be submitted to Council and quotes for the build obtained. This will be a major project in 2018/19 and 2019/2020. Draft plans are displayed in the Caravan Park office for those interested in reviewing.
- \$3,700 Increase in Office supplies to run the Cooee. This monthly newsletter is produced by Volunteers of Edithburgh and modifications to reduce printing costs have been implemented. The Cooee is well received by the residents and tourists of Edithburgh and is a valuable communication tool. Progress are refining printing methods to ensure production is sustainable in the future.
- \$5,000 Progress committed \$5,000 towards the Day at the 'Burgh event and have agreed to continue to support this event with \$5,000 for the next four years. This event is also run by a small Committee of Volunteers that had a vision to create a day of fine foods, music and the arts to showcase Edithburgh. The second year saw an increase in occupancy at the Caravan Park and most businesses reported that they had a successful weekend in their shops, not just the "Day at the 'Burgh traffic".
- \$1,250 Local sponsorships provided for young sportspeople representing Edithburgh at a State / National Level.
- \$3,160 Donation made to Yorketown Hospital for an Examination Light.
- \$3,000 Reduction in Advertising expenses. This will increase in 18/19 due to resigning with existing publications as well as promotion in new publications.



- \$6,000      Reduction in Subscription expenses as we receive 12 months free subscription with Top Parks for signing up. This equates to approx. \$12,000 saving for the 12 months (which started in January 2018, hence half of the cost in 17/18).
  
- \$3,250      Ute purchased for the Flora Park Volunteers
  
- \$10,000      Employee costs which is for cleaners employed since late March whilst in Relief Management.
  
- \$30,000      Building Maintenance increased.
  - Upgrades on the spa cabin occurred early in the financial year with painting, and cupboard doors being replaced to give the cabins a fresh look - \$8,720.
  - Upgrades to the Managers residence, new flooring, painting, blinds - \$12,760
  - Electrical Works throughout the park - \$9,600.
  
- \$3,300      Cabin Maintenance – new sofas purchased for the Spa Cabins
  
- \$12,000      Grounds Maintenance – Major tree and stumps removed along northern boundary \$4,700, gardening along the southern boundary \$2,000 and Replacement Shadeclothes for Powered Sites \$4,000.
  
- \$11,000      Reduction in Town Improvements. Last year Progress spent money on finishing the town entrance signs and purchasing a set of Road Signage to be used for Community event days, such as Anzac Day, Carols by the Sea, Day at the Burgh etc. This saves volunteers time in coordinating and meeting with Council to use their signs.
 

This year Progress spent \$10,400 on town improvements which included \$5,000 contribution to YP Council for bitumising the Tidal Pool Carpark, \$1,400 to move the large rock from Flora Park to the foreshore area for a large mosaic and \$3,500 as part payment for Solar lighting for the Town Entrance signs which I mentioned previously.
  
- \$7,000      Reduction in Swimming Centre Maintenance compared to last year when Progress received significant grant funding for the pool repairs. This year Progress made \$10,000 contribution to Council to assist with the completion of the Tidal Pool fencing that commenced last year and \$17,000 for the Tidal Pool Mural which was commissioned by Darryl and Andrew Lewis. Thank you to Council for the installation of this great piece of artwork.

The Edithburgh Community Grant of \$3,000 was awarded to local groups again this year, with the Edithburgh Tennis Club, Edithburgh Museum and Seafarers Mission all being recipients of funding.



As you can see, the Progress Association spends quite a bit of money in the local community, this year it totalled nearly \$60,000 to make it a better place for both residents and tourists to enjoy.

Total assets have increased by \$18,000 and Total Liabilities decreased by \$67,000.

Loan for the Amenities block has \$201,026 remaining.

Cash on Hand increased by \$8,000 and is allocated to the following areas :-

- \$27,433 is set aside for Future Community Projects Fund
- \$10,297 is Progress Fundraising, and the balance
- \$245,840 is Caravan Park and Town Improvements

As mentioned earlier, the Commercial Income for the Park is nearly the same as last year. To look at this on its own would only tell part of the story. Analysis on income, occupancy and tourist dollars vs Residential, Annual Site Licence and Van Storage Income is required.

Residential, Annual Site Licence, Van Storage and Electricity income is approximately \$35,000 down and this is due to the accounts not being sent out until the last week in June and therefore this will affect the 18/19 income. Van storage numbers have dwindled to approximately half compared to several years ago, which has resulted in a \$5,000 loss of income and some Residential patrons have also moved on which has resulted in a \$5,000 decrease in income.

Tourist dollars increased by nearly \$25,000, which is fantastic. However, the combination of the decrease in Residential income and the increase in tourist income has resulted in the near status quo reflected in the financials.

The growth in tourism income is the change you have needed and what I have been reporting to Progress and the previous Park Managers for the last 18 months. When drilling down further, it is identified that **nearly \$19,000 of the \$25,000 growth has been derived from the last 3 months, the hardest months in a caravan park on YP to get occupants – this is a 23% income growth whilst Progress has appointed Relief Management.**

When comparing the growth over the first nine months of the financial year, a 2% growth rate occurred.

Please note that the Easter weekend has been adjusted in the figures to ensure that comparative figures between the periods have been accounted for and a small variance to the percentages is applicable due to some cabin maintenance on the Seaview and Spa Cabins during this comparative period.

Occupancy has also increased which results in a direct benefit to the local economy – Caravan Park Industry statistics say that the average daily spend for non-commercial campers is \$73 in the local community.

In 2016/17 the occupants staying in the caravan park decreased by 1,083 compared to the previous year and thankfully, this trend has not continued.





Occupancy has increased by 437, but improvement in this area is still required to get it back to past figures and allow for further growth.

Statistics from the Caravan Park Industry of Australia state that “For every \$1 of caravan park revenue, \$1.38 worth of direct economic benefit flows to the local community.”

If you calculate this on the tourism dollars only over the past 3 years, you can see the impact this has had on your local businesses :-

	2015/2016	2016/2017	2017/2018
Tourism \$	\$447,405	\$417,475	\$442,407
Tourist occupants	8,449	7,391	7,828
Local benefit \$1.38	\$617,420	\$576,115	\$610,520
Difference		\$41,305 decrease	\$34,405 increase

Bear in mind that majority of the growth for 17/18 has only occurred in the last three months under Relief Management.

#### Closing

It has been a challenging year working for Progress and I sincerely hope that the new Committee, once elected, will have a strong focus on representing the community of Edithburgh to make it a better place to live and work.

Edithburgh has a lot of potential.

The current Committee have already commenced implementing change and the figures presented tonight on occupancy and income growth since the change of park management shows that this has made a positive difference to your town.

I have continued to work constructively with the Committee, and as a result, several new ideas have been implemented.

1. Revision of the Park Managers contract and changing it to a Performance Base rather than a commission % of turnover contract.
2. Revision of the Progress Members roles and responsibilities and how to better communicate with the community. This has been reflected in the recent “Ideas Flyer” prepared by the Progress members and some great initiatives from the community will be discussed by Progress at the September meeting. Implementing the Progress Association Facebook page, maintained by the Administration Officer, to communicate community events has also been beneficial.
3. Revision of the Finance Officer’s contract and roles and responsibilities included within the confines of this.
4. Appointment of new Park Managers whose values align with the community culture of Edithburgh Progress. Their ideas and initiatives will benefit the Progress and the local businesses of the town and surrounding district.





5. Approved to engage an Independent Organisation to review the marketing and promotion strategies of the Caravan Park with a recommendation of strategies to apply in the future.

The Relief Managers, Ken and Lisa Taylor took on a role that was to last six weeks and ended up being nearly four and a half months. I thank you for your support, friendliness and work that you have achieved in the Park. The smile and positive attitude has resonated within the social media websites such as Wiki Camps, Trip Advisor and Hotel Find to name a few. For the members here tonight, if you haven't visited these sites and read the reviews, please make time to do so.

The new Caravan Park Managers, Jo & Phill Medson are enthusiastic, positive, friendly and are looking forward to bringing people to your town, which in turn, will support your local businesses. To make a better town, you all need to work together, it goes hand in hand.

Without the tourists, the businesses suffer, without the businesses, people won't come to the town, it is all interlinked! Jo & Phill have many ideas they would like to implement, and part of this is to work together with the local businesses to promote packages and experiences, so please give them a go to unlock the potential you can make together to boost the local economy of Edithburgh.

A copy of my report will be available for those interested and if you have any questions, please direct them in writing to the Progress Association.

## 7. ELECTIONS.

J Edwards declared all positions vacant and Mayor Ray Agnew took the chair for the election of the new committee.

12 nominations were received for the 5 positions vacant. Mayor Agnew requested the Administration Officer read out all nominations to the meeting.

A meeting attendee was queried regarding recording of the proceedings and was advised this was not permitted.

Mayor Agnew congratulated all nominees and their interest in the Edithburgh Progress Association.

J Fitzpatrick acting as Issuing Officer for the election on behalf of the Edithburgh Progress Association explained the election process.

- 12 candidates for 5 vacant positions.
- Good luck to all nominees.
- Voting would be via a secret ballot.
- All meeting attendees signed attendance register to confirm eligibility to vote.
- All eligible voters were handed a ballot paper initialled in the right hand corner by J Fitzpatrick to show its validity.
- Voting was a preference based process.
- Number 1-12 in order of nominee preference, or number at least 1 to 5 to make vote valid.
- Fold, and place vote in small envelope provided.



- Seal and place small envelope into larger envelope.
- Voter to write their name on large envelope, once sealed, to validate vote against attendance register and preserve the anonymity of the vote inside the smaller envelope.

Members of Council to assist in the vote count: Deputy Mayor Scott Hoyle, Cr Adam Meyer, Cr D Braund. Also assisting in the count J Forbes with J Fitzpatrick overseeing and directing the count as Issuing Officer.

Mr Fitzpatrick invited any interested parties to act as scrutineer. One attendee, K Collins, was present at the vote count.

The meeting was adjourned for the vote count with approximately one third of the attendees leaving the meeting.

While the vote was being counted, Steve Cornwell who is the Group Officer (Southern Yorke's SES) was invited to address the meeting. He outlined grave concerns regarding the future of the Edithburgh CFS and the fact that it may close due to lack of numbers. An additional 15 people would be needed to volunteer and be trained to save the Edithburgh CFS. Mr Cornwell left flyers for interested audience members and invited all to attend the upcoming AGM on Thursday 16/8/18 at 7.30pm. Thank you Steve for attending and speaking at the AGM.

General discussion ensued with attendees and Mayor Agnew regarding the Edithburgh Progress Association's Constitution. There were many issues raised in relation to the Constitution and the Mayor advised that it was up to the new Committee to make any revisions to this document going forward.

The meeting then resumed once the vote count had been completed.

The Mayor announced the successful nominees who will form the new Edithburgh Progress Association committee for 2018-2019. They are in alphabetical order: Patricia Bartram, Peter Bartram, Keryn Dawes, Garry Weekley and Mark Wilkin.

Thank you to all outgoing members for your support and contribution to the Edithburgh Progress Association.

The five committee members who are to re-nominate for 2019-2020 are: John Edwards, Mag White, Darryl Lewis, Lesley Tilbrook and Steve Eccles.

## 8. GENERAL BUSINESS – INCLUDING BUSINESS FROM THE FLOOR.

Nil.

## 9. APPOINTMENT OF AUDITOR.

#03 (14/8/2018)

**Moved: John Edwards**

**Seconded: Keryn Dawes**

**That Dean Withers and Associates (Chartered Accountants) be appointed as Auditor for 2018-2019.**

**CARRIED**



The Mayor thanked everyone for attending and declared the meeting closed.

**MEETING CLOSED**                      9.30PM

**John Edwards (Chairperson)**

