

**PRESENT:**  
**Subject to**  
**Confirmation**

**John Edwards (Chairperson), Peter Bartram, Lesley Tilbrook, Keryn Dawes, Patricia Bartram, Mag White, Cr Darren Braund, Darryl Lewis, Diana Sweeney (Minute Taker).**

**MEETING OPENED**

**7.31pm**

**1. WELCOME**

Chairperson John Edwards welcomed all to the meeting and thanked them for their attendance.

**2. APOLOGIES**

S Eccles, G Weekley, J Forbes (YP Financial Services).

**3. CONFLICT OF INTEREST**

The Chairperson reminded all members of their requirement to disclose any conflict of interest and provide accurate details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

**4. CONFIDENTIAL ITEMS.**

NIL.

**5. CONFIRMATION OF MINUTES**

**CONFIRMATION OF MINUTES OF MEETING HELD 9 SEPTEMBER 2018**

**#16 (9/10/18)**

**Moved: Peter Bartram                      Seconded: Keryn Dawes**  
**That the minutes of the Edithburgh Progress Association meeting, held on 9 September, 2018 as circulated, be taken as read and confirmed as a true record.**

**CARRIED**

**6. MATTERS ARISING**

**ITEM #: 6.1 MATTERS ARISING.**

**6.1.1 Noticeboard at Post Office.**

It was agreed that members would assess the requirements for the noticeboard and advise size/make up and subsequently, three quotes would be sourced for construction.

Once the new noticeboard has been erected, M White volunteered to be the Member who checks the contents and removes out of date notices going forward.

**6.1.2 Workshop Agenda.** All members were provided with a draft agenda for the workshop to be held on 19/10/18 via email prior to the meeting.

It was agreed that, given the time allocated to the meeting, some of the agenda points be deferred to either the Town Planning and Development



Working Party, the Constitution sub-committee or for discussion at regular Progress meetings.

D Sweeney to re-distribute the Workshop Agenda with the discussion items agreed to by members. **Action: D Sweeney.**

It was also agreed that Cr D Braund would facilitate the Workshop meeting.

#### **ITEM #: 6.2 REVIEW OF ACTION LIST.**

- **Edithburgh Community Grants.** It was agreed to place notice of the the Edithburgh Community Grants Scheme into the November edition of the Cooee and extend the deadline until 23 November 2018. **Action: D Sweeney**

## **7. REPORTS**

### **ITEM #: 7.1 CARAVAN PARK WORKING PARTY REPORT**

***Meeting held 24/9/18.***

***CPWP report circulated prior to meeting.***

***Caravan Park Managers' report circulated prior to meeting.***

**No recommendations were tabled for Progress to consider.**

K Dawes noted the following:

- Going forward, an inventory of all assets would occur on the final day of any outgoing managers' contract.
- Tidy up and marking off with bunting of Southern Entrance.
- Obtaining quotes to replace gravel on front sites with grass.
- Concrete slabs for fire pit and giant chess area.

### **ITEM #: 7.2 PROGRESS FINANCIAL REPORT.**

***Report circulated prior to meeting.***

#### **1.1 Financial Reports from MYOB**

The following reports have been submitted for your consideration:-

1. Balance Sheet for Edithburgh Progress Association as an entity.
2. Profit and Loss for "Jobs".
3. Profit and Loss compared to previous year.

The reports show a similar net profit when comparing years. \$31,860 this year compared to \$30,435 for the same period last year (July – Sept).

Commercial Income has increase by approximately \$30,000 when compared to last year. The breakdown of this is \$15,000 increase in ASL / Van Storage income (which was expected as per my report at the AGM) and \$15,000 increase in Tourist income.

Since change of management in April 2018, the Tourist income has increased by \$34,000 (over a 6 month period).

Operating Expenditure has increased by \$30,000 also which is explained by the following :-



- Park Management paid fortnightly due to the change in contract terms therefore \$14K has been paid in advance compared to last year when it was paid in the month after.
- Cleaners Wages paid for July & August which totals \$7,500.
- Audit Fees paid \$3K.
- Advertising and Subscription Fees \$9K increase (due to Top Parks \$5K subscription and \$4K extra advertising in various new magazines / TV).

### 1.2. Budget Review

The next meeting will involve a budget review, and I am sure there will be elements for consideration from the 19<sup>th</sup> October Planning meeting. Once I receive feedback from Progress on the projects they would like to include for consideration, I will include in the LTFP and present a report at the next meeting.

I will be in attendance at the 13<sup>th</sup> November Progress meeting to present this report.

### 1.3 Volunteered Time

Activities that I have volunteered my time for during the last month as they are not covered in my current contract :-

Emails and phone calls to MOM with login details etc for their review	0.5 hours
CPWP Agenda and Report (next month to be completed by Park Managers)	0.75 hours
Correspondence to ASL enquiries (during Park Managers leave)	0.5 hour
<b>TOTAL Time Volunteered</b>	<b>1.75 Hours</b>

### **ITEM #: 7.3 TOWN PLANNING AND DEVELOPMENT WORKING PARTY**

***(Next Meeting date – 1<sup>st</sup> Tuesday/mth at 6.45pm – ie. 6/11/18.***

***Cooee next meeting date last Monday 30/10/18 –at 10am).***

L Tilbrook and Pat Bartram attended the meeting held 2/10/18.

L Tilbrook presented two papers from that meeting for Progress to discuss –  
1. Prioritised Ideas Flyer list and 2. Minutes and 4 recommendations from the meeting for Progress to consider.

**#17 (9/10/18)**

**Moved: Lesley Tilbrook**

**Seconded: Patricia Bartram**

**That Progress approve the following from the Town Planning and Development Working Party.**

- 1. Commence a Tidy Towns Working Party and suggest G Weekley head this committee.**
- 2. That ideas as numbered be given to each Working Party to follow up and undertake if possible.**
- 3. That the Town Planning and Development Working Party start getting quotes and investigating sites for Skate/Bike Track, Shelter and Water on Walking Trail and Information Bay and Trees in Streets Projects ASAP and speak to J Forbes regarding budget for these projects.**



4. That J Robyn be asked to undertake Christmas Tree and Lights competition and display with a budget allocation of \$200 for prizes and some posters, etc.

**CARRIED**

L Tilbrook and P Bartram also tabled for Progress consideration:

1. Swimming Carnival for the week after VACSWIM at Tidal Pool. Prices and advertising - \$200 budget. **Action: Pat Bartram**
2. Investigate free wifi in the town centre for tourism access. **Action: L Tilbrook.**
3. Reinvestigate purchasing a Scenic Frame for Edithburgh.
4. Further to Skate Park/BMX Park. L Tilbrook tabled information on a modular pump track which is portable and can be added to or moved if necessary. Locations discussed were the land opposite the caravan park or the old playground which has shade. **Action: L Tilbrook to discuss budget and assistance in applying for grants from J Forbes.**

**Item #: 7.3.1 Cooe.**

Nil.

**Item #: 7.3.2 Edithburgh Markets.**

Patricia Bartram reported that the long weekend market was a success. The total to date raised for the Tidal Pool stands at \$768.54.

**ITEM #: 8.4 A DAY AT THE 'BURGH.**

D Sweeney reported that the next meeting for the Day at the Burgh committee was 10/10/18.

**ITEM #: 8.5 INSTITUTE REPORT.**

***(Next Meeting 3<sup>rd</sup> Tuesday of each month)***

- PA system used at Tidal Pool Mural Plaque Unveiling on 3/10/18. It was suggested that it could be used at the Day at the Burgh if required.
- A request for the use of the Doctor's Room by a masseuse - \$20 a week rent – photocopier to be moved to back corner of the kitchen area if rental proceeds.

**ITEM #: 8.6 EDITHBURGH MUSEUM COMMITTEE REPORT.**

***(Next Meeting date –Tuesday 16/10/18).***

- More groups coming through Museum – 2 November a group of 10 caravans booked to visit and a bus tour early in the New Year.
- Applying for a grant via Edithburgh Community Grants for exhibit improvements.

**ITEM #: 8.7 COUNCILLOR'S REPORT.**

Cr Braund reported:

- Council Elections to be held in November. D Braund is standing for the position of Mayor and K Gray for the Edithburgh Ward.
- Tidal Pool – as an icon of Edithburgh – could be featured on billboards, etc. in surrounding areas as an attraction. **Action: Town Planning and Development Party to place on their list.**



## 9 **GENERAL BUSINESS**

**Tidal Pool Mural Plaque Unveiling.** D Lewis reported that the Tidal Pool Mural Plaque unveiling had been a successful event.

**Ideas from Ideas Flyers.** It was agreed that the list of ideas submitted by the community be published in the November edition of the Cooe. **Action: D Sweeney.**

**Deb Furbank meeting.** On 20/9/18, P Bartram, D Lewis and D Sweeney met with D Furbank to discuss Coastal Management Strategy – Edithburgh. The following points were summarised by D Furbank for submission into her report to Council:

- Edithburgh Tidal Pool – signage is in poor condition (particularly from Coobowie side) and negative.
- Signage – currently no interpretative signage about the marine life at the jetty. It would be good to include information about the Pyjama Squid and the Leafy Sea Dragon. Ideally at the shelter on the southern side of Edith Street.
- Weeds – Acacia cyclops, Gazania and False Caper are an issue at the southern end of the town – this is Crown land, not Council land.

**Median Strip.** It was noted that the watering system on the median strip had been left on for a week in front of museum. **Action: D Sweeney to advise Council.**

**Emails.** It was advised that, going forward, group emails to Members were to be sent by either the Administration Officer or the Finance Officer only. Members with any ideas or issues that needed to be addressed between meetings should be forwarded to the Administration Officer for distribution to Members for discussion at the next Progress meeting.

**Tennis Club AGM** to be held on 31/10. Application for a State Grant for the resurfacing of the courts was applied for but has become obsolete and subsequently, a new Federal Grant has been applied for. Awaiting decision.

**Mosaic on large rock.** K Dawes presented an image for a mosaic for the large bare rock on the walking trail and requested \$300 for materials for same.

**Access Advisory Council.** No new works until after Council Elections have been held. It was noted that when the Disabled Car Park in front of the Institute is utilised, the access ramp cannot be used.

**150 years celebration.** Ideas were briefly discussed for the 150 year celebrations in 2019. It was thought it could potentially be held on the same weekend as the 2019 Day at the Burgh and a sub committee be formed with 2 members from Progress, 2 from the Museum and 2 from the Day at the Burgh committee. For further discussion going forward with the community.

**Carols by the Sea.** D Braund sought Progress' opinion regarding blocking a very short strip of O'Halloran Parade in front of the grassed area at the Tidal Pool for the 2018 Carols by the Sea event. Henry Street would remain open.

**Jetty Truck.** The Centenary of the Jetty is in 2023 and the existing Jetty Truck at the Museum is in very poor condition. It was discussed to budget for a newly restored jetty truck for use in 2023 celebrations.

**Shrubs on western boundary of Caravan park.** It was noted that 7 are yellow and 2 have died. J Edwards to fertilise with Seasol every 2-3 weeks going forward.

**Playground.** J Edwards queried the length of time that has passed since the Playground was checked for safety or maintained by Council. **Action: D Sweeney to send CSR to Council.** J Edwards also advised



that July 2019 marks the 10<sup>th</sup> anniversary of the playground and suggested a sausage sizzle to mark the event.

**Museum Tidal Pool book.** J Edwards to investigate. J Edwards suggested adding the Tidal Pool Mural into the next printing of the Tidal Pool book.

The **Friendship seat** is in the Council's depot and it was also noted that at the west end of the Anchor, the lawn needs to be replaced with pavers to facilitate the seat.

**Annual Dinner.** D Sweeney advised 29 acceptances to the Annual Dinner, with a few outstanding. All menu choices, etc. to be forwarded to G Noble at the Edithburgh Hotel on Monday 15/10/18. **Action:**  
**D Sweeney**

**MEETING CLOSED**

9.40PM.

**John Edwards, Chairperson.**

**DATE OF NEXT MEETING – 13 NOVEMBER 2018.**

