

Minutes of meeting
Held in the Edithburgh Institute
on 11 December 2018

PRESENT:
Subject to
Confirmation

John Edwards (Chairperson), Peter Bartram, Lesley Tilbrook, Keryn Dawes, Patricia Bartram, Mag White, Garry Weekley, Cr Adam Meyer, Jo and Phill Medson (Caravan Park Managers - late), Diana Sweeney (Minute Taker), Ann Edwards (visitor).

MEETING OPENED

7.31pm

1. WELCOME

Chairperson John Edwards welcomed all to the meeting, with special welcome to Cr Adam Meyer and thanked them for their attendance.

2. APOLOGIES

D Lewis, M Wilkin, 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.

ONE ITEM.

5. CONFIRMATION OF MINUTES

CONFIRMATION OF MINUTES OF MEETING HELD 13 NOVEMBER 2018

#27 (11/12/18)

Moved: Lesley Tilbrook

Seconded: Keryn Dawes

That the minutes of the Edithburgh Progress Association meeting, held on 13 November 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 Performance Review Template.

Distributed to Peter Bartram and G Weekley for review and discussion.

Action: G Weekley and Peter Bartram.

ITEM #: 6.2 REVIEW OF ACTION LIST.

- **150 Year Celebration – 2019.** Committee to organise an initial meeting late January 2019. **Action: J Edwards.**

No response from the Cooe December 2018 notice for interested volunteers had been received to date.

- **Self Drive Map.** J Edwards reported that the self drive map was complete.



- **#6. Flora Park.** K Dawes reported that the signage was the priority for the allocated budget monies.
- **#7. Mosaic on Large Rock.** An undercoat had been painted on the rock and mosaic tiles were still being sourced. Matting to be purchased in Adelaide.

7. REPORTS

ITEM #: 7.1 CARAVAN PARK WORKING PARTY REPORT

Meeting held 4/12/18.

CPWP report circulated prior to meeting.

One recommendation was tabled for consideration.

1. That Edithburgh Progress Association Inc purchase 6 kayaks, paddles, wheels, chains, padlocks and life jackets from Blue Lime Café as per price negotiated.
2. That Edithburgh Progress Association Inc adjust their insurance cover to include the hire of kayaks.
3. That Edithburgh Progress Association Inc hire the kayaks for \$30.00 per hour with a \$50.00 bond.
4. That Edithburgh Progress Association implement hire form and conditions of use that need to be read and signed prior to any hire.

Queries raised were: decision making responsibilities on unsuitable weather condition days, where kayaks were to be launched, age restrictions of hirers, storage of the kayaks and other equipment and conforming safety equipment.

After discussion, it was agreed to proceed with purchase as stated above.

#28 (11/12/18)

Moved: Keryn Dawes

Seconded: Peter Bartram

That Edithburgh Progress Association Inc purchase 6 kayaks, paddles, wheels, chains, padlocks and life jackets from Blue Lime Café as per price negotiated. That Edithburgh Progress Association Inc adjust their insurance cover to include the hire of kayaks. That Edithburgh Progress Association Inc hire the kayaks for \$30.00 per hour with a \$50.000 bond. That Edithburgh Progress Association implement hire form and conditions of use that need to be read and signed prior to any hire.

CARRIED

ITEM #: 7.2 CARAVAN PARK MANAGERS' REPORT

Caravan Park Managers' report circulated prior to meeting.

No Recommendations to consider.

J Medson reported that it was a very busy period coming up with the Christmas school holidays. P Bartram reported comments on Wikicamps this week were all very positive.

ITEM #: 7.3 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.

Overall profit for the first five months of the year totals \$64,642 compared to \$34,806 last year, due to the Commercial Income increase of \$49,500. Of this, tourist dollars have increased by approximately \$43,000.

Day at the Burgh – majority of expenses have been paid, with only one account being lost in transit which caused some concern with Mrs Shirley Thompson. I have asked that in future, her account be sent directly to the Progress Post Office Box to enable prompt payment.

1.2. Energy and Water Ombudsman Limited (EWOSA)

Recent correspondence received from Australian Energy Regulator (which Progress is a member) refers that all future AER Members are required to be members of the (EWOSA) if we wish to continue to onsell electricity at the Edithburgh Caravan Park.

The Edithburgh Progress Association agreed to put in metered powerheads and oncharge electricity to the ASL and Residential patrons of the park.

I have provided information received from EWOSA regarding their application form for membership, manual information and fees and charges associated with membership and any dispute charges that will be payable if a dispute occurs in the future.

Currently, we have 40 patrons on this scheme so Edithburgh would fall into the 21-50 category for fees being \$275.00 per year (GST inclusive).

Recommendation: That Edithburgh Progress Association Inc apply for Membership for the Energy and Water Ombudsman Limited to enable the Edithburgh Caravan Park to onsell electricity to the ASL and Residential patrons at the charges set by the regulating authority.

#29 (11/12/18)

Moved: Peter Bartram

Seconded: Keryn Dawes

That Edithburgh Progress Association Inc apply for Membership for the Energy and Water Ombudsman Limited to enable the Edithburgh Caravan Park to onsell electricity to the ASL and Residential patrons at the charges set by the regulating authority.

CARRIED

1.3 Thank You.

I would like to thank the Committee and Day at the Burgh volunteers for their messages and flowers on the recent death of my father. Your



understanding over the last few months has been extremely appreciated.

I also take this time to wish you a Merry Christmas and a Happy New Year.

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 :-

CPWP Agenda and Report	0.5 hours
Phone call to ASL enquiries	0.5 hours
TOTAL Time Volunteered	1 Hour

ITEM #: 7.4 TOWN IMPROVEMENTS WORKING PARTY.

(Next Meeting date – TBA)

(Cooee next meeting date last Monday 31/12/18 –at 10am).

Last meeting was Monday 3/12/18.

- Tree tubs – awaiting cost for large kegs.
- Yorketown Foodland covered truck for fruit and vegetables – could bring tubs over when purchased.
- Town Improvements Working Party to write a letter to Foodland Head Office to formally request use of truck. **Action: L Tilbrook.**

Item #: 7.4.1 Cooee.

Fantastic December issue – well done all involved.

Item #: 7.4.2 Edithburgh Markets.

Patricia Bartram reported that the markets held on Sunday 9/12/18 were successful. However, she noted that the lawns had not been mowed and it was particularly difficult, given there was an outside stall and sausage sizzle.

It was agreed to contact the Council to formally request that the lawns be mowed prior to each monthly market. **Action: D Sweeney.**

Patricia Bartram was very proud and pleased to present Progress with \$1,000 from the sale of her lamingtons at the markets during 2018 to go towards maintenance at the Tidal Pool.

Congratulations, well done and thank you Pat for all your hard work during 2018.

ITEM #: 7.5 A DAY AT THE 'BURGH.

G Weekley advised a debrief meeting was held on 23/11/18 (the Friday after the event).

He reported that Day at the Burgh 2018 was a huge success. Going forward, there were around 8 or 10 issues that arose at the 23/11/18 meeting that would help improve next year's event. Another meeting would be held in early February 2019 to commence organisation of the 2019 event and to make changes for the betterment of the Day.



ITEM #: 7.6 INSTITUTE REPORT.***(Next Meeting 3rd Tuesday of each month)***

- A meeting was held at the beginning of December.
- Awaiting outcome of AGL Grant – three phased application: Salt damp, window fretting needing replacement and back storeroom door.
- Ian Hage – quote received for paint work.
- Peter Goers at Day at the Burgh raised \$2K, the raffle did well and the exhibition also raised money.

ITEM #: 7.7 EDITHBURGH MUSEUM COMMITTEE REPORT.***(Next Meeting date –Tuesday 18/12/18).***

- Meeting held 20/11/18.
- Awaiting response from Edithburgh Community grant application.
- Museum doing very well.

ITEM #: 7.8 COUNCILLOR'S REPORT.

Cr Adam Myer presented a brief background:

- 2nd term Councillor – first four year term rewarding and stressful but very happy to have been elected for a 2nd term.
- Previous Progress Association allocation – Foul Bay, Warooka, Yorketown and Friends of Port Moorowie.
- Concerned about lack of representation at bottom end of Peninsula.
- Lives in Yorketown with his wife and two children who attend Yorketown Area School.
- A focus on Community Consultation and approachability.
- Excited by the new Mayor who has a Tourism focus.
- Council has had its first meeting with the new Councillors, Mayor and Deputy Mayor.

ITEM #: 7.9 150 YEAR CELEBRATIONS.

K Dawes and J Edwards to schedule a meeting date to make a start on organising the event.

P Bartram advised that he had video footage of the Falie when it arrived but would need it to be transferred to a digital format.

K Dawes reported that M Griffiths who is a Cabaret performer has offered to do a night performance in the Hall. At this stage, a date is yet to be secured.

8. GENERAL BUSINESS

Tidal Pool and VacSwim. K Dawes advised that the pontoon would be installed in the coming week and that the pool was recently cleaned out by the Council but they had left small clumps of mussels which could be a hazard.

K Dawes also advised that over the years, there have been many changes of ownership/responsibility for the VacSwim program and over those years, there has been communication with VacSwim trying to maintain lessons at Edithburgh. This year, there is again a new head of operations and an email will be sent as per previous years informing them there is a sign asking tourists to respect the children during lessons and that there is a basic supply of instructional equipment which is requested to be improved or upgraded.



AGL Grants. The Town Improvements Working Party would look to apply for AGL Grants going forward for relevant projects.

Edithburgh Community Grants. The Edithburgh Community Grants applications were discussed. Conflict of interest was raised as a concern and it was proposed that the Administration Officer in consultation with the Finance Officer as neutral observers allocate the funds. **Action: D Sweeney and J Forbes.**

#30 (11/12/18) **Moved: Garry Weekley Seconded: Lesley Tilbrook**
That the Administration Officer, in consultation with the Finance Officer, as neutral observers allocate the funds for the for the Edithburgh Community Grants monies.

CARRIED

Tidal Pool Committee Meeting. P Bartram queried the dates for the 2019 Tidal Pool Committee meetings. **Action: Cr Meyer to advise with dates for 2019.**

Scenic Frame. L Tilbrook informed Cr Meyer of Progress' intention to purchase a scenic frame and have it installed at Edithburgh. She queried the lack of continuity around the Peninsula with regard to items such as the scenic frame, as frames were only installed at Pt Vincent, Point Turton and Marion Bay. She suggested that it would be ideal that everything look the same in each town and that information regarding items such as the scenic frame be passed onto all communities for their consideration.

Going forward, the Town Improvements Working Party will decide on location for the frame for consideration.

G Weekley raised the following:

- **Constitution Committee.** G Weekley reported that the review of the Constitution was a work in progress and that the committee was currently identifying areas that need to be looked at. Another meeting will be scheduled for February 2019.
- **Noticeboard at Post Office.** Awaiting quote from A Searle.
- **Tidy Towns.** First meeting to be scheduled in February 2019.

First Scheduled Progress Meeting – 2019. D Sweeney advised that she would be unavailable to attend the first scheduled Progress meeting for 2019 (12.2.19). It was agreed that the meeting would be brought forward a week – now 5 February 2019 – to allow D Sweeney to attend. **Action: All to note.**

J Edwards raised the following:

- **Town Entrance Signs** – dirt and stones to be removed and gravel tidied. **J Edwards to organise gravel.**
- **Dump Point** – Plants are growing beautifully at the dump point – also box thorns, date palms and pine trees. J Edwards has been removing the weeds and spraying where necessary.
- **Invitation to Mayor** to attend March 2019 Progress meeting to discuss Tourism issues. Committee members to send all Tourism ideas to D Sweeney prior to end of February 2019 (copy to Cr Meyer). **Action: D Sweeney.**
- **Water Cart.** Repairs have been completed. However, brakes to be checked and the cart needs to be made roadworthy – ie. tyres need to be replaced (5 tyres to be replaced). The cart can be used for watering the trees in and around the Caravan Park and as a fire fighting unit. Coobowie has also expressed interest in utilising the cart. Approximate cost to repair may be around \$2,000. **Action: J Edwards to source quote and advise J Forbes.**
- **Grevillias.** The grevillas planted on the western boundary of the Caravan Park are all doing well now, after being fertilised.
- **Mr and Mrs Claus** will be visiting the Caravan Park at 6.15pm on Christmas Eve. Lolly bags to be supplied by L Tilbrook. Thank you Lesley and Mr & Mrs Claus! **Action: L Tilbrook.**



Cr Meyer, D Sweeney, J Medson, P Medson and A Edwards were all asked to leave the meeting for the Confidential Item to be discussed and did not return.

MEETING CLOSED

9.07PM.

John Edwards, Chairperson.

DATE OF NEXT MEETING – 5 FEBRUARY 2019.

