



Minutes of meeting  
Held in the Edithburgh Institute  
on 14 May 2019

**PRESENT:** Lesley Tilbrook (Vice Chairperson), Peter Bartram, Patricia Bartram, Keryn Dawes, Garry Weekley, Mag White, Jon Hillock, Joanne Medson (Caravan Park Manager), Joanne Forbes (YP Financial Services), Diana Sweeney (Minute Taker).

**Subject to Confirmation**

**MEETING OPENED 7.30pm**

**1. WELCOME** Vice Chairperson, Lesley Tilbrook, welcomed all to the meeting and thanked them for their attendance.

**2. APOLOGIES** NIL.

**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.** REFER TO END OF DOCUMENT.

**5. CONFIRMATION OF MINUTES**

**CONFIRMATION OF MINUTES OF MEETING HELD 9 APRIL 2019**

**#64 (14/5/19)** **Moved: Peter Bartram** **Seconded: Keryn Dawes**  
**That the minutes of the Edithburgh Progress Association meeting held on 9 April 2019, as circulated, be taken as read and confirmed as a true record.**

**CARRIED**

**6. MATTERS ARISING**

**ITEM #: 6.1 MATTERS ARISING.**

P Bartram reported that the Jetty Steps have been repaired by Council.

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

**Town Entrance Signs – Lighting.** J Forbes met with Tape Electrical regarding installation of the solar lights. The quote received was way above original estimates and a decision was made not to proceed and to seek another quote for a smaller system. **Action: J Forbes to advise.**

**#2. Flora Park Signage.** Waiting for final signage from T Braund for approval.

**#4. Market Stallholders Guidelines.** Patricia Bartram provided amendments to the draft guidelines supplied. **Action: D Sweeney to amend and contact Council regarding annual Special Events Permit.**



**Action: Patricia Bartram to ensure stallholders fill out stallholder permits going forward for record purposes.**

Patricia Bartram provided \$1,000 (the second monies given to Progress in six months) from the sale of her lamingtons at the markets to J Forbes to put towards maintenance of the Tidal Pool. Well done Pat!

**#5. Pontoon Ladder replacement.** MJ Welding has been contacted and design to be forwarded for consideration.

**#6. Noticeboard at Post Office.** G Weekley to contact M Wilkin as the noticeboard has been removed over a week ago.

**#7. Defibrillator Signage.** Signage is being produced and will be delivered after 4 June.

**#9. Visitor Information Outlet.** D Sweeney awaiting advice from Council that brochures, etc. have been moved into the Post Office.

**#10. Edithburgh Stickers.** Members agreed to amend the sticker design forwarded by D Lewis to now incorporate Edithburgh (as per the Association's logo), delete the @ symbol and have Yorke Peninsula with initial capitals and SA added. **Action: D Sweeney to contact D Lewis.**

## 7. REPORTS

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

*Meeting held: 3.5.19*

*CPWP report circulated prior to meeting via email.*

*J Hillock declared an interest and did not participate in this discussion.*

#### Recommendations for Progress Consideration.

**#65 (14/5/19)** Moved: Peter Bartram                      Seconded: Keryn Dawes  
That Progress accept the quote from M Wilkin to cement 6 (six) foreshore sites, complete the foreshore guttering and provide loam, fine and gravel to tidy up areas within the Park.

**CARRIED**

**#66 (14/5/19)** Moved: Peter Bartram                      Seconded: Keryn Dawes  
That the Town Improvement Working Party investigate the opportunities of a dog park run.

**CARRIED**

**#67 (14/5/19)** Moved: Peter Bartram                      Seconded: Keryn Dawes  
For future planning within the Park, that notice be given to residents on sites 20, 21, 23, 24 and 44 to relocate to another location in the Park within the next 12 months, with site options of 66, 67 and 76a, 81 and 84 to be considered.

**CARRIED**



#68 (14/5/19)

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

**That the fees as presented in the Proposed Fee table be adopted from 1 July 2019 and that all media be updated accordingly.**

**CARRIED**

	<b>Proposed 19/20</b>
Spa Cabin	\$175 / \$160
Seaview Cabin	\$155 / \$145
Ensuite Cabin	\$105 / \$95
Disabled Ensuite Cabin	\$100 / \$90
Park Unit 1/2	\$80 / \$70
Park Unit - Full	\$120 / \$110
Extra Person 18 years +	\$15.00
Extra Child 2 yrs & under 18	\$11.00
Powered Site - Foreshore	\$40 / \$35
Powered Site	\$36 / \$31
Unpowered Site	\$25 / \$22
Extra Person 18 years +	\$10.00
Extra Child 2 yrs & under 18	\$5.00
Van Storage (Annual)	\$500.00
ASL (with \$200 discount on full payment)	\$3,200.00
Residential (per week)	\$120.00
Residential - Extra Car (per week)	\$10.00
Electricity - surcharge	\$20.00
	75 days for ASL
1 Night Surcharge	
- Spa Cabin	\$45.00
- Seaview Cabin	\$25.00
- Ensuite Cabin / Park Unit	\$15.00
Winter Specials - Powered site	\$161.00
Winter Specials - Foreshore powered site	\$175.00

**SA Parks Conference 29-31 July 2019.** In 2018, interested Progress members attended the SA Parks Conference and found it a very useful experience. It was agreed to send any interested parties to this year's conference, along with the Park Managers.

#69 (14/5/19)

**Moved: Keryn Dawes****Seconded: Mag White**

**That Progress fund interested members to attend the SA Parks Conference to be held in July 2019.**

**CARRIED**

**ITEM #: 7.2 CARAVAN PARK MANAGERS' REPORT**

*Caravan Park Managers' report circulated to the CPWP.*

No recommendations to consider.

**ITEM #: 7.3 PROGRESS FINANCIAL REPORT.**

*2 reports were circulated prior to the meeting via email.*

1. May Monthly Finance Report
2. April Budget Review.

**May Finance Report.****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 ten months of the year totals \$213,741 compared to \$136,342 last year. Commercial income has increased \$102,000, of this, tourist dollars have increase by approximately \$85,000.

The most significant areas of growth have been in the following :-

Powered Sites	\$13K increase
Unpowered Sites	\$3K increase
Ensuite Cabins	\$19K increase
Modified Unit	\$9K increase
Park Units	\$2K increase
Extra Persons	\$5K increase
Seaview Cabins	\$4K decrease (offset by growth under Travel Auctions)
Executive Cabins	\$13K increase
Travel Auctions	\$7K increase
Foreshore Sites	\$18K increase

Operating expenses are \$15,420 less than for the same period last year.

The fourth quarter of the Council Levy is yet to be paid – approx. \$10K and there will be a large water bill arriving soon due to such a dry year, plus the increase in occupancy experienced at the Park.

**1.2 Performance Reviews**

The performance review panel members met on 12<sup>th</sup> April to discuss options for future staffing / relief management at the Park. A separate report will be forwarded to Progress as further discussions will be occurring at the CPWP meeting held 3/5/19.

- 1.3 J Forbes gave a summary of the soakage trench issue which occurred in the Caravan Park over the Easter school holidays and of the CPWP members' meeting with MACE Engineering. It was advised that







**ITEM #: 7.4 TOWN IMPROVEMENTS WORKING PARTY.*****(Next Meeting date 4/6/19 at 7.30pm).******(Cooee next meeting date last Monday 27/5/19 –at 10am).***

The Town Improvements Working Party held a meeting on 7 May 2019 at 10am. Present: P Bartram, P Bartram, K Dawes, L Tilbrook and J Edwards.

The selection of plants for the wine barrels which are now at points up and down Blanche Street was discussed and subsequently, different plants have been ordered and will be delivered next week.

A suitable site for an information bay was also discussed and this project will be investigated in the future when the budget allows.

***Action: L Tilbrook to contact A Baker regarding the water cart.***

**Tidy Towns.** G Weekley advised that, at the present time, he cannot steer the Tidy Towns Committee. C Tatchell, J Weekley and P Stockings have shown interest in helping with this project. G Weekley suggested M Wilkin could be the Progress representative for the Tidy Towns Committee and will approach him to gauge his interest. It was also suggested to invite volunteers from the Flora Park to be part of this project, as they have also expressed interest in beautifying the foreshore and other areas which could fall under this banner. ***Action : G Weekley to contact relevant parties.***

It was also suggested to ask Mayor Braund to briefly discuss the Tidy Towns project for Edithburgh at the Volunteer Morning Tea to be held on 23 May to help build on the fantastic work the Flora Park committee do and also the work done with the street trees. ***Action: D Sweeney to contact Mayor Braund.***

J Edwards advised that he would like to continue on this committee going forward. All agreed and are very happy to have John's assistance and involvement.

**Item #: 7.4.1 Cooee.**

K Dawes advised that D Bland's son is quite a keen writer and very tech savvy and that it would be fantastic to get someone young to have some input into the Cooee. M White has also offered to help P Gripton going forward.

***Action: D Sweeney to investigate personnel that could assist the Cooee volunteer group.*****Item #: 7.4.2 Edithburgh Markets.**

Last market was held on Mother's Day. Patricia Bartram reported that there were only ten stalls and costs were barely covered. Next market is scheduled for June 9 (the long weekend).

**ITEM #: 7.5 A DAY AT THE 'BURGH.*****Meeting held on 9/5/19.***

G Weekley reported that an action list is now in place for the meetings and was being reviewed and updated at each meeting.



## Points of discussion:

- Liquor License requirements will now come under the umbrella of the Troubridge Hotel and Location Café, with the Troubridge Hotel intending to extend their licensed area over the street to incorporate a beer and wine garden in that area. Street closure approval will need to be sought from the DPTI as this section of Edith Street is a designated State highway. All three licensed premises are to contribute to the cost of the extended license.
- There will be changes in the format for this year as the event continues to evolve.
- Saturday of the DATB weekend is to incorporate the 150 Edithburgh town celebrations.
- R Griffiths will speak to the Edithburgh markets regarding getting market participation on the Saturday and Sunday of the event – location for the markets will be the vacant block next to the Location Café.
- Hopeful that the Roulettes may do a fly over at no cost (J Weekley to discuss with K Dawes). It was agreed that a motel room to accommodate the Australian Army personnel could be a gift to them for their participation.
- Budget: At this point, the event is over budget, with the committee looking at the possibility of an entry fee. It was suggested that a tourism grant or Council community grant could be sought.

**ITEM #: 7.6 INSTITUTE REPORT.*****(Next Meeting 12/6/19 at 7.30pm).****K Dawes presented a verbal report to the meeting.*

- Last meeting held on 1/5/19.
- 8 moulded tables procured to complete Community Grant from Edithburgh Progress Association.
- Discussion held and decisions made regarding fundraiser – the Michael Griffiths show – to be held in the Institute 29 June 2019. Tickets almost sold out.
- Adelaide Symphony Orchestra – successful and entertaining performance.
- Treasurer has sent accounts for Institute hire by Edithburgh Progress Association for additional market days on 27/1/19 and the Edithburgh Fishing Club on Good Friday 19/4/19.
- Repairs and adjustments made to stage extension curtains.
- Committee happy to have planter tubs at front and south side of Institute with the proviso that they are regularly maintained.
- Ongoing liaison with Yorke Peninsula Council regarding wall repairs and maintenance.
- Next meeting 12 June 2019, 7.30pm at the Institute.

**ITEM #: 7.7 EDITHBURGH MUSEUM COMMITTEE REPORT.*****(Next Meeting date –Tuesday 21/5/19).****K Dawes provided verbal report at meeting.*

- Lifter can be borrowed free of charge from a business in Yorketown when required. Letter to be sent to Edithburgh Progress Association regarding using the Grant money allocated for another Museum Project – possibly a display of fire truck information sheets. *(Refer to Correspondence).*





- Donations: Post Office weighing scales, “Lord Texas” framed photo, Back to Edithburgh 1932 articles information.
- Relic records ongoing.
- Edithburgh Progress Association promoting 150 celebrations as a town at Day at the Burgh Saturday.
- More volunteers required on desk duty.
- Entered \$500 Grant application for Buick restoration through Edithburgh Post Office.
- Applied for Rowan Ramsey Grant for Solar and Environment.

**ITEM #: 7.8 COUNCILLOR’S REPORT.**

Nil.

**ITEM #: 7.9 150 YEAR CELEBRATIONS.**

*K Dawes provided report.*

Meeting held on 23/4/19. Present: R and D Griffiths, D Hursthouse, K Martin, S Szczypiorski, C Roberts, K Dawes.

- Signage – agreed to focus on buildings in Edith Street, with top priority being the Grain Store (Agency).
- Others to include Harts/Taheny/Lucas house, snooker hall, Court House, Fire Station, Workshop, Barber’s, Jordan’s house, coffee house, sample room, two pubs, Post Office, Police, Bank, RSL, butcher’s store, etc.
- R Griffiths has sourced quotes for signs (6-10 would be a start).
- R Griffiths/K Dawes to seek approval/permission from current owners of establishments listed.
- Focus to be on 1900’s to 1950’s.
- Consideration of tablet signs along foreshore re: mosaics, salt works, gypsum bin, cutting, wheat stacks.
- **Walks:** Requirement to lock in names and topics asap in preparation for advertising. C Roberts (Edith Street), J Edwards (Foreshore), P Stockings (jetty and shipping), John B (shop, sport), K Dawes (cemetery, Museum).
- K Dawes to organise houses, history and photos through the Museum.
- K Martin, D Griffiths, D Hursthouse, S Szczypiorski to coordinate interviews, talks and photos of elderly residents for publication/recording.
- Saturday 16 November (DATB Saturday) – possibility of Clydesdale entry (Honnors or Barnetts) and cake.
- 2pm on walks and talks.
- 3.30pm opening – Mayor D Braund or suggested others (Rhonda or C Bramley).

Subsequent to the 23/4/19 meeting:

- J Weekly has suggested a possible fly-past of the Roulettes.
- C Bramley has offered a tapestry of the jetty cutting.
- R Griffiths has sourced several photos and a ‘talent release form’ for participants in interviews, videos, etc.
- D Griffiths/K Martin and D Hursthouse have organised several interviews.

Date of proposed next meeting 25/6/19 – to be confirmed by committee.





- Ramp on the southern side of the pool – actioning repair and installing a handrail to descend into the water.
- Consideration of heritage listing of the pool – advantages/disadvantages.
- Replacement of the BBQ – request to Edithburgh Progress Association to fund half the cost with the YP Council (see above).
- Groyne – length of the groyne needs to go to the corner of the poles. Tabled suggestion of wave breakers but Council are aware of maintenance problems. A rock wall was also suggested as it requires no maintenance. An engineer's report to be undertaken and grants sourced to fund some of the works required.
- Next meeting date will be August 2019.

**Access Advisory Meeting.** \$2,000 has been allocated towards facilitating access across the Edithburgh median strip.

**IGA building.** This property has sold, with the hope of a chemist/grocery store to be developed on the site.

**Flora Park Maintenance.** \$3,000 is set in the budget for maintenance. It was agreed to service the ride on mowers, the ute and purchase of weed/pest control for use in the Park.

**Paving of Blanche Street.** D Sweeney to write a letter to the Council regarding timing for this project as it should not be undertaken around the Day at the Burgh event. **Action: D Sweeney.**

**Edithburgh Football Club.** L Tilbrook advised that umpires are requesting to have individual shower facilities provided at football ovals. Other clubs have sought grants to include female facilities as the netballers have nowhere to change. It was a suggestion that once not required, the Caravan Park Ensuites could be moved to the football oval for use and situated at the back of the toilet block.

**Chairperson.** It was resolved for L Tilbrook to continue as Chairperson until the Annual General Meeting in August. It was also resolved not to appoint a Vice Chairperson at this time.

**Sub Committees.** As J Edwards was a member of many of the existing Progress sub-committees, it was agreed that:

- Keryn Dawes would continue to attend the Access Advisory Meetings.
- John Edwards would continue on the Town Improvements Working Party.
- Keryn Dawes would head the 150 Year Celebrations Committee.
- Keryn Dawes and Peter Bartram would continue to attend the Tidal Pool Working Party meetings.
- Peter and Patricia Bartram would continue to be Progress representatives for the Edithburgh Fishing Club.

**MEETING CLOSED**

**11.30PM**

**Lesley Tilbrook, Chairperson**

**DATE OF NEXT MEETING – 11 JUNE 2019**

