



Minutes of meeting
Held in the Edithburgh Institute
On 8th September 2020

PRESENT:
**Subject to
Confirmation**

Lesley Tilbrook (Chairperson), Peter Bartram (Vice Chairperson), Kara Johnson, Keryn Dawes, Jennifer Robyn, Mick O'Connell, Garry Weekley, Jo Forbes (Outgoing Finance Officer), Sue Hancock and Belinda Sheriff (incoming Finance) Jen Dinham (Minute Taker)

MEETING OPENED

8.20pm

1. WELCOME

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

2. APOLOGIES

3. VISITORS

Cr Adam Meyers

4. 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

5. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Cr Adam Meyer conducted the elections for Chair and Vice Chair
Chair nomination: Peter Bartram nominated Lesley Tilbrook remain as Chair
Keryn Dawes nominated Peter Bartram as Vice Chair

#5 (08/09/2020)

**Moved: K.Dawes Seconded: P.Bartram
That Lesly Tilbrook to remain as chair for 20/21.**

CARRIED

#6 (08/09/2020)

**Moved: K.Dawes Seconded: J.Robyn
That Peter Bartram remain as Vice Chair for 20/21.**

CARRIED

6. CONFIRMATION OF MINUTES

CONFIRMATION OF MINUTES OF MEETING HELD 11 August 2020

#7 (08/09/2020)

**Moved: K.Dawes Seconded: G. Weekley
That the minutes of the Edithburgh Progress Association meeting held on 11 August 2020, as circulated, be taken as read and confirmed as a true record.**

CARRIED



MATTERS ARISING**ITEM #: 6.1 MATTERS ARISING.****ITEM #: 8.2 REVIEW OF ACTION LIST.**

Cr Meyer suggested that the Action list be prioritized

Coobowie/Edithburgh Signage – there was a sign opposite the cemetery that has fallen down, this was the start of the Walk the Yorke but the sign is no longer needed as the walk is from the Jetty to Coobowie.

Welcome to Edithburgh Pamphlets – Jen Robyn has gone through all the brochures and spoken with the places that hand out the brochures and will work on creating a fold out one as that is the most popular

Scenic Frame for Edithburgh – Jen Robyn has spoken with town based craftsmen and they are keen to do the work, just need the materials and the permits.

Memorial Seat – Progress has decided that all seats must be recycled plastic for longevity and aesthetics – J Dinham will advise Council and applicant

Security Cameras for the Park – Bart has found solar powered cameras that may be what is needed – J Dinham will look into them

Sultana Point Rd and Pan Fry Tce – It was suggested that documentation including photos and examples be sent to council to support the case for further investigation

Jetty Step repairs – Cr Meyer asked that the correspondence be forwarded to him to chase up

Website – J Dinham has researched options and has found a suitable web designer. A list of their sites has been sent to all committee members and they agree to go with the selected designers quote for both the Edithburgh site and a refresh on the Caravan Park site.

#8 (08/09/2020)

Moved: K.Dawes

Seconded: P.Bartram

That the minutes of the Edithburgh Progress Association meeting held on 11 August 2020, as circulated, be taken as read and confirmed as a true record.

CARRIED

7. REPORTS

ITEM #: 9.1 CARAVAN PARK WORKING PARTY REPORT

Report distributed prior to meeting

Quoting on getting all ensuites functional as only 3 of 8 are currently working
Look at reducing manual work load of Park Managers so they have the time to manage the park

ITEM #: 9.2 CARAVAN PARK MANAGERS' REPORT



Nothing this month

ITEM #: 9.3 PROGRESS FINANCIAL REPORT

Present at the AGM

Handover of Company Seal from Jo Forbes to Lesley Tilbrook - any use of the Company Seal must be minuted. Handover of the Post office key as well. Chequebook and folder handed to Sue Hancock. Adopt bank signatories and forms signed.

#9 (08/09/2020)

Moved: P.Bartram

Seconded: K.Dawes

That the Bank Signatories for the three accounts held by Edithburgh Progress Association be.

Chair – Lesley Tilbrook

Vice Chair – Peter Bartram

Committee Member – Stan Szczypiorski and Kara Johnson

Finance Officer/Treasurer – Susan Hancock

Further that Susan Hancock, as Finance Office on behalf of Ford McCarthy, be authorised to process payments and apply for Business Banking Online, to enable electronic funds transfer payment of accounts and that all three accounts held by Edithburgh Progress Association be linked to this token. That a limit of \$50,000.00 be set as a daily limit.

CARRIED

Item #: 9.4 Edithburgh Markets

Halted until further notice

ITEM #: 9.5 A DAY AT THE 'BURGH

Postponed until next year

ITEM #: 9.6 INSTITUTE REPORT

ITEM #: 9.7 EDITHBURGH MUSEUM COMMITTEE REPORT

ITEM #: 9.8 COUNCILLOR'S REPORT

Thanks to the town and committee for supporting the Water Tank Mural Trail – it has been well received. Tourism looks to be increasing across the YP and YP has been named 3rd in top destinations for people looking to travel within the state. Other caravan parks are booking out and once our cabins are back online, they should fill up quickly.

Talk about the spoon drain as it is defective and J Dinham to forward emails from Council to Cr Meyer.

Congratulations to the committee as they have come a long way and Adam has meetings with the Chair about local matters on a regular basis.

Try and plan ahead for when money becomes available.

Council is not increasing rates but there is an increase in the land services levy.

The Salt Lake trail is happening and lots of projects will be completed the end of Dec.



As a result of the bushfire, need to look at evacuations in town and for the Caravan Park so we are ready when it is needed. Best to do this when it is quiet in order to have a plan ready.

8. General Business

8.1. LT – Bird of Heel Book is sold at the SYP Telecentre – can the Telecentre sell on commission – Progress would prefer purchase upfront as this is the deal for everywhere else

8.2. Caravan Park Managers – Lawyer has recommended that they not be employees but sub contractors. Lesley, Garry and Mick will phone conference with the lawyer on Wednesday morning to work out the best way forward.

#8 (08/09/2020) **Moved: G.Weekley Seconded: J.Robyn**
That the Progress Association has complete confidence for the CP Working Committee and the Chair to negotiate with the new Park Managers on the terms of their employment, taking into account the Legal advice that has been received.

CARRIED

MEETING CLOSED

9.35PM

Lesley Tilbrook, Chairperson

DATE OF NEXT MEETING – 13th October

