

PRESENT: Lesley Tilbrook (Chairperson), Peter Bartram (Vice Chairperson),
Subject to Keryn Dawes, Garry Weekley, Jennifer Robyn, Kate Martin, Peter
Confirmation Dixon, Mick O'Connell, Stan Szczypiorski, Liz Daniels, Jen Dinham
(Minute Taker)

MEETING OPENED

7.35pm

1. **WELCOME** Chairperson, Lesley Tilbrook, welcomed all to the meeting and thanked them for their attendance.
2. **APOLOGIES** Kara Johnson
3. **VISITORS** Sue Hancock, Belinda Sheriff,
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. **PUBLIC GALLERY** Nola O'Connell
6. **CONFIDENTIAL ITEMS.** NIL.
7. **CONFIRMATION OF MINUTES** **CONFIRMATION OF MINUTES OF MEETING HELD 14 July 2020**
Moved: P.Bartram **Seconded: K.Dawes**
#28 (9/2/2021) **That the minutes of the Edithburgh Progress Association meeting held on 8th December 2020, as circulated, be taken as read and confirmed as a true record.**

CARRIED

8. MATTERS ARISING

- 8.1. YP Council Budget Project for Paving was submitted
- 8.2. Letter sent to PIRSA re berleying on jetty – response was it is legal
- 8.3. Sculpture Exhibition is going ahead
next meeting on 18th, need 18 entries and they have 15
Is the Easter date to attract locals or to attract tourists – suggest the date is more to attract tourists.
Very costly to hold and struggling to get entries, Jen Robyn will suggest that it not be held at Easter, hold it in August and in conjunction with SALA. Hold it in cafes and other venues rather than the Institute, Art Trail preferred with artists speaking



about their work.

Local towns struggling with the Easter timeframe,

This year will go ahead but try and change things for next year

- 8.4.** Letter to Council re cleaning and repairing the Tidal Pool and informed it had been done – will send a letter to council as to when is the next Tidal pool meeting and it is still leaking, steps covered in slime, need a high pressure clean

#29 (9/2/2021)

Moved: L.Daniels

Seconded: P.Bartram

That a letter be sent to Council requesting repairs of the Tidal pool leaks be carried out.

CARRIED

ITEM #: 8.2 REVIEW OF ACTION LIST.

9. REPORTS

ITEM #: 9.1 CARAVAN PARK WORKING PARTY REPORT

Stan has joined the group

Extension cords – experts to check that it is all compliant

Fire regulations – ASLs have encroached space over the years

Dog bite

People Jumping over the fence – will need to improve security

Temp Park managers in -

Cleaning everything, mice invaded, Ute is too small when retrieving vans

Storage needed

Cleaners – need additional staff

New mower arrived and sold old one

New washers and Dryers coming

COVID – arrival of guest and police called

Panel for appointing new park manager

Shortlist for managers and lighthouse church will be used for the interviews

Stan will ring the applicants to confirm that the shortlisted people know they will have to have a company

ITEM #: 9.2 CARAVAN PARK MANAGERS' REPORT

Nothing this month

ITEM #: 9.3 PROGRESS FINANCIAL REPORT



Sue and Belinda have been asked to attend to go through the Budget Requested 3 monthly review for the Budget ongoing and the next review in March.

Suggest that the actual budgets put in the first column so that profit and loss year to date can show as compared to the budgeted figures
Suggestion for the future: List caravan park monies as separated so that CP money for CP projects can easily be seen – ongoing monies earmarked to CP upgrades to upkeep although there is budgeting currently for upgrades

The town also needs to be upkept to compliment the park – look at overall benefits

Used to be an unwritten rule of 3rds – wages/park/town
cabins upgrade well over quoted amount – Progress had accepted these changes as the increases were as work was discovered
Pleased with most of the format of the budget, clear and concise
CP Managers issuing refunds – no refunds to be issued by the park as the paper work is hard to follow, if a refund has to be issued, the refund needs to be OKd and then the money returned by Finance issued with a clear paper trail

Purchase orders Triplicate – books to be held and signed by Lesley Tilbrook, Peter Bartram, Stan Szczpyiorski or Kara Johnson.

Coding for purchases – need more detailed descriptions with the purchases

#30 (9/2/2021)

Moved: P.Bartram Seconded: L.Daniels
That Purchase order books be held and sign by the authorised persons, Lesley Tilbrook, Peter Bartram, Stan Szczpyiorski or Kara Johnson.

CARRIED

#31 (9/2/2021)

Moved: K.Dawes Seconded: L.Daniels
That the Budget be reviewed in March was a view to make changes that pertain to allocated funds.

CARRIED

ITEM #: 9.4 Cooee

Jen Robyn spoke with Sue re finances, looks like the Cooee is costing \$1250 a year to produce – look at raising advertising costs which will reduce the yearly cost to Progress.

Large donation last month, look at taking on more advertisers, or reduce the size of the ads

Progress are happy with continuing to support the Cooee

ITEM #: 9.5 Day At the Burgh

First meeting happened and all systems go
AGL money needs to be confirmed,



Speak to sponsors to have point of sale at no charge
 Date is to be set at first Sunday in November so every year it is the same weekend
 Request that the History walks to be run on the Saturday in conjunction with the Museum group
 Events group to have a band on Saturday night at the Football club

Need to confirm money available till 2022, another 2 years

#32 (9/2/2021)

Moved: M.O'Connell Seconded: S.Szczypiorski
That the Progress Association will continue the Day at The Burgh funding until 2022.

CARRIED

ITEM #: 9.6 Edithburgh Markets Report

The last market went well, next one this weekend, getting more visitors
 manual sign on sheets for Markets, they have QR codes
 Look at increasing the size of the markets, Ronnie is chasing up more stall holders and Liz has some leads. Stansbury have a paid market coordinator and so their markets are bigger and they have road closure
 Institute charge Progress a yearly fee for Hall rental, should we pay a full fee for the COVID not being able to use the hall –
 Progress happy to pay the full fee for last year and next year

ITEM #: 9.7 Museum Report

Open most days and many visitors are coming through, donation of model boats, this year will be 50 years of the museum opening
 Flora Park turns 50 this year as well so some celebrations will be arranged

ITEM #: 9.8 COUNCILLOR'S REPORT

Nothing this month

10. CORRESPONDENCE

10.1. Correspondence In

#33 (9/2/2021)

Moved: P.Bartram Seconded: K.Dawes
That the correspondence in and out be accepted as tabled.

CARRIED



11. General Business

- 11.1. GW-Discuss openly when the next workshop is going to be – mission statement, Working Committees – are they relevant and long term goals

Suggest a business plan for the Caravan Park, planning day for Progress to be separate to the Caravan Park planning,
 Look at hiring a professional to advise – someone who has experience dealing with volunteer groups
 Speak with Council as to their handling of their caravan parks however Council has said they don't have it right
 One of the issues is burning out volunteers with the caravan park committee, time involved and the stress is taking a toll
 Jen Robyn to do some research into who would be suitable and the costs of the business plan
 Kate Martin has a contact who may be able to assist
 Benchmark our results against other caravan parks
 Planning Day for Progress –Mission statement and strategic planning
 Look at next meeting for setting a date

- 11.2. JR – Photo Frame for Foreshore
 accept quote from Andrew Searle

#34 (9/2/2021)

Moved: S.Szczypiorski

Seconded: G.Weekley

That the quote from Andrew Searle for the Photo Frame for the foreshore be accepted.

For : 8

Against: 1

- 11.3. LD –EPA agreed to support seed funding of \$3000 to underwrite any loses which may occur to the scheduled 4 events in 2021 being managed by the Edithburgh Events Committee. The Events Committee will become a sub-committee under the auspice of EPA to run such events with access to the public liability Insurance & ABN, website for marketing purposes. It was also agreed a separate cost centre/account line be included in the financials for monies to be deposited and withdrawn ensuring accurate accounting records are available

#35 (9/2/2021)

Moved: K.Dawes

Seconded: M.O'Connell

That Events Committee has approval to use the Progress Insurance and ABN and has funding for \$3000.00 and will report back to the Progress Committee.

CARRIED

- 11.4. GW – Meeting to be arranged between Progress Rep and Council Rep re: roles and responsibilities
 Waiting for Council Worker to return from holidays and will arrange a meeting



- 11.5.** LT – Future meeting nights
Monday nights – 3rd Monday of the month
- 11.6.** LT – appearance of Town – ongoing
Garry will deal with this
Grass area of the playground sub surface watering not being utilized as the worker didn't know it was there, information has not been passed on.
Anything else, please let Garry know
- 11.7.** Phone Service
letter to Optus and Telstra re Phone service has been dropping out and very unreliable, number of tourist complaints as well and include Council
- 11.8.** Thank you to John Edwards for pulling weeds out around Caravan Park and for Australia Day BBQ and thanks to the Dixons for helping out - \$96 raised for Tidal Pool fund
Card to John
- 11.9.** LT – Shaun from Ultra Series Australia August 2022 Marathon on YP
If it goes ahead, will Progress support - finish at the Museum, Progress support in helping with catering
yes we will
- 11.10.** March 6 – Scuba Divers Federation of SA (SCFSA) would like to set up marquee by jetty to raise awareness of the organization
safe dive sites, sign up new members, promote awareness of environment, maybe progress set up sausage sizzle, possible link to other projects,
Council land and needs special event approval from Council, Suggest Taylor Gray at Council, for permits, happy to help as long as Council approval is gained, If approval is not gained, perhaps set up at the Market,
Progress are happy to assist where they can,
Reg Foster has been dealing with Council to improve facilities for divers, inc shower at the jetty
- 11.11.** Basketball grant – still not used the funds, spoken with Luke and trying to get him to spend the dollars – Garry to follow up
- 11.12.** Caravans pull up and fill up the water tank from the Institute and from the main street,
Wiki Camps have review of Dump Point as no water available and also have advertised public toilets with power and water
Council website has listed all Dump sites have potable water available
possible advertising for RV friendly town making know about water and dump points
Where can RVs pull up? Perhaps develop the caravan overflow area



11.13. Caravan Park client charged extra for washing car

11.14. Swimming Pool – who is the controlling body
Council says council rangers – regularly patrol the area

11.15. Museum visitors have commented that we are not selling our town well, going to other towns to spend their money

11.16. Garry Weekley – resignation

#36 (9/2/2021) **Moved: P.Bartram** **Seconded: L.Daniels**
 That Garry Weekley’s resignation be accepted
 CARRIED

11.17. have a 3rd member of the Caravan Park Committee – Stan and Mick and Perter has offered if they need assistance

11.18. _Caravan park walkaround for next meeting – meet at 6.30 at the Park

MEETING CLOSED

11.06PM

Lesley Tilbrook, Chairperson

DATE OF NEXT MEETING 15th M

