



Minutes of meeting
Held in the Edithburgh Institute
On 14 December 2021

PRESENT: Mick O'Connell, Keryn Dawes, Helen Jolly, Stan Szczypiorski, Jen Dinham (Minute Taker)

MEETING OPENED **7.35pm**

1. WELCOME

2. APOLOGIES Jin Douglas, Ronnie Dixon, Peter Dixon

3. VISITORS

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

6. CONFIDENTIAL ITEMS. NIL.

7. CONFIRMATION OF MINUTES **CONFIRMATION OF MINUTES OF MEETING HELD 9 Nov 2021**

Moved: M.O'Connell Seconded: P.Dixon

#25(14/12/2021) **That the minutes of the Edithburgh Progress Association meeting held on 9 November, as circulated, be taken as read and confirmed as a true record**

Carried

8. MATTERS ARISING

- 8.1. Matters Arising
- 8.2. Review of Action List



9. REPORTS

9.1. Caravan Park Working Group Report

**CPWP Meeting Minutes
1 December 2021****Meeting opened: 9.00am**

1. Fire reels
Fire reel installation completed.
2. Speed Limit signage
Most signs completed, but waiting on more paint as more was used than expected by the painter.
3. Tagging and testing
Mick had discussions with Peter Hancock and Richie Tape. Mick sent a copy of the draft Tagging and Testing proposal to Peter and Richie for approval.
Non-compliant junction box connections given until July 1 2022 to become compliant or park access will be revoked.
4. Progress BBQ invitation
Thank you for the support of Progress members, who attended the bbq with ASL's and Permanents.
A successful day.
5. Security System
Codes will be issued with the time expiring at the end of the contract. Only two ASL's have yet to provide the codes they are currently using.
6. Northern camp kitchen
No specific time frame, but expected to be within 5 years.
7. New contract discussion
Mick to provide a draft of a Permanent and ASL (Temporary) contract prior to the February meeting.
8. New CPWP Rep
Martin has talked to one potential candidate.
9. Tourism issues
Martin heard positive feedback while in the Riverland about the events in the park. Media feedback has also been positive.
10. Consequence of non-compliance with the rules
Issues include not picking up dog poo, not tying dogs up and not complying with the contract. There needs to be consequences of non-compliance otherwise there is no incentive to follow expectations. For example, a contract may not be renewed for repeated breaches. Discussion to continue.
11. Helpers
A number of park patrons have provided help recently. Thank you to many people, but in particular Chris Hutchison (pruning roses), Steve O'Reilly (hose reel set up), Dorothy Judd (planting flowers and shrubs) and Michael Woods (help getting the pump to the septic working again)
12. Credit card and Profit/Loss statements
After 7 months the cards have finally arrived and been activated.
12. Water heater replacement
Completed.
13. Future food catering events at the park
Stan outlined discussions he has had with Lesley stating the park will not have any external catering events in the park for the next 6 months, but can have catering on non-long weekends. Mick had a slightly different interpretation stating that he understood for the next 6 months first option would be given to local businesses for catering, otherwise other providers could be engaged.



To ensure clarity and understanding, a motion was put forward to members seeking clarification on the interpretation of the motion with the Caravan Park and Local Businesses (option 1 and options 2 below). Following further discussion after the meeting the Motion was withdrawn. Option 2 stands.

Mick foreshadowed two motions (options) for the next Progress Meeting:

Option 1. That local businesses, for the next 6 months, be given first priority for catering on long weekends at the Caravan Park. If local business are not successful, **external food businesses can be call in**. Review in May 2022

Option 2. That local businesses, for the next 6 months, be given first priority for catering on long weekends at the Caravan Park. If local business are not successful, **no external food businesses will be call in**.

Agree: On non-long weekends the Caravan Park can engage either local or non-local businesses for catering.

A meeting between the four food outlets and Sonya had been organised, unfortunately Sonya was not available to attend. CPWP believe this is an important meeting to progress dialogue between the park and other businesses.

14. Storage/Staff amenities

Mick spoke with a Council Town Planner and Muriel Sholes (YP Council Manager of Caravan Parks), who visited the park on Friday Dec 3. CPWP recommend plans for a shed, lined at one end, to be drawn up for council approval and ready for quoting. Allan Cotton to be engaged to draw up plans for \$500.

The current situation of storing the linen in the house and garage and folding it in the garage is unsatisfactory. Getting a shed built and lined for storage is probably 9 months away. In order to improve things short term, the proposal being investigated is to hire a shipping container at \$100 per week.

Motion

That Progress support hiring a container for linen storage and processing until a permanent replacement has been built.

15. Gutters

Cleaning completed

16. Gas regulator

Mick still to set up a Zoom meeting with Andrew McCann from the Office of the Technical Regulator, Steve Dumesny (plumber who installed taps and hot water services), Sonya and Shane and Mick to fix any issues.

17. Extra hours for Bron and Travis

Bron will be needed for an extra 8 to 9 hours for December. Travis is being subsidised until January, but long term he will still be needed in the yard.

18. Cleaning fees for one night cabin stays

Progress passed a motion to increase the cleaning fee to \$30 and this had been implemented.

19. Staff Meeting with cleaners

Staff reminded of the cleaning requirements with Covid eg wearing masks, cleaning gear being colour coded for specific uses with yellow only to be used if there is an outbreak.

20. Southern end land

The section of land on the southern end, outside the park, is full of weeds. Muriel has investigated and it belongs to the State Government, not Council or the Park.

21. Tarrifs for 22/23

Sonya to bring a proposal to the meeting in February.

22. Dog wash

An option could be set up for about \$2000 including signage.



23. Ice

Proposing that ice now be sold at the caravan park with a supplier providing a freezer and ice delivery.

Moved: M.O'Connell

Seconded: K.Dawes

#26(14/12/2021)

That on non long weekends the Caravan Park can engage either local or non local businesses for catering

Carried

Moved: M.O'Connell

Seconded: K.Dawes

#27(14/12/2021)

That there is a need to hire a container for processing and storing linen to free up the bedroom in the Manager's house. The cost would be \$100 per week and this would be required until the storage shed is built.

Carried

9.2. Progress Financial Report

FORD McCARTHY & ASSOCIATES

ABN 88 471 591 794
finance@fordmccarthy.com

To: Edithburgh Progress Association Inc

From: Ford McCarthy & Associates

Meeting Date: 14th December 2021

Report Title: Finance Report

Financial Reports from MYOB

The following reports have been submitted for your consideration:

- * Balance Sheet for Edithburgh Progress Association as an entity
- * Profit and Loss (with last year)
- * Profit and Loss

Additional Reports from Excel



* Budget vs Actual with Remaining Balances

- *Caravan Park
- *Progress Association
- *Finance & Capital
- *Edinburgh Events Group
- *Day at the Burgh

* Occupancy Rates November 2021 and November 2020

General Business

Commercial income at 30th November is \$416239 compared to \$383025 the previous year.

Operating expenditure at 30th November is \$345774 compared to \$273817 in the prior year.

The above figures do not include the capital items/plant which come to a total of \$124073.

The cheque account has a balance of \$79275, The Express Saver Account has a balance of \$188611 and the Future Community Projects Fund has a balance of \$40511.

9.3. Day at the Burgh – Helen Jolly

Request for continued funding and to use the current years funding for another project

Need to supply a clear expense list for the last event

Action: J. Dinham to request fund acquittal from the committee

9.4. Cooe

Shirley Thompson, Terry Braund and Karen Godfrey have been busy with the producing assisted by Keryn Dawes with Cath Dawes proof reading. The first run sold out and they are already into printing the second run.

9.5. Markets

EDITHBURGH MARKETS – EPA REPORT (12th December) 2021

Report

Markets Held on Sunday 12th December

Main Hall - Booked in 12 stallholders

with 17 tables used.

Supper Room – Booked in 6 stall holders with 8 tables used.



Lawn Area – Booked 3 Marquees

Doctors room was booked by Carol Hall.

Finances received: \$265.00 + Insurance from 1 Stall Holders \$14.00.

Summary

Overall very quiet markets this month.

The Oysters Van on the lawn and BBQ for the museum were very successful.

Proposed EDITHBURGH MARKET DATES

2022

SUNDAY: 9th JANUARY,

SUNDAY: 13th MARCH (Adelaide cup)

SATURDAY: 17th APRIL (Easter W/E)

SUNDAY: 15th MAY

SUNDAY: 12th JUNE (Queens Birthday)

SUNDAY: 10th JULY (School Holidays)

SUNDAY: 14th AUGUST

SUNDAY: 11th SEPTEMBER

SUNDAY: 2nd OCTOBER (Labour Day)

SUNDAY: 6th NOVEMBER (D.A.T.B)

SUNDAY: 18th DECEMBER

9.6. Events Committee – nothing for this month

9.7. Edithburgh Museum Report

Trying to get the Bell from the Clan Ranald for display and repairs to the Jetty Truck.

9.8. Edithburgh Environment and Garden Committee

The foreshore is starting to green up and thanks to everyone involved.

Edith St is looking good and really starting to flower.

9.9. Councillor's Report

10. CORRESPONDENCE

10.1. CORRESPONDENCE IN

Moved: K.Dawes

Seconded: P.Dixon

#28(14/12/2021)

That correspondence in and out as tabled be accepted.



Carried

11. General Business

- 11.1. HJ - update on proposal for youth voice and also how this may impact on beginning the process for a BMX or similar facility
Looking at starting up next year as the end of the year is too late to start organizing
As for BMX track, look at what kids want, perhaps employ someone to gather info on design and then apply for grants. Clare's park cost \$70K and this could be implemented here.
- 11.2. KD - pool update, Gripton's Mum's plaque – Letter to Council for the Griptons to place 2nd plaque on Grant Griptons seat
No pool net this year – as an engineer can't be found to certify the structure. Trial net going well and lots of pics taken, net below waterline so no weed is being caught. Chris has completed the purchases for the net and a Marine Engineer has been found but can't certify it this year as he is busy.
Major leak in pool and needs to be repaired – early next week would be good for repairs but can't reach Goldy
Jeffery Robinson has donated 20 of his fishing books. 4th run of Birds of the Heel, new publisher and book looks great
- 11.3. Council Budget planning 22/23
J.Dinham to submit the paving plan that was put forward last year and did not get through
- 11.4. J.Dinham – Edithburgh Community Grant
Nuggett's fish cleaning station and Bowls club TV and sound system both successful with the grant receiving \$1500 each. Fish Cleaning station money depending on Council approval
- 11.5. SS - Borrowing items from the Caravan Park: finalise the procedure
Contact Progress Member – go to park and sign out the items and then return them

Moved: S.Szczypiorski**Seconded: K.Dawes**

#29(14/12/2021) That Garry Weekley is to pre plan and coordinate the "in and out" of items in the storage shed with the items being recorded by the Caravan Park Manager.

Carried



- 11.6. 180 Degrees consulting – going ahead with town planning and due to select a University to deal with.
- 11.7. Jin Douglas withdraws suggest to engage a Graphic Designer to assist with the Cooee
- 11.8. RD – Markets at the Institute over holidays – This is not something that Progress has any say in as the Institute hires out the hall
- 11.9. Disabled table at the Playground
Action: S.Szczypiorski to approach Council

MEETING CLOSED

10.35PM

By Stan Szczypiorski

DATE OF NEXT MEETING – 8 Feb 2022

The meeting held did not have a quorum for voting on motions. Motions were proposed and then voted on by email on 15/12/2021

Email Motion: Day at the Burgh committee to access \$5000 allocated for Day at the Burgh 2021 for the March Twilight Blues 2022.

Moved: H.Jolly

Seconded: R.Dixon

#30(23/12/2021) That the Day at the Burgh Committee can use the \$5000 allocated for Day at the Burgh 2021 for the Twilight Blues at the Burgh 2022.

Carried

Email Motion: Free Camping at the Oval – YP Council request a motion on Edithburgh Progress' thoughts as the Oval is on Council Land and has not been approved by Council. Water and Toilets are being made available and there have been issues with blocked toilets and rubbish.

Moved: M.O'Connell

Seconded: S.Szczypiorski

#31(06/01/2022) That the Edithburgh Progress Association does not support free camping being offered at the Edithburgh Football Oval or any other location within the town limits.

Carried



Email Motion: \$100 cost for Sign for Scenic Frame

Moved: H.Jolly

Seconded: R.Dixon

#32(13/01/2022) That the Progress Association agree to pay for Andrew Searle to make a sign for the Scenic Frame for \$100

Carried

