



## Edithburgh Progress Association Inc.

### NOTICE TO COMMITTEE MEMBERS

The meeting of Edithburgh Progress Association Inc will be held in the Edithburgh Institute, Blanche Street, Edithburgh on 8 March 2022

### AGENDA

**Present: Jin Douglas, Helen Jolly, Mick O'Connell, Stan Szczypiorski (Chair), Jen Dinham (Minute Taker)**

1. **Welcome**
2. **Apologies**            K.Dawes
3. **Visitors**             Nuggett Tatchell, Shona Emory
4. **Declaration of Conflicts of Interest**

Members are reminded of their obligation to disclose direct or indirect monetary benefit/detriment and non-monetary benefit/detriment, in accordance with our Constitution, in items listed on the Agenda. Members must declare accurate details of such interest to the Committee prior to consideration of that item and leave the room before any decision/voting occurs.

5. **Public Gallery**  
Welcome members of the gallery. Your presence at this meeting is as an observer only. If there are any issues which you would like brought to Progress' attention for discussion at a scheduled meeting, you can either notify the Chairperson or Administration Officer in writing two weeks prior to the next scheduled meeting date or speak to the relevant Progress Liaison Officer who will advise the Administration Officer or Chairperson of your request.
6. **Confidential Items (if required)**
7. **Confirmation of Minutes**

**Moved: R.Dixon**

**Seconded: P.Dixon**

**#41(08/03/2022)            That the minutes of the Edithburgh Progress Association meeting held on 8 Feb, as circulated, be taken as read and confirmed as a true record.**

**Carried**

## **8. Matters Arising From Minutes**

### **8.1 Cheryl Lucas – Charity**

**MO met with principal of school and the Principal was reticent to provide money to only Edithburgh children. Suggest people donate to a pool and any needy child can access rather than a town funding certain children.**

**Given the numerous organisations that are available to support children for learning and needs we have decided not to support this however, Progress are willing to consider funding if the school needs additional support. Edithburgh Progress are supporting children in the town through other means.**

**Action: J Dinham letter to Cheryl Lucas**

### **8.2 Disabled Table – JD dealing with Access Advisory Council to get quotes for the supply and install of a Wheelchair friendly table and relocation of existing table**

#### **8.2.1 Review of Action List**

## **9. Reports**

### **9.1 Caravan Park Working Group Report – S.Szcypiorski. M.O’Connell**

#### **CPWP Meeting Report - Jen March 2022**

1. Grants Consultant  
Discussion about employing a Grants Consultant to monitor grants and apply on a fee for service basis.
2. Site photos  
A number of non-complying developments have been put in place by ASL and Permanent patrons, with or without permission, and caused ill feeling with those doing the right thing. Liz Daniels is taking photos of the current sites and these will be used as a base to prevent any future non-complying structures being erected. At the change of ownership and non-complying structures will need to be made compliant.
3. Budget meeting  
Depending on budget affordability the following are being requested:
  - a) Fish shelter cleaning and painting
  - b) Entrance spruce-up
  - c) Concreting
    - a. Access paths to the camp kitchen (\$7700)
    - b. Disabled Unit access (\$6600)
    - c. Caravan parking slabs 15 for \$27000 (recommend 3 or 5 per year)
    - d. Park bench slabs \$1200 (3 at \$400)
    - e. Boat wash area access and egress (\$?)
4. Storage/Staff Amenities/Garage  
Plans being drawn up, but a drawn-out process.
5. Gas regulator  
During CPWP meeting had a hook up with Andrew McCann from the Office of the Technical Regulator and Steve Dumesny (plumber who installed taps and hot water services) to fix compliance issues.
6. Response to Council Recreational Vehicles in the town feedback request  
Council given feedback regarding recreational vehicles free parking in the town.  
Response to request formally to use the land across from the caravan park for unpowered camping during peak times, with guests having access to park facilities.

## *FORD McCARTHY & ASSOCIATES*

ABN 88 471 591 794  
finance@fordmccarthy.com

---

To: Edithburgh Progress Association Inc  
From: Ford McCarthy & Associates  
Meeting Date: 8<sup>th</sup> March 2022  
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
  - \*Edithburgh Events Group
  - \*Day at the Burgh
- \* Occupancy Rates February 2022 and February 2021

### General Business

Commercial income at 28<sup>th</sup> February 2022 is \$770'469 compared to \$681'897 the previous year.

Operating expenditure at 28<sup>th</sup> February 2022 is \$582'719 compared to \$520'024 in the prior year.

The above figures do not include the capital items/plant which come to a total of \$124'879.

The cheque account has a balance of \$149'405, The Express Saver Account has a balance of \$188'615 and the Future Community Projects Fund has a balance of \$140'699.

### LTFP & Budget Review

A budget review will be conducted with the CPWP and Park Managers on the 23<sup>rd</sup> March. A report will be provided to Progress at their March meeting with the suggested alterations.

9.3 **Day at the Burgh – Helen Jolly**

Continued funding for Day at the Burgh event

**Moved: H.Jolly**

**Seconded: J.Douglas**

**#42(08/03/2022) That the Edithburgh Progress will continue to donate \$5000 per year for the next 5 years for the Day at the Burgh event.**

**Carried**

9.4 **Cooee - K.Dawes**

wifi purchase for Shirley Thompson to use – would like to have a \$15 per month account and then top up as needed

**Moved: H.Jolly**

**Seconded: J.Douglas**

**#43(08/03/2022) That Progress will pay for wifi usage of \$15 per month and then top up as needed.**

**Carried**

9.5 **Markets – R.Dixon**

Institute usage – As the Art Show will be set up in the Institute for the Day at the burgh, the Markets would like to set up in the intersection of Blanche St and Cross St and would like to be included in the promotion of Day at the Burgh.

Action: SS to have a meeting with Day at the Burgh Committee

Action: J Dinham to enquire with other progress Associations if they have Marquees that can be borrowed or rented as needed.

9.6 **Events Committee – S.Szczypiorski. M.O’Connell**

Location of Horse Sculpture will be on the lawn area on the right hand side of the southern carpark of the Jetty

Still looking at events to come

9.7 **Edithburgh Museum Report - K.Dawes**

Museum is opening on request

9.8 **Tidal Pool – K.Dawes**

9.9 **Edithburgh Environment and Gardens – J.Douglas**

Report distributed earlier

9.10 **Councilor's Report**

**10. Correspondence**

10.1 **Correspondence In**

**Moved: M.O'Connell**

**Seconded: R.Dixon**

**#44(08/03/2022) That correspondence in and out as tabled be accepted.**

**Carried**

**11. General Business**

11.1 **Nuggett and Shona Emory – Jen Robyn Fish Cleaning Station**

fish station at the Jetty for the use of everyone, caravan park has facilities but only for use of guests of the park. Location would be in front of car park on northern side of the jetty, along the walkway which would mean it wouldn't be visible from the houses across the road. Fish carcass would not be allowed back to the sea – thinking of putting them in an enviro bag and then in a bin and ask council to empty once a week. Drainage to the sea would only be water through a holding tank using a pump.

Suggest the best way to go forward is that this needs to be a Progress project and a letter to Council to start the process and to find out the next step.

Currently, fish are cleaned on the seats or the rails on the jetty.

Progress are asked to consider going ahead with this -

Grant of \$1500, funds of \$2300 collected so far,

Action: Nuggett to dot point issues and benefits and forward to Progress and then J Dinham to write to council putting this project forward

11.2 **Peter Bartram – Resignation from Progress Committee**

11.3 **Vice Chair elections**

KD nominated Mick O'Connell as vice Chair

**Moved: K.Dawes**

**Seconded: P.Dixon**

**#45(08/03/2022) That Mick O'Connell be Vice Chair of Edithburgh Progress Committee.**

**Carried**

Mick elected Vice Chair – will need to become bank signatory and have a purchase order book

- 11.4 **Progress Networking meeting – Pt Vincent 2 April**  
Asking for members to attend if they can
- 11.5 **180 Degrees Consulting**  
Met with team leaders and they have suggested a group of 10 – 12 community stakeholders to meet with them. The purpose of this is to create guidelines for the Public Survey. Need to determine who to invite to ensure that all the community is represented
- 11.6 **Jetty Sign –**  
Sign has been stopped from being printed and it is requested that the final sign off for the sign come to Progress committee due to the importance of the Jetty site and the diving tourism. Suggest that something more along the lines of the Flora park interps sign should be created for the jetty
- 11.7 **MO – Letterbox drop**  
Suggests a letter drop with Progress supporting and positive points that Progress has achieved and asking for more members  
Possibly combine with 180 degrees coming questions
- 11.8 **SS – Photos on FaceBook**  
asked to bring to progress concerns from fisherman that not so many fish photos from caravan park and more general pics. Prefer not to advertise that we catch whiting and not so many of them. Also concerns with children in pics
- 11.9 **JDouglas - Cost recovery for Cooee**  
Suggestion of yearly subscription option for the Cooee which could be delivered through mail and then also have copies for sale in the usual places. This would mean the people without cash on hand wouldn't miss out.

**MEETING CLOSED - 10.20 BY STAN SZCZYPIORSKI**

**DATE OF NEXT MEETING – 12 APRIL 2022**