



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 12 April 2022

AGENDA

Present: Jin Douglas, Helen Jolly, Ronnie Dixon, Peter Dixon, Mick O'Connell, Keryn Dawes, Stan Szczypiorski (Chair), Jen Dinham (Minute taker)

1. **Welcome** Meeting Opened 7.39pm
2. **Apologies**
3. **Visitors**
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: RPDixon

Seconded: S.Szczypiorski

#46(12/04/2022)

That the minutes of the Edithburgh Progress Association meeting held on 8 March, as circulated, be taken as read and confirmed as a true record.

Carried

8. Matters Arising From Minutes

8.1 **Fish Cleaning Station**
accepted the letter and will forward the points to Council on Nuggett's behalf

8.2 **Progress Flyer w Letter box drops**
Flyer was well received and should go out to all residents

Moved: M.O'Connell Seconded: K.Dawes

#47(12/04/2022) That the flyer about Edithburgh Progress Association as produced by Mick O'Connell be sent to all residents.

Carried

8.3 **Jetty Interps Sign**
Further discussion of the Jetty sign for divers will be under General Business

8.4 **Jeffrey Robinson Donations**
Progress will purchase a chair and table setting and plaque for the Flora park using the donations and the rest of the money will come from the Progress budget for the Flora park. A list of the donors be sent to Elspeth Robinson.

Moved: K.Dawes Seconded: M.O'Connell

#48(12/04/2022) That the Flora Park purchase a Memorial chair and Plaque with the donations and the Flora park Budget will make up the shortfall.

Carried

8.1.1 Review of Action List

9. Reports

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

**CPWP Meeting Report
April 2022**

1. Terry Coad
Terry Coad incoming ASL/Permanent Rep on the CPWP. He has been in the park for about 2 years and has a mechanical engineering background.
2. Grants Consultant
Martin investigated further and what he understood was not correct about the employment of a Grants Consultant, but he supplied some possible grant sources.
3. Annual Leave

Shane taking 6 weeks leave and Sonya a couple of periods of leave. Cover coming from the previous managers of the Ardrossan Caravan Park.

4. Free Camping at the Town Oval

Council concerned with the extra visitors to YP during peak times not being catered for through existing caravan parks and free camping sites and are looking at providing extra sites. The Edithburgh Sporting Club have been in contact with the Council and have free camping at the oval over Easter, at this stage as a one off.

5. Finance Meeting

Motion: That the following items be funded from the 21/22 Budget

- a) Fish shelter cleaning and painting (\$3476)
 - b) Entrance spruce-up (\$3311)
 - c) Concreting
 - a. Access paths to the camp kitchen (\$7700)
 - b. Disabled Unit access (\$6600)
 - c. Caravan parking slabs 15 for \$27000 (recommend 5 per year for three years - \$9000)
 - d. Park bench slabs (3 at \$400 - \$1200)
 - e. Boat wash area access and egress (\$7500)
 - d) Security cameras
6 additional cameras plus an 8 port PoE (\$5696)
 - e) Floors in Seaview Cabins (\$4137)
 - f) Boom gate Swipe Card Entry and Exit (\$15301)
 - g) Seaview and Spa Cabin upgrade (\$76120)
- Total: \$140041

Moved: M.O'Connell

Seconded: K.Dawes

#49(12/04/2022) That the above items be funded from the 21/22 Budget.

Carried

6. Storage/Staff Amenities/Garage

Using the proposed plans put the project out to gain an idea of cost.

7. Caravan Park expansion

Our proposal to expand across the road as unpowered sites is being processed by Council. We will monitor the situation at the oval, but vans there will help our case to expand.

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: 12th April 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 March 2022 and March 2021

General Business

Commercial income at 31st March 2022 is \$887'792 compared to \$750'459 the previous year.

Operating expenditure at 31st March 2022 is \$596'778 compared to \$517'031 in the prior year.

The above figures do not include the capital items/plant which come to a total of \$140'685.

The cheque account has a balance of \$85'125, The Express Saver Account has a balance of \$188'618 and the Future Community Projects Fund has a balance of \$270'822.

LTFP & Budget Review

The 31st March Budget Review for "Progress" has now been completed and the following changes have been put forward for your consideration:

Cleaning has been increased by \$50
Website has been increased by \$300
Advertising has been reduced by \$1400
Postage has been increased by \$392
Souvenirs has been increased by \$2100
Subscriptions has been increased by \$950
Stationery/Photocopier has been reduced by \$1498
Food/Beverages has been reduced by \$1000
Insurance has been increased by \$550
Amenities Maintenance has been reduced by \$792

Town Improvements – EEWC has been increased by \$7000
 150th Jetty Celebration – Horse has been reduced by \$10000 to be included in the 2022/2023 Financial Year
 150th Jetty Celebration – Jetty Truck has been reduced by \$10000 to be included in the 2022/2023 Financial Year
 History Group has been reduced by \$400
 Oval Watering has been reduced by \$5000
 Edithburgh Events Group has been reduced by \$3000
 Community Day Event Expenses has been increased by \$800
 Miscellaneous has been increased by \$500

The above changes result in an extra \$20448 funds being available to be spent within the Caravan Park prior to 30th June 2022.

9.3 Day at the Burgh – Helen Jolly

**“TWILIGHT BLUES at the BURGH”
 REVIEW**

OVERVIEW

The event on several fronts was a huge success for the organisers of the event and the town in general. It was estimated that approximately 600 people attended the event many coming from other towns via bus. The weather certainly was a major contributor to the events success and justified the timing of the event in March. The location on the grass above the tidal pool added to the ambiance and showcased Edithburgh at its best. The success of this event has driven the organisers to now start planning for the 2023 event and have already begun reviewing where we can improve.

FEEDBACK FORMS

The inclusion of online and paper feedback forms for this event was a great initiative and we are currently going through each of them as a part of the review process. We have received over 60+ responses, whilst not a big number the information being gathered will be beneficial to improving the event. Overall, the feedback was extremely positive and was focused on “Community Spirit” being on display for all to enjoy.

AREAS FOR DISCUSSION

The following items were raised as areas to look at to enhance the events success.

1. Signage at either end of O’Halloran Pde. “Community Event” and speed limit of 25KM.
2. Identified parking for emergency service i.e., Police/Ambulance
3. Setup/pack up needs clearer communication to all to ensure we have enough to assist when required.
4. Most of the Pack up to be done next day.
5. Umbrellas to be pulled down when sun goes down.
6. Bins to be positioned around area earlier, with potential to have separate bins for bottles/cans only.
7. Portable toilets to be used as a back to the existing ones, check that sufficient supply of toilet paper/soap etc. is available
8. Ratio of people v toilets to be looked at.
9. Fund raising tins to be used, possible walk around by volunteers with HiVis jackets. Look at initiating a QR code to donate online.

TWILIGHT BLUES AT THE BURGH BUDGET	BUDGET	ACTUAL	REMAINING
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March 22 Event			
EPA Sponsorship	\$5,000.00	\$4,000.00	\$0
AGL Sponsorship	\$5,000.00	\$5,000.00	\$4950
Council Sponsorship	\$1,000.00	\$1,000.00	\$0
TOTAL INCOME	\$11,000.00	\$10,000.00	\$4950.00
EXPENDITURE			
Musicians	\$3,000.00	\$3,000.00	
Advertising	\$200.00	\$200.00	\$0.00
Setup/Packup	\$500.00	\$500.00	
Scotty	\$850.00	\$850.00	
Stage/Marquee	\$500.00	\$500.00	
TOTAL EXPENDITURE	\$5,050.00	\$5,050.00	
REMAINING AMOUNT		\$4,950.00	

9.4 Cooee – K.Dawes

List of advertisers has gone to finance and he invoices have been sent out.

9.5 Markets – R.Dixon

EDITHBURGH MARKETS - EPA REPORT (MARCH 13TH) 2022

Report

Markets held on Sunday 13th March

20 Stall Holders Booked

22½ tables used @ \$10.00 per table = \$225.00..

No charge for Museum BBQ Tables.

Finance received \$225.00 plus Insurance for 2stall holders @\$17.00.

Total \$259.00

-\$ 40.00 for cost of petrol charges of setting up signs and retrieving

By Peter Dixon

Summary

Excellent participation by locals and Tourists, due to March long weekend and Blues Music Event.

Excellent range of products with two new Stall Holders, Offering children's toys and clothing and great range of bakery, Dried Fruits,

Plants and plant stands, Candles, Resin and Jewellery.

Future Markets

Next Market will be held Easter Sunday, April 17th

9.6 Events Committee – S.Szczypiorski. M.O'Connell

Quiz night May 14th, tickets online or Post Office, money towards the Horse Project.

Grants have been applied for and one successful, several donations,

Suggest that a letter to Council to have the horse in the area of the median strip on Blanche St.

Progress has received letters of concern/complaint about horse on the foreshore

Action: Stan to write letter to Council proposing location of horse to be in Edith St

9.7 Edithburgh Museum Report - K.Dawes

Back in operation, trying to get Clan Ranald sextant, bell and porthole from private collector - she has given them to SA gov and they are at the Maritime Museum and not on display.

Letter of support from Progress may be requested. Seeking funding for further sheds for displays. Interviewed for Podcasts. Stall at the markets and sausage sizzle. November for 50th birthday for Museum. Suggest not having the Jetty 150th at Easter 2023, either two weeks before or after

Institute – Peter Tape has turned new finial and it has been installed along with replacing the trim and bees have been removed

9.8 Tidal Pool – K.Dawes

The Shark Barrier has had an engineer report done and hopefully will be in the water before the next summer season.

9.9 Edithburgh Environment and Gardens – J.Douglas

9.10 Councilor's Report

10. Correspondence

Moved: K.Dawes

Seconded: P.Dixon

#50(12/04/2022) That the correspondence in and out as tabled be accepted.

Carried

11. General Business

11.1 Progress Networking meeting

held last week and well worth taking part in, suggest follow up for the group and later in the year Pt Vincent Progress are planning another workshop

11.2 180DC Consulting – Workshop going ahead 30th April

- 11.3 ANZAC Day Wreath
Order from the Florist, Stan will meet with John in regards to collection and presentation both from Council and Progress
- 11.4 Success st Sultana Point – rocks being washed onto the beach – suggest volunteer working party to pile up the rocks for Council removal
Also walking path needs to be cleared
Action: letter to council asking to remove the rocks along the beach, and prune the walking paths as they are very overgrown
- 11.5 Council renewing Caravan Park Lease – Council has multiple 5 year leases to 2031
- 11.6 Telstra – after power failure internet and phone didn't come back for some people.
Regional Australia to co ordinate replacement of the battery at the exchange behind the post office. Community consultation group to meet with Fraser Ellis about issues that effect Edithburgh
Action: letter of support for Fraser Ellis – phone and internet/ health and roads
- 11.7 SS – Grant Solutions – keep grant writer on retainer looking for grants and writing for appropriate ones – payment only is application is successful
- 11.8 Cooee – suggest annual subscription available with copies emailed out and not available online or emailed freely
Action: Jen to get the Costs of Cooee inc copier, paper, wifi for Shirley, advertising
- 11.9 Finance – any finance queries for sub committees should come through Progress members only and not sub committee members
- 11.10 Jetty Sign - signage for the Jetty will be on the wall by the jetty truck, there will be 2 signs, one for the history and one for the Marine life. Marine life/ Dive sign is to be put together with input by people with expertise. Also needs photographic credit to photographers.
Keryn will work with the people involved and sign will not be printed until agreed by Progress members

Moved: K.Dawes

Seconded: M.O'Connell

#51(12/04/2022)

That the history signs payment be approved but the Jetty Sign will need to be handled separately.

Carried

12. Closure

MEETING CLOSED - 10.20 BY STAN SZCZYPIORSKI

DATE OF NEXT MEETING – 10 MAY 2022