



Minutes of meeting
Held in the Edithburgh Institute
On 11 Oct 2022

PRESENT: Michael Trainer, Lesley Tilbrook, Mick O'Connell, Nola O'Connell, Joan Bannon, Terry Wendleborn, Keryn Dawes, Stan Szczypiorski (Chair) Jen Dinham (Minute Taker)

MEETING OPENED 7.32pm

1. WELCOME

2. APOLOGIES Shirley Thompson

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 13 September 2022

Moved: M.Trainer

Seconded: K.Dawes

#9(11/10/2022)

That the minutes of the Edithburgh Progress Association meeting held on 13 September 2022, as circulated, be taken as read and confirmed as a true record.

Carried



8. MATTERS ARISING**8.1. Vice Chair Election –**

The election was deferred from last meeting awaiting further information. NG stated that MO was ineligible to stand for the position as Vice Chair due to a potential Conflict of Interest as a Council Member. This was researched and found to be incorrect hence MO is able to be nominated. LT has withdrawn her intention to stand.

Moved: S.Szcypiorski**Seconded: K.Dawes****#9(11/10/2022)****That Mick O’Connell be appointed as Vice Chair.****Carried****8.2. Nola O’Connell’s application to join the Progress management Committee – move to waive 3 month period and have NO join the committee****Moved: K.Dawes****Seconded: M.Trainer****#10(11/10/2022)****That Nola O’Connell’s 3 month waiting period to join the management committee be waived and that Nola O’Connell becomes a member of the management committee****Carried****8.3. Tyro – started application and have informed the Art Group, had no response form TYRO after the initial emails, have emailed again and will try again.
*Action: JD to email again*****8.4. Stan to check with finance re Playground line in the Budget**

money was put aside and will be returned to the playground budget

LT would like to see Tidal pool as a continuing line with \$10k every year added and rolled over

Suggest using a Council Service Request online for any issues with issues around town

8.5. MT – requested copy of the contract for the Council Loan

MT has looked at the loan documentation and it doesn’t mention a loan term, only shows the repayment Schedule. With the current document, nothing says you can pay it out early other than what is implied. Suggest that the loan is paid out early, Michael to deal with Council. Money in the budget to be put toward any project that need future loans for. move the Michael has permission to deal with council KD 2nd

Moved: K.Dawes**Seconded: M.O’Connell****#11(11/10/2022)****That Michael Trainer be authorised to deal with YP Council on behalf of Progress for this loan.**

Carried

- 8.6. **Advised Christopher Deane that we would appreciate his services** for a diving demonstration and will inform him of the date of the Jetty celebration once we have a date
Action: JD to advise that the date now set as Oct 7th and 8th 2022
- 8.7. **Tape Electrical Quote** - Sent through the quote from Richie Tape to the Institute Committee and they had no knowledge of the initial request. It seems the initial request came from Day at the Burgh Committee with the intention to make an official request to Progress and the Institute Committee once the quote was received.
- 8.8. **YP Council** – Wheeled Sports – JD answered the questionnaire
- 8.9. **MT suggested Christmas lighting for the Flora park** - was too come up with a concept and a budget – solar lights come on too late, still thinking about it but more likely next year, LT is able to get good pricing on Solar Lighting and MT will have a look at the catalogues.
- 8.10. MT would like to arrange to meet the Volunteer worker, Tash was to arrange
Action: JD to get Leigh's number from NG
- 8.11. **Workzone Traffic management training** – only 3 paying people (Stansbury x 1 Hart Bros x 2 and 2 from EEWC) no response from anyone else. Need 8 people to go ahead
Action: MO to ring Richie Tape, KD to check with Tome Edwards
- 8.12. **Review of Action List**

9. REPORTS9.1. **Caravan Park Working Group Report – MO, SS**

1. Cleaning costs
Some questions being raised about park cleaning costs. Contacted SA Parks to get an industry standard, but they do not have this information given the variety of park models. For \$500 BDO Accounting will do once off benchmarking.
2. Northern Amenities upgrade
Motion: That Progress support the CPWP recommendation to replace the existing Ensuite Amenities Units with similar.
Reasons:
Infrastructure already in place
Units popular with patrons
Covers Mum with son and Dad with daughter
Covers gender identity issue
Getting quotes on 2 x 4 ensuite amenities blocks. We were looking at 12 but gas supply is an issue.



Moved: M.O'Connell

Seconded: J.Bannon

#12(11/10/2022)

That Progress support the CPWP to replace the existing 8 ensuites with similar units subject to cost.

Carried

3. **Tariff 23/24**

Motion: That the tariffs for 23/24 financial year are those agreed by Progress Members

Moved: M.O'Connell

Seconded: K.Dawes

#13(11/10/2022)

That Progress support the new CP Tariffs for the next financial year and will look at the tariff increases in Oct of each year so that the are ready for future bookings.

Carried

4. **Park Managers**

Renewed contract development

Suggestion: Lesley, Stan and Mick

Question from AL - Why is the Caravan Park losing money on washing machines nearly \$10K

rental of machines is \$19,000 and the income is \$9,000 –

Action: MO to look into it further and report back next meeting

9.2. **Progress Financial Report**

The report was distributed earlier.

There were a few discrepancies with figures being recorded in incorrect places – SS and

MO to go through this with Finance

9.3. **Day at the Burgh**

JB wants to liaise closer with the day at the burgh committee so that she knows what's going on for an interview with Peter Goers

Action: JD to get info on the Day at the Burg program to her



9.4. **Cooee – Shirley Thompson, Keryn Dawes**

The Cooee is looking good and has had a lot of positive comments. The copier has been an issue.

Action: JD to look at the cost of replacing

9.5. **Markets – Joan Bannon**

22 stall holders booked, lots of people and good weather.

Insurance is an issue as there were 11 people requesting to be listed on Progress insurance which they were but only 6 of them actually came. Might have to only take stall holders with their own insurance as Progress insurance has to be arranged in advance.

9.6. **Events Committee – Nola O’Connell**

Nov 17 & 18 – rock’n’roll group from Renmark with dinner at the RSL and a DJ in the Institute on Saturday night. Thanks to Sonya at the Caravan Park for organising this, takings to go towards the Horse.

Dec 10th Andrew Sisters Tribute band with Bing Crosby and Christmas songs.

9.7. **Edithburgh Arts Group – Joan Bannon**

Finalise arrangements for Day at the Burgh. Opening on the Thursday night with the Mayor. There is an issue with space as the Institute Chairs being left in the hall.

Action: KD to liaise with the Institute Committee

9.8. **Edithburgh Museum Report – Keryn Dawes**

Successful luncheon held at the Edithburgh Hotel for the Museum’s 50th anniversary. 2 x portable microphones have been purchased through a donation and these will be useful for the walking tours for day at the Burgh.

9.9. **Tidal Pool – Keryn Dawes**

problems seeking insurance for the swimming enclosure, will check with insurance brokers. Other towns are saying they put up signs say enter at your own risk.



Action: SS to speak with Insurance Brokers, KD to arrange a meeting with Council onsite to go over other issues

9.10. Edithburgh Environment and Garden Committee – Terry Wendleborn

Have a quote to put brick pavers under the scenic frame – total cost would be around \$5k. Council approval has been given and foreshore resident consultation is ongoing. Money is to come from the EEWC budget but EPA approval is requested.

As long as there is the money in the budget to cover this request it is granted.

9.11. Councillor’s Report – Adam Meyer

Council is currently in caretaker mode, not a lot to update that hasn’t been sent directly from Council.

Reading the last minutes, it appears that an Election of a committee position, was delayed due to a concern about a Committee Member being on Council.

As the applicant for a committee position is not a current Councillor, I cannot understand why the election of the position was delayed.

When that member becomes a Councillor, they can still hold a Committee position on Progress. That Councillor would only need to consider a Conflict of Interest declaration in the Council Chamber, not in the Progress Meeting.

Congratulations to Mick O’Connell for putting his hand up for Council.

Councillors elected unopposed in Innes Pentonvale ward are Mick O’Connell, Kylie Gray, Kristin Murdock and myself. I believe our first Council meeting of the new term will be at the end of November.

10. Correspondence

- 10.1.1. Access Training WORKZONE training (multiple)
- 10.1.2. 180 Degrees – set time for video link
- 10.1.3. Hart Bros – WZ Course date suits them
- 10.1.4. Netregistry – domain renewal
- 10.1.5. Oana Spoiala – Day at the Burgh insurance and Market Insurance (Multiple)
- 10.1.6. Felton Industries – multiple
- 10.1.7. Peter Bartram – pic for Facebook
- 10.1.8. Carol Coulter – Art Registration form to upload to website (multiple)
- 10.1.9. Michele Gorey – Pt Pirie Office National for Copier (multiple)
- 10.1.10. Finance (multiple)
- 10.1.11. DIT Roadworks – Road Closure application permit (multiple)
- 10.1.12. Kate Martin – Day at the Burgh (multiple)
- 10.1.13. Stan Szczypiorski – multiple
- 10.1.14. Leith Smith – traffic management plan for DATB (multiple)
- 10.1.15. Lesley Tilbrook multiple



- 10.1.16.Renee Edwards – YP Council grant opportunities (multiple)
- 10.1.17.Flaming Sambuccas – refund for deposit
- 10.1.18.Visit Yorke Peninsula
- 10.1.19.Tourism Council (multiple)
- 10.1.20.Kira Tapps – Yp Council – road closure application for DATB
- 10.1.21.Liz Daniels – uploads for Website (multiple)
- 10.1.22.YP Country Times (multiple) DATB ad
- 10.1.23.Peter Bartram – Bowls Club rooms for WZ Training
- 10.1.24.Country Times – IGA opening story
- 10.1.25.Stephen Goldsworthy – swimming enclosure
- 10.1.26.Stansbury Tourism – inclusion for the WZ training
- 10.1.27.Mick O’Connell – multiple
- 10.1.28.Office for Sport and recreation – Grant
- 10.1.29.DPC Multicultural Affairs – life saving program
- 10.1.30.Mobile Office for SA Service centre
- 10.1.31.ATDW – update profile and listings
- 10.1.32.Caravan Park (multiple)
- 10.1.33.Dale Harper – SYP Show
- 10.1.34.Phil Herrman – letter of support for Liquor License (DATB)
- 10.1.35.Gabrielle Gutsche – Mobile service centre
- 10.1.36.Jessica Holland – Fall at the tidal Pool Toilets
- 10.1.37.Stephen Goldsworthy – will follow up on the fall and will do risk assessment
- 10.1.38.Sonny Combs – Special event application approval (DATB)
- 10.1.39.Megan Crab – Coobowie Corner please add to Facebook
- 10.1.40.Garry Weekley – proposed works for foreshore
- 10.1.41.Lachlan Kinnear – DIT – diving facilities at the jetty after numbers of divers etc
- 10.1.42.Max Chao – Tyro (multiple)
- 10.1.43.Anna Sande – Front Room Gallery
- 10.1.44.Hayley Bishop – launch of Lifestyle Jobs
- 10.1.45.Tony Fox – Board members of Northern and yorke Landscape board
- 10.1.46.Sonya Rankine – Grant
- 10.1.47.Crazy Domains – domain name renewal
- 10.1.48.Energy and Water Ombudsman – annual report
- 10.1.49.Liz Ninnes – Northern and York Landscape Board
- 10.1.50.Pioneer Printing – purchase books order
- 10.1.51.Cooee
- 10.1.52.Annabel Latham - resignation
- 10.1.53.Late Natasha Giles resignation

10.2. **Correspondence Out**

- 10.2.1. 180 Degrees (multiple)
- 10.2.2. DIT Roadworks – Road Closure application (multiple)
- 10.2.3. Peter Bartram – photos and Bowls Club for WZ Training



- 10.2.4. Shirley Thompson, Lesley Tilbrook, Joan Bannon – welcome to the committee
- 10.2.5. Oana Spoiala – insurance (multiple)
- 10.2.6. Finance (multiple)
- 10.2.7. Stan Szczypiorski – multiple
- 10.2.8. Mick O’Connell – multiple
- 10.2.9. Access Training – WZ training (multiple)
- 10.2.10. Leith Smith – Road Closures (multiple)
- 10.2.11. Keryn Dawes – multiple
- 10.2.12. Flaming Sambucas – refund deposit
- 10.2.13. Kira Tapps – Road Closure for DATB (multiple)
- 10.2.14. Admin YP Council – event application for DATB
- 10.2.15. Liz Daniels – uploads to website (multiple)
- 10.2.16. Carol Coulter – uploads to website and Tyro (multiple)
- 10.2.17. EPA – minutes
- 10.2.18. Kate Martin – DATB
- 10.2.19. Sonny Combs – DATB application
- 10.2.20. Cooee – multiple
- 10.2.21. Stansbury tourism – WZ Training
- 10.2.22. Country Times – DATB ad
- 10.2.23. Hart Bros, Tape Electrical, Searle Builders, Stansbury Tourism – WZ Training
- 10.2.24. Institute Committee – electrical quotes
- 10.2.25. Jessica Holland – acknowledging the letter re the fall in the toilet block
- 10.2.26. Nick Perry – wheeled sports survey
- 10.2.27. Chris Dean – diving for the Jetty anniversary
- 10.2.28. Max Chao – Tyro
- 10.2.29. Pioneer Printing – purchase order books
- 10.2.30. Jo Forbes – pass info for WZ Training
- 10.2.31. Garry Weekley - DATB

Moved: K.Dawes

Seconded: J.Bannon

#14(11/10/2022)

That the correspondence in and out as tabled be accepted.

Carried

11. General Business

- 11.1. Annabel Latham – resignation and natasha Giles Resignation
- 11.2. LT - Working Parties need a management committee member
 - Caravan Park – SS MO TW – check how many members should be on this
 - Flora Park – KD
 - Cooee – ST, KD
 - Day at the Burgh – TW



Events Committee – NO

Markets – JB

Art Group – JB

EEWC – TW

Tidal Pool – KD LT

Access Advisory rep -

Action: JD to check the DropBox for sub committee documentation and responsibilities for members

- 11.3. LT – RAA Grant – check if the Workzone training course could come under

Action: check cost of course and Lesley happy to help write it

- 11.4. LT - Insurance policy review – caravan park has been completed but what about other policies Directors insurance is current

Mosaic walking Trail, horse, signs

Action: JD to ask insurance company what items are insured and ask Council what is covered by them. Ask How council identifies assets in Edithburgh

- 11.5. LT – is storage shed going ahead in caravan park – having trouble getting quotes and have finally found someone who will give the quote. Money allocated from last years budget will bring that forward when needed for the building.

- 11.6. LT - Council jetty wall – council will fix the jetty for us at no cost to us. Originally Progress had put in a grant from Council but Council have said they will bear the cost of the repairs

- 11.7. Staff reviews – staff reviews have been completed by Stan and Mick. Continuing with the same contracts. Have changes to the contract been considered – looking at changes and with Progress committee members reviewing. Stan, Mick and Lesley to evaluate how the park is working.

- 11.8. LT - Leak in the pool – still leaking, contact council and discuss with Goldy when he comes down to talk about the swimming enclosure.

- 11.9. LT - Jumping pillow – sun cover needed, looking at shade sails. Is the jumping pillow worth having, it is used for 6 weeks a year, find out how old it is and perhaps look at



removing and replace with something more versatile. Not a high priority at this stage.

Action: Mick to look at the usage with the managers

- 11.10. LT - Free camping at the oval – footy club not pushing it at this stage, water usage and toilet paper for the footy club toilets was supplied by fc for the FC outside toilets and if campers choose to use other toilets, that was up to them.
- 11.11. LT - Public liability for friendship group – footy club is a community club and the friendship club are welcome to use the clubrooms the FC and insurance will cover them.
- 11.12. LT - Twilight Blues – It was mentioned that extra toilets should have been hired, however Bute had the grand final and only 3 female toilets so feels that hiring toilets isn't necessary.
- 11.13. LT - Edith St median strip looking great and the best it's ever been
- 11.14. LT - John Edwards spraying weeds around Caravan Park and several other sites in town. Cost of spray has tripled, do we want him to continue and be willing to pay. John can use chemicals from either the Caravan Park or the Flora park
- 11.15. MO – Constitution Changes – leave for next meeting
- 11.16. MO - Progress Flyer - leave for next meeting
- 11.17. MO - Edithburgh Sporting and Community Club - leave for next meeting
- 11.18. Access Advisory council has agreed to put \$1600 towards a disabled table.
Action: JD to arrange the purchase and then send the invoice to the Council to be reimbursed. Also need to arrange a concrete slab to put the old table on for Parkrun folk to use
- 11.19. JD - Community Grants – open soon but suggest early Nov so that the ad can go in the Cooe
Action: JD to get the grant applications in the Cooe and on Facebook.
- 11.20. Community Grants coming up – Suggest they open in Nov to get them in the Cooe



- 11.21. Remembrance Day – wreaths only in locations where Elected Members will be in attendance
Action: JD to notify the Council that the Mayor will be in attendance and can we have a wreath here.
- 11.22. JD - Progress Dinner – Nov what date suits –
11th 6.30 Location Café
Action: JD to speak with Corey and then handle the invites
- 11.23. Copier – suggest getting quote on replacement
Action: JD to check the contract
- 11.24. MT – Bowls club will take on the work they were asking Progress about
- 11.25. LT – Lesley able to buy Christmas lights for Flora Park or main street – MT will liaise with LT for pricing
- 11.26. NO - 150th for the Jetty Celebrations
7 & 8 oct 2023, several groups involved, lots of ideas, enough to run over 2 full days, Saturday night have a ball with a traditional supper, sheep shearing, salt scraping, talks, diving re-enactment, horse and jetty truck in the main street unveiling, council has approved extension of the median strip, jetty rails will be moved, history group doing photos and exhibit them in the Front Room Gallery, museum doing talks, full weekend.
Invitation to Progress to attend any monthly meetings
Have sent a request for money from Progress but may revise the amount
- 11.27. JB – interview with Peter Goers – flyer for day at the burgh
- 11.28. TW – won a voucher in the rally from Nathan, LT to pass it on to the junior team as it is for cricketing gear
- 11.29. KD – cormorants – now nesting in the breakwater and this can cause a problem. Can respond online and suggest that intertest fishermen do so.
- 11.30. KD – 2 events held here lately without the town knowing about it missed opportunity for the town to fundraise,



MEETING CLOSED

10.42

By Stan Szczypiorski

DATE OF NEXT MEETING – 8th November 2022

