



Minutes of meeting  
Held in the Edithburgh Institute  
On 14 March 2023

## Subject to Confirmation

**Present:** Keryn Dawes, Joan Bannon, Leslie Tilbrook, Shirley Thompson, Nola O'Connell, Mick O'Connell, Stan Szczypiorski (Chair), Jen Dinham (Minute Taker)

**Meeting Opened** 7.35pm

**1. Welcome**

**2. Apologies**

Glen Furler, Michael Trainer, Terry Wendleborn

**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.** 1

**7. Confirmation of Minutes** **CONFIRMATION OF MINUTES OF MEETING HELD 14 Feb 2023  
with the following amendments**

NOC would like to have it clear who is writing the reports that are submitted

11.4 – declared that the members of the Jetty 150<sup>th</sup> who left the room prior to discussion and decision are named, ST, MO, NOC

The current Jetty 120<sup>th</sup> sign is actually the 125<sup>th</sup>

**Moved: K.Dawes**

**Seconded: J.Bannon**

**#33(14/03/2023)**

**That the minutes of the Edithburgh Progress Association meeting held on 14 Feb 2023, as circulated and with the amendments, be taken as read and confirmed as a true record.**

**Carried**



## 8. Matters Arising

- 8.1. AED supplies – metal box housing for AED - \$160 each look for plastic x 2 signs for where the AEDs are located  
one for the institute one for the jetty, boat ramp, suggest getting 10  
Action: JD to purchase 2 x new AED housing and 10 x location signs

**Moved: M.O'Connell**

**Seconded: L.Tilbrook**

**#34(14/03/2023)**

**That Progress purchase 2 new AED housing and 10 AED location signs.**

**Carried**

- 8.2. SS – request to Access Advisory for concrete path to shelter at Playground to bring the table and access to it up to code  
concrete path quote – Stan to take to the next meeting  
JD to send contact phone number of man who did the paving for the frame  
Action: SS to get a quote for a path that can be submitted to the Access Advisory Committee
- 8.3. Request to Council to repair the Dog Waste Bag dispensers along the foreshore. Council are doing an audit of these and requested how many we have. Responded and awaiting further information and bags.  
Request repairing of current ones and put in new ones north of the jetty, at the tidal pool and at the jetty  
Action: JD to send email to Council
- 8.4. NOC – to order Polo Shirts for Progress Committee  
Has gotten sizing for the shirts but has not ordered them  
Action: NOC to get the sizes for the T Shirts and order them
- 8.5. JD has informed the Institute Committee that Progress are willing to support the painting of the Institute with \$4,000
- 8.6. Review of Action List

## 9. Reports

- 9.1. **Caravan Park Working Party Report – M.O'Connell. S.Szczypiorski, T.Wendelborn**  
Report submitted by MO



**CPWP Meeting Report  
March 2023**

1. No CPWP Meeting held this month due to us currently employing Relief Managers, but will recommence next month.
2. Relief Managers  
Steve and Mandy Webb covering until the 17 March.
3. New Managers  
Sarah Witt and Damian Thomas started on Saturday 11 March as they could not get insurance cover. Currently they are on a short-term contract as employees.  
Moving forward we can continue to employ the managers as employees and keep the jumping pillow or employ them as a company and have to remove the jumping pillow if they can get insurance.

*How does Progress want to proceed – extended employee option for 2 years and hope to get insurance then with an understanding that if the insurance changes, we can change to a company perhaps a clause in the contract so that their hours are looked at over the span of 12 months rather than a monthly*

**Moved: M.O’Connell**

**Seconded: K.Dawes**

**#35(14/03/2023)**

***That the Caravan Park Managers employee option be extend for another 2 years unless Insurance for the Jumping pillow can be found sooner.***

***Carried***

*what is the importance of the jumping pillow to Progress – used over a 6 week period – perhaps a survey or monitoring by the managers*

Mick would like them to attend the next Progress Meeting to introduce them.

4. Storage/Staff Amenities  
The final approval from Council has been given. We will now chase up a quote.
5. Flooring for park house  
The carpet in the three bedrooms has been removed and laminated flooring installed.

**9.2. Progress Financial Report**

Report submitted by Ford McCarthy

**9.3. Day at the Burgh – T.Wendelborn**

Twilight Blues was well received and a few issue have been identified.

Plan to run the event next year as well.

Will be running a modified the Day at the Burgh this year so as not to take anything away from the Jetty 150<sup>th</sup>. It was felt that the town should only be having one event of this size per year so as to not overload the volunteers, the stall holders and the visitors.



**9.4. Cooee – S.Thompson, K.Dawes**

Still busy and looking more closely at the costs. Competitive cost for advertising as other publication of a similar nature charge more. New advertisers are coming on board.

**9.5. Markets – J.Bannon**

The markets are a bit smaller, good crowds, long weekend so lots of people, last minute cancellations are a problem, looking at other markets and looking at increasing site fees as this market is one of the cheapest in SA. Work in cost for power for stalls. Perhaps pay ahead to ensure less issue with cancellations especially in regards to insurance as Progress has to pay for this upfront and unless you can cancel more than 3 days before no refunds. This will be put into the rules of the Markets and handed out to stall holders.

**9.6. Art Group – J.Bannon**

Looking to have a meeting in the next few weeks to plan events and still looking for someone to run the group.

**9.7. Events Committee – N.O’Connell**

Don McQueen, an award winning Balladeer is at the RSI with a 2 course meal and funds go to the Jetty 150th

May 6<sup>th</sup> Quiz night at the RSL – save the date and also funds going to 150th

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

The Ardrossan Men’s Shed is nearly finished with the refurbishment of the Jetty Truck. It is ready to paint and the Men’s Shed have been asked to do this as well.

Still looking at Grants for storage.

Ken Newbold has passed away and there were many people that came to pay their respects.

**9.9. Tidal Pool – K.Dawes**

Insurance has not been sourced for swim barrier so this is at a standstill. Still trying to work something out with Council.

Committee meetings are generally called by council, suggest that a meeting is called soon to deal with the leak and introduce the new councillors that are keen to be involved.

Looking at a breakwater to stop the sea from demolishing the pool over time. Pool is needing attention.

MO to look at money set aside through Council and find out how much there is in reserve



fund. MO to look at calling a meeting and reporting back to Progress

9.10. **Flora Park – K.Dawes**

A wet year and dry and windy, looking at lots of wood coming down and trimming trees.

Action: MO to ask Council to pay half of the new mower (\$13,000) and also ask about running a chainsaw course

9.11. **Edithburgh Environment and Garden Committee – T.Wendelborn**

Projects ongoing, looking at irrigation of foreshore – need to seek grants perhaps paving around the shelters and rooting them into the landscape  
Continue with watering the foreshore manually

9.12. **Jetty 150<sup>th</sup> – N.O’Connell**

Minutes submitted by NOC

Information afternoon on MARCH 26<sup>TH</sup> 2pm – 4pm for interested parties to come along and share information or photos. Devonshire tea to follow

9.13. **Friendship Group – K.Dawes**

Yearly Program has been submitted by Jan Geytenbeek and this is also put in the Cooe on a regular basis for anyone interested in coming along, all welcome.

9.14. **Councillor’s Report – M.O’Connell**

report submitted by M.O’Connell

Councillor Report  
March 2023

1. Edithburgh Jetty

State Government getting an assessment done of all jetties on YP. This needs to be done before a load rating can be developed for any jetty or wharf. Mick would like some structure to be upgraded to allow boats up to a certain size to berth  
The upgrade of the Edithburgh Jetty is on an indefinite timeline.

2. Edithburgh Stormwater Management Project  
Should be completed in April.

3. Councillor for Foul Bay Progress Association



Mick was going to be the Councillor for Coobowie, but due to a potential conflict of interest being on Edithburgh Progress, he has volunteered to change to Foul Bay.

#### 9.15. **Constitution Change Recommendations**

Grievance process/ conflict resolution

### 10. **Correspondence**

10.1.1. Correspondence in

#### 10.2. **Correspondence Out**

10.2.1. Correspondence out

**Moved: K.Dawes      Second: L.Tilbrook**

**#35(14/03/2023)**

**That Correspondence in and out as table be accepted.**

**Carried**

### 11. **General Business**

11.1. SS - Does the correspondence need to be fully listed on the Agenda and then again in the minutes. It is removed from the minutes prior to being published on the web site and the emails are accessible online through the Outlook account.

**Moved: K.Dawes      Second: L.Tilbrook**

**#36(14/03/2023)**

**That Correspondence be listed in the Agenda but not in the Minutes.**

**Carried**

11.2. LT – 180 Degrees

What has happened with the town improvements proposals – we paid a reasonable amount of money for this – what have we got for that? Do we need to try and seek some time frames to get moving on some of the ideas?

180Degrees are Uni Students and are working on the costings requested this semester so we should have the results in the next few weeks.

Action: JD to forward LT the projects identified as needing costings

11.3. LT - Town Entrance Signs Solar Lighting



Lesley and Mark have put some reasonably cheap options up to trial, ok on really sunny days but don't hold enough charge on cloudy days – will keep trying different options.

- 11.4. LT - Power Networks SA Grant  
could use for power in main street, solar lighting along foreshore possibly
- 11.5. SS Grant writer – look at doing the grants ourselves and having projected costed and community support letters ready to go
- 11.6. LT – John Edwards not well, need to check the playground toilets daily ask the volunteer  
Action: JD to ask Leigh Stanbridge
- 11.7. LT – building works for the oval will be starting soon, need to have fencing etc going up.  
Site manager will have a caravan onsite to manage
- 11.8. MO – toilet graffiti still at the institute
- 11.9. Telstra offering rebate on wifi boosters
- 11.10. SS terms of reference for sub committees – new terms of reference to be written and then applied across all sub committees. Include a statement referring to Progress' Code of Conduct
- 11.11. KD away 23 - 16

**MEETING CLOSED**

**10.30**

**By Stan Szczypiorski**

**DATE OF NEXT MEETING – 11 April 2023 7.30pm at the Institute**

