



EDITHBURGH PROGRESS ASSOCIATION

NOTES OF MEETING HELD TUESDAY 12th SEPTEMBER 2023

at Edithburgh Institute



MEETING OPENED: 7:35pm

ACKNOWLEDGEMENT OF COUNTRY

1. **PRESENT:** Stan Szczypiorski (Chairperson), Michael Trainer, Keryn Dawes, Shirley Thompson, Joan Bannon, and Cathy Glazbrook (minute taker) **since a quorum was lacking an informal meeting proceeded*
2. **APOLOGIES** Councillor Mick O'Connell, Nola O'Connell, Glen Furler, Sarah Witt and Damian Thomas
3. **VISITORS** nil
4. **CONFLICT OF INTEREST** Chairperson, Stan Szczypiorski, reminded all Committee members of their requirement to disclose any conflict of interest and to provide accurate details of the relevant interest to the Committee prior to consideration of that item on the agenda.
5. **PUBLIC GALLERY** nil
6. **CONFIDENTIAL ITEMS** nil
7. **CONFIRMATION OF MINUTES** moved: seconded:
That the minutes of Edithburgh Progress Association's meeting, held on Tuesday 8th August 2023, as circulated, be taken as read and confirmed as a true record.
**deferred until next meeting*
8. **BUSINESS ARISING**
 - 8.1 **Formation of Constitution Change Working Group**

In working toward having proposed changes prepared in time for implementation at next year's AGM it has previously been discussed that a working group be formed. Michael Trainer volunteered to Chair this group and is passionate about making appropriate changes to facilitate more efficient management of Progress.

Michael's observations include a need to reword sections, make minor changes that will streamline administration and move the AGM back a month to



better facilitate financial reporting at such a busy time of the financial year.

8.2 Community Consultation for Town Planning

An example of another community's similar project was provided to Chairperson, Stan Szczypiorski for future reference.

8.3 Financial Reports for Sub-Committees

So far lists have been received for the *Day at the 'Burgh* and *Parks and Gardens* sub-committees and their respective financial reports have been distributed accordingly.

9. REPORTS

9.1 Caravan Park Working Group

(Stan Szczypiorski, Mick O'Connell, Terry Wendelborn)
Caravan Park Working Group Chairperson, Mick O'Connell, provided the minutes of the most recent meeting to Progress Committee Members via email.

Quotes for Storage/Amenities

Still waiting on extra quotes, but two potential builders are keeping in contact.

Pet Friendly Cabins

Managers, Damian and Sarah, would like to increase the number of pet friendly cabins due to demand.

*Request for motion: that one Deluxe Cabin and one more Ensuite Cabin become pet friendly accommodation (*deferred).*

Container Purchase

Progress is currently paying around \$5000 a year for the container to store linen. A price of \$6000 has been negotiated if we purchase the container and we can repurpose it once the storage/staff amenities building has been constructed.

*Request for motion: that the Caravan Park purchase the currently rented container for \$6000 (*deferred).*

Feedback from cleaners is that in general the current pet friendly cabins are left in a clean and tidy condition by patrons, and in addition, each pet-friendly cabin use is followed by an additional deep cleaning treatment to ensure its cleanliness for the next user.

All agreed that the purchase of the current container for \$6000 was a more efficient use of funds than continuing to lease.



9.2 Finance Report

The Finance Report was distributed prior to the meeting. Progress's financial position remains in a robust state.

9.3 Day at the 'Burgh
(Terry Wendelborn)

nil

9.4 Coo-ee

(Shirley Thompson and Keryn Dawes)

Shirley Thompson reported that a cost review would take place in the foreseeable future with the aim of being at least cost neutral.

It was felt that a greater contribution by Coobowie Progress Association would be welcomed in order to present a more balanced view.

9.5 Edithburgh Market

(Joan Bannon)

Joan Bannon remarked how appreciated the support of Caravan Park Managers, Sarah Witt and Damian Thomas, was with Damian always willing to go above and beyond with practical help.

It was felt that there appears to be more useful equipment stored in the shed at the Caravan Park than most are aware of and that distribution of an equipment list to all Committee members would be beneficial. In order to ensure that all equipment is returned in good condition and in a timely manner, it was felt that the process of again booking out and back in any item removed from storage would help enormously in protecting these community assets.

9.6 Arts Group

(Joan Bannon)

The Arts Group will make a financial contribution to the printing of postcards of a beautifully hand-drawn Clydesdale horse team by John Edwards's grandson.

9.7 Events Committee

(Nola O'Connell)

nil to report

9.8 Edithburgh Museum

(Keryn Dawes)

Edithburgh Museum have recently purchased a container and had it moved in on site.



9.9 Tidal Pool

(Keryn Dawes)

Various publicity is being sought in order to help find a resolution for the complicated Tidal Pool barrier net insurance issue.

9.10 Edithburgh Parks and Gardens Committee

(Keryn Dawes and Terry Wendelborn)

Stan Szczypiorski, Chairperson, to ensure correct budget is assigned to Edithburgh Parks and Gardens Committee.

9.11 Edithburgh Jetty 150th Anniversary Celebration

(Nola O'Connell)

Plans are coming together well, however volunteers will be needed to set up and pack up before and after the day to ensure everything is put away correctly and in good order.

9.12 Friendship Group

(Keryn Dawes)

9.13 Councillor's Report

(Councillor Mick O'Connell)

Public Consultation Coobowie re Sea Level Rise

Yorke Peninsula Council engaged a company to develop a proposal to protect low lying communities against sea level rise. Councillor O'Connell attended a public consultation meeting at Coobowie regarding a proposed sea wall. The community are overwhelmingly against the proposed sea wall given the cost, the lack of active wave action in Coobowie and the size of the proposed structure would destroy the beach.

Median Strip Extension

The median strip extension in Edith Street has been completed.

Swimming Barrier

The Swimming Barrier has come up against another hurdle. The Council has insured the net, but they cannot get insurance for local people to complete daily inspections of the net. They are investigating the cost of engaging a commercial company that has the necessary accreditation and insurance to meet the requirement of checking the net twice daily. The item will not come up for approval at a Council Meeting until everything is sorted.



9.14 Constitution Change Recommendations

See Business Arising 8.1

10. CORRESPONDENCE IN

- 10.1 Nick Hoskin, Operations Coordinator, Yorke Peninsula Council** – update on median strip extension
- 10.2 Mick O’Connell** – update on insurance for volunteers: *“I followed up the volunteer Insurance issue. I had a copy of our insurance policies and when I read through them it was clear all Progress Members are covered and volunteers on sub-committees are covered, but for co-opted volunteers it was not clear. Local Community Insurance Services are our insurers and they stated verbally that co-opted volunteers (those not on a sub-committee) are covered as long as we keep a Volunteer Register. Following my request this has been confirmed in writing (see also the following: 10.3).*
- 10.3 Emma Window, Account Broker, Local Community Insurance Services** – regarding inquiry about insurance cover for volunteers: *“Please see the website for additional information <https://www.localcommunityinsurance.com.au/insurance/volunteer-personal-accident-cover-voluntary-workers-insurance/about.aspx>*
The policy wording can be found here:
<https://www.localcommunityinsurance.com.au/documents/Volunteers.pdf?v=202204110227>
With regards to the caravan park cleaner and manager I would suggest looking into a Workers Compensation policy as they will not be covered under the Personal Accident policy due to being paid.”
- 10.4 Ian Kenny** – historic information regarding Michael Kenny, (Great-Great-Grandfather’s) pioneering days in Edithburgh – forwarded to Stan Szczypiorski, Nola O’Connell, Shirley Thompson and Keryn Dawes for their information
- 10.5 Helena Wescombe-Down, Secretary, Scuba Divers Federation of SA Inc** – inquiry regarding planned activities for Jetty 150th Anniversary event (sent link to Facebook page)
- 10.6 Isaac Tennant, Branch President, 180 Degrees Consulting Adelaide** - finalised Costings Report for the Edithburgh town infrastructure upgrade project (sent with agenda) – see General Business
- 10.7 Nick Perry, Manager Economic Development and Business Sustainability, Yorke Peninsula Council** - applications are open for the Coast Protection Board’s two annual grant programs, the \$1 million 2023 Coast Protection Grants Program and the \$30,000 Community Participation Grant Program. High priorities for this program include work or studies addressing erosion or flood risks, including foreshore protection, coastal adaption planning and beach replenishment. Applications close 25th October 2023 (previously forwarded)

11. CORRESPONDENCE OUT

- 11.1 Roger Hogben** – Letter of Support regarding Vietnam Veteran’s Walking Trail Funding – from Chairperson, Stan Szczypiorski



12. GENERAL BUSINESS

12.1 Jetty Signs

Where is this project up to? What needs to be done next? The cost of reprinting the existing signs is expected to be approximately \$375 however the cost of the stainless steel frame has risen exponentially and could be as high as \$2,000. More quotes will be required. The question of where the leafy seadragon sign might be placed was also raised. The placement of the new signs will require some consideration and cooperation by Yorke Peninsula Council in order to provide a structurally sound base since the existing wall needs a lot of work. The car park would also need to be moved. Whether the work could be carried out by volunteers was raised. Councillor Mick O'Connell will raise the issue with Council.

12.2 Managing Insurance for Volunteers

A decision needs to be made as to the best way of recording the names of any volunteers participating in activities outside of Progress or its Sub-Committees in order to meet the requirements for adequate insurance. A hard copy book, to be kept at a central location, or a separate, convenient copy for each sub-committee/activity was suggested for volunteers to enter their details, recording their participation for easy record keeping as a potential solution.

12.3 Development of Tourism Strategic Plan

A meeting with Yorke Peninsula Tourism Manager, Jess Greatwich, is coming up with Chairperson, Stan Szczypiorski. Vice Chairperson/Caravan Park Working Group Chairperson, Mick O'Connell, Caravan Park Managers, Sarah Witt and Damian Thomas and Administration Officer, Cathy Glazbrook. This initial meeting is to discuss how Progress might best tease out opportunities to benefit the community.

12.4 180 Degrees Consulting Adelaide

Costings Report for discussion has been distributed via email to all Committee members. This document will be of enormous benefit in future grant applications. Discussion as to the merits of using professional grant writers took place.

12.5 Lighting for the Clydesdale Sculpture

Discussion took place around the benefit of lighting the Clydesdale sculpture and jetty truck at night in order to highlight this fabulous piece of public art.

12.6 Tree Lighting

Shirley Thompson reminded the Committee that the solar lighting purchased for the trees needed to be installed by volunteers prior to the 150th Anniversary event.

12.7 Glasses Purchase Required

Shirley Thompson raised that while some glasses had been purchased and donated to the Institute for the 150th Anniversary Gala Dinner, that more were required. They could also be used for the Institute 150th Anniversary coming up in 2026 and many other community events. It was requested that Progress purchase the required glasses up to the cost of \$300, as recommended by Shirley, which she generously volunteered to purchase and collect on behalf of Progress. An email with this motion, made by Shirley Thompson and seconded by Michael Trainer will be sent around for voting.

13. CLOSURE 9.30pm



FUTURE MEETINGS:

Tuesday 10th October 2023 – agenda items by Friday 6th October 2023

Tuesday 14th November 2023 – agenda items by Friday 3rd November 2023

Tuesday 12th December 2023 – agenda items by Friday 8th December 2023