



EDITHBURGH PROGRESS ASSOCIATION

MINUTES OF MEETING HELD TUESDAY 8th AUGUST 2023

at Edithburgh Institute



MEETING OPENED: 7:31pm

ACKNOWLEDGEMENT OF COUNTRY

1. **PRESENT:** Councillor Mick O'Connell (Vice Chairperson), Michael Trainer, Sarah Witt, Damian Thomas, Glen Furler, Lesley Tilbrook, Nola O'Connell, Shirley Thompson, Joan Bannon, Terry Wendelborn and Cathy Glazbrook (minute taker)
2. **APOLOGIES** Stan Szczypiorski (Chairperson) and Keryn Dawes
3. **VISITORS**
4. **CONFLICT OF INTEREST** Vice Chairperson, Mick O'Connell, 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**
#58 (08/08/2023) moved: Lesley Tilbrook seconded: Nola O'Connell
That the minutes of Edithburgh Progress Association's meeting, held on Tuesday 13th June 2023, as circulated, be taken as read and confirmed as a true record. **CARRIED**

#59 (08/08/2023) moved: Damian Thomas seconded: Glen Furler
That the minutes of Edithburgh Progress Association's meeting, held on Tuesday 11th July 2023, as circulated, be taken as read and confirmed as a true record. **CARRIED**
8. **BUSINESS ARISING**
#60 (08/08/2023)
 - 8.1 **AED Location Signs**
moved: Lesley Tilbrook seconded: Joan Bannon
that the required AED location signs be purchased from Bray Signs and Safety as quoted for ten signs including installation. **CARRIED**
 - 8.2 **Chainsaw Training Course**
Inquiries are being made as to an organisation that could deliver a course onsite in Edithburgh.



8.3 Volunteer Insurance Cover

Clarification regarding insurance cover, under the current policy, for volunteers needs to be made. Mick O'Connell will investigate.

8.4 Sponsorship of YP Grounded Art Festival

It was decided not to make a monetary donation toward the Festival as a whole, but instead to further support the opening night of the photography exhibition.

#61 (08/08/2023)

moved: Nola O'Connell seconded: Glen Furler
That Edithburgh Progress Association support the opening of the photography exhibition here in Edithburgh as their contribution toward the YP Grounded Art Festival. Funds to be paid from the Arts Group budget. CARRIED

8.5 Sharps Disposal

Inquiry to SA Health indicates that this type of disposal service is the responsibility of local government. Progress will contact Yorke Peninsula Council seeking their cooperation in this matter by providing a sharps disposal service at the Institute toilets.

8.6 Review of Action List**9. REPORTS****9.1 Caravan Park Working Group**

(Stan Szczypiorski, Mick O'Connell, Terry Wendelborn)
 Mick O'Connell read from a comprehensive written report indicative of a very active Working Group committed to the growth of our Caravan Park.

Significant points included:

- ✓ Still waiting on additional quotes for storage /amenities shed – two potential providers keeping in touch
- ✓ It's disappointing that current legal advisor is not responding to pertinent inquiries in a timely manner.

#62 (08/08/2023)

moved: Glen Furler seconded: Nola O'Connell
That Edithburgh Caravan Park in future engages the law firm used by SA Parks, Hume Taylor and Co., for any legal advice or services required. CARRIED

- ✓ The Caravan Park Working Party thought that all Annual Site Licence vans were 'test and tag' compliant but it seems that some had been previously signed off by outside providers without meeting standards. Peter Hancock has since been engaged to ensure compliance is met by all.
- ✓ Managers, Damian Thomas and Sarah Witt, with Caravan Park Working Party Chair, Mick O'Connell,



attended the SA Parks Conference. It provided fabulous networking opportunities, access to a variety of suppliers and interesting speakers on risk assessment and improving the bottom line.

- ✓ The container currently leased for storage of linen comes at significant cost and given the time until the planned storage / staff amenities facility will be in use, it would be more economical to purchase a container which could later be used for storage of spare equipment for cabins. Damian Thomas will follow the options up to identify the best outcome.

Furniture and associated upgrades required for the three cabins identified (2 x Deluxe and 1 x Seaview) come in at a cost of approximately \$16,140.

#63 (08/08/2023)

moved: Nola O'Connell seconded: Lesley Tilbrook
That after confirming most economical freight that the required furniture upgrades be purchased at an approximate cost of \$16,140. CARRIED

Managers, Sarah Witt and Damian Thomas will explore potential additional cabin purchases for the future with consideration to accessibility and group accommodation.

*Save the Date: on Sunday 3rd December 2023 Progress Committee members and their partners are invited to a walk around inspection of the Caravan Park at 11am, followed by a barbeque lunch.

9.2 Finance Report

The monthly report by Ford McCarthy and Associates was distributed.

Caravan Park revenue is up significantly from last year and the general position is positive.

#64 (08/08/2023)

moved: Terry Wendelborn seconded: Glen Furler
That all Sub-Committee Chairs should provide Administration Officer, Cathy Glazbrook, with a list of members' emails so that respective finance reports can be distributed accordingly. CARRIED

9.3 Day at the 'Burgh

(Terry Wendleborn)

The Amber Joy Poulton concert to be held on Saturday 18th November 2023 will be the only event held in conjunction with *Day at the 'Burgh* this year due to the Jetty 150th Anniversary event.



- 9.4 Coo-ee**
(Shirley Thompson and Keryn Dawes)
As is usual, this hardworking group continue to pump out a fabulous community newsletter every month and receive resounding praise.
- 9.5 Edithburgh Market**
(Joan Bannon)
The Market will return in September after a short winter break.

Joan Bannon continues to work with Ford McCarthy and Associates to solve insurance and finance issues.

33 stalls are booked in for the 150th Jetty Anniversary Market
- 9.6 Arts Group**
(Joan Bannon)
No meetings are planned until such time as an event opportunity arises.
- 9.7 Events Committee**
(Nola O’Connell)
Currently the focus remains on the Jetty 150th Anniversary event.
- 9.8 Edithburgh Museum**
(Keryn Dawes)
Nil to report in Keryn Dawes’ absence.
- 9.9 Tidal Pool**
(Keryn Dawes)
Nil to report in Keryn Dawes’ absence.
- 9.10 Edithburgh Parks and Gardens Committee**
(Keryn Dawes and Terry Wendelborn)
nil to report
- 9.11 Edithburgh Jetty 150th Anniversary Celebration**
(Nola O’Connell)
Plans continue to evolve in expectation of a fabulous weekend.

The *Salt Run* event from Coobowie to Edithburgh would benefit from the participation of more teams.

The ‘Jumbo Raffle’, featuring 16 fabulous prizes, is underway with tickets available for sale.

The Gala Dinner event has limited available tickets (only 100 in total). At \$90 per person including a four-course



dinner and drinks, it has already almost sold out. It is a black tie or period costume event.

The draft program will come out in the *Coo-ee* and added to as detail becomes available.

500 x 110-page commemorative books will be available at a cost of \$40 each.

9.12 Friendship Group

(Keryn Dawes)

Nil to report in Keryn Dawes' absence.

9.13 Councillor's Report

(Mick O'Connell)

Councillor O'Connell presented a report outlining the current business of Yorke Peninsula Council as it relates to the broader Edithburgh community.

Public consultation is occurring regarding suggested solutions to the predicted future effects of sea level rise on low-lying areas. Councillor O'Connell attended a meeting at Warooka concerning Foul Bay where the dune is being eroded and threatening the houses behind. On Thursday he'll be attending a similarly themed meeting at Coobowie.

Yorke Peninsula Council has scheduled the planned median strip extension to be completed during August.

The Tidal Pool barrier net purchased by Edithburgh Progress Association has been gifted to Yorke Peninsula Council as an integral part of progressing the installation approval process. As yet the project has not come up for approval at a monthly meeting.

9.14 Constitution Change Recommendations

A timeline needs to be developed for changes to occur in time for next year's Annual General Meeting. It was suggested that a sub-committee dedicated to this purpose be implemented.

10. CORRESPONDENCE

10.1 Motion via email from Mick O'Connell

"The renovated jetty truck has been completed, looks fantastic and is now back in Edithburgh in safe storage. Many hours have been spent by the Ardrossan Men's Shed volunteers restoring the jetty truck, including the making of many parts and the purchase and preparation of others. Progress has put aside \$10000 for the Museum Jetty Truck Restoration Project. The Ardrossan Men's Shed spent \$2500 on materials, but the labour cost is less definitive, with the very modest request being 'at least \$5000'. Keryn and I have both spoken with the Coordinator Kevin Bettermann over time and know that, if all time was costed, the true labour cost would be far in excess of \$5000. There will be some extra costs involved in placing the jetty truck on rails in position behind the horse and for signage, therefore some money needs to be kept in reserve.



Even \$1000 more for labour would be a token gesture but provides some recognition and appreciation for their efforts. Unfortunately, we do not have another meeting for a few weeks and in discussion with Keryn we would like to make payment as soon as possible and therefore like to move the following:

moved: Keryn Dawes

seconded: Mick O'Connell

That Edithburgh Progress Association agrees to pay \$8500 to Ardrossan Men's Shed for the renovation of the jetty truck.

All were in favour.

CARRIED

Keryn Dawes notified Ardrossan Men's Shed of the outcome and asked them to send an invoice.

- 10.2 Sonny Coomb, Community Development and Engagement Officer, Yorke Peninsula Council** – inquiry regarding application for wedding to be held during 150th Anniversary celebration – forwarded to Nola O'Connell for response (it won't affect Progress)
- 10.3 Sonya Rankine, Arts and Cultural Facilitator, Partnership: Country Arts SA and Yorke Peninsula Council** - clarification re Grounded Festival – Institute will be used for a sculpture workshop on Friday 18th August – sponsorship would be allocated to prizes. Following the recent vandalism incident in the Institute it was uncertain how long rectification would take. Sonya Rankine will need to be advised.
- 10.4 Bray Signs and Safety** – quote for provision and installation of AED location signs (distributed for consideration prior to meeting) See motion #60 (08/08/2023)
- 10.5 Dominique Birbeck, Sight for All** - aims to eliminate blindness worldwide - partnered with Macular Disease Foundation Australia to deliver once-off, free eye health education sessions - traveling to Yorke Peninsula between 9th and 13th October – offering guest speaker opportunity – could join Yorketown Progress on the afternoon of Thursday 12th October or run a session on Friday 13th October in Edithburgh. The invitation to join Yorketown was the preferred option.
- 10.6 Stephen Goldsworthy, Operations Manager, Yorke Peninsula Council** – request for Edithburgh Progress to trim trees along caravan park fence as per Customer Service Request – Mick O'Connell arranged with Manager, Damian Thomas to complete this work, which has since been completed.
- 10.7 Stephen Goldsworthy, Operations Manager, Yorke Peninsula Council** – request for letter of support regarding *Growing Regions Program* grant application for jetty diving platform
- 10.8 Craig Thomason** – seeking information regarding previous employees – forwarded to Vice-Chairperson, Mick O'Connell, for response which he appropriately did.
- 10.9 Cindy-Anne Macdonald** – *Timeless* by Songbirds cabaret show coming to regional South Australia – forwarded to Nola O'Connell, Events Committee
- 10.10 Michael Budd, Landscapes Officer, Northern and Yorke Landscapes Board** – African Boxthorn Removal Workshop – Marion Bay, Friday 18th August



- 10.11 Stephen Simmons** – regarding buoy maintenance – away until end of August – will shop around for materials on return in order to keep under \$1,000 budget
- 10.12 Stephen Goldsworthy, Operations Manager, Yorke Peninsula Council** – re reported trip hazard at War Memorial – notification that the site will be inspected and placed on a priority list according to risk - customer service request number is 1057/2023
- 10.13 Natalie Mortimer, Regional Skills Training** – currently no training available however have forwarded request to *Logging Investigation and Training Association* for possible delivery
- 10.14 Nick Perry, Manager Economic Development and Business Sustainability, Yorke Peninsula Council** – information regarding volunteer grant opportunity
- 10.15 Amy Kerlake** - visit by the Australian Government Mobile Service Centre to Edithburgh on Thursday, 17 August 2023
- 10.16 Garry Weekley** – *Twilight Blues* funding inquiry to Mick O’Connell

11. CORRESPONDENCE OUT

- 11.1 Sonya Rankine, Arts and Cultural Facilitator, Partnership: Country Arts SA and Yorke Peninsula Council** – seeking clarification re use of Institute and potential sponsorship
- 11.2 Sonny Coomb, Community Development and Engagement Officer, Yorke Peninsula Council** - regarding any prior plans for a requested event booking for the Tidal Pool on 23rd March 2024 – assumed this was for ‘Twilight Blues’ and if so then he should go ahead and book it.
- 11.3 Yorke Peninsula Council, attention: Roy Dick, Works Manager** – urgent request for remediation of trip hazards at Edithburgh War Memorial
- 11.4 Yorke Peninsula Council** – letter of support regarding *Growing Regions Program* grant application for jetty diving platform

#65 (08/08/2023)

moved: Shirley Thompson seconded: Lesley Tilbrook
That correspondence both in and out be accepted as presented and endorsed. CARRIED

12. GENERAL BUSINESS

- 12.1 Yorke Peninsula Tourism Event**
Caravan Park Managers, Sarah Witt and Damian Thomas will be attending.
- 12.2 Financial Reports for Sub-Committees**
See Finance Report: 9.4
- 12.3 Annual General Meeting**
The nomination form for election to Edithburgh Progress Association Committee has been posted on <https://edithburgh.org.au/news/>



12.4 Websites

Concern was expressed about the inability for the current Progress websites to be easily managed by those inexperienced in website management, particularly when it's so important for the Caravan Park Managers to be able to be responsive to any immediate opportunity or issue. Cathy Glazbrook will report back following discussion about the options with Caravan Park Managers Sarah and Damian.

12.5 Blue Buoy Interpretive Sign

It was suggested that the blue buoy near O'Connell's be complemented with an interpretive sign to explain its purpose.

12.6 Celebratory Flags

Nola O'Connell reiterated that due to the cost of celebratory flags for installation on light poles that it was common sense to purchase ones that were reusable for regular occasions.

12.7 Community Consultation for Town Planning

Discussion about the future purpose of the land across from the Caravan Park took place. As it's such a complex issue with multiple potential uses, it was suggested that an urban planning consultant be engaged to professionally initiate a public consultation process to develop a comprehensive document that will be powerful in grant submissions.

13. NEXT MEETING

The next meeting of Edithburgh Progress Association will be held at Edithburgh Institute on Tuesday 12th September 2023 at 7.30pm. Items for the agenda must be received no later than close of business on Friday 8th September 2023. Copies of reports in advance are most welcome.

14. MEETING CLOSE

9.54pm

Signed as a true and correct record on Tuesday 12th September 2023

**Stan Szczypiorski | Chairperson
Edithburgh Progress Association Incorporated**

