

**Minutes of the Stansbury Progress Association Inc. Executive Committee Meeting
held in the Stansbury Institute on
Tuesday 13th June 2023 at 7.30pm.**

PRESENT: Don McPhee (Chairperson), Ted Buttfield (Vice Chairperson), Sue Oldfield, David Slater, Graham Klose, Kevin Forrest, Doug Carruthers, Julie Harris, Cr Trevor Clerke, Carley Crouch (minute taker).

MEETING OPENED: 7.31pm

1. WELCOME: Don McPhee welcomed everyone to the meeting and thanked everyone for their attendance.

2. CONFLICT OF INTEREST:

The Chairperson reminded all members of their requirement to disclose any conflict of interest, and provide details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

3. APOLOGIES: Graham Newstead, Beth Faulkner, Michelle Hoffman, Leon Cartledge

4. ACCEPTANCE OF MINUTES:

4.1 Acceptance of the Minutes

Moved: Ted Buttfield

Seconded: Kevin Forrest

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 8th May 2023, be accepted as read and confirmed as true records.

Carried: #1 13/06/2023

5. CARAVAN PARK REPORT:

5.1 Caravan Park Manager's Report- D McPhee:

A verbal report was provided by Don McPhee.

It was reported:

- The Foreshore effluent drainage system needs to be jetted as there are blockages which are not clearing.
- There was an issue with a live wire that was buried underground in error during the installation of the new villas. This has since been fixed.
- Dead vegetation is being removed at the Beechcroft Road site in preparation for van storage.
- The downpipes have been fitted to the OPD cabins. The next step is to install rain water tanks for the runoff from the cabins and the storage shed.
- One gazebo from the Foreshore Park has been relocated over at Oyster Point Drive near the playground. Thought is to be given as to

how to develop the area at the Foreshore Park where the gazebo was originally located.

- The majority of the ASL and storage agreements have been issued. Some minor amendments were made to the agreements which occurs as part of the annual updating process.
- The damage bill has been paid by the ASL owner for the vandalism which took place over Easter. Taking into account that the bill has been paid, it is proposed to issue a licence for the 2023-2024 agreement period, together with a letter outlining the expectations of the occupants in regards to behaviour in accordance with the agreement. The proposed letter to the ASL holder on this matter was tabled.

It was agreed to send the letter and issue a new agreement to the ASL holder.

- Fees: the Caravan Park Sub Committee have reviewed the tourist rates, and made a recommendation to the Finance Committee. The Finance Committee have reviewed, and make a recommendation to the Executive Committee to apply the fee increases from 1st July 2023.

It was noted that there are concerns regarding the economy and the possibility of going into a recession which will affect people's ability to travel. However, the costs of running a business are also increasing and a fee increase is necessary to maintain viability.

The proposed fee increases are based on current available market data and CPI.

Moved: Kevin Forrest

Seconded: Doug Carruthers

To accept the fee increases as per the recommendation from the Caravan Park Sub Committee.

Carried: #2 13/06/2023

It was noted that the interiors of the villas need refreshing, as some are looking old and tired (particularly villas 5 and 6).

It was agreed to obtain quotes on lining walls, painting and general refurbishment of some of the villas for consideration.

It was noted that the hot water services in the accommodation units are insufficient for the number of guests per unit. A quote has been requested from Aitchison Plumbing for installing a gas line to the existing villas in the Foreshore Park. Consideration will be given as to whether this is the best solution.

Moved: Graham Klose

Seconded: David Slater

To accept the Caravan Park Sub Committee Report.

Carried: #3 13/06/2023

6. 150TH SUB COMMITTEE UPDATE:

6.1 Sue Oldfield and Don McPhee attended the Sub Committee meeting on 7th June.

Don and Sue provided the following verbal report:

- Margie Dodd, Bowls Club, attended the meeting and provided information on the event to be held on Friday 29th September. No formal dinner will be held, instead it will be light refreshments. It will be a ticketed event for catering purposes.
- A smoking ceremony can only be carried out by Elders. If no-one is able to be engaged to perform this ceremony, local school children may do a Welcome to Country.
- Display panels will be borrowed from Ardrossan for the displays in the Institute.
- The school will be open for tours on Saturday afternoon.
- There is a large rock at the rear of the school which will be moved to the front, and have the plaques attached to it.
- The school has been contacted about the idea of organising a cut out to be used for photos.
- Port Vincent Progress have 50-70 chairs which are available for hire. Together with the Sports and Bowls Clubs there should be enough chairs for the event.
- The blacksmith display will require power. Location at the oval to be confirmed.
- The entertainers for the Sunday event at the oval are being finalised, after two of the musicians cancelled.
- Food vans – the coffee van has cancelled, however one of the food vans may also be able to provide coffee. The pasta van has also cancelled. Currently there are nine food vans booked to attend.
- A bouncing castle and obstacle course have been booked. Cost is \$600. If the takings are over \$3100, the \$600 fee is refunded, plus 20% of the takings over this amount is paid back.
- The sign in Centennial Park is being repainted. Graham Klose is working on a proof for the new sign.
- Don Modra has almost finished his research on the lime kilns.
- Adelaide Brighton Cement have not committed any funds towards the event to date. However, there is a new local manager who will be contacted to see if any contribution will be made.
- Graham Klose is working on the photo display for the Visitor Information fence. The photos have been chosen and he is waiting on a proof of the layout from Bray Signs.
- The sub committee are moving to fortnightly meetings.
- The grant for the teardrop banners was successful.
- The toilets for the event on the oval have been booked.
- The promotional flyer is being finalised.
- The prizes for the raffle are being finalised.
- The Golf Club were considering offering smoothies at the Sunday oval event. However, there is a query regarding whether their insurance will cover this activity. Sue will investigate further.

7. MATTERS ARISING FROM MINUTES:

7.1 EV Charging Station update:

Don and Kevin met with Ashley Gaghan, Nu-Gen Power and Storage, on Friday 2nd June to assess suitable sites for an EV charger. Ashley will submit the information to the RAA for consideration. The sites which have been identified are:

- Near the common effluent tanks at Elanora.
- In the bowl's club carpark.
- Behind the tennis club, clubrooms.
- Along the Foreshore roadway opposite Annie Watt Street.
- Near the toilet block at the jetty.

The RAA will make the final determination on whether the installation will proceed, and where the charger will be located.

It was noted that behind the tennis club would not be a suitable location due to access and children playing.

7.2 Bottle and Can Roster:

The roster for the new financial year is due to be distributed. Unfortunately the Museum and RSL are no longer able to participate, however, the blacksmiths group will take up one vacant position.

A notice was placed in the Scribble inviting any interested volunteer organisations to contact the Centre to go onto the roster. To date, no responses have been received.

Sue Oldfield reported that the school will be discussing the option of going onto the roster at their next meeting to be held in June.

It was resolved to delay distributing the new roster until the school has had a chance to respond.

7.3 ASL – agreement to be granted for another term:

As per item 5.1.

7.4 Grounded YP Art Festival Sponsorship:

Moved: Ted Buttfield

Seconded: Doug Carruthers

To provide Bronze sponsorship at a cost of \$250.00.

Carried: #4 13/06/2023

8. BUSINESS MANAGER AND FINANCE REPORT:

8.1 A written report for May was tabled.

Moved: Ted Buttfield

Seconded: Graham Klose

To send the Business Manager to the SA Parks conference on 25th July, Taillem Bend. Accommodation, meals and appropriate travel costs to be paid by Progress.

Carried: #5 13/06/2023

Moved: Julie Harris

Seconded: Sue Oldfield

To accept the Business Manager's report for May.

Carried: #6 13/06/2023

9. MARKET CO-ORDINATOR/ADMINISTRATION REPORT:

9.1 A written report for May was tabled.

It was resolved to proceed with the signage at the gun as per the proof provided, noting that the Lions Club will be contributing towards the sign.

Moved: Graham Klose

Seconded: Doug Carruthers

To accept the Market Co-Ordinator/Administration reports for May.

Carried: #7 13/06/2023

10. SUB COMMITTEE REPORTS:

10.1 Caravan Park Sub Committee – D McPhee

As per item 5.1.

10.2 Institute – Ted Buttfield

It was noted that two door strips have been installed by Barry Schiller to help reduce leaf and dirt blowing inside.

Don McPhee reported he had a discussion with Nick Hoskin, YP Council, re the toilets. A new lock on the door in the ladies will be installed, along with a new sign for the men's toilet.

It was noted that the street pavers next to the Blue Lime Café were laid above the damp course by Council. Previously the owners of the building had the salt damp repaired and a membrane was laid. Council have advised that their insurance will not cover the repairs. It is important that the mural is preserved, and options to deal with the problem need to be investigated.

Cnr Trevor Clerke has been asked to follow up with Council to see what action can be taken.

10.3 Tidy Towns:

Don McPhee reported the following activities have taken place:

- The second gazebo from the Foreshore Park is to be moved over to OPD. Ideas are sought as to how best to revamp the BBQ area once the gazebo has been moved.
- Fallen trees in Centenary Park have been removed.

10.4 Town Projects:

It was noted:

- The new seawall will look like a concrete wall. It will run from the stormwater drain north of where the gun is, to the changing shed. The number of sets of steps which will be included needs to be confirmed.
- The Pines project – Julie Harris reported that her understanding was the Council were in the process of rezoning various parcels of land in other towns, and that The Pines was included in this.

Clarification is required from Council as to whether the rezoning application has been submitted.

It was noted that alternative locations for a pump track may need to be considered.

- Town lights not working – The two lights in the playground have been fixed, however the one near the BBQ is still out. Don spoke with Nick Hoskin last week, who advised he is waiting on an electrician.

It is thought that the light pole in the rose garden near the Foreshore Park is wired to the street lights.

- Need to follow up with Moss Electrical re the bollard light not working near the sails.

10.5 Access Advisory Committee:

Nil to report.

Moved: Kevin Forrest

Seconded: Julie Harris

To accept the sub committee reports for May.

Carried: #8 13/06/2023

11. CORRESPONDENCE:

- 11.1 Email – Karen Brokenshire, Yorke Peninsula Council, 6th June 2023 - tabled
- 11.2 Email – Beth Faulkner, 13th June 2023- tabled.
- 11.3 Letter – Department of Primary Industries and Regions, 31st May 2023 - tabled.

12. GENERAL BUSINESS:

Nil.

13. CLOSURE: Meeting closed at 9.43 pm.

Next meeting: Monday 10th July 2023 7.30pm

Don McPhee

Chairperson 

Date: 10.7.2023

