

**Minutes of the Stansbury Progress Association Inc. Executive Committee Meeting
held in the Stansbury Institute on
Monday 8th May 2023 at 7.30pm.**

PRESENT: Don McPhee (Chairperson), Ted Buttfield (Vice Chairperson), Sue Oldfield, David Slater, Graham Klose, Kevin Forrest, Doug Carruthers, Cr Trevor Clerke, Michelle Hoffmann and Leon Cartledge (caravan park), Carley Crouch (minute taker).

Guest: Jeff Brundell (150th Committee Chairperson)

MEETING OPENED: 7.30pm

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, Julie Harris.

4. ACCEPTANCE OF MINUTES:

4.1 Acceptance of the Minutes

Moved: Kevin Forrest

Seconded: David Slater

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Tuesday 14th March 2023, be accepted as read and confirmed as true records.

Carried: #1 08/05/2023

It was noted that there was no quorum for the meeting scheduled on 11th April 2023.

5. CARAVAN PARK REPORT:

5.1 Caravan Park Manager's Report- M Hoffmann and L Cartledge:

Written reports from the Park Managers were tabled for both the Oyster Point Drive and the Foreshore Caravan Parks.

Leon and Michelle reported:

- The park is a little quieter than the same time last year. It is possible that the high cost of fuel and general living expenses is impacting on recreational travel. Cancellations due to illness have also been a factor.
- Thank you to Tidy Towns members for installing the shade cloth over the tractor shelter.
- The dump truck and tractor are both scheduled for servicing in May.

- There have been some blocked drains in the park. Although the drain snake works well, it doesn't work around bends. Consider adhering the tops of the drains so guests are unable to take them off and throw their scraps down the drain.
- The street light has been fixed.
- Request for a wind screen be erected between villa 1 and site 105, and on sites 107, 108 and 109.
- Site 105 is not big enough for guests who bring a big boat with them. Bookings will be managed by office staff to restrict bookings to guests who are not bringing a boat with them.
- Request for a commercial Honda edger to be purchased, as recommended by Brenton Spratt. Don and Ted will review the specs before approving the purchase.

Don McPhee requested the park managers give consideration as to how best design the recreational space next to the new site 102. This is currently a BBQ area. It is proposed that the existing shelters will be relocated to the Oyster Point Drive Caravan Park.

Kevin Forrest reported that Leon and himself assessed the possibility of turning site 105 into an EV charging area.

Michelle and Leon left at 7.48pm and did not return.

6. 150TH SUB COMMITTEE UPDATE:

- 6.1 Minutes of the 150th Sub Committee meeting, Wednesday 5th April 2023 were tabled.

Jeff Brundell provided the following update:

- Things are moving along and the committee is keen to get some of the projects up and running.
- At this stage, Adelaide Brighton Cement is not contributing any form of sponsorship to the event, other than providing some photos. Jeff will contact them again to confirm their intention re sponsorship.
- Local indigenous football players have been invited to the opening night at the bowls club.
- The program is almost finalised, and promotion will then commence.
- Maxine has been contacted by someone from Edithburgh who is interested in doing some joint promotion.

Graham Klose advised that the street banners will be erected in the new few weeks.

Jeff Brundell and Sue Oldfield have been researching quotes for portable toilets for the Sunday event at the oval and reported:

- Coats - hire cost of \$4293 includes 8 individual toilets, one week's hire, delivery, cleaning and pumping.
- Buildlogix - \$80 per toilet, \$133 each for the pump out, \$58.40 delivery, \$58.40 collection per toilet. Availability cannot be confirmed

until 4-6 weeks before the event as they are often hired out to building sites.

- MA Skinner, Kadina - \$165 per unit for the weekend includes a light clean, waste pump and disposal of waste. Delivery fee of \$343.35 is per 4 units. Collection fee is \$343.35 per 4 units. Jeff will follow up to confirm the details on the cleaning/pump out, and whether collection by Tidy Towns is possible which will reduce costs. This information will be forwarded to the Executive Committee.

It was noted that a forklift would be required to lift the units on and off a trailer.

It was agreed that a minimum of eight portable toilets would be required in addition to the toilets which are already onsite at the oval.

Graham Klose advised that Maxine had approached him regarding doing a refresh of the Centenary Park sign at the back of the bowls club. Further details are required as to exactly what work is required.

Sue Oldfield reported the Council will provide six bins. This includes delivery, empty and collection.

It was noted that Progress have ten bins which could also be used. However, they will need to be emptied after the Saturday markets. This would need to be done Sunday morning using the Tidy Towns truck as the rubbish truck will be utilised by the caravan park over the weekend. The Sports Club have six bins. Bottle and can bins could also be put out to encourage recycling.

It was suggested that additional bins could be put on a car trailer to use around the oval as a contingency.

Sue Oldfield advised that additional chairs are needed for under the marquee for people watching the live music. The bowls club have 7, tennis club 30, Tidy Towns 20. Scott Glazbrook has 50 but there would be a charge to deliver and collect.

It was suggested to contact Port Vincent Progress Association to see if they are able to assist with additional chairs.

Jeff left the meeting at 8.31pm and did not return.

7. MATTERS ARISING FROM MINUTES:

7.1 Council lease of additional land for van storage

Don McPhee has signed the lease. Owners of vans which have been identified for relocation to Beechcroft Road have been advised. Vans will be moved from 1st July 2023.

Some minor work on the roadways is required, and a few bushes will be removed.

The shed requires some minor repairs which the Council will undertake.

Hart Bros will be engaged to level the fill at Oyster Point Drive once the vans are moved. This is in preparation of developing the drive through sites.

7.2 Elanora – items left on site.

Graham Klose spoke with the Lions Club about holding a garage sale as a fundraiser to sell any of the suitable items left at Elanora. However, as the Lions Club decided not to proceed with this idea, Graham did not follow up any further with Rob Rankine.

It was noted that there was an article in the Yorke Peninsula Country Times where the new owner of Elanora indicated his intentions for the site, and his willingness to work with the community.

8. BUSINESS MANAGER AND FINANCE REPORT:

8.1 A written report for March and April was tabled.

It was noted that asphalt is more expensive than spray seal, however it can be laid in any weather and is longer lasting. Spray seal can only be applied in dry weather.

Moved: Ted Buttfield

Seconded: Graham Klose

To accept Boral quote #SAM23-02027 – asphalt proposal for the Stansbury Foreshore Caravan Park.

Carried: #2 8/05/2023

Moved: Doug Carruthers

Seconded: Ted Buttfield

To request a quote from Boral for laying bitumen on the roadways around the Oyster Point Drive Caravan Park cabins.

Carried: #3 8/05/2023

Don Mcphee advised he has reviewed the new ASL agreement and has included the word “wilful” under the clause relating to damage of property within the park. This provides additional cover for any vandalism.

Some vandalism took place over Easter. Teenagers of an ASL Occupant were witnessed causing damage to the OPD amenities block including spit balls on the roof, ripping a soap dispenser off the wall and putting hand towel down the toilets. There is also a hole in one of the cubicle doors. This occurred in the early hours on 7th and 8th of April. An attempt was made to contact the local police however, this was unsuccessful.

The witness has provided a written statement. Leon and Michelle spoke with the parents of the teenagers and the teenagers themselves. The parents volunteered to cover the repair costs.

A report was made at the local police station however they did not consider there was enough evidence to proceed any further.

The ASL Occupant's licence will not be renewed.

Moved: Graham Klose

Seconded: Sue Oldfield

To accept the Business Manager's report for March and April.

Carried: #4 8/05/2023

9. MARKET CO-ORDINATOR/ADMINISTRATION REPORT:

9.1 A written report for March and April was tabled.

Don McPhee reported that he received a phone call from the Prostate Cancer Foundation expressing gratitude for the donation.

Re: 150th Light show: David Slater reported that 400 photos have been provided to George for the light show. It is proposed that each photo will appear for 12 seconds. The display will go for approximately 1 ¼ hours and will run twice each night. The show will run from 8pm to 10pm. There will be a seating area for people to bring their own chairs. Room will be left for boaties to access the boat launch.

It was originally envisaged that a catalogue would be generated which provided information about each of the photos. However this is proving difficult. David is now exploring whether some of the senior members of the community would be willing to do a live commentary over a PA system throughout the light show.

Seaside Markets 2023-2024 season: it was agreed to proceed with seven markets, with one on the 25th November. The New Year's Eve Twilight event will focus on food and novelties, rather than as a Seaside Market.

Moved: Ted Buttfield

Seconded: Kevin Forrest

To accept the Market Co-Ordinator/Administration reports for March and April.

Carried: #5 8/05/2023

10. SUB COMMITTEE REPORTS:

10.1 Caravan Park Sub Committee – D McPhee

As per item 5.1 and 8.1.

10.2 Institute:

It was noted that Ted purchased a door seal which has been installed.

Don McPhee advised that Carrol Roberts contacted him about some repairs which Tidy Towns may be able to carry out.

It was noted that the door lock on the ladies toilets is a matter for Council as they maintain the toilet blocks.

10.3 Tidy Towns:

Don McPhee reported the following activities have taken place:

- Sand has been spread out in both park playgrounds.
- The cover has been installed on the tractor shelter.
- Some trimming of trees has been carried out.

10.4 Town Projects:

Nil to report.

10.5 Access Advisory Committee:

Graham Klose advised that access on Ken's street has been moved to around the corner.

Moved: Kevin Forrest

Seconded: David Slater

To accept the sub committee reports for April.

Carried: #6 8/05/2023

11. CORRESPONDENCE:

11.1 Letter – J Peterson, 29th December 2022 - tabled.

It was noted that other caravan parks have food vans within their parks for guests to access. Stansbury Caravan Park is in competition with other parks on the peninsula.

Historically a canteen was situated in the caravan park, however this was run by a local business.

The caravan park managers are aware not to arrange for food vans to be located within the park.

Council have designated the old boat ramp as the area where food vans are currently allowed to trade. Council have the responsibility of regulating the trading hours and locations of food vans.

It was noted that it is important to support local businesses.

It was agreed to write a letter of support to J Peterson, in support of her writing to Council to voice her concerns in accordance with Council's policy.

11.2 Email – R Rankine, 14th March 2023- tabled.

11.3 Letter – Stansbury Museum, 17th March 2023 - tabled.

11.4 Letter – R Ricketts, 21st March 2023 - tabled.

It was noted that Andrew Johnson is building a new shed in the same location where the bottle and can sorting area was set up. Andrew has confirmed he will build a shelter on the side of his shed for bottle and can sorting which resolves the issue.

Ted has sourced a battery operated lifter to put at the end of the table to assist with lifting.

Doug Carruthers advised that due to the age of the volunteers, the RSL will not be participating in the bottle and can collection in the future.

It was also noted that the Museum may not continue on the roster for the same reason. Ted Buttfield will follow up with the Museum to confirm.

Don McPhee confirmed that the primary objective was to clean out the bottles and cans from the caravan park.

Doug Carruthers advised that the YP Blacksmiths and Lost Skills Group is happy to move into one of the vacant slots on the collection roster.

Sue Oldfield advised that the primary school is getting a small bus to collect students who live outside of Stansbury. It was suggested that the school may be interested in joining the roster to help fund the bus.

A notice will be placed in the June Scribble inviting local volunteer organisations to join the collection roster.

11.5 Email – S Bowley, 30th April 2023- tabled.

It was noted that from an economic perspective, it would be a good idea to have an EV station in the town.

Kevin Forrest reported that the caravan park have only received one request for an EV charger, and that the switchboard on the new villas is full. However, Yorke Solar will investigate the option of installing a charger in the caravan park.

It is expected that in years to come, more people will be driving EV vehicles and want access to charging stations in regional areas.

It was noted that the shed near the foreshore playground has power.

Ashley Gaghan, Nu Gen Power and Storage, will be contacted to arrange a time to visit and assess suitable locations within Stansbury which meet the RAA criteria.

11.6 Grounded YP Art Festival Sponsorship- tabled.

It was noted that further information had been requested from the organiser. Once this is received a decision can be made regarding sponsorship.

12. GENERAL BUSINESS:

12.1 Volunteer Morning Tea

Yorke Peninsula Council is hosting a morning tea during National Volunteer Week to thank the many volunteers within the local community. This is being held on Tuesday 16th May at the Minlaton Town Hall at 10.30am.

12.2 Stansbury Seawall Repair

Don McPhee reported that he had received a call from Andrew Cameron, Yorke Peninsula Council, advising that the grant for the seawall revetment project had been approved. Formal written notification is yet to be received.

12.3 Lights in The Pines area

Kevin Forrest advised that four lights in The Pines area are not working. One is filled with water and will be decommissioned. Kevin will try and fix the other three.

12.4 Stallholders, Stansbury Seaside Markets – access to power

Ted Buttfield advised that at the last market for the season, one of the stall holder's power cords kept causing the circuit breaker to flick out. All stall holders are to be advised that their cords need to have a current tested and tagged sticker prior to use.

This requirement will be included in next season's application document.

12.5 Caravan Park street lights

Sue Oldfied reported that the street lights outside the caravan parks are not working.

Kevin Forrest advised that replacement parts for the existing lights cannot be sourced. Kevin will look at solar light options for OPD.

12.6 Fencing for 150th light show

David Slater advised that temporary fencing will be required to go around the projectors at the boat ramp for the light show.

Council to be contacted in regard as to whether they are able to supply fencing for this purpose.

13. CLOSURE: Meeting closed at 10.51 pm.

Next meeting: Tuesday 13th June 2023 7.30pm

Don McPhee

Chairperson 

Date: 13.6.2023