

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY
PROGRESS ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON
MONDAY 9TH MAY 2016 AT 7.32PM**

- PRESENT:** Ted Buttfeld (Chairman), Ken Osterstock, Graham Newstead, Margie Dodd, Don McPhee, Richard and Rowena Smith (Park Managers), Kevin Forrest, Beth Faulkner (Vice Chair), Bruce Meehan, Gabrielle Gutsche (Project Officer), Janette Butler (minute taker), Jeff Brundell (7.50pm)
- 1. WELCOME:** Ted Buttfeld welcomed everyone to the meeting.
- 2. CONFLICT OF INTEREST:** Nil
- 3. APOLOGIES:** Nil
- 4. MINUTES:** **Graham Newstead moved** **Kevin Forrest seconded**
That the minutes of the meeting held on Monday 11th April 2016 be accepted as a true and accurate record.
Carried # 1 09/05/2016
- 5. MANAGER'S REPORT:** Richard and Rowena Smith
- 5.1** Discussion re the major, unidentifiable water leak which occurred at the Foreshore park on the 20th April 2016 and the need to have a plumbing contractor who is willing to be a first responder should this occur in the future. Richard advised that it was necessary to engage a plumber from Adelaide to source and repair the leak as the local ones were either unavailable or not prepared to attend for an unidentifiable source. Janette to source preferred contractors.
- 5.2** Rowena and Richard will be taking leave from 29th May 2016 - 8th June 2016 and therefore will not be attending the meeting on 6th June 2016. Rowena advised that she will provide a report for the meeting in advance.
- Richard Smith moved** **Don McPhee seconded**
That the Caravan Park Manager's report be accepted.
Carried # 2 09/05/2016
- Richard and Rowena Smith left the meeting at 8.15pm and did not return.
- 6. FINANCE REPORT:** **Ken Osterstock moved** **Margie Dodd seconded**
That the financial report for April 2016 be accepted.
Carried # 3 09/05/2016

7. MATTERS ARISING:

7.1 Don advised that he has not yet had a chance to study the strategic plan (2001 – 2010) which was given to him at the April meeting. He will study this and report to the committee at the next meeting.

7.2 Ted reported that he had spoken with Nick Hosking (YP Council) regarding permission to remove some of the Aleppo Pine trees along Adelaide Road. Nick advised that he would speak with Stephen Goldsworthy (YP Council) and ask him to call Ted to discuss.

It was noted to the committee that the tree removal contractor is not prepared to remove the trees without Council permission.

7.3 Town sign.

Don McPhee moved

Jeff Brundell seconded

That the quote to design, produce and install the town sign as illustrated be accepted.

Carried # 4 09/05/2016

It is noted by the committee that the quote does not include the supply and building of the stone component, nor the fees associated with the relevant development approvals.

7.4 It was agreed that any replacement shade sails need to be a heavier grade than currently exist and have wire in the edging.

8. CORRESPONDENCE:

As tabled

8.1 It was resolved that the Association would not contribute to the cost of replacing the town playground fence as per Veronica's email.

8.2 Discussion re the poor state of the footpath between the Mills Gully road, along Adelaide Road and through the "pines" to Anzac Parade. It was suggested that the community representative to the YP Council's Access Advisory Committee be asked to bring this to the attention of this committee at their next meeting.

8.3 Lengthy discussion re the response from Trevor Graham (YP Council) in response to the letter sent by the Association (to the CEO and Councillors) advising that the Stansbury Progress Assoc. was no longer prepared to provide funding for alterations and maintenance of the Stansbury boat ramp. It was deemed that this correspondence had not yet been presented at a meeting of the Yorke Peninsula Council and therefore, no action will be taken until further response has been received.

8.4 Request for financial assistance to assist with the installation of a synthetic green from the Stansbury Bowling Club.

Margie Dodd declared her conflict of interest as a member of the Stansbury Bowling Club.

Beth Faulkner moved

Don McPhee seconded

That \$20,000.00 be donated to the Stansbury Bowling Club to assist with the installation of a synthetic green.

Carried # 5 09/05/2016

8.5 Discussion re quotes received for the refurbishment of Villas 9 and 10.

Jeff Brundell moved

Graham Newstead seconded

That the cheapest of the quotes received be accepted provided the contractor can complete the refurbishment within the timeframe required.

Carried # 6 09/05/2016

8.6 Discussion re the report provided by Dr Tony Milnes (Visiting Research Fellow, Dept. of Earth Sciences, University of Adelaide) regarding the shells found during excavation for the drainage pits in the OPD park last year. It was suggested that an article be placed in the Country Times. Margie will speak with Jenny (YP Country Times, Journalist) and ask her to call Janette.

Ken Osterstock moved

Bruce Meehan seconded

That the correspondence be accepted as tabled.

Carried # 7 09/05/2016

9. GENERAL BUSINESS:

9.1 Project Officer/Market Manager report – Gabrielle

9.1.1 Discussion re dogs at the markets. It was resolved that 4 signs be made and erected on market days discouraging owners from bringing their dogs onto the market site.

9.1.2 Market fee increases for the 2016/2017 market season. Gabrielle has updated the market registration form.

Jeff Brundell moved

Beth Faulkner seconded

That the market site fees for the 2016/2017 season be adopted as presented on the market registration form.

Carried # 8 09/05/2016

9.1.3 Gabrielle has requested a new mobile phone to replace the existing "market" one. It was resolved that Janette investigate this and arrange a replacement phone with minimal costs.

9.1.4 Discussion re the OPD survey and the quote for this received from Bob Andrew Pty Ltd.

Graham Newstead declared a conflict of interest as Bob Andrew is known personally to him.

Don McPhee moved

Jeff Brundell seconded

That the quote received from Bob Andrew Pty Ltd to survey the Oyster Point Drive Caravan Park and provide a plan be accepted.

Carried # 9 09/05/2016

9.2 Discussion re the Stansbury Institute Management Sub-committee rules of operation as presented by Graham Newstead.

Don McPhee moved

Margie Dodd seconded

That the Stansbury Progress Association Inc. accept the rules of operation of the Stansbury Institute Management Sub-committee as presented.

Carried # 10 09/05/2016

9.3 It was suggested that some new road safety equipment be purchased for Tidy Towns use etc.

Graham Newstead moved

Margie Dodd seconded

That 1 x Road Closed sign, 2 x Slow/Stop lollipop signs and 2 x Men Working signs be purchased.

Carried # 11 09/05/2016

9.4 Only two participants can attend the Workzone Traffic Management course organised by the Minlaton District Business Group. It was resolved that Gabrielle and a Tidy Towns member attend the course in June. Janette to contact the YP Council to inquire about further courses being held to which further participants could attend.

9.5 Discussion re the use of volunteers for the Visitor Centre during the winter months should Gabrielle and Janette be away on the same day.

Ted declared a conflict of interest as Alison is one of the produce suppliers who are required to provide four hours a week to the visitor Centre.

It was resolved that the Visitor Centre be closed on 14 June 2016 when Janette is on annual leave and Gabrielle attends the VIP Network meeting.

9.6 Discussion re the rabbit population.

Gabrielle and Janette left the meeting at 10.05pm to enable the committee members to discuss employment contracts etc.

10 CLOSURE:

Next meeting Monday 6th June 2016
(due to Public Holiday 13th June 2016)

Ted Butfield

Chairman.....

Date