



Minutes of the Meeting  
Held in the Edithburgh Institute  
On the 9<sup>th</sup> June 2020

**PRESENT:**  
**Subject to**  
**Confirmation**  
**MEETING OPENED**

**Lesley Tilbrook (Chairperson), Peter Bartram (Vice Chairperson), Pat Bartram, Kara Johnson, Keryn Dawes, Jennifer Robyn, Mick O'Connell, Stan Szczypiorski, Jen Dinham (Minute Taker)**

**7.35pm**

**1. WELCOME**

Chairperson, Lesley Tilbrook, welcomed all to the meeting and thanked them for their attendance.

**2. APOLOGIES**

Cr Adam Meyer, Phill and Jo Medson (Park Managers) and Joanne Forbes (Finance Officer)

**3. CONFLICT OF INTEREST**

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

**4. CONFIDENTIAL ITEMS.**

NIL.

**5. CONFIRMATION OF MINUTES**

**CONFIRMATION OF MINUTES OF MEETING HELD**

**#79 (09/06/2020)**

**Moved: P.Bartram      Seconded: K.Dawes**  
**That the minutes of the Edithburgh Progress Association meeting held on 12<sup>th</sup> May 2020, as circulated, be taken as read and confirmed as a true record.**

**CARRIED**

**6. MATTERS ARISING**

**ITEM #: 6.1 MATTERS ARISING**

**#80 (09/06/2020)**

**Moved: P.Bartram      Seconded: K.Dawes**  
**That the April Budget Review and Long Term Financial Plan as presented in the Financial report from the May meeting be adopted.**

**CARRIED**

**ITEM #: 6.2 REVIEW OF ACTION LIST**

Coobowie/Edithburgh Signage – Lesley to speak with Jo about the drafts and send a letter to Council to see if they can replicate the sign from other sites along the 'Walk The Yorke' Trail

Action: J.Dinham to send a letter to the YP Council



**#81 (09/06/2020)**      **Moved: G.Weekley**      **Seconded: M.O'Connell**  
**That a request be sent to Council to ask that the Signage along this stretch of the Walk the Yorke trail be the same as the signage from other sections**

**CARRIED**

## **7. REPORTS**

### **ITEM #: 7.1 CARAVAN PARK WORKING PARTY REPORT**

Report circulated prior to the Meeting

A special meeting of the Edithburgh Progress Association will be held in the Institute on Wednesday the 24<sup>th</sup> June at 7PM to finalise the package and conditions for the advertising of the replacement Park Manager

**#81 (09/06/2020)**      **Moved: P.Bartram**      **Seconded: J.Robyn**  
**That the CPWP and Park Managers have the approval to select a contractor for the Capital Works as long as they fall within the approved Budget**

**CARRIED**

**#82 (09/06/2020)**      **Moved: P.Bartram**      **Seconded: K.Dawes**  
**That the resignation of Phill and Jo Medson, current Caravan park Managers, be accepted**

**CARRIED**

### **ITEM #: 7.2 CARAVAN PARK MANAGERS' REPORT**

*J Medson distributed report via email prior to the meeting.*

**#83 (09/06/2020)**      **Moved: Patricia Bartram**      **Seconded: Kara Johnson**  
**That purchase and installation of additional security cameras be carried out as soon as possible**

**CARRIED**

### **ITEM #: 7.3 PROGRESS FINANCIAL REPORT**

#### **1.1 Financial Reports from MYOB**

The following reports have been submitted for your consideration:-

1. Balance Sheet for Edithburgh Progress Association as an entity.
2. Profit and Loss for "Jobs".
3. Profit and Loss compared to previous year.

Commercial Income is \$687K compared to \$755K the previous year, the impact of COVID 19. The June long weekend will be interesting to compare against previous years, as the Peninsula was certainly busy!



With the resignation of Park Managers, Jo & Phill from 14<sup>th</sup> June, the JobKeeper subsidy will cease and therefore the budget for 20/21 will need to be amended for next year, as Edithburgh will no longer be eligible. This will be a decrease of \$21K Job Keeper income in 20/21 and the last fortnight of June 19/20 of \$3K, a total of \$24,000 that Progress was budgeting on.

Adjustments will need to be made for 20/21 budget allocation depending on Progress' decision re Relief Management / Park Managers / Admin staffing levels and recruitment costs for new Managers. Once this is known and advised to me, I can update the budget accordingly.

## 1.2 Building Better Regions Grant

I still haven't heard from the Building Better Regions Funding program, but their expected release date was mid to late June 2020, due to the department being under strain with other Bushfire and COVID grants they are dealing with.

## 1.3 Volunteered Time

Activities that I have volunteered my time for, that are not covered in my current contract:-

Edithburgh Tennis Court – AGL Grant return for Tennis Club and discussions with John Braund	1.5 hours
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### **ITEM #: 7.4 TOWN IMPROVEMENTS WORKING PARTY**

Letter to council seeking permission that a working party from Edithburgh volunteers be able to assist Council with upkeep around the town and foreshore and to present Edithburgh at its best. That there is a problem with vermin (pigeons and rats) that needs to be addressed and property owners be held accountable for the upkeep of their property and grounds (eg mowing at the old school and the old supermarket is falling down).

*Action: J.Dinham to write letter to the Council*

Playground toilets have been repaired but are still locked

*Action: J.Dinham to email Council to find out when they will be operational*

### **Item #: 7.4.1 Cooee**

The resignation of P.Gripton has been tabled and the Cooee is open for content suggestions and new involvement is welcomed

### **Item #: 7.4.2 Edithburgh Markets**

The markets are still on hold due to COVID-19 restrictions

### **ITEM #: 7.5 A DAY AT THE 'BURGH**

Still looking at a festival day but no date decided as yet, would like to combine with a year on from the fires as a celebration

### **ITEM #: 7.6 INSTITUTE REPORT**

### **ITEM #: 7.7 EDITHBURGH MUSEUM COMMITTEE REPORT**



The Museum is closed although they are still dealing with enquiries on family history and looking at signage for historic site in town. Interviews are still happening. The Bakehouse was opened on the Long Weekend. They are looking at a 1 year anniversary of the fires

#### ITEM #: 7.8 COUNCILLOR'S REPORT

#### 8. General Business.

##### 8.1. AGM

The cut off for memberships was April 30<sup>th</sup>, new members can sign up but are not eligible to vote at this year's AGM. No fees will be charged for the next years membership.

The AGM will be held on 8<sup>th</sup> September with advertising to be in the Cooe and the YP Country Times for 2 editions, the last being 21 days prior to the AGM.

**Moved: K.Dawes                      Seconded: P.Bartram**  
**#84 (09/06/2020)                      That the AGM will be held on 8<sup>th</sup> September at 7pm in the Edithburgh Institute with the monthly meeting to be held straight afterward.**

9.2 Grassed Area on Foreshore – find out if residents are able to assist Council with maintenance (re letter to Council)

9.3 Thank you present for Phill and Jo Medson – Jo Forbes to purchase

9.4 EPA Laptop no longer required by Admin Assistant – Lesley will purchase if no one has a need for it

9.5 Thank you to Kara for her efforts in getting the water cart and selling the old one and to Mark Tilbrook for the trailer

**MEETING CLOSED**

**TIME 9.18PM**

**By Lesley Tilbrook**

**DATE OF NEXT MEETING 24<sup>th</sup> June 2020 (Special Meeting)**

**Date of Next Monthly Meeting 14<sup>th</sup> July 2020**

