



Minutes of meeting
Held in the Edithburgh Institute
on 8 October 2019

PRESENT:
**Subject to
Confirmation**

Lesley Tilbrook (Chairperson), Peter Bartram (Vice Chairperson), Patricia Bartram, Keryn Dawes, Kara Johnson, Jennifer Robyn, Stan Szczypiorski, Joanne Medson (Caravan Park Manager), Diana Sweeney (Minute Taker), Leith Smith (Edithburgh CFS – Visitor).

MEETING OPENED

7.31pm

1. WELCOME

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

2. APOLOGIES

GARRY WEEKLEY, JOANNE DE ROOS, JOANNE FORBES (YP FINANCIAL SERVICES).

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 10 SEPTEMBER 2019.

#24 (8/10/19)

Moved: Peter Bartram

Seconded: Keryn Dawes

That the minutes of the Edithburgh Progress Association meeting held on 10 September 2019, as circulated, be taken as read and confirmed as a true record.

CARRIED

Leith Smith – Captain Edithburgh CFS. Leith has recently taken over the captaincy of the Edithburgh CFS and wanted to bring attention to Progress and the community of the CFS' current situation. There are now only three active members and if more members are not sourced, the Edithburgh CFS will be shut down. He presented a leaflet encouraging members of the community to join the CFS which will be distributed around the town.

Ideas were raised regarding placement of a banner calling for volunteers around the town. Leith advised there will be a training session next Wednesday evening (16/10/19) at 7pm and urged any interested community members to attend.

Leith Smith left the meeting.



6. MATTERS ARISING

ITEM #: 6.1 MATTERS ARISING.

Council Budget ideas.

Numerous ideas were tabled to forward to Council for their budget considerations for 2020. **Action: D Sweeney to compile a list of ideas and forward to Council when appropriate.**

ITEM #: 6.2 REVIEW OF ACTION LIST.

#2. Flora Park Signage. The frame has been replaced and ready to have the new signs installed prior to the Day at the Burgh Event in November.

#3. Mosaic marker. K Dawes read out wording to be placed on the marker – delivery and installation in December.

#7. Defibrillator Signage. Signage has already been completed and will be erected shortly. *Note: Signage has been erected on 11.10.19.*

#8. Edithburgh Stickers. Production of 5000 UV laminated Edithburgh stickers is underway, delivery to be advised.

7. REPORTS

ITEM #: 7.1 CARAVAN PARK WORKING PARTY REPORT

Next Meeting to be held 29/10/19 at 10am.

As there was not a meeting of the CPWP due to school holidays, no report was tabled.

ITEM #: 7.2 CARAVAN PARK MANAGERS' REPORT

September report distributed to all members prior to the meeting.

Boat ramp permits. It was agreed to write to the Council to request their consideration of installing an additional boat ramp fee machine that facilitates card usage. **Action: D Sweeney to contact Council.**

#25 (8/10/19)

Moved: Keryn Dawes

Seconded: Kara Johnson

That the Council be contacted to request their consideration of installing an additional boat ramp fee machine that facilitates card usage.

CARRIED

The parameters surrounding the requirement for Police clearance on all applications for any new semi permanent or permanent residents was discussed. It was agreed that J Medson and D Sweeney draft a policy for this to present to the Caravan Park Working Party and Progress consideration. **Action: J Medson and D Sweeney.**

ITEM #: 7.3 PROGRESS FINANCIAL REPORT.

Report distributed to all members prior to meeting.

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 \$39K higher than this time last year, \$18K of this is for ASL/Storage Vans, etc. paying in advance due to the new fee schedule, the balance is growth in tourism dollars of \$21K.

Expenses have increased by \$44K approximately which is mainly due to the following:

- Increase in Park Managers/Relief Management/Administration/Cleaning Contract wages as per agreement – approximately \$26K more than last year.
- RMS Fees – annual license \$4K more than this time last year due to invoice being received earlier.
- Printing and Stationery - \$2.5K more due to new Guest Information Booklets printed.
- Donations/Sponsorships - \$3K more for Carols by the Sea.
- Advertising decreased by \$2.5K.
- Landscaping/Ground Maintenance - \$6K to finish off site rejuvenation.

1.2 Budget Review

Due to the School Holidays, the CPWP has not held their meeting, hence the September budget review has not been completed. This will be presented to the November meeting of Progress. If you have any suggestions for town improvements to be considered/included in the LTFP/Budget document, please email them through to me. Any items discussed at the October meeting can be noted and forwarded also.

1.3 Volunteered Time

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

| | |
|--|---------------|
| Emails to Council representatives regarding the MACE Engineering Soakage Report and following up from the meeting. | 0.5 hours |
| Phone calls and emails re: Office of Rec Grant for Tennis Courts. | 0.5 hours |
| TOTAL Time Volunteered | 1 hour |

ITEM #: 7.4 TOWN IMPROVEMENTS WORKING PARTY.

(Next Meeting date 5/11/19 – 7.00pm).

(Coee next meeting date last Monday 28/10/19– 10am)

The 1.10.19 October meeting was not held due to low attendance.

Item #: 7.4.1 Coee.

- \$144.30 plus the Community Bingo donation of \$60 was passed on from the Coee by J Robyn.
- Invoices for advertisers to be sent out w/c 14/10/19. **Action: J Forbes.**

Item #: 7.4.2 Edithburgh Markets.

Last market date 6/10/19. Patricia Bartram reported that the Long Weekend market was well attended, with plenty of visitors and extra stalls.



ITEM #: 7.5 A DAY AT THE 'BURGH.

G Weekley provided D Sweeney with a report prior to the meeting. J Robyn provided further details verbally at the meeting.

- All is on track with some final documentation to be submitted that relates to the Special Events Permit.
- Road Closure meeting was held with the DATB Committee and Leith Smith (Council), and all is now organised.
- Ticket sales for Amber Poulton is a sell out, with 140 attending, this will net the DATB event in excess of \$2K.
- T Collins (Busker) will play at one of the hotels on Saturday 16/11/19.
- Hoping to open the Day with a parade, extending from Cross Street to Edith Street – entertainment to be bagpipes and the circus performer.
- It was discussed that now the event is in its 4th year, a nest egg of funds needs to be built to help with cost of each year's event going forward and volunteer grants will need to be applied for in 2020.
- There are 80 remaining tickets to the Sunday 17/11/19 show for Peter Goers and Anne Wills to be sold. These are available at the Post Office and Deli at \$30 each.
- A Bingo night to be held on Saturday 16/11/19.
- It was proposed for Barossa Helicopters to land and provide joy flights for the event. **Action: D Sweeney to enquire re: Council regulations.**

ITEM #: 7.6 INSTITUTE REPORT.

(Next Meeting 15/10/19 at 7.30pm)

K Dawes provided verbal report at meeting.

- Window repairs commencing.
- Repair to Salt damp in Committee and Store Room and north east corner well underway.
- Yearly increase to \$400 for Progress usage of the Institute, due to the amount of sub committee meetings being held and a reduction in Council grants.

ITEM #: 7.7 EDITHBURGH MUSEUM COMMITTEE REPORT.

(Next Meeting date –Tuesday 15/10/19 at 7.30pm).

K Dawes provided verbal report at meeting.

- Successful in gaining \$1180 from the Yorke Peninsula Council Community Grants which will be put towards the cost of the radiator for the Buick.
- \$500 was donated from Maitland Car and Motorcycle Club – thank you very much.
- Fire Truck to be booked for Christmas Eve – John Edwards to be Santa. **Action: L Tilbrook to inform J Edwards.**
- Rick Bullers – Manager of SA Maritime Museum – visited Edithburgh on 2/10/19 and delivered many relics with a view to returning any relics from Adelaide to relevant local areas. He also made a check on the progress of the registration of the marine relics which is being undertaken. Thank you to all who are participating in this registration, as it is a very large task – up to 300 hours of photographing and re-cataloguing all items on an excel database.
- It was noted with pride that Edithburgh has the largest number of maritime relics outside of Port Adelaide in the State.



ITEM #: 7.8 COUNCILLOR'S REPORT.

Nil.

ITEM #: 7.9 150 YEAR CELEBRATIONS.

K Dawes provided verbal report at meeting.

- K Dawes to advise the arrangements for the afternoon tea at the Troubridge Hotel.
- Road Closure flyer to be distributed by K Dawes to residents affected in Edith Street.
- Individual layouts for 19 separate plaques have been approved and submitted for printing, final layouts will be sent for approval.

8. General Business.

Wreath for November 11 (Remembrance Day). It was agreed to order a wreath for Remembrance Day and to ask J Edwards to pick up and then lay the wreath on the day. **Action: L Tilbrook to advise J Edwards.**

Remembrance for John Sedy. It was thought a fitting remembrance for service that John Sedy (recently passed) had provided on both Council and Progress and for the Edithburgh community as a whole would be a helipad which could be installed near the carpark on the south side of the jetty. **Action: D Sweeney to contact Council and request information/next steps.**

Annual Dinner Invites. D Sweeney advised that due to school holidays and big catering projects, the Location Café had not been able to provide menu suggestions for the dinner. Invites for the dinner would be sent from 10/10/19 onwards to allow time for guests to respond and menu suggestions sent when available. **Action: D Sweeney.**

Membership Form. It was suggested that the \$5 fee to become a financial member of Edithburgh Progress (as per the new Constitution) be put towards a town project going forward. (This fee is waived for 2019/2020 membership year).

It was also suggested that an amendment be made to the form to add in an area which asks whether the Member would like to receive via email Progress Minutes, What's Happening or the Cooe. **Action: D Sweeney to modify.**

Playground equipment. L Tilbrook has advised Council of damage to some of the playground equipment and the Council will repair going forward.

Scheduled Power Outage. On September 17, a scheduled power outage occurred in Edithburgh which left businesses without their landlines for a number of days and it was discussed to contact Telstra and enquire how this can be avoided in the future.

Tidal Pool. P Bartram and K Dawes reported that at the Council meeting for the Tidal Pool (held 10/9/19), a new signage motion was passed. **Action: K Dawes to contact S Bobridge.**

Two letters have also been sent to the Department of Transport and Infrastructure and Department of Environment and Water regarding the construction of a breakwater.

P Bartram also reported that he was misquoted in a recent Sunday Mail article regarding the importance of jetties to country towns. He did not say that the jetty was important for a proposed ferry service but that the jetty was about adding value to the town and its visitors and divers. He also advised that he had informed R Foster of Progress' request to Council for a shower at the jetty and also the proposed wash down facilities for divers marked for part of the Northern Amenities upgrade at the Caravan Park.



It was also noted that a huge amount of rubbish was collected off the jetty each day by an Edithburgh resident. **Action: D Sweeney to approach Council to seek help with litter issue.**

Community Fishing Bay. Submitted by J Tatchell. For further discussion.

Jo Medson raised the following issues:

- Snapper closure - had so far resulted in 3 cancellations for the summer period.
- Doggy Bag dispensers - it was agreed K Johnson would fill the Sultana Point dispenser.
- Bingo - this community event was initiated by Jo as a way of her giving back to the community. It was expensive to set up which Jo paid for herself and she also pays for the catering each Thursday night. The Golf Club has been very kind to offer their premises at no cost and open their bar each Thursday night (monies back to the Golf Club). All community associations are represented and one is drawn each Thursday night and is the beneficiary of any monies made on the night. Bingo is not run by Progress or the Caravan Park but by Jo herself. Well done Jo.
- The EFTPOS machine used at the Michael Griffiths Cabaret in June - on patron's bank statements, the transactions made at the Cabaret have been appearing as being from the Caravan Park which has caused some patrons to call the Park very disgruntled that they have been charged for accommodation which they did not book or use. Jo requested that if the EFTPOS machine is to be used for any other events, it needs to be advised to patrons of that event that the Caravan Park will appear on their bank statements.

Public Toilets. Patricia Bartram noted that the public toilets outside the Institute were filthy and have not been properly cleaned in a very long time. **Action: D Sweeney to contact Council re: Rapid Detail cleaning.**

J Robyn reported that voluntary workers through Centrelink would be invaluable to the community and could help with projects being organised by the Town Improvements Working Party. **Action: J Robyn to follow up with MADEC.**

J Robyn also advised that she has facilitated many planning days and suggested that Progress run a 2-3 hour session and focus on what its aims and purpose are for the town and develop a yearly plan and then focus on a 5 year plan of what Progress wishes to achieve going into the future. **Action: J Robyn to present together to members. Time and date to be determined.**

MEETING CLOSED

10.22PM

Lesley Tilbrook, Chairperson

DATE OF NEXT MEETING – 12 November 2019.

