

**Minutes of the Stansbury Progress Association Inc. Executive Committee Meeting  
held in the Stansbury Institute on  
Monday 11<sup>th</sup> December 2023 at 7.30pm.**

**PRESENT:** Don McPhee (Chairperson), Shaun Toft (Vice Chairperson), Sue Oldfield, Kevin Forrest, Graham Klose, Beth Faulkner, Andrew Pisani, Julie Harris, Cr Trevor Clerke, Michelle Hoffmann and Leon Cartledge (Park Managers), Carley Crouch (minute taker).

**MEETING OPENED:** 7.31pm

**1. WELCOME:** Don McPhee welcomed everyone to the meeting.

**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:** Doug Carruthers, Ted Buttfield

**4. ACCEPTANCE OF MINUTES:**

**4.1 Acceptance of the Minutes**

**Moved:** Beth Faulkner

**Seconded:** Sue Oldfield

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 9<sup>th</sup> October 2023 be accepted as read and confirmed as true records.

**Carried: #1 11/12/2023**

**5. CARAVAN PARK REPORT:**

**5.1 Caravan Park Manager's Report:**

A written report was tabled.

Leon and Michelle reported the following:

- A powerhead on site 18 has been damaged by a departing guest and needs to be replaced.  
It was noted that there are new products on the market where the powerheads include an EV charger. This may be an option in the future if the demand for EV chargers increases.
- The keypad and bollard on the exit gate at the Foreshore Park was damaged by a departing guest. They have submitted a claim to their insurer. The repair quote has been submitted to their insurer.  
Smart Tormax are scheduled to attend onsite, Monday 18<sup>th</sup> December (deferred by Smart Tormax from 7<sup>th</sup> December due to staff shortages), to undertake the repair. Until that time, the boom gates will remain in the up position.

- The solar panels were recently cleaned. However, there is an ongoing problem with pigeons roosting in the space between the male and female amenities blocks. The pigeons are causing a lot of issues with fouling up the panels which is reducing their efficiency.

Council were contacted to see if they could offer any assistance. Phil Herrmann provided the contact details of the professional shooter they use for the cormorants, and suggested contacting him to assess and develop a suitable plan to deal with the issue.

The shooter attended at night to observe, and is scheduled to attend on the 14<sup>th</sup>-15<sup>th</sup> December to carry out a cull. The cost is \$60 per hour.

Yorke Solar have also been requested to provide a quote for blocking the area under the solar panels to stop entry by the pigeons.

It was noted that Council need to deal with the problem at the cliffs where the pigeons roost and breed.

- The problems with the OPD boom gates has been ongoing over a number of years, and a solution is long overdue. Smart Tormax have provided a quote to change the OPD boom gate operating system over to Evolution. This is the same software that is used for the Foreshore Park, and is the solution recommended by Smart Tormax.

**Moved: Beth Faulkner**

**Seconded: Graham Klose**

**To accept the Smart Tormax quote #22171 to install the Evolution access system at Oyster Point Drive.**

**Carried: #2 11/12/2023**

Julie Harris arrived at 7.46pm.

- The poor internet reception at OPD has been a longstanding issue. SYP Security Services have provided a quote to upgrade the service throughout the park. Some trenching and electrical work will also be required. James Moss will submit a quote for this component of the project.

It was noted that any trenching needs to be minimised to limit the chance of hitting existing underground services.

**Moved: Beth Faulkner**

**Seconded: Sue Oldfield**

**To accept the SYP Security Services quote #4023098 to upgrade the wifi equipment at Oyster Point Drive.**

**Carried: #3 11/12/2023**

- The rubbish truck is still having some issues. Hughes Mechanics will be contacted regarding attending onsite to assess and repair.
- The parks are currently looking very good.
- The septic tanks have been pumped out ahead of Christmas.
- Leon will do a test drive over the new drive through sites to check that the levels are correct before they are opened for bookings.

**Moved: Kevin Forrest**

**Seconded: Sue Oldfield**

**To accept the Caravan Park Manager's report for November.**

**Carried: #4 11/12/2023**

Leon and Michelle left at 7.59pm and did not return.

## 6. MATTERS ARISING FROM MINUTES:

### 6.1 150<sup>th</sup> Highlighting Our History:

It was confirmed that "Highlighting Our History" light show is now available on USB and DVD at a cost of \$10.00 each.

The "Stansbury History Addendum 1986-2023" sold out over the October long weekend. A reprint of 50 books will cost \$1529.00 (incl gst). Approximately five people have enquired about purchasing a book if they are reprinted. A notice has been included in the December Scribble asking for people to register their interest. If enough pre-orders are received, a reprint will be arranged.

Sue Oldfield suggested contacting the museum to see if they are interested in submitting a grant application for the cost of the reprint. The books could then be sold through the museum.

## 7. BUSINESS MANAGER AND FINANCE REPORT:

### 7.1 A written report for October and November was tabled.

It was noted that November occupancy rates in the parks, are in line with the national statistics for the same period, as reported by the Caravan Industry Association of Australia.

It was noted that the RAA will not be providing funding for any further EV charging stations in Stansbury. One is located at the Stansbury Holiday Motel, whilst a rapid charger has been installed at Minlaton.

**Moved: Kevin Forrest**

**Seconded: Graham Klose**

**To proceed with the lease arrangements for the two new Speedqueen washing machines, and one dryer for the Foreshore Caravan Park.**

**Carried: #5 11/12/2023**

## 8. MARKET CO-ORDINATOR/ADMINISTRATION REPORT:

### 8.1 A written report for November was tabled.

**Moved: Julie Harris**

**Seconded: Graham Klose**

**To accept the Business Manager and Administration reports for November.**

**Carried: #6 11/12/2023**

## 9. SUB COMMITTEE REPORTS:

### 9.1 Institute: Nil report

### 9.2 Tidy Towns:

Don McPhee reported the following:

- Efforts have been focused on tidying up fallen tree limbs, and watering vegetation and town pot plants.
- Maintenance of the walking trail south of the town (upper section) needs to be undertaken as it is quite overgrown.
- The rose garden needs attention.

### 9.3 Town Projects:

Update on the wheeled sports facilities: Julie Harris has spoken with Ardrossan regarding the pump track that has recently been installed on the old tennis court. It is a basic model but was quite expensive. The Progress Association were unable to obtain insurance for the track and had to gift it back to Council for them to insure.

General discussion took place about bike tracks in neighbouring towns, whether they were adequately utilised, the ongoing maintenance requirements, and issues with insurance.

Reference was also made to information contained in the Yorke Peninsula Council Wheeled Sports and Recreation Parks Plan. It was noted that in Appendix 1, Site Appraisal Matrix, the capacity of a planned site is considered ie: is the site sufficiently large for a region-scaled facility?

Emails from Sue Beech, Property Tenure Officer, Yorke Peninsula Council, dated 24<sup>th</sup> July and 31<sup>st</sup> July 2023 were tabled. In summary, the Centenary Park land is classified as public and community, and would not need to be changed. This area would be considered more appealing than the Pines due to the classification and proximity to potential users of new infrastructure, existing public toilets and sport and recreational facilities. In the first instance, public consultation regarding any plans would need to be undertaken, followed by developing a concept plan and costs, and outlining what assistance would be required from Council.

It was noted that rules change regularly, in regard to what is considered safe and in line with risk management protocols for infrastructure such as playgrounds and bike tracks. A big issue is the ability to maintain infrastructure on an ongoing basis to meet the required standards for insurance purposes.

A big picture approach is required, as a quality project will encourage visitors from other towns to visit Stansbury and utilise the facilities. Eg. the upgraded tennis courts are attracting regular visitors from towns such as Hardwick Bay.

Information on the dimensions to scale of the development of Centenary Park are to be provided to Graham Klose. He will then map out a proposal on an aerial photo.

Moved: Julie Harris

Seconded: Kevin Forrest

For the Town Improvement Sub Committee to develop a survey for feedback on ideas of how to best develop Centenary Park. The survey will be distributed to local residents via mail drop, and to visitors via the caravan park.

Carried: #7 11/12/2023

**9.4 Access Advisory Committee:**

Nil to report.

**10. CORRESPONDENCE:**

**10.1** Letter – Yorke Peninsula Council, 9<sup>th</sup> October 2023, tabled.

**10.2** Email – Steve Bowley, 28<sup>th</sup> October 2023, tabled.

**10.3** Invitation – Stansbury Primary School, 7<sup>th</sup> November 2023, tabled.

**11. GENERAL BUSINESS:**

**11.1 SYP Security Services:**

As per item 5.1.

**11.2 Boral quote:**

Quote #SAM24-02313 re asphalt surface around Oyster Point Drive cabins, tabled.

It was noted that the Boral quote does not include the drive through sites, curbing or preparation work on the surface ahead of the asphalt being laid. Storm water pipes and rain water tanks also need to be installed. Some landscaping will take place after the asphalt is laid.

Moved: Julie Harris

Seconded: Shaun Toft

To accept the Boral quote and proceed with all related works for the asphalt around the OPD cabins.

Carried: #8 11/12/2023

**11.3 Stray dogs around Stansbury:**

Shaun Toft advised there have been stray dogs roaming around Stansbury. He has notified Council.

**11.5 Stansbury town sign:**

Beth Faulkner confirmed that the lights on the town sign are now working.

**11.6 Stansbury Sports and Community Club Christmas Family Day:**

Sue Oldfield advised that the SSCC Christmas Family Day will be held on Sunday 17<sup>th</sup> December. Activities include a 20/20 cricket match, the official opening of the grandstand, music and a visit from Father Christmas.

It was agreed to donate \$150 towards lollies for the event.

A grant submission for funds to go towards the repair of salt damp in the grandstand was successful. Work is currently scheduled to be carried out in May/June 2024.

**11.7 Café Blinds – Foreshore Park camp kitchen:**

It was confirmed that the quote for new blinds for the BBQ area on the veranda of the camp kitchen was \$3960.00 (gst inclusive).

**11.8 Music Festival 2024:**

Andrew Pisani advised that the Stansbury Sports and Community Club are considering holding a music festival at the oval on the June long weekend. Due to potential bad weather, a large marquee would be required.

Andrew will discuss further with the community members who are interested in being involved, and present a proposal to Progress.

**14. CLOSURE:** Meeting closed at 9.40 pm.

**Next meeting:** Executive Committee Meeting, Monday 12<sup>th</sup> February 2024

Don McPhee

Chairperson ..... 

Date:..... 12.2.2024